



Council Meeting Agenda

Tuesday 13 October 2020
Commencing at 7.00 pm

Virtual Meeting

**HOBSONS
BAY CITY
COUNCIL**



OUR MISSION

We will listen, engage and work with our community to plan, deliver and advocate for Hobsons Bay to secure a happy, healthy, fair and sustainable future for all.

OUR VALUES

Respectful

Community driven and focused

Trusted and reliable

Efficient and responsible

Bold and innovative

Accountable and transparent

Recognised

Council acknowledges the peoples of the Kulin Nation as the Traditional Owners of these municipal lands and waterways, and pay our respects to Elders past and present.

Chairperson:

Cr Colleen Gates (Mayor)

Wetlands Ward

Councillors:

Cr Sandra Wilson (Deputy Mayor)

Cherry Lake Ward

Cr Tony Briffa JP

Cherry Lake Ward

Cr Angela Altair

Strand Ward

Cr Peter Hemphill

Strand Ward

Cr Jonathon Marsden

Strand Ward

Cr Michael Grech

Wetlands Ward

Aaron van Egmond
Chief Executive Officer
Hobsons Bay City Council

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1 Council Welcome and Acknowledgement

The Chairperson will welcome members of the gallery and acknowledge the people of the Kulin Nation as the Traditional Owners of this land.

2 Notice of Election Period Restrictions

Reports in this Council Meeting Agenda are being considered during the Election Period, during which restrictions on Council's decision-making and individual Councillor behaviour apply under the Hobsons Bay Election Period Policy 2020.

Specifically, Councillors cannot:

- make significant decisions during the Election Period that would be binding on the incoming Council
- use the public forum provided by the Council Meeting for purposes of campaigning
- use their position to gain electoral advantage or to disadvantage another candidate

3 Virtual Meeting Protocols

Due to current COVID-19 restrictions, this Council Meeting is being conducted virtually in accordance with the Hobsons Bay Governance Rules, and will be livestreamed on the Council website at <http://webcast.hobsonsbay.vic.gov.au>

3.1 Voting Method

Voting will be conducted by show of hands, as in the Council Chamber.

3.2 Absence from Meeting

If a Councillor leaves the meeting at any time for any reason other than for a conflict of interest, the Councillor will stand to indicate their intention to leave and then walk away.

If a Councillor needs to leave the meeting due to a declared conflict of interest, the Chairperson will remove the Councillor from the virtual meeting until the matter under discussion has been resolved. The Chairperson will then invite the Councillor back into the meeting.

If a Councillor cannot be seen or heard due to technical issues and cannot carry on as a participant in the meeting, the meeting will continue as long as a quorum remains.

If the quorum is lost, the meeting will be adjourned until the quorum can be returned.

The time that any Councillor leaves and returns to the meeting will be recorded in the minutes regardless of the reason for absence.

4 Apologies

The Chairperson will call for apologies received from Councillors who are unable to attend this meeting.

5 Disclosure of Interest

In accordance with sections 127 and 128 of the *Local Government Act 2020* Councillors are required to disclose a general or material conflict of interest. A conflict of interest must be disclosed in accordance with section 15.3 of the Hobsons Bay Governance Rules.

Disclosure must occur immediately before the matter is considered or discussed.

6 Confirmation of Minutes

6.1 Confirmation of Minutes

Confirmation of the minutes of the Council Meeting of the Hobsons Bay City Council held on 8 September 2020 (copy previously circulated).

Recommendation

That Council:

- 1. Confirms the minutes of the Council Meeting of Hobsons Bay City Council held on 8 September 2020, subject to an amendment to the resolution for confirmation of the minutes for the Ordinary Council Meeting held on 25 August 2020.**
- 2. Amends the resolution for confirmation of the minutes from the Council Meeting held on 8 September 2020 to confirm the minutes of the Ordinary Council Meeting held on 25 August 2020, subject to an amendment to Item 8.1.2 Adoption of Annual Budget, Rating Strategy and Strategic Resource Plan for 2020-21 to record that Cr Angela Altair abstained from the vote on this item.**
- 3. Amends the minutes of the Ordinary Council Meeting held on 25 August 2020 in relation to Item 8.1.2 Adoption of Annual Budget, Rating Strategy and Strategic Resource Plan for 2020-21 to record that Cr Angela Altair abstained from the vote on this item.**

7 Councillor Questions

8 Public Question Time

Public Question Time provides an opportunity for the public to ask questions related to items on the agenda of the Council Meeting or any other matter within Council's responsibility. Questions must be put in writing and received by 12pm on the day before the Council Meeting.

As this Council Meeting is being conducted during the Council Election Period, public questions will not be read out, but will receive written responses from Council officers.

9 Petitions and Joint Letters

9.1 Petitions and Joint Letters Received

Nil.

10 Business

10.1 Office of the Chief Executive

10.1.1 Chief Executive Officer's Report on Operations

This report is being considered by Council during the Election Period. Councillors are reminded that, under the Hobsons Bay Election Period Policy 2020, they cannot make a significant decision during the Election Period that would be binding on the incoming Council.

Councillors are also not permitted to use the public forum provided by the Council Meeting for purposes of campaigning, or to use their position to gain electoral advantage or to disadvantage another candidate.

Directorate: Office of the Chief Executive

Responsible Officer: Executive Assistant to the Chief Executive Officer

Reviewer: Chief Executive Officer

Councillor Portfolio: Not Applicable

Attachments:

1. CEO Report on Operations [**10.1.1.1** - 29 pages]
2. AOC - 31 August 2020 Social Wellbeing and Community Services Portfolio Advisory Committee [**10.1.1.2** - 1 page]
3. AOC - 1 September 2020 Councillor Briefing Session [**10.1.1.3** - 2 pages]
4. AOC - 8 September 2020 Council Meeting Pre-Agenda Briefing [**10.1.1.4** - 3 pages]
5. AOC - 10 September 2020 Arts, Culture and Tourism Portfolio Advisory Committee [**10.1.1.5** - 1 page]
6. AOC - 11 September 2020 COVID-19 Briefing [**10.1.1.6** - 1 page]
7. AOC - 17 September 2020 Launch of Arts Industry Program [**10.1.1.7** - 1 page]
8. AOC - 18 September 2020 Environmental Sustainability Portfolio Advisory Committee [**10.1.1.8** - 2 pages]
9. AOC - 22 September 2020 Councillor Briefing Session [**10.1.1.9** - 2 pages]

Purpose

To present the Chief Executive Officer's (CEO's) Report on Operations (Attachment 1).

Recommendation

That Council:

1. **Receives and notes the Chief Executive Officer's Report on Operations, including details of recent issues and initiatives undertaken by the organisation.**

2. In accordance with section 80A(2) of the *Local Government Act 1989* incorporates into the minutes of this meeting the written Record of Assembly of Councillors held on 31 August 2020, 1 September 2020, 8 September 2020, 10 September 2020, 11 September 2020, 17 September 2020, 18 September 2020 and 22 September 2020.

Summary

The attached CEO's Report on Operations provides Councillors and community with a regular update from the CEO on key initiatives, projects and performance.

Discussion

The purpose of this report is to inform Council and the community of recent issues, initiatives and projects undertaken across Council. The report is provided on a monthly basis.

Strategic Alignment

Council provides a wide range of services to the community of Hobsons Bay as well as developing and delivering actions to ensure community assets are maintained and service the needs of the community. Each month this report highlights these activities, initiatives and projects and provides a high-level performance summary.

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 2: Community wellbeing and inter-connection.

Council Plan 2017-21

Goal 4: A Council of excellence

4.3 Provide excellent customer service while ensuring all our communications are clear and easy to understand.

Declaration of Conflict of Interest

Section 80C of the *Local Government Act 1989* requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

10.2 Corporate Services

10.2.1 Mayoral Focus - End of Term Report

This report is being considered by Council during the Election Period. Councillors are reminded that, under the Hobsons Bay Election Period Policy 2020, they cannot make a significant decision during the Election Period that would be binding on the incoming Council.

Councillors are also not permitted to use the public forum provided by the Council Meeting for purposes of campaigning, or to use their position to gain electoral advantage or to disadvantage another candidate.

Directorate:	Corporate Services
Responsible Officer:	Coordinator Governance and Information Management
Reviewer:	Director Corporate Services
Councillor Portfolio:	Not Applicable
Attachments:	Nil

Purpose

To update Councillors and the community on the areas of focus of the 2019-20 Mayoral Term of Mayor Cr Colleen Gates.

Recommendation

That Council notes the 2019-20 Mayoral Focus End of Term Report for Cr Colleen Gates.

Summary

Cr Colleen Gates was elected as the Mayor of Hobsons Bay on 8 November 2019.

Following election as Mayor, Cr Gates set about to focus her mayoral activities on the areas of community connectedness, open space and innovation.



Figure 1: Mayor Cr Colleen Gates at G Den Dulk Reserve, Altona

Background

The Mayoral Program provides an opportunity for the Mayor of the day to support key actions focusing on particular areas of interest and need while serving the best interests of the Hobsons Bay community in alignment with the Hobsons Bay 2030 Community Vision and the Council Plan 2017-21.

For the 2019-20 Mayoral Term, Cr Gates built her program on three main areas:

- community connectedness and the recognition of volunteer organisations
- open space
- innovation

The COVID-19 pandemic

The 2019-20 mayoral term has been a challenging year for communities across Australia and the world as a result of the COVID-19 pandemic. Throughout the pandemic, Cr Gates and her Councillor colleagues have remained committed to supporting and connecting with the Hobsons Bay community. As a result, some elements of the Mayoral Program required adjustment or a shift to engage in a different style and to identify meaningful ways on how to best assist the Hobsons Bay community.

Discussion

Focus Area 1: Community Connectedness and Volunteer Organisations

Recognising the pivotal role that volunteer organisations across Hobsons Bay play in contributing to the quality of life in the community, Cr Gates was able to meet with and showcase the many volunteer groups across the city.

Cr Gates took the opportunity to shine a light on the many individuals and organisations that actively support the Hobsons Bay community and promoted the ongoing need and benefits of getting involved in volunteering or being part of a community group.



Figure 2: Cr Gates attending Laverton Bowling Club's Christmas lunch

As part of the Mayoral Program, a number of short films were promoted, showcasing groups, events and activities driven by volunteers. These short films include profiles on the Friends of Greenwich Bay, the Walking Basketball program, Minus18, the Spotswood Slow Food Market, World Environment Day and information on what is happening at our libraries.

Other short films created and shared with the community under the Mayoral Program include conversations between Cr Gates and the 2020 Citizens of the Year recipients, Myly Nguyen (Citizen of the Year) and Augustin Kadende (Young Citizen of the Year). In these films, these impressive community leaders spoke to Cr Gates about their experiences in the community during a time of challenge in the midst of the COVID-19 pandemic.



Figure 3: Cr Gates with Myly Nguyen, Hobsons Bay Citizen of the Year 2020

The theme for this year's National Volunteers Week was "Changing Communities. Changing Lives" and in celebration and acknowledgement of the generous contribution of the registered volunteers of Council as well as the many Conservation and Library Friends Groups, Cr Gates wrote to many individual volunteers and "friends groups" to thank them for the work they do.

Council's short film series "Recognise the Volunteer Organisations", released as part of this year's National Volunteers Week, told the story of people's purpose and contribution in the volunteering space.

As Mayor, Cr Gates played a role in bringing together the community by hosting pre-budget pandemic recovery idea sessions with Portfolio Advisory Committee members, Interagency members, young people and the newly established Hobsons Bay Business Roundtable. Cr Gates contacted community groups and sporting clubs across the municipality to seek their views on potential support needs for the community and the services and functions they provide to their members. During the announcement of the first and second Community Support Packages, Council also invited the community to submit general ideas on practical response during, and in the future recovery phase of, the pandemic.



**Figure 4: Cr Gates with Lesley Ould OAM,
former Hobsons Bay Citizen of the Year 2014**

The "Hobsons Bay Has Heart" Facebook page was created to showcase the many acts of kindness and connection people are experiencing across Hobsons Bay during the pandemic. It also highlights the volunteer work, both formal and informal, being carried out by individuals within our community.

Cr Gates was a strong supporter of Council's Better Places Laverton program for its ability to bring the community together to inform Council on their vision for Laverton. The project resulted in a Place Guide that identifies ideas and projects for real improvements into the future. Not only did the program provide an opportunity for local residents to participate in how they want their local community to look, but the Place Guide has identified the need to establish a Local Leaders Action Group to foster the local energy within the community and strengthen community connections to help deliver the vision for Laverton.

Cr Gates attended and spoke at the launch of Taste of Vietnam at the Louis Joel Arts and Community Centre in Altona in support of Myly Nguyen, Hobsons Bay Citizen of the Year 2020, and the Vietnamese Association of Hobsons Bay in partnership with the Men's Shed. Cr Gates was also a judge for the Hobsons Bay Art Society's sixth annual 5X7 Art Prize.

Connecting virtually

Only months into the 2019-20 mayoral term, the COVID-19 pandemic and associated restrictions became a reality. Fortunately, technology enabled Cr Gates to continue to meet, gather and actively participate in the Hobsons Bay community. For example, this year's Williamstown Literary Festival quickly reimaged itself as a virtual event. Cr Gates joined the festival guests to present the prize winners of the 2020 Ada Cambridge awards virtually. Cr Gates also spoke at the launch of the Newport Folk Festival broadcast as a Facebook live chat with the Festival Director, Michael Stewart.

Cr Gates engaged participants in the Junior Council program about their ideas on specific Council issues by chairing a Junior Council meeting before the pandemic restrictions cut the program short. During the pandemic, online consultation was able to continue with some of Hobsons Bay's young people to talk about the pandemic, supporting community wellbeing and small business, and to chat about Recycling 2.0.

Focus Area 2: Open Space

During her mayoral term, Cr Gates wanted to ensure that the Hobsons Bay community were given the opportunity to participate and have a say about the future use of open space across the municipality, with the aim of making Hobsons Bay a more liveable city and a better urban environment that will contribute to the health and wellbeing of its people. Cr Gates' focus was on promoting and progressing the beautification, use and improvement of the city's many open spaces for the benefit of its residents.

Curlew Community Park

Curlew Community Park in Laverton was officially opened to the public on 14 December 2019. The design of the park has considered the needs of the wider community and delivers a diverse range of open space infrastructure including:

- new improved shared pavements for pedestrians, joggers and cyclists
- accessible parking bays, playground equipment, restroom facilities, picnic and barbecue area
- active and passive recreation for all ages provided for with basketball/netball half-court, ping-pong table, concrete pump track for bikes, scooters and skateboarders, open grassed areas for informal ball games, and fitness stations for varying levels of ability
- improved safety with LED pedestrian level lighting along the main diagonal path through the park, providing safer connections around Laverton Community Hub, Epsom Street, Laverton Station and the pedestrian ramp across Princes Highway



Figure 5: Curlew Community Park

Curlew Community Park has quickly become a valued asset by the community, with positive feedback received and an increasing number of visitors. It provides much-needed green open space, infrastructure and activities for people of all ages and abilities, including families with young children, the elderly and the often-neglected youth age group.

Better Places Laverton

The Better Places program commenced in 2020 with the development of the Better Places Laverton Place Guide. The Better Places model aims to establish a shared vision for the suburb that captures the feedback from the people who live in the local community. The Better Places Laverton Place Guide summarises the consultation process to establish the vision, key themes that describe what the community value most, followed by 12 place projects that have been identified to bring the vision for Laverton to life. Implementation of these place projects will commence in late 2020 with some open space related examples including cleaning and greening of Laverton, and the Love Laverton Parks program that will see the upgrade of eight local parks as one coordinated project.

Urban Forest Strategy

The Hobsons Bay Urban Forest Strategy was the jewel in the crown of Cr Gates' mayoral term. The strategy sets a bold target to increase tree canopy in Hobsons Bay from the current coverage of 7.5 per cent to 30 per cent by 2040. A generous urban tree canopy will cool the city and is crucial to improving community health, air quality and long-term amenity benefits for all of Hobsons Bay's streets and parks.

The Mayoral Program included significant engagement and promotion of this project with two Urban Forest Strategy live Facebook Q&A sessions with the community and the creation of a short film featuring the Urban Forest Strategy, encouraging the community to learn more about it and have their say.

The successful Cool Streets initiative was launched for a second year and seeks to increase the tree canopy across the municipality. It is also a great example of how Council consults with residents specifically about what trees they want in their neighbourhood and the Mayor nominated Altona Meadows, Brooklyn and Spotswood to be the recipient suburbs to participate in 2020.

World Environment Day

This year's World Environment Day event was held virtually. The theme was "Celebrating Biodiversity". Cr Gates featured in a promotional video about World Environment Day and introduced a full program of online and interactive events. The uploading of a conservation map highlighting features in and around Hobsons Bay which are significant for their natural heritage and biodiversity has been well received and continues to be accessed months after the event. Other activities on the day included workshops by My Smart Garden and the local Urban Harvest program and a promotional video "Conservation Conversation" hosted by Newport resident Doug Palmer.



Figure 6: Bike repair stations – promoting the benefits of physical activity

Other online initiatives undertaken during Cr Gates' mayoral term included initiating seven conservation videos featuring Council's Rangers and a live Facebook tour and Q&A event for a conservation tour of the Altona Coastal Park.

Focus Area 3: Innovation

Cr Gates was keen to harness innovation and technology and support opportunities for the delivery of services within Hobsons Bay.

Recycling 2.0

The implementation of Recycling 2.0, Council's new and improved kerbside waste and recycling collection service, introduced a four-bin system across the municipality. The waste and recycling crisis that befell Victoria prompted Council to think outside the box and deliver a waste management solution for the future. Recycling 2.0 brought forward key elements of Council's Waste and Litter Management Strategy 2025 (adopted in August 2019) with the new service making Hobsons Bay one of the leading councils in Victoria.

As part of Recycling 2.0, an extensive communications and engagement program was delivered. A group of more than 350 volunteer community champions registered to support the roll out of this change across the municipality. Council also launched the Recycling 2.0 App as a resource for residents to check in on collection days and information to assist with answering questions around which items go in which bin. Films were developed to enable communication of the Recycling 2.0 program on digital platforms.

Large-scale solar project

In August 2020 Council committed to delivering a large-scale solar project. The project will significantly contribute to achieving zero net greenhouse gas emissions through the delivery of a Virtual Power Plant (VPP) and the installation of new solar panels on more than 40 Council buildings. The VPP will generate almost 4 megawatts of solar power, enabling Council to share energy from under-utilising solar energy sites with those that require more. In other words, energy goes where it is needed, not just where it is generated. The solar energy system will reduce greenhouse gas emissions by about 4,000 tonnes each year, or up to 55 per cent of Council's direct emissions over the coming two years. The project will also enable the community to participate in a Hobsons Bay community solar network.

Seaworks Tech Hub

The official launch of the Creative Technology Hub was scheduled for March but was sadly cancelled due to the COVID-19 outbreak. Cr Gates narrated a short introductory film which will be released just prior to re-opening.

Located within the Seaworks Maritime Precinct, the Creative Technology Hub is a makerspace using technology and a "play to learn" model as a hook into learning. Programs and activities have a STEAM focus – Science, Technology, Engineering, Arts and Mathematics – essential 21st century skills to provide opportunities to skill up, re-skill and obtain new employment opportunities.

The Creative Technology Hub was brought to life in 2019 through a unique partnership between the Seaworks Foundation and Hobsons Bay City Council. It is funded by Gandel Philanthropy and the Victorian Government's Living Libraries Fund, with additional sponsorship from Toyota, Raeco, AVJennings and Here Studio.

Smart Infrastructure Program

The Smart Infrastructure Program supports the use of sensor technology to streamline and inform services that create operational efficiencies such as emptying of street bins and the operation of irrigation systems. Council recently installed a Gross Pollutant Trap (GPT) in Williamstown. GPTs are an efficient method of removing large materials from stormwater and drainage systems. The sensory technology provides updates when the pit is nearing capacity avoiding the need for officers to have to attend the site to assess. GPTs are one of many sustainable environmentally friendly options available to Council as part of the Smart Infrastructure Program.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 2: Community wellbeing and inter-connection

Priority 5: Activate sustainable practices

Council Plan 2017-21

Goal 1: An inclusive and healthy community

Objective 1.3: Ensure all community members will have access to quality community, sport and recreation facilities, cultural experiences and open spaces that encourage a healthy and active lifestyle.

Objective 1.4: Work in partnership with stakeholders to advocate to all levels of government for quality education, training and lifelong learning opportunities for all community members.

Objective 1.5: Understand the current and future needs of our community, and work to ensure those most vulnerable in our community are safe and have equitable and timely access to the support they need.

Policies and Related Council Documents

Activities identified throughout this Mayoral Focus End of Term Report link to existing Council strategies including the 2030 Community Vision, A Fair Hobsons Bay for All 2019-23, Waste and Litter Management Strategy 2025 and the Better Places Laverton Place Guide.

Legal/Statutory Obligations and Risk

Cr Gates has complied with Section 73AA of the *Local Government Act* 1989, being the Functions of the Mayor.

Financial and Resource Implications

Within the past and current budget, no specific financial allocation has been made for these initiatives. Costs associated with the delivery of this program were funded from within existing operational budget allocations.

Environmental, Social and Economic Impacts

Each of the initiatives or focus areas have a potential positive environmental, social and/or economic impact for the community.

Consultation and Communication

The Mayor is required to attend numerous activities and media commitments which are managed in addition to the Mayoral Program activities outlined in this report.

Cr Gates has made herself available to attend group meetings and listen to the views and ideas of community members and other stakeholders during her mayoral term.

Cr Gates maintains that community consultation is key to best servicing the community's needs and has been active in ensuring strong consultation processes are exercised.

Declaration of Conflict of Interest

Section 80C of the *Local Government Act 1989* requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

10.2.2 Hobsons Bay City Council 2019-20 Annual Report

This report is being considered by Council during the Election Period. Councillors are reminded that, under the Hobsons Bay Election Period Policy 2020, they cannot make a significant decision during the Election Period that would be binding on the incoming Council.

Councillors are also not permitted to use the public forum provided by the Council Meeting for purposes of campaigning, or to use their position to gain electoral advantage or to disadvantage another candidate.

Directorate:	Corporate Services
Responsible Officer:	Coordinator Legal and Performance Reporting Services
Reviewer:	Director Corporate Services
Councillor Portfolio:	Not Applicable
Attachments:	<ol style="list-style-type: none">1. Hobsons Bay City Council 2019-20 Annual Report of Operations [10.2.2.1 - 84 pages]2. Hobsons Bay City Council Annual Financial Report 2019-20 [10.2.2.2 - 68 pages]

Purpose

To consider the Hobsons Bay City Council 2019-20 Annual Report.

Recommendation

That Council considers the Hobsons Bay City Council 2019-20 Annual Report in accordance with the legislative requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

Summary

The Annual Report, consisting of the Report of Operations (Attachment 1) and the Annual Financial Report (Attachment 2), is a legislative requirement providing details of Council's operational and financial performance for the 2019-20 financial year. Six initiatives identified in the 2019-20 budget were completed, 72 per cent of residents considered the performance of Council to have improved or stayed the same over the previous 12 months and the Local Government Performance Reporting Framework (LGPRF) indicator results were mostly consistent with those from 2018-19.

Background

Council's strategic planning and reporting framework guides Council in identifying community needs and aspirations over the long term through the Hobsons Bay 2030 Community Vision. Council operationalises the required work in the medium term through the Council Plan, ensures the required resources are available through the Annual Budget and holds itself accountable to the community through the Annual Report.

The Annual Report is a statutory obligation that informs the community about Council's activities, achievements, challenges and financial performance over the year and compares it to both the commitments of the Council Plan 2017-21 and the Annual Budget 2019-20.

Council's performance is reported against the four strategic goals of the Council Plan via the Annual Community Survey. Also, against the LGPRF indicators which include community satisfaction with the services, facilities and infrastructure provided by Council. In addition, the progress and outcomes achieved in relation to delivery of initiatives and major initiatives are detailed.

The Annual Report also provides information about the elected Council, the organisation, the community, and other statutory corporate governance information including Council's adherence to the requirements of the local government Governance and Management Checklist. Council's overall financial position is reported in the Audited Financial Statements section of the report.

The Annual Report was submitted to the Minister for Local Government 14 days prior to the 13 October 2020 Council Meeting, in accordance with section 133(1) of the *Local Government Act 1989* (the Act).

Discussion

The Annual Community Survey was conducted over seven weeks from 28 February 2020 and received 804 responses. A key finding from the survey is that 72 per cent of respondents considered Council's performance to have improved or stayed the same over the previous 12 months. The services, facilities and activities that recorded the highest improvement were activities for older people, programs that support vulnerable communities and youth services.

However, results indicate a decline in the satisfaction index across all precincts when compared with previous years. This decline was influenced by perceptions of reputation, value for money and dissatisfaction with waste services. The survey was undertaken during the COVID-19 lockdown and immediately after the introduction of Recycling 2.0 caused significant changes to waste services.

The 2019-20 results of the LGPRF indicators were mostly consistent with the results of the previous year. All LGPRF indicator results, including how Hobsons Bay City Council compares with other similar councils, are available through the Know Your Council website at: <https://knowyourcouncil.vic.gov.au/>

During the financial year, 12 initiatives and six major initiatives were identified in the 2019-20 budget. By year end, of the 12 initiatives, four (33 per cent) were completed and eight (67 per cent) have been carried over to the next financial year. Of the six major initiatives, four (67 per cent) were completed and two (33 per cent) have been carried over to the next financial year.

The major initiatives completed were the development of the Hobsons Bay Aquatic Strategy, delivery of pop-up business innovation hubs to support start-up businesses and encourage entrepreneurship. The Local Area Traffic Management assessment was completed and the first phase of food waste recovery services to households was rolled out across the municipal district.

Other initiatives delivered included the Youth Digital Engagement Strategy, which developed digital initiatives and increased engagement, participation and consultation with young

people and the community, and the assigned projects in the approved Annual Capital Works Program 2018-19.

On 30 January 2020, COVID-19 was declared a global pandemic by the World Health Organisation. This crisis and the measures taken to mitigate it have impacted on Council's operations and led to some initiatives and major initiatives not being finalised. These will need to be carried over into the 2020-21 year.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

The Hobsons Bay 2030 Community Vision will guide Council's work until 2030. The six key priority areas of the Community Vision were developed based on consultation with Councillors, the community and Council staff.

Council Plan 2017-21

Goal 4: A Council of excellence

Objective 4.2: Be a more efficient and effective organisation by having a strong focus on continuous improvement, innovation, strategic planning and responsible financial management.

The Council Plan is developed every four years and aligns the Hobsons Bay 2030 Community Vision to Council's planning, development, resource allocation and service provision.

Policies and Related Council Documents

Related policies and documents include:

- Annual Budget 2019-20
- Community Engagement Policy 2015
- Performance Reporting Framework 2016

Quarterly reports on the Council Plan were presented at the Council Meetings on 12 November 2019, 10 March 2020 and 9 June 2020.

The half year progress report on the Council Plan initiatives and LGPRF was presented at the Council Meeting on 10 March 2020.

Legal/Statutory Obligations and Risk

The 2019-20 Annual Report was prepared to meet the operational and financial reporting requirements of sections 131 to 134 of the Act and Part 4 of the Local Government (Planning and Reporting) Regulations 2014 (the Regulations).

Regulation 22(2) of the Regulations states that in the year of a general election, a Council must, after submitting the annual report to the Minister under s133(1) of the Act, hold a meeting to consider the annual report no later than the day before the election day.

Financial and Resource Implications

Production of the Annual Report is funded from Council's operating budget. A limited number of printed copies are produced to reduce the impact on resources and the environment. The Annual Report is available on Council's website and this continues to be the most popular way the report is viewed.

Environmental, Social and Economic Impacts

The Annual Report provides information on Council's performance for the 2019-20 year against the strategic goals and objectives of the current Council Plan. The Council Plan is developed every four years and is based on a planning framework that aligns the Hobsons Bay 2030 Community Vision to the planning, development, resource allocation and service provision that Council undertakes for the Hobsons Bay community.

Consultation and Communication

Pursuant to section 134(2)(b) of the Act, public notice has been provided via the *Herald Sun* newspaper, the *Hobsons Bay and Maribyrnong Star Weekly* newspaper and via Council's website to inform the community that the 2019-20 Annual Report will be considered at the Council Meeting being held on 13 October 2020.

The public notice also notified the community that the Annual Report has been made available for inspection on Council's website prior to the meeting. Once COVID-19 restrictions ease, copies will also be available for inspection at the Hobsons Bay Civic Centre and at all Hobsons Bay Libraries.

Declaration of Conflict of Interest

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

10.2.3 Council Meeting Dates - November to December 2020

This report is being considered by Council during the Election Period. Councillors are reminded that, under the Hobsons Bay Election Period Policy 2020, they cannot make a significant decision during the Election Period that would be binding on the incoming Council.

Councillors are also not permitted to use the public forum provided by the Council Meeting for purposes of campaigning, or to use their position to gain electoral advantage or to disadvantage another candidate.

Directorate:	Corporate Services
Responsible Officer:	Governance Advisor
Reviewer:	Director Corporate Services
Councillor Portfolio:	Not Applicable
Attachments:	Nil

Purpose

To consider the Council Meeting dates for November to December 2020, following the local council election on 24 October 2020.

Recommendation

That Council:

1. Holds a Council Meeting on Tuesday 24 November 2020 commencing at 7pm to swear in the new Council and to elect the Mayor.
2. Notes that a Councillor Briefing Session will be held on 1 December 2020 commencing at 6.30pm.
3. Notes that a Council Meeting will be held on 8 December 2020 commencing at 7pm.
4. Reschedules the 19 November 2020 Delegated Planning Committee meeting to Thursday 26 November 2020 and holds a Delegated Planning Committee meeting on Tuesday 15 December 2020 commencing at 6pm, if required.
5. Gives appropriate public notice of the meeting dates and times.

Summary

This report proposes alterations to Council meeting dates for November to December 2020 for Council's consideration.

Background

The 2020 local council election will be held on 24 October 2020. Following the declaration of the election results, the new Council must be officially sworn in by taking the oath or affirmation of office and a Mayor must be elected.

Council's previously adopted meeting timetable had scheduled that the swearing-in of Councillors and election of the Mayor would take place on 4 November and 13 November 2020, respectively, based on similar dates for the 2016 election.

The Victorian Electoral Commission has since advised that the election results will not be declared until Friday 13 November. This is later than in 2016 and is a direct consequence of the social distancing and staff health and welfare requirements associated with COVID-19 and State Health Directives.

Council is therefore required to adopt revised meeting dates for the period November to December 2020.

Discussion

It is proposed that the new Council will now be sworn in at the scheduled Council Meeting on Tuesday 24 November, followed by the election of the Mayor at the same meeting.

A person elected to be a Councillor is not capable of acting as a Councillor until the person has taken the oath or affirmation of office. The oath or affirmation of office must be administered by the Chief Executive Officer and dated and signed before the Chief Executive Officer and recorded in the minutes of the Council, whether or not the oath or affirmation was taken at a Council meeting.

In accordance with section 26(1) of the *Local Government Act 2020* and Rule 2.1.1 of the Hobsons Bay Governance Rules, a Mayor is to be elected no later than one month after the date of a general election. Electing the Mayor on 24 November meets this requirement.

The Council meeting previously scheduled for Tuesday 8 December will remain.

The Delegated Planning Committee meeting scheduled for Thursday 19 November will be delayed one week to 26 November and the meeting on Tuesday 15 December will remain. Both meetings will only be held if required.

All meetings will be held either in the Council Chamber at the Hobsons Bay Civic Centre or virtually in accordance with Section 4.5 of the Hobsons Bay Governance Rules.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Council Plan 2017-21

Goal 4: A Council of excellence

Objective 4.2: Be a more efficient and effective organisation by having a strong focus on continuous improvement, innovation, strategic planning and responsible financial management.

Policies and Related Council Documents

On 12 May 2020 Council adopted the Council Meeting Timetable for July to December 2020. The report noted that the schedule of meetings may be subject to change following the council election.

Legal/Statutory Obligations and Risk

In accordance with Section 40 of the Act a person elected to be a Councillor is not capable of acting as a Councillor until the person has taken the oath or affirmation of office.

Section 26(1) of the Act and Rule 2.1.1 of the Hobsons Bay Governance Rules require a Mayor to be elected no later than one month after the date of a general election.

Rule 4.1.1 of the Hobsons Bay Governance Rules requires that the date, time and place of all Council and Delegated Committee meetings are to be fixed by the Council from time to time and the public must be provided with 48 hours notice of each meeting.

Rule 4.3.1 of the Hobsons Bay Governance Rules allows Council to change the date, time and place of any Council meeting which has been fixed and requires that Council provide reasonable notice of the changes to the public.

Financial and Resource Implications

Traditionally a civic reception is held following the election of the Mayor. If circumstances permit and a civic reception can be held, costs associated with the civic reception will be accommodated in the operational budget.

Environmental, Social and Economic Impacts

Council meetings are an effective approach to decision making that provides community access to and participation in the public process.

Consultation and Communication

Public notice of the Council meeting dates will be given in the local newspaper and on Council's website.

Declaration of Conflict of Interest

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

11 Delegate Reports

This report is being considered by Council during the Election Period. Councillors are reminded that, under the Hobsons Bay Election Period Policy 2020, they cannot make a significant decision during the Election Period that would be binding on the incoming Council.

Councillors are also not permitted to use the public forum provided by the Council Meeting for purposes of campaigning, or to use their position to gain electoral advantage or to disadvantage another candidate.

Purpose

To consider reports by Councillors who have been appointed as delegates to Council and community committees.

Recommendation

That Council receives and notes the recent Delegate Reports.

Social Wellbeing and Community Services Portfolio Advisory Committee

Directorate: Sustainable Communities

Councillor Delegate: Mayor Cr Colleen Gates and Cr Tony Briffa JP

Date of Meeting: 31 August 2020

The Social Wellbeing and Community Services Portfolio Advisory Committee (PAC) met on 31 August 2020. The meeting was co-chaired by Councillor delegates Mayor Cr Colleen Gates and Cr Tony Briffa JP.

The PAC discussed the current COVID-19 pandemic environment, as part of a presentation on the community connector programs including Hobsons Bay Community has Heart.

The presentation was followed by a workshop to support a community led response. Three questions were set in relation to the PAC workshop:

- what is on your mind?
- what are your concerns for the community?
- what are the opportunities?

The PAC discussion was wide ranging and provided valuable context, raising the following priority concerns along with more than fifty ideas and themes:

- the reliance on online communication, and the range of experiences; that the virtual space has provided opportunity, but has presented some challenges and it is important to understand who has or is being excluded and how can we support?
- isolation, and specifically the impacts on community members who may be vulnerable, and who the community and Council must lean in and support

- that many people will need to rebuild confidence in the "outside" world; how can we help people re-engage in their local community post lockdown?

All contributed to discussion with requests to circulate material to invite further inputs.

Cr Gates and Cr Briffa thanked participants, noting this meeting may be the last formal time they meet with PAC members.

Metropolitan Transport Forum

Directorate: Infrastructure and City Services

Councillor Delegate: Cr Jonathon Marsden

Date of Meeting: 2 September 2020

Nick Foa, Head of Transport Services at the Department of Transport (DoT) provided an update on how the organisation is managing coronavirus (COVID-19) and their plans moving forward. With the current COVID-related temporary shift from public transport to private vehicles, DoT will for the next 12-18 months focus on managing demand and congestion. This will be achieved through initiatives focusing on real-time data and management and learning more about changes in travel patterns. New initiatives being trialled include dynamic pedestrian crossings where wait times and crossing times for both pedestrians and traffic are determined by the number of pedestrians waiting and the time needed to cross safely.

Lower levels of demand on the transport network are being used to undertake maintenance and progress capital projects within the confines of COVID-19 restrictions. First and last mile mobility is also a focus with 250km of active transport links being built and DoT providing support and faster approvals to councils looking to rapidly deploy flexible pedestrian and cycling infrastructure. As restrictions on movement are relaxed DoT will focus on reassuring the public that public transport is safe to address road congestion and recapture public transport mode share which is essential to efficient movement of people in and around Melbourne.

Advocacy and other business

Greg Day, Metropolitan Transport Forum's strategic transport advocacy advisor, welcomed updates provided by councils on current transport advocacy and requested remaining councils to provide this information to assist forward planning. Hobsons Bay City Council provided this information in August, outlining advocacy to local MPs, relevant government departments and as part of the launch of the North and West Melbourne City Deal, which was well received.

The Annual General Meeting was held and the 2019-20 Annual Report and Financial Report was adopted with some amendments.

Arts, Culture and Tourism Portfolio Advisory Committee

Directorate: Sustainable Communities

Councillor Delegate: Mayor Cr Colleen Gates and Cr Angela Altair

Date of Meeting: 10 September 2020

The Arts Culture and Tourism Portfolio Advisory Committee (PAC) met on 10 September 2020. It was co-chaired by Councillor delegates Mayor Cr Colleen Gates and Cr Angela Altair.

The PAC was informed of the sad news that two prominent community members active in the arts had passed away.

- Mr Terry Cutler, a member of the PAC, and formerly of CSIRO and Australia Council
- Ms Kate Daw, a contributor to Council's Arts and Culture plan steering group, artist and Head of Art at the Victorian College of the Arts (VCA)

The PAC acknowledged the significant contribution to the arts and society made by Mr Cutler and by Ms Daw.

A workshop was co facilitated to bring forward ideas to help vision what 2021 could look like as we move through the COVID-19 pandemic response into the 'new normal' and towards recovery.

The following ideas were put forward by the groups as tools for recovery.

Program One

Program One involves a focus on neighbourhood experiences and arts. This was discussed as being relevant for both arts and culture, and visitor and economic recovery, including:

- investment in walking apps, platforms and maps that include public art, street art, cultural attractions, landmarks, history at a neighbourhood rather than city level
- database of artists such as Homegrown Hobsons Bay (writers' database), and extending Homegrown to include all creative practice
- a best of website, such as Click for Vic, on highlights of Hobsons Bay to include producers, creatives
- voucher system to support people in need, to invest in business, to pay it forward
- parklets activating outdoor spaces was discussed, noting the Victorian Government announcements
- pop-up dining/long table in Nelson Place with guest celebrity chefs
- keeping music on the agenda, Summer Sounds program hosted online or in well-spaced set ups and look at new locations for open space
- roving music in and around restaurants and cafes, supporting music, arts, experiences as being low risk in relation to production set up
- fenced off outdoor venues with COVID-19 social distancing
- curated flash mobs/pop-ups to promote the city but not highlight or encourage places where people might gather in large numbers
- love where you live, Visiting Friends and Relatives family focus
- pop-up creative spaces in empty shops, unlocking value
- sculpture pop up parks, installations
- activities on ferries and piers
- books about lockdown (and discussion about local writer Jude Van Daalen's book)

Program Two

Program Two places a high priority on marketing, investing in the stories, materials and channels to reposition the city and support domestic tourism, including day trippers from within Melbourne, to support local business. Ideas included:

- ambassadors/influencers, getting consistent and exciting content about the unique and cool things to do, and including open space, coastal
- prioritise the metropolitan Melbourne market as an immediate opportunity
- think big in terms of billboards and marketing around the city
- increased and coordinated social media coverage, a campaign focus
- a “play by the bay for a day” as a strategy to bring people back as restrictions ease
- different pitches/angles for photography/changing lifestyle-based imagery
- identify ambassadors for film campaigns

The ideas put forward are to be assessed and included in work in the year ahead. Cr Gates and Cr Altair thanked the group for its contributions so far and invited all to continue to engage and contribute.

Environment and Sustainability Portfolio Advisory Committee

Directorate: Sustainable Communities

Councillor Delegate: Cr Jonathon Marsden and Cr Sandra Wilson

Date of Meeting: 18 September 2020

The Environmental Sustainability Portfolio Advisory Committee (PAC) met on 18 September 2020.

The PAC received a presentation summarising the events of World Environment Day and an update on major sustainability projects that occurred since the previous PAC meeting in May 2020.

A discussion on Council's contribution to the Sustainability Living Festival was the key agenda item. Committee members contributed ideas for the festival including:

- food production initiatives
- workshops ranging from post-COVID-19 recovery for businesses to information on solar power
- walking tours showcasing local biodiversity
- recycling companies displays
- mobile sustainable vendors working with local businesses

To conclude the meeting, committee members were thanked for their contributions to the PAC committee and their significant contributions to environment and sustainability initiatives across Hobsons Bay.

12 Notices of Motion

12.1 Notice of Motion No. 1215: Condolence - Ms Sue Sofarnos OAM

This report is being considered by Council during the Election Period. Councillors are reminded that, under the Hobsons Bay Election Period Policy 2020, they cannot make a significant decision during the Election Period that would be binding on the incoming Council.

Councillors are also not permitted to use the public forum provided by the Council Meeting for purposes of campaigning, or to use their position to gain electoral advantage or to disadvantage another candidate.

Cr Sandra Wilson and Cr Angela Altair have given notice of the following:

That Council sends sincere condolences to the family of Ms Sue Sofarnos OAM acknowledging her remarkable sporting accomplishments, her inspirational leadership and her commitment to gender equality.

12.2 Notice of Motion No. 1216: Condolence - Mr Bill McPherson

This report is being considered by Council during the Election Period. Councillors are reminded that, under the Hobsons Bay Election Period Policy 2020, they cannot make a significant decision during the Election Period that would be binding on the incoming Council.

Councillors are also not permitted to use the public forum provided by the Council Meeting for purposes of campaigning, or to use their position to gain electoral advantage or to disadvantage another candidate.

Cr Sandra Wilson and Cr Angela Altair have given notice of the following:

That Council sends sincere condolences to the family of Mr Bill McPherson, acknowledging his longstanding contribution to our community including provision of technology to disadvantaged people, being a founding member and President of the Hobsons Bay Men's Shed and the publisher of the "Around" community papers.

12.3 Notice of Motion No. 1217: Condolence - Mr Rex Keith Swann OAM

This report is being considered by Council during the Election Period. Councillors are reminded that, under the Hobsons Bay Election Period Policy 2020, they cannot make a significant decision during the Election Period that would be binding on the incoming Council.

Councillors are also not permitted to use the public forum provided by the Council Meeting for purposes of campaigning, or to use their position to gain electoral advantage or to disadvantage another candidate.

Cr Angela Altair has given notice of the following:

That Council notes the passing of Mr Rex Swann OAM of Williamstown and extends Council's condolences to his family, noting Mr Swann's significant contribution to the City and the wider region, particularly in the area of community sport including playing for Spotswood Football Club, serving as its long-time president and later as President of the Western Regional Football League and President of the Williamstown Football Club.

13 Acknowledgement of Service for Retiring Councillors

13.1 Acknowledgement of Service for Retiring Councillors

This report is being considered by Council during the Election Period. Councillors are reminded that, under the Hobsons Bay Election Period Policy 2020, they cannot make a significant decision during the Election Period that would be binding on the incoming Council.

Councillors are also not permitted to use the public forum provided by the Council Meeting for purposes of campaigning, or to use their position to gain electoral advantage or to disadvantage another candidate.

Directorate:	Corporate Services
Responsible Officer:	Coordinator Governance and Information Management
Reviewer:	Director Corporate Services
Councillor Portfolio:	Not Applicable
Attachments:	Nil

Purpose

To acknowledge the contribution of outgoing Councillors Cr Angela Altair, Mayor Cr Colleen Gates, Deputy Mayor Cr Sandra Wilson, and Cr Michael Grech to the Hobsons Bay community. Additionally, to provide an opportunity for each outgoing, Councillor, in order of their length of service, to reflect and share on their time as a Councillor at Hobsons Bay.

Recommendation

That Council:

- 1. Acknowledges the contribution of outgoing Councillors Cr Angela Altair, Mayor Cr Colleen Gates, Deputy Mayor Cr Sandra Wilson, and Cr Michael Grech to the Hobsons Bay community.**
- 2. Suspends standing orders to provide each Councillor with the opportunity to address the meeting.**

Summary

The 2020 local council election is to be held in Hobsons Bay on Saturday 24 October 2020.

Cr Angela Altair, Mayor Cr Colleen Gates, Deputy Mayor Cr Sandra Wilson, and Cr Michael Grech have chosen not to stand as candidates in the 2020 local council election.

Background

Councillors are democratically elected for a four-year term by the residents and ratepayers of the municipal district.

At the Council Meeting on 13 October, Council will bid farewell to four Councillors who have decided not to stand for election in the 2020 Hobsons Bay City Council Election.

Council wishes to acknowledge the outstanding contributions of Cr Angela Altair, Mayor Cr Colleen Gates, Deputy Mayor Cr Sandra Wilson, and Cr Michael Grech.

Discussion

Council would like to offer the four retiring Councillors the opportunity to reflect on their time as a Councillor at Hobsons Bay.

Cr Angela Altair has served as a Councillor for 21 years, being first elected to Council in 1999. Cr Angela Altair served as Mayor in 2002-03, 2012-13 and 2017-18.

Mayor Cr Colleen Gates and Deputy Mayor Cr Sandra Wilson have each served a total of eight years, being first elected to Council in 2012.

Mayor Cr Gates has served as Deputy Mayor in 2013-14 and 2016-17 and Mayor in 2014-15, and is currently serving her second term as Mayor in 2019-20.

Deputy Mayor Cr Wilson previously served as Deputy Mayor in 2015-16 and Mayor in 2013-14 and 2016-17, and is currently serving her second term as Deputy Mayor in 2019-20.

Cr Michael Grech has served as a Councillor for four years, having been elected in 2016. Cr Michael Grech served as Deputy Mayor in 2018-19.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Council Plan 2017-21

Goal 1: An inclusive and healthy community

Objective 1.3: Ensure all community members will have access to quality community, sport and recreation facilities, cultural experiences and open spaces that encourage a healthy and active lifestyle.

Objective 1.4: Work in partnership with stakeholders to advocate to all levels of government for quality education, training and lifelong learning opportunities for all community members.

Objective 1.5: Understand the current and future needs of our community, and work to ensure those most vulnerable in our community are safe and have equitable and timely access to the support they need.

Policies and Related Council Documents

Not applicable.

Legal/Statutory Obligations and Risk

The decision to allow each Councillor the opportunity to reflect on their time at Hobsons Bay is not in breach of the provisions of the Hobsons Bay Election Period Policy, as the Councillors are not candidates in the Hobsons Bay General Election.

Financial and Resource Implications

There are no financial or resource implications associated with this report.

Environmental, Social and Economic Impacts

Council acknowledges the contributions made by each of the outgoing Councillors to the environmental, social and economic wellbeing of the Hobsons Bay municipal community during their time as Councillors.

Consultation and Communication

Not applicable.

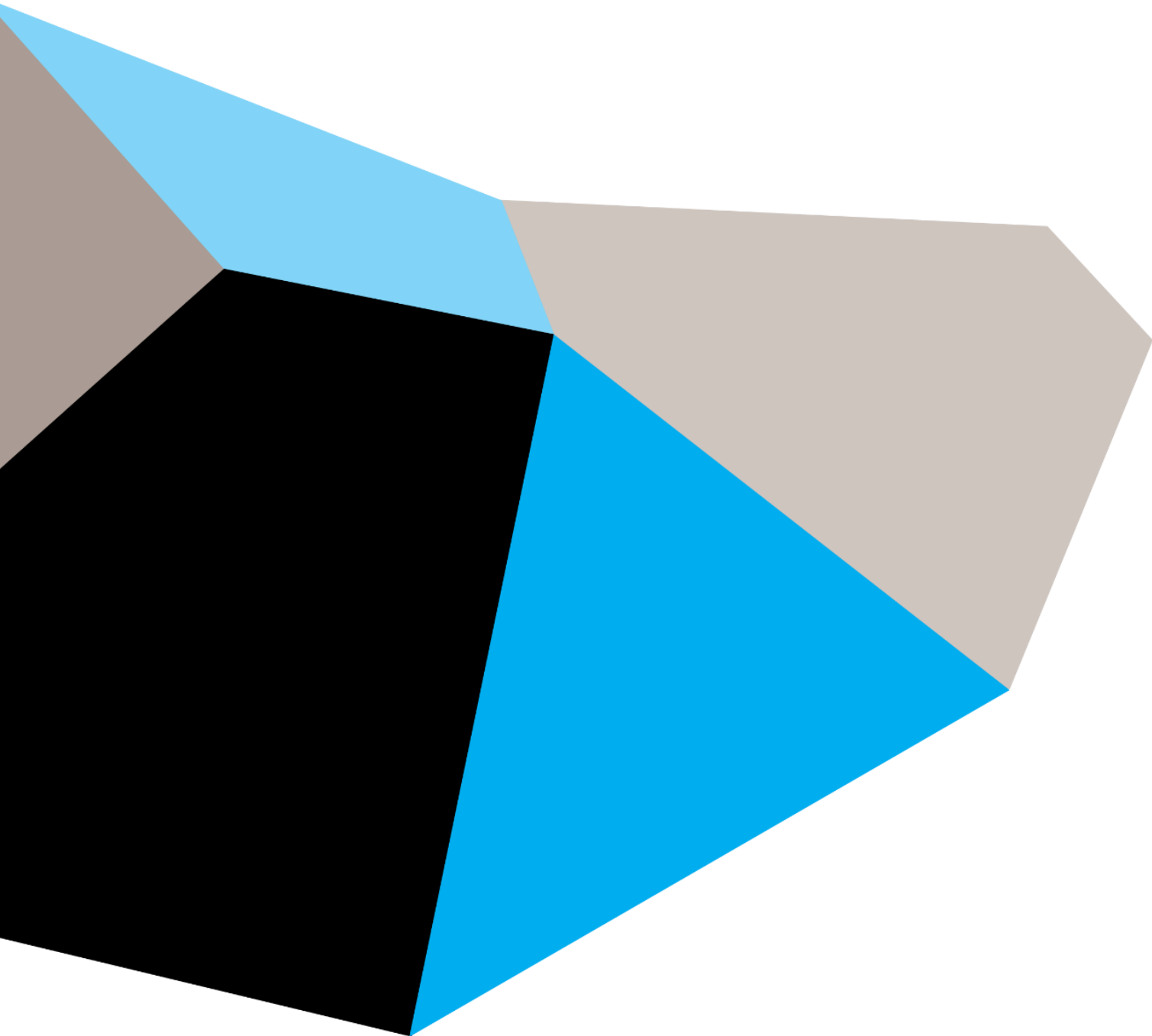
Declaration of Conflict of Interest

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Council officers involved in the preparation of this report have no conflict of interest in this matter.

14 Urgent Business

15 Close of Meeting



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