



# Council Meeting Agenda

Tuesday 29 June 2021  
Commencing at 7.00 PM

Council Chamber  
Hobsons Bay Civic Centre  
115 Civic Parade, Altona

**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 Jonathon Marsden (Mayor)

Strand Ward

### Councillors:

Cr Daria Kellander (Deputy Mayor)

Cherry Lake Ward

Cr Tony Briffa JP

Cherry Lake Ward

Cr Peter Hemphill

Strand Ward

Cr Pamela Sutton-Legaud

Strand Ward

Cr Matt Tyler

Wetlands Ward

Cr Diana Grima

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 that Council is gathered on the traditional land of the Kulin Nation and offers its respect to elders past and present.

## **2 Apologies**

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

## **3 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 rule 15.3 of the Hobsons Bay Governance Rules.

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

## **4 Confirmation of Minutes**

### **4.1 Confirmation of Minutes**

Confirmation of the minutes of the Council Meeting of Hobsons Bay City Council held on 8 June 2021 (copy previously circulated).

## **5 Councillor Questions**

## **6 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.

## **7 Petitions and Joint Letters**

### **7.1 Petitions and Joint Letters Received**

No petitions or joint letters were received at the time of printing the Council Meeting agenda.

## 8 Business

### 8.1 Office of the Chief Executive

#### 8.1.1 M9 Group of Councils

<b>Directorate:</b>	Office of the Chief Executive
<b>Responsible Officer:</b>	Executive Assistant to the Chief Executive Officer
<b>Reviewer:</b>	Chief Executive Officer
<b>Attachments:</b>	Nil

### Purpose

To consider Hobsons Bay City Council joining a group of inner-city councils for the purpose of shared advocacy, with a working title of "M9".

### Recommendation

**That Council:**

- 1. Agrees to join an expanded group of inner-city councils for the purpose of shared advocacy, with a working title of M9.**
- 2. Authorises the Chief Executive Officer to enter into a Memorandum of Understanding with other participating councils to establish the new entity and its operating principles.**
- 3. Receives further information on proposed advocacy priorities.**

### Background

The Inner Melbourne Action Plan (IMAP) group of councils comprises the cities of Maribyrnong, Port Phillip, Stonnington, Yarra and Melbourne. A recent review of IMAP determined that while there is a commitment to continuing to work together, expanding the membership of the group to include the cities of Darebin, Moreland, Moonee Valley and Hobsons Bay would enhance the group's effectiveness. This group of nine councils would be referred to as "M9".

The intended focus of M9 would be to undertake joint advocacy and issues that are commonly shared priorities of the region. It is envisaged that this would maintain a sharp focus on a limited number of key strategic issues (likely limited to three).

To achieve the context, objectives and operative rules of engagement this expanded coalition of councils will be established under a Memorandum of Understanding (MOU). It is anticipated that the governance of M9 would involve the Mayor and Chief Executive Officer (CEO) from each member council meeting four times per year to set and monitor strategy.

## Discussion

Hobsons Bay currently is a contributor to and member of the LeadWest forum of councils whose purpose is to advocate for the interests of the western region of Melbourne. IMAP was established with a view to doing the same for inner Melbourne.

IMAP in its current form has been regarded as valuable to its member groups for both its stability and longevity. However, a recent review of the structure and objectives of the group has identified that the primary focus of IMAP moving forward should be advocacy, with a sharp focus on a limited number of key strategic issues.

Given this narrowed priority, establishing a coalition of the nine innermost councils with a shared vision for Melbourne has the potential to create a much stronger influence on Victorian and Australian Government policy and funding. It is proposed to expand the group to include Hobsons Bay, Moonee Valley, Moreland and Darebin councils to better represent the inner city and Greater Melbourne. Collectively, the councils would represent about 18 per cent of the Victorian population, almost 1.2 million people.

The coalition, given the working title of "M9", will be established under an applicable MOU and Terms of Reference.

Advocacy efforts would be formalised and include issues such as affordable housing and homelessness, economic recovery and job creation, and would be subject to discussion and determination by members. Regular engagements with key ministers such as the Premier, Treasurer and Minister for Local Government would be sought to progress these priorities.

The administrative model and resourcing requirements would depend on the final agreed scope of M9, which will be determined over the next few months.

Some investment would be required in establishing and administering M9, including activities such as a new brand, name and website to appropriately reflect a vibrant inner-city vision and the purpose of the group. The amounts of such funding will similarly be determined over the coming few months.

It is in Council's interest to maintain involvement in advocacy that has the potential to benefit both the City of Hobsons Bay and the broader regional community. Joining the M9 coalition while continuing to contribute and participate with LeadWest will further increase Council's capacity for advocacy at a state and federal level.

## Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

### **Hobsons Bay 2030 Community Vision**

This report relates to all priorities within the Hobsons Bay 2030 Community Vision.

### **Council Plan 2017-21**

#### **Goal 4: A Council of excellence**

**Objective 4.1:** Collaborate with all levels of government, service providers, not-for-profit organisations and the private sector to address the concerns of our community.

## **Policies and Related Council Documents**

There have been no previous Council reports relating to this matter.

## **Legal/Statutory Obligations and Risk**

An MOU is currently being drafted which will outline the framework for the M9.

An agreed Terms of Reference will also be prepared and endorsed by the CEO.

## **Financial and Resource Implications**

At this stage the annual contribution to the M9 group is yet to be determined. However, it will be confirmed following the establishment of an annual budget and work plan for the group. Council will be required to consider any future contribution within its annual budget development each year.

## **Environmental, Social and Economic Impacts**

No specific environmental, social or economic impacts have been identified as arising from Council's proposed involvement with M9.

## **Consultation and Communication**

Consultation has been undertaken by IMAP with the Mayors and CEOs of the nine councils, who have all indicated that working together on areas of common interest provides a unique platform to collectively influence the Victorian and Australian governments. It has also been agreed that the primary focus of M9 moving forward should be advocacy, with a sharp focus on a small number of key strategic issues that are shared across member councils.

## **Declaration of Conflict of Interest**

Section 130 of the *Local Government Act 2020* requires members of Council staff to disclose any general or material conflict of interest in matters to be considered at a Council meeting.

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



## 8.2 Corporate Services

### 8.2.1 COVID-19 Community Support Package 2021-22

<b>Directorate:</b>	Corporate Services
<b>Responsible Officer:</b>	Chief Financial Officer
<b>Reviewer:</b>	Director Corporate Services
<b>Attachments:</b>	1. COVID-19 Community Support Package 2021-22 [8.2.1.1 - 7 pages]

#### Purpose

To present the recommendations of the Community Support Package Focus Group as provided in the COVID-19 Community Support Package 2021-22 report (Attachment 1).

#### Recommendation

That Council:

- 1. Receives and notes the Community Support Package Focus Group's report on the COVID-19 Community Support Package 2021-22.**
- 2. Acknowledges the work of the Community Support Package Focus Group in developing the recommendations contained in the report.**
- 3. Notes that the recommendations in the COVID-19 Community Support Package 2021-22 report have been incorporated into the Annual Budget 2021-22.**

#### Summary

The Proposed Annual Budget 2021-22 included a \$2 million COVID-19 Community Support Package consisting of \$1.35 million in targeted rate relief and \$650,000 in community program support.

A Community Support Package Focus Group was formed to recommend to Council how best to distribute the allocated \$2 million. The focus group's report has provided a number of recommendations in relation to targeted rate relief including upfront waivers, waivers via application, eligibility criteria, evidence required and the amounts to waive. The group has also recommended that the community program support be reallocated evenly among the identified sectors.

The recommendations of the Community Support Package Focus Group have been included in the recommended Annual Budget 2021-22.

#### Background

The Proposed Annual Budget 2021-22 was endorsed at the Council Meeting on 20 April 2021 and placed on public exhibition until Sunday 23 May 2021. The proposed budget included Council's COVID-19 Community Support Package 2021-22 to respond to the community's needs.

As a result, the Community Support Package Focus Group was formed to assist Council in further developing the package as part of the four-week proposed budget consultation.

## Discussion

The focus group's purpose was to recommend to Council how best to allocate the \$2 million Community Support Package, including \$1.35 million in targeted rate relief and \$650,000 of community program support to target sectors continuing to be impacted, backed by recent research.

The focus group's recommendations in relation to the \$1.35 million in targeted rate relief can be summarised to:

- extend the current interest free rate deferral (estimated \$450,000) process until 31 December 2021, and then interest free repayment plans be established thereafter
- provide upfront waivers of interest on rates since 1 July 2019 (estimated \$375,000) to ratepayers with a good payment history prior to COVID-19
- have a closing date of 30 November 2021 (in line with the second rate instalment) for residential and business ratepayer to apply for rate and interest waivers (estimated \$525,000) and determine the exact amounts to waive when the quantity of applications is known

The focus group also recommends easing the eligibility criteria for residential and business rate waivers to make it more accessible to ratepayers and increase the amounts that would be waived in certain instances. Discussions took place in relation to promoting the rate relief contained in the Community Support Package, to ensure that the community is informed and that the number of applications is reflective of the money available within the budget.

The focus group's recommendations in relation to the \$650,000 Community Program Support are to allocate it evenly among the identified sectors:

- \$162,500 targeted business support
- \$162,500 youth support
- \$162,500 Make It Happen community grants
- \$162,500 for artists in a similar program to Art Apart

The full recommendations are outlined in the focus group's report (Attachment 1).

## Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

### Hobsons Bay 2030 Community Vision

This report relates to all priorities within the Hobsons Bay 2030 Community Vision.

### Council Plan 2017-21

#### Goal 4: A Council of excellence

**Objective 4.4:** Actively seek the community's views by providing a range of opportunities for the community to contribute to Council's decision making.

## Policies and Related Council Documents

The recommendations in the COVID-19 Community Support Package 2021-22 report have been incorporated into the Annual Budget 2021-22.

## Legal/Statutory Obligations and Risk

Council's Community Engagement Policy 2021 stipulates that Council will engage with the community and seek feedback during the planning and development stages of the Annual Budget. Council's process accords with section 223 of the *Local Government Act 1989*, which remains in force and provides the right to make submissions to Council.

## Financial and Resource Implications

The proposed Community Support Package of \$2 million is greater than the additional income received by Council as a result of the 1.5 per cent rate increase. The proposed package includes \$1.35 million in targeted rate relief for those who need it most and \$650,000 of community program support to target sectors that (according to recent research) continue to be impacted by COVID-19.

## Environmental, Social and Economic Impacts

Environmental, social and economic impacts have been considered by both Council and the focus group throughout the development of the COVID-19 Community Support Package 2021-22.

## Consultation and Communication

The focus group represented a balanced cross section of the Hobsons Bay community in terms of demographic, with residents across various suburbs, from all ages, backgrounds, lifestyle and household circumstances. The focus group was formed through a random selection process sourced by an objective third party and an expression of interest process on Participate Hobsons Bay.

The group met on the following dates at the Hobsons Bay Civic Centre, 115 Civic Parade, Altona:

- Wednesday 12 May, 6pm to 8pm
- Tuesday 18 May, 6pm to 8pm
- Thursday 20 May, 6pm to 8pm

Present at the meetings were an average of thirteen community members, plus Council officers and a facilitator who supported the group and the process.

## Declaration of Conflict of Interest

Section 130 of the *Local Government Act 2020* requires members of Council staff to disclose any general or material conflict of interest in matters to be considered at a Council meeting.

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

## 8.2.2 Adoption of Annual Budget 2021-22 and Revenue and Rating Plan 2021-22 to 2024-25

<b>Directorate:</b>	Corporate Services
<b>Responsible Officer:</b>	Chief Financial Officer
<b>Reviewer:</b>	Director Corporate Services
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1. Annual Budget 2021-22 [8.2.2.1 - 77 pages]</li><li>2. Fees and charges 2021-22 [8.2.2.2 - 30 pages]</li><li>3. Detailed Capital Works Program 2021-22 [8.2.2.3 - 6 pages]</li><li>4. Revenue and Rating Plan 2021-2025 [8.2.2.4 - 47 pages]</li></ol>

### Purpose

To adopt the Annual Budget 2021-22 (Attachments 1-3) and Revenue and Rating Plan 2021-22 to 2024-25 (Attachment 4) and declare rates and charges for the year ending 30 June 2022.

### Recommendation

That Council, having given public notice of the preparation of a Proposed Annual Budget and having considered submissions received pursuant to section 223 of the *Local Government Act 1989*:

1. Adopts the Annual Budget 2021-22 annexed to this report as Attachments 1-3, in accordance with section 94 of the *Local Government Act 2020*.
2. Adopts the Revenue and Rating Plan 2021-22 to 2024-25 annexed to this report as Attachment 4 in accordance with section 93 of the *Local Government Act 2020*.
3. Authorises the Chief Executive Officer to give public notice of the decision to adopt the Annual Budget 2021-22 and Revenue and Rating Plan 2021-22 to 2024-25.
4. Declares Rates and Services Charges totalling \$117.352 million (one hundred and seventeen million, three hundred and fifty-two thousand dollars) (refer to section 4.1.1 of Annual Budget 2021-22) for the year ending 30 June 2022 in accordance with section 158(1) of the *Local Government Act 1989* as follows:
  - a. Declares general rates in respect of the 2021-22 financial year, raised by the application of differential rates as follows:
    - i. A general rate of 0.2222 cents in the dollar on capital improved value (CIV) of all rateable residential properties
    - ii. A general rate of 0.3555 cents in the dollar on CIV of all rateable vacant residential properties
    - iii. A general rate of 0.5111 cents in the dollar on CIV of all rateable commercial properties

- iv. A general rate of 0.7555 cents in the dollar on CIV of all rateable industrial properties
  - v. A general rate of 0.8888 cents in the dollar on CIV of all rateable petrochemical properties
  - vi. A rating concession of 0.1000 cents in the dollar on CIV of all rateable recreational properties
- b. Provides a waiver, under section 171(1)(a) of the *Local Government Act 1989*, of:
- i. \$100 for all residential properties occupied by a ratepayer who is an eligible Department of Veteran Affairs Gold card recipient; OR
  - ii. \$75 for all residential properties occupied by a ratepayer who is an eligible Centrelink pension card recipient (excluding healthcare)
- c. Declares an annual service charge on properties, in accordance with section 158(1) of the *Local Government Act 1989* for the collection, disposal and processing of garbage, recycling, food organics and garden organics (FOGO) and hard waste for the year ending 30 June 2022 to be raised as follows:
- |          |   |
|----------|---|
| \$250.00 | Standard (base waste service charge for four bins: 120L garbage, 120L FOGO, 120L glass, 240L mixed recycling) |
| \$212.00 | Shared (properties in multi-unit dwellings/apartments/villages with shared bins)                              |
| \$99.00  | U1 (upsized to 240L rubbish bin)  |
| \$33.00  | U2 (upsized to 240L food and garden bin)  |
| \$0.00   | UF1 Free Upsize Waste   |
| \$0.00   | UF2 Free Upsize Medical   |
| \$253.00 | A1 (additional 240L garbage bin)  |
| \$154.00 | A2 (additional 120L garbage bin)  |
| \$99.00  | A3 (additional 240L recycling bin)  |
| \$154.00 | A4 (additional 240L FOGO bin)   |
| \$121.00 | A5 (additional 120L FOGO bin)   |
| \$66.00  | A6 (additional 120L glass bin)  |

5. In accordance with section 158(4) of the *Local Government Act 1989*, requires that general rates and annual service charge must be paid by four instalments made on or before the following dates:

Instalment 1	30 September 2021
Instalment 2	30 November 2021
Instalment 3	28 February 2022
Instalment 4	31 May 2022

6. In accordance with section 172 of the *Local Government Act 1989*, requires persons to pay interest on any general rate or annual service charge, which that person is liable to pay and which has not been paid by the date specified for payment.
7. Authorises the Revenue Administrator of Council to levy and recover the general rates, annual service charges and interest where applicable in accordance with the *Local Government Act 1989*.
8. Responds in writing to all submitters to the budget under the signature of the Director Corporate Services.

## Summary

Council's recommended Annual Budget 2021-22 and Revenue and Rating Plan 2021-22 to 2024-25 are provided as attachments to this report and are presented for adoption.

The budget as presented has been amended since it was proposed and advertised for public comment. Changes have been made to reflect adjustments required to operating and capital items. In addition, changes have been made in response to submissions made by the community.

The recommended budget is based on an operational surplus of \$31.199 million for the year, although this does not include Council's significant investment in capital expenditure of \$62.089 million for 2021-22.

Operating surpluses are required to ensure that Council remains financially viable to fund current and future commitments, including the Ten Year Capital Works Program. After funding capital works and other non-operational or non-cash items, a balanced Available Funding Result has been calculated.

Despite the predicted operational surplus and balanced Available Funding Result, Council's cash and investment reserves are expected to decline by \$8.818 million during 2021-22.

The financial results continue to be affected by the COVID-19 pandemic. The budget includes \$2 million of targeted community support for community members most affected by the COVID-19 pandemic. The package includes \$1.35 million in targeted rate relief and \$650,000 towards an evidence-based focus on business, young people, community grants and the arts. Over 125 per cent of the general rate increase is delivered straight back to the community in the form of targeted relief for those who truly need help.

The Annual Budget 2021-22 and Revenue and Rating Plan 2021-22 to 2024-25 are based on an increase to general rates of 1.5 per cent, in accordance with the Victorian Government rate cap legislation.

Waste service charges are exempt from the rate cap and an increase of 10 per cent is planned for the base waste service charge. The charges for 2021-22 do not cover the cost of providing the waste service as Council has decided to recoup its considerable investment in expanding its waste service progressively over a number of years. Council has also transferred an amount of \$435,000 (equivalent to additional rates to be raised, compared to the Proposed Annual Budget 2021-22) to the waste reserve, which will reduce the reserves deficit and future waste charges.

Rates in 2021-22 will be based on new 2021 valuations, meaning rate increases will vary across the differential rating categories and individual properties. The overall average property valuation in Hobsons Bay has increased by 0.28 per cent, while the average residential property valuation has increased by 0.46 per cent.

There is a common misconception that as properties are revalued, Council receives a “windfall gain” of additional revenue. This is not the case, as the revaluation process results in a redistribution of the rate burden across all properties in the municipality. Total income from rates (excluding waste service charges) is determined by the rate cap. In simple terms, as property values increase, the rate in the dollar is reduced.

While the 2021-22 budgeted operational surplus is a strong result, there is a shortfall in the funding available for the Ten Year Capital Works Program. The program has therefore been reduced in line within the current financial limitations. Council is working to reduce this funding gap, but a few projects in future years remain unfunded now.

Council has a strong history of being financially sustainable and managing service delivery within its means. As revenue constraints outside of Council’s control are applied and as the level of organisational maturity increases in asset management, a higher degree of work is required on service planning. This work should ensure that Council remains in a reasonable financial position throughout the duration of its Long Term Financial Plan and delivers the most relevant mix of services to support the Hobsons Bay community.

## Background

The annual budget process commenced in late 2020 when Council undertook its 2021-22 pre-budget consultation, providing an opportunity for community members to submit their ideas. The proposed budget brings together all the elements that have influenced its development, including the community consultation process, strategic priorities, Capital Works Program, Revenue and Rating Plan 2021-22 to 2024-25 and rate modelling, operational budget, and fees and charges.

The Proposed Annual Budget 2021-22 and the Proposed Revenue and Rating Plan 2021-22 to 2024-25 were endorsed by Council on 20 April 2021. Submissions were invited from the public and Council received 56 submissions in relation to the proposed budget. The submissions were presented to Council on 8 June 2021 and ten submitters who requested to do so, spoke in support of their submissions.

The Victorian Government has implemented an inflation-based rate cap, the Fair Go Rates System, which has been overseen by the Essential Services Commission since 2016-17. The rate cap for 2021-22 is 1.5 per cent, down from 2 per cent in 2020-21.

## Discussion

The recommended Annual Budget 2021-22 as attached has been changed since it was proposed and advertised for public comment. The operational surplus of \$31.199 million has increased by \$3.819 million since the proposed budget due to increased budgeted income. Changes made to budgeted income include:

- rates to be raised have been increased by \$435,000 due to the finalisation of the 2021 annual revaluation process
- waste charges have increased by \$44,000, reflecting the increased uptake of the service
- fees and charges decreased by \$34,000 generally to reflect a 20 per cent discount applied to Footpath Furniture Trading Permits when compared to 2020-21, recognising the continued uncertainty for hospitality businesses with reopening and permitted dining numbers
- operating grants have increased by \$68,000 due to an additional grant included for “Women in Building” (\$75,000) and a reduction in Victorian Grants Commission funding (\$7,000)
- capital grants have increased by \$3.305 million due to grants originally expected to be received in 2020-21 that are now expected to be received in 2021-22 (\$3.65 million) and verification of grants that will not be received (\$345,000)

Capital works expenditure of \$62.089 million is a reduction of \$1.402 million from the proposed budget, including:

- additional projects (\$1.664 million) that are expected to be completed early and brought forward into 2021-22
- additional net expenditure (\$264,000) included in the program

Fifty-six responses were received as a result of the legislated public exhibition process in relation to the Proposed Annual Budget 2021-22 and Revenue and Rating Plan 2021-22 to 2024-25. All submitters will receive an individual response following Council consideration of the final budget.

## Valuation changes

The average rateable property’s capital improved value (CIV) in Hobsons Bay has increased by 0.28 per cent in the past twelve months. Property valuation changes can vary considerably across the differential rating categories and individual properties in a revaluation year.

The overall average CIV increase is 0.28 per cent, but this varies for each rating category as follows:

- residential ▲ 0.46 per cent increase
- residential vacant land ▲ 1.41 per cent increase
- commercial ▼ 2.29 per cent decrease
- industrial ▲ 0.36 per cent increase
- petrochemical ▼ 6.69 per cent decrease
- cultural and recreational ▼ 1.09 per cent decrease



## Rate changes

The average general rate increase is 1.5 per cent, consistent with the rate cap, but this varies for each rating category as follows:

- residential ▲ 1.93 per cent increase
- residential vacant land ▲ 2.86 per cent increase
- commercial ▼ 0.89 per cent decrease
- industrial ▲ 1.79 per cent increase
- petrochemical ▼ 5.33 per cent decrease
- cultural and recreational ▲ 0.32 per cent increase

The one-off rate adjustment in 2020-21 has been removed in 2021-22. The removal of the adjustment is not considered in the rate variations above and is not included in the rate cap. It is acknowledged that its removal could be considered to increase the overall rate increase in 2021-22. Last year's rate adjustment has been replaced by \$1.35 million in targeted rate relief, included in the COVID-19 Community Support Package.

The rate notice will include service charges for the collection, disposal and processing of garbage, recycling, glass, garden and food waste and hard waste. These service charges are not subject to the rate cap; rather, they should be based on the cost to provide the service. The charges have been increased by 10 per cent in 2021-22 but still do not cover the cost of providing the waste service. Council has decided to recoup its considerable investment in expanding its waste service progressively over future years.

Rate notices will also include the fire services property levy that Council collects on behalf of the Victorian Government. This levy is not regarded as Council income and is not included within the figures outlined in the Proposed Annual Budget 2021-22.

Should further financial assistance be required, it can be provided through Council's Financial Hardship Policy and/or COVID-19 Financial Assistance Policy.

## Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

### Hobsons Bay 2030 Community Vision

This report relates to all priorities within the Hobsons Bay 2030 Community Vision.

### 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 Annual Budget 2021-22 has been determined within the financial constraints of Council's Long Term Financial Plan and Ten Year Capital Works Program priorities.

Individual items within the budget may pertain to a Council policy or strategy and, where appropriate, this was reflected in the formal consideration of that item.

## Policies and Related Council Documents

The Annual Budget 2021-22 and the Revenue and Rating Plan 2021-22 to 2024-25 align with Council's Draft Financial Plan 2021-22 to 2030-31.

## Legal/Statutory Obligations and Risk

Council must prepare and adopt a budget for each financial year and the subsequent three financial years by 30 June each year in accordance with section 94 of the *Local Government Act 2020*. The annual budget must be in the format outlined in the model prescribed by the Local Government (Planning and Reporting) Regulations 2020.

Parts of the *Local Government Act 1989* regarding the local government rating framework are still in force. Sections 154-181 determine Council's ability to develop a rating system.

The Ministerial Guidelines for Differential Rating were published in the Victoria Government Gazette in April 2013. The guidelines were prepared to guide councils in the application of differential rates as provided in section 161 of the *Local Government Act 1989*.

Council is required for rating purposes to undertake a general revaluation of all properties within the municipality every year under section 11 of the *Valuation of Land Act 1960*.

Council must prepare and adopt a Revenue and Rating Plan by the next 30 June after a general election for a period of at least the next four financial years in accordance with section 93 of the *Local Government Act 2020*.

## Financial and Resource Implications

The Annual Budget 2021-22 predicts an operational surplus of \$31.199 million. The result is based on income of \$160.742 million and expenses of \$129.543 million.

The income includes \$117.352 million in rates and charges during 2021-22. This is the most important source of income for Council, expected to account for an estimated 73 per cent of Council's revenue.

Council proposes to spend \$62.089 million on capital works. The program is funded by capital income (\$17.184 million), the infrastructure reserve (\$6.601 million), recreational and open space reserves (\$5.11 million) and loan borrowings (\$7 million) to support the program of works. The budget also funds \$3.289 million in projects that are now expected to be completed in 2021-22. The balance of the Capital Works Program is funded from the operational surplus and cash reserves.

Due to Council's large capital works commitment and the impacts of COVID-19, Council's cash and investment reserves are expected to decline by \$8.818 million during the year to \$26.733 million by 30 June 2022.

## Environmental, Social and Economic Impacts

Environmental, social and economic impacts have been considered throughout the development of the Annual Budget 2021-22.

Council continues to provide additional rates concessions to approved pension card holders (\$75) and to holders of a Gold Card issued by the Department of Veteran Affairs (\$100).

The budget includes a \$2 million COVID-19 Community Support Package in 2021-22. This consists of \$1.35 million in targeted rate relief including an extension to the current interest free rate deferrals (estimated \$450,000); upfront waiver of interest since 1 July 2019 to ratepayers with a good payment history prior to COVID-19 (estimated \$375,000) and rate waivers via application (estimated \$525,000). There is also \$650,000 in Community Program Support.

## Consultation and Communication

The 2021-22 budget consultation was undertaken in accordance with Council's Community Engagement Policy 2020.

The Annual Budget 2021-22 has been developed with the needs of the community at its centre. Despite the challenges encountered in a unique pandemic environment, many Pitch Your Ideas submissions from residents, local groups and organisations have been included in the budget, either in full or as a modified version.

The Proposed Annual Budget 2021-22 and the Revenue and Rating Plan 2021-22 to 2024-25 were placed on public exhibition as part of the legislated four-week consultation period. Both documents were made available for inspection and comment until 23 May 2021, whereby any person could make written comment on any proposal contained in the budget. Feedback was heard at the Council Meeting on 8 June 2021.

A Community Support Package Focus Group was formed to recommend to Council how best to distribute the \$2 million COVID-19 Community Support Package included in the Annual Budget 2021-22.

## Declaration of Conflict of Interest

Section 130 of the *Local Government Act 2020* requires members of Council staff to disclose any general or material conflict of interest in matters to be considered at a Council meeting.

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

### 8.2.3 Proposed Lease to Optus at Paisley Park, 217 Mason Street, Altona North

<b>Directorate:</b>	Corporate Services
<b>Responsible Officer:</b>	Coordinator Property and Insurance
<b>Reviewer:</b>	Director Corporate Services
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1. Lease Plan - Paisley Park, 217 Mason Street, Altona North [8.2.3.1 - 1 page]</li><li>2. Location Plan - Paisley Park, 217 Mason Street, Altona North [8.2.3.2 - 1 page]</li></ol>

#### Purpose

To advise Council of the outcome of the statutory procedure pursuant to section 115 of the *Local Government Act 2020* (the LG Act 2020) and to commence preparation of documentation with Optus Mobile Pty Ltd for a new lease for the premises at Paisley Park, 217 Mason Street, Altona North.

#### Recommendation

##### That Council:

1. Notes that in accordance with section 115 of the *Local Government Act 2020* and the Council resolution made on 9 February 2021, a notice of intention to lease to Optus Mobile Pty Ltd (Optus) at Paisley Park, 217 Mason Street was published on 17 February 2021.
2. Notes that no submissions were received in response to the public notice to lease to Optus.
3. Resolves to appoint Optus as the tenant for the new lease:

**Premises:** 217 Mason Street, Altona North as shown on the attached lease plan

**Permitted use:** For the purpose of constructing, maintaining and operating a telecommunications network and telecommunications service including but not limited to installing, storing, operating, repairing, maintaining, altering and replacing telecommunications equipment consistent with the evolving nature of telecommunications services

**Commencement:** Following approval by Council and after receipt of the Grant and Purpose from the Department of Environment, Land, Water and Planning (DELWP)

**Length of term:** 11 years with 2 x 5 year rights of renewal

**Rent:** The commencing rent is to be \$30,000 (thirty thousand dollars) per annum plus GST

4. **Authorises the Chief Executive Officer or delegate to undertake the necessary tasks required to facilitate the lease to Optus including the execution of the lease document.**

## Summary

It is proposed to offer a lease to Optus on commercial terms to erect a monopole and associated ground-based equipment to operate a telecommunications network and telecommunications service from Paisley Park, Altona North. It is proposed to offer Optus a lease for a total of 21 years on an 11+5+5 basis. This is the maximum term of lease permitted under section 17D of the *Crown Lands (Reserves) Act 1978* (CLR Act).

At the Council Meeting held on 9 February 2021, Council resolved to commence the statutory process to grant a new lease to Optus. Council is required to give public notice of the proposal to lease the Premises and invite and hear submissions in accordance with section 115 of the LG Act 2020.

Council published a public notice in the *Maribyrnong and Hobsons Bay Star Weekly* on 17 February 2021. The submission period was for 28 days and expired on 19 March 2021. No submissions were received.

This report is presented to Council seeking approval to proceed with the granting of the lease.

## Background

The subject land is Crown land described as Crown Allotment B2, Section 3, Parish of Cut-Paw-Paw and is temporarily reserved for recreation. Hobsons Bay City Council is the appointed Committee of Management (CoM) for the site. The grant and purpose have been approved for the proposed lease under section 17D of the CLR Act, which permits a lease period of up to 21 years.

The proposed telecommunications site is located within the PJ Lynch Reserve and Paisley Park, south of Mason Street and east of Mills Street, Altona North. The proposed site is situated at the southern end of the existing lacrosse courts and is accessed from Mason Street via an internal road. The lease area is 102m<sup>2</sup> as shown on the attached plan. The lease area is adjacent to the lacrosse field and the position has been agreed in consultation with other Council departments.

The proposed location is near a monopole and ground-based equipment shed owned by Telstra. Telstra leases the area from Council. The proposed pole is at a sufficient distance from the Telstra pole not to interfere with Telstra's equipment. The Telstra pole is overloaded with equipment and there is no capacity for any more equipment on this pole. Telstra has made enquiries to locate equipment on the proposed new Optus pole. Telecommunications companies are required to share space on their poles under the *Telecommunications Act 1997*.

Paisley Park incorporates various recreational facilities including the Altona Lakes Golf Course, Altona North Bowling Club, Altona Badminton Centre, lacrosse courts, and indoor swimming and fitness centres. Bayside P-12 College is located nearby.

Utilities complementing the subject property can be found within 500m, including the main entry to Paisley Park off Mason Street, Altona North.

The site is located close to various primary and secondary arterial roads including Mason and Mills Street, Altona North. The proposed telecommunications site is centrally located and adjoins the residential areas of Altona North, Newport, South Kingsville and Williamstown North.

## Discussion

It is proposed to offer a lease of the area shown on the attached plan on the following terms and conditions:

Tenant:	Optus Mobile Pty Ltd
Term:	21 years (11 years with 2 x 5 year rights of renewal)
Commencement:	Following approval by Council and grant and purpose approval by DELWP
Commencing rental:	\$30,000 (plus GST)
Rent reviews:	Five-yearly market rent reviews and annual rental increases of 3%
Lease document:	The lease will be a standard DELWP section 17D Leases with special conditions to tailor the lease for this site

## Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

### Hobsons Bay 2030 Community Vision

**Priority 3:** Growth through innovation, access to local jobs, technology and education

### Council Plan 2017-21

#### Goal 2: A great place

**Objective 2.3:** Support the growth of our local economy, and encourage business investment that creates and maintains local jobs.

## Policies and Related Council Documents

The proposal to lease the premises will be undertaken in accordance with all legislative requirements of the LG Act 2020 and the CLR Act. In the absence of a current leasing and licencing policy, there are a number of key leasing principles that are applied to all leases being proposed to be entered into by Council.

## Legal/Statutory Obligations and Risk

Section 115 of the LG Act 2020 states:

- 3) A Council must include any proposal to lease land in a financial year in the budget, where the lease is—
  - a) for one year or more and—
    - i) the rent for any period of the lease is \$100 000 or more a year; or
    - ii) the current market rental value of the land is \$100 000 or more a year; or
  - b) for 10 years or more.
- 4) If a Council proposes to lease land that is subject to subsection (3) and that was not included as a proposal in the budget, the Council must undertake a community engagement process in accordance with the Council's community engagement policy in respect of the proposal before entering into the lease.

## Financial and Resource Implications

The lease is a lease of land only with Optus owning and maintaining the monopole and ground-based equipment. The rental of \$30,000 per annum (plus GST) was determined by a valuer based on the current market rental for a facility of this nature.

## Environmental, Social and Economic Impacts

The Optus monopole and associated equipment will be located near to a lacrosse field in Paisley Park. The telecommunications equipment will include 4G transmissions for mobile networks.

## Consultation and Communication

As this lease proposal was not included in the budget proposal, Council was required to undertake a community engagement process in accordance with the Hobsons Bay Community Engagement Policy 2021 in respect of the proposal before entering into the lease.

The leasing proposal was advertised in the *Maribyrnong and Hobsons Bay Star Weekly* newspaper on 17 February 2021 and on Council's website.

## Declaration of Conflict of Interest

Section 130 of the *Local Government Act 2020* requires members of Council staff to disclose any general or material conflict of interest in matters to be considered at a Council meeting.

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

## 8.3 Sustainable Communities

### 8.3.1 Kerbside Waste and Recycling Service Review

<b>Directorate:</b>	Sustainable Communities
<b>Responsible Officer:</b>	Manager Strategy Economy and Sustainability
<b>Reviewer:</b>	Director Sustainable Communities
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1. One Year Review Hobsons Bay Kerbside Waste and Recycling Services [8.3.1.1 - 32 pages]</li><li>2. 2021 Hobsons Bay Kerbside Collection Services Review Survey Summary Report [8.3.1.2 - 167 pages]</li><li>3. Kerbside Collection Services Review Business Survey Report [8.3.1.3 - 51 pages]</li><li>4. Kerbside Waste and Recycling Review Performance Data [8.3.1.4 - 11 pages]</li><li>5. Kerbside Review Additional Performance Slides [8.3.1.5 - 10 pages]</li></ol>

#### Purpose

To present the findings of the Kerbside Waste and Recycling One Year Review.

#### Recommendation

That Council:

1. Thanks the community for their feedback and shares the engagement results with the community as part of communication around any changes to the service as a result of the review.
2. Notes the outcomes of the Kerbside Waste and Recycling One Year Review with an average rating of 7.4 out of 10 being “good” to “very good” community satisfaction levels, though identifying several clear areas for improvement.
3. Implements two key changes to the residential service to:
  - a. Extend the current “free upsize” to a 240L garbage bin to all households
  - b. Pilot a compostable paper bag trial for food organics and garden organics (FOGO) kitchen caddies as a precursor to extending to all households
4. Develops and introduces a more tailored option for businesses to utilise only the bins they need or share bins alongside consideration of stronger enforcement to address amenity impacts where businesses are not meeting their obligations.
5. Notes the potential financial implications of changes to the service provision which would be accounted for through forecast adjustments in 2021-22.



## Summary

Council's new kerbside recycling and waste service commenced in February 2020. Following a full year of the new service an extensive review has been undertaken. The review incorporates in-depth analysis of extensive community feedback on the program and performance outcomes of all four streams of the service. The review achieved a high rate of community engagement with more than 6,000 respondents. The majority of respondents report "good" to "very good" satisfaction levels with the overall service, the average rating being 7.4 out of 10.

Key performance outcomes of the first year of the service include a 33 per cent reduction in landfill and a 124 per cent increase in FOGO waste. There has been an increase in comingled recycling of 11 per cent; however, there are significant contamination issues in the comingled stream. Key areas of concern for the community relate to the volume of the fortnightly garbage stream and the smell and mess of the FOGO stream.

## Background

Council's new kerbside recycling and waste service was developed in response to the SKM recycling crisis and strong community feedback seeking that Council act quickly to develop a sustainable recycling solution for Hobsons Bay. On 8 October 2019, Council endorsed the immediate rollout of a revised waste and recycling service that included four bins for kerbside source separation, a focus on local recycling and resource use, a revised kerbside collection schedule and an intensive community engagement program.

This brought forward key elements of the Waste and Litter Management Strategy 2025, including introducing a FOGO service and improving kerbside source separation. The new service is in line with the directions of the Victorian Government's circular economy policy *Recycling Victoria: a new economy*, announced in February 2020.

## Discussion

Council introduced a four-bin kerbside waste and recycling service in February 2020 in response to the significant changes in the waste and recycling sector. The service is aligned with new Victorian Government requirements and meets Council's core objective to divert waste from landfill.

This review was undertaken following a full year of the new service. The review incorporates in-depth analysis of extensive community feedback on the program and performance outcomes of all four streams of the service. In its first year the new kerbside waste and recycling service:

- reduced landfill by 33 per cent (7,000 tonnes)
- increased FOGO by 124 per cent (9,500 tonnes)
- increased comingled recycling by 11 per cent (once adjusted for glass)
- highlighted contamination issues in the comingled stream
- introduced a dedicated glass recycling stream, collecting 2,968 tonnes with contamination rates of less than 5 per cent

A majority of residents report "good" to "very good" satisfaction levels with the overall service with the average rating being 7.4 out of 10.

## Engagement

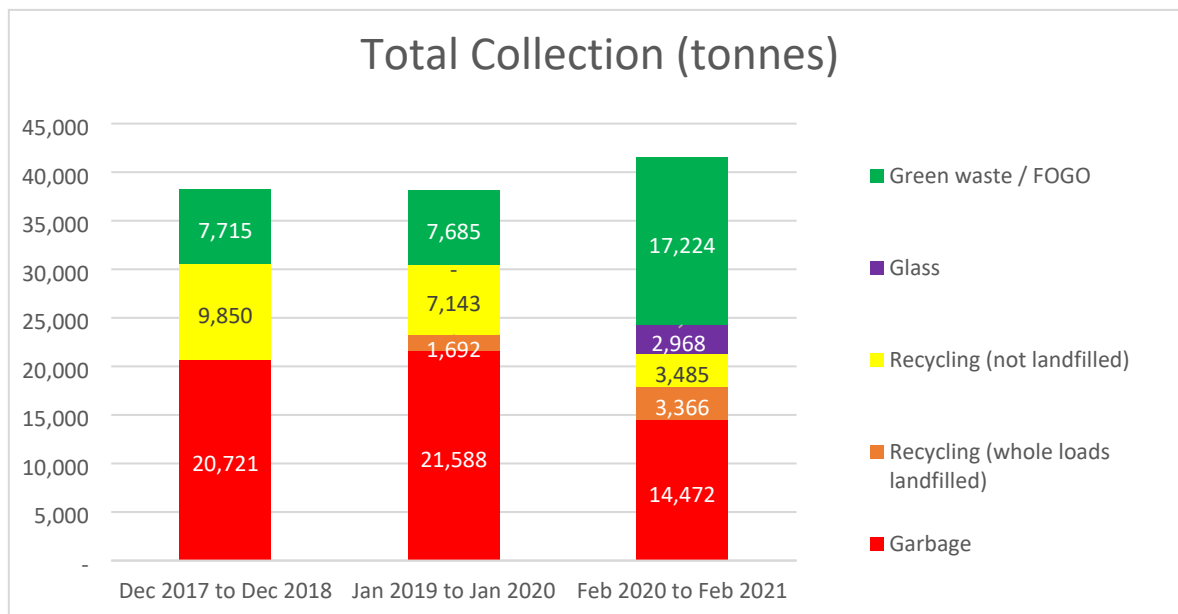
The review achieved a high rate of community engagement, with more than 6,000 individual responses. The cornerstone of the review was a statistically representative phone survey undertaken with 500 residents providing feedback with a 95 per cent confidence interval. An opt-in version of the survey was also offered, with a letter sent to all households and ratepayers to ensure that all residents had the opportunity to be heard. A similar survey was undertaken with Hobsons Bay businesses. In place consultations and targeted focus groups were also held.

The survey feedback is positive overall but there were some clear areas of frustration identifying opportunities for improvement. A key observation from the survey was the difference between the statistically significant phone survey of a random sample of residents, and the opt-in online version of the survey. There is a noticeable and consistent difference between the two surveys, with respondents to the opt-in survey on average less satisfied than the random sample. Council engaged consultant research specialists Metropolis to design and conduct the surveys; Metropolis advise that the random sample survey is the most representative of the community feedback.

## Service change and performance

The new service introduced significant change, including introduction of FOGO to all households, a new dedicated glass bin, revised frequency of collection for the garbage stream and reduced items accepted in the comingled stream. Given the extent of change, the performance outcomes of the initial months indicate a transitional period borne out in the data across all streams. Extensive engagement programs were undertaken to inform and educate the community on the changes; however, these were impacted by the COVID-19 pandemic lockdown restrictions in 2020.

Setting aside the first few transitional months, the new service has seen a reduction in landfill of 7,000 tonnes (or 33 per cent) in the first year, alongside a significant increase in FOGO.



**Figure 1: Total collection volumes, showing a decrease in landfill and increase in recycling outcomes**

### Garbage

Based on community feedback, one of the most impactful changes of the program was the change to the collection frequency of the garbage stream. With the increase in recycling collections, including a weekly FOGO and four-weekly glass collection, the new program changed the collection of garbage from weekly to fortnightly. This change has elicited the highest amount of feedback. Bin fullness checks indicated that about 80 per cent of garbage bins had sufficient capacity. Given that the base service is based on 120L bin capacity, further analysis of the bin fullness checks was undertaken to adjust the results to include households who have upsized to a 240L bin with more than 50 per cent as full. When adjusted about 40 per cent of households are struggling with the 120L bin capacity. This aligns with presentation rates showing that the vast majority of households present their rubbish bin every collection cycle.

As a result of the COVID-19 pandemic lockdowns in 2020, a free upsize to a 240L bin was offered to all large households of four or more and those with medical needs. Of the approximately 8,400 eligible households that qualify for a free upsize, 59 per cent (about 5,000) have responded to the offer.

The feedback indicates that the majority of residents are satisfied with the garbage stream service (63 per cent satisfied with size, 66 per cent satisfied with frequency), with the current system the most preferred by respondents. However, a proportion of respondents are dissatisfied with the size of the garbage bin, and not all are prepared to pay additional individual (user pays) costs for a larger bin.

### FOGO

The service introduced the collection of food organics across the municipality and the collection of garden organics to all households. The previous service only provided for collection of garden organics as an opt-in service. The number of FOGO bins in service increased by 47 per cent with the introduction of the new service.

There has been a good uptake of FOGO, resulting in a significant reduction in the volume of landfill. Figure 1 indicates an increase of 9,500 tonnes or 124 per cent in the first year. Other influences on increased FOGO volumes are that lockdowns resulted in more people at home, and that 2020 was an unseasonably wet summer resulting in more garden waste. The weekly 120L FOGO service is preferred by the majority of residents.

While the uptake of FOGO has been high, there are concerns about odour and mess, particularly as the service does not accept compostable bags. This is exacerbated by the fact that some other councils (with alternative FOGO recycling partners) do accept compostable bags.

### **Comingled recycling**

The new kerbside service did not change the volume or collection frequency of the comingled recycling stream. However, the items that were accepted in the comingled bin did change. The review has highlighted the need for significant ongoing work to reduce contamination in this stream. Education and contamination assessment programs including bin inspections, truck audits and communication campaigns are resulting in improved contamination outcomes (on average from 38 per cent to 33 per cent contamination through two cycles of bin inspections, equating to a 13 per cent improvement); however, it will take time.

### **Glass recycling**

The service introduced a new glass-only bin for all households. After the initial transitional months where glass contamination was high in the comingled stream, the glass service has been positive. The glass waste stream has very low contamination rates and high community satisfaction levels. The presentation rates are low for glass bins, with 58 per cent of residents not presenting their bin each month, indicating that there may be an opportunity for sharing options for some households, such as multi-unit developments, that may not require a bin per unit. There is also an opportunity to continue to explore higher end use of the collected glass.

### **Businesses**

Council's kerbside service is tailored to meet the needs of residents. However, it is also offered to businesses as an opt-in service. Many businesses do not use Council's waste and recycling services as their needs differ from residential users. Businesses who do use the service indicate higher utilisation of the garbage and comingled recycling bins. Contamination assessments of comingled commercial bins indicate similar contamination levels to residential bins, although with a slightly higher level of glass. Some businesses have an issue with storing the bins and there are frequent complaints about visible contamination, amenity issues, and bins accessible in laneways leading to increased contamination and illegal dumping.

It is recommended to offer businesses a more tailored option to utilise only the bins they need or share bins with other businesses, alongside the possibility of stronger enforcement to address amenity impacts where businesses are not meeting their obligations.

### **Opportunity for change**

A range of opportunities for change were considered following community and Council feedback. These include options (and combinations of options) such as reintroducing a

weekly garbage service for part or all of the year, switching FOGO to a fortnightly service for all or part of the year, extension of the limited access (for example to all households with three or more people instead of the current four) to a free garbage bin upsize, and a free upsize of any one stream for each household.

Two main changes are recommended to the current service:

- extend the current “free upsize” to a 240L garbage bin to all households
- pilot a compostable paper bag trial for FOGO kitchen caddies as a precursor to extending to all households

A further change is recommended around tailoring the service to participating businesses to allow them to opt out of streams they are not using, and also to increase enforcement for businesses that are not managing their waste.

These options address the greatest pain points of the system for the community, being volume in the garbage stream and use of bags in the FOGO stream, while still meeting the need to reduce landfill and not significantly increase operational costs.

## Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

### Hobsons Bay 2030 Community Vision

**Priority 5:** Activate sustainable practices

### Council Plan 2017-21

**Goal 3: A well designed, maintained and environmentally sustainable place**

**Objective 3.4:** Maintain a clean city and encourage the community, business and industry to reduce, reuse and recycle.

### Waste and Litter Management Strategy 2025

Council adopted the Waste and Litter Management Strategy 2025 at the Council Meeting held on 9 July 2019, setting the direction of a new waste and recycling service that included an overriding objective to reduce landfill volume, as well as actions around FOGO and variations to recycling.

## Policies and Related Council Documents

At the Council Meeting on 8 October 2019 Council endorsed the immediate rollout of a revised waste and recycling service across Hobsons Bay, inclusive of a four bin system and a revised collection schedule.

Council endorsed the commencement of Recycling 2.0, the suppliers it had partnered with to deliver the collection and processing services as well as the new FOGO and glass bins and the waste service charges at the Council Meeting on 10 December 2019.

At the Council Meeting on 23 June 2020 Council considered an interim review of the new service. As part of the resolution arising from the interim review, Council committed to ongoing review and monitoring of the new kerbside waste and recycling service over its first year. This report fulfils that commitment.

## **Legal/Statutory Obligations and Risk**

This review does not pose any new legal or statutory obligations or risks.

## **Financial and Resource Implications**

Council's waste and recycling service is funded through Council's waste service charge. All fees and charges, including the waste service charge, are considered and endorsed through the annual budget process.

## **Environmental, Social and Economic Impacts**

The first year of the new program has diverted 33 per cent of waste from landfill and has increased FOGO by 124 per cent. Reducing volumes collected through the kerbside system going to landfill provides improved environmental outcomes and reduced budget implications. Opportunities to further reduce the amount going to landfill and minimise the impact of the increasing landfill levy will continue to be explored.

## **Consultation and Communication**

The review has been informed by extensive community consultation using a range of methods including a statistically representative phone survey undertaken with 500 residents providing feedback with a 95 per cent confidence interval. An opt-in version of the survey was also offered, with letters sent to all households with a unique code to access an online survey. Residents were also provided with an option to complete a hard copy version of the survey. The survey process was designed to maintain anonymity whilst limiting responses to one per household. A similar survey was undertaken with Hobsons Bay businesses. In place consultations and targeted focus groups were also held.

Key consultation outcomes include:

- a high engagement rate of more than 6,000 individual respondents
- both the statistical phone survey and opt-in surveys indicate the significant majority of residents report "good" to "very good" satisfaction levels with the overall service (average score 7.4 out of 10)
- responses show a clear difference in sentiment between those who are highly engaged with waste and recycling and those who are more passive users
- a subset of the community is dissatisfied with the current fortnightly 120L garbage service

The survey feedback was very positive overall, though with some clear areas of frustration identifying opportunities for improvement.

## **Declaration of Conflict of Interest**

Section 130 of the *Local Government Act 2020* requires members of Council staff to disclose any general or material conflict of interest in matters to be considered at a Council meeting.

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

### 8.3.2 Extension of COVID-19 Free Garbage Bin Upsize Program

**Directorate:** Sustainable Communities  
**Responsible Officer:** Manager Strategy, Economy and Sustainability  
**Reviewer:** Director Sustainable Communities  
**Attachments:** Nil

#### Purpose

To extend the free upsize bin program introduced as part of Council's COVID-19 package to accommodate the review of Council's kerbside waste and recycling program.

**This Council report and the motion moved by Cr Tony Briffa and seconded by Cr Daria Kellander were deferred from the 20 April 2021 Council Meeting for subsequent debate and resolution by Council at the Council Meeting to be held on 29 June 2021.**

**The report's recommendations may be superseded by Council's resolution on Item 8.3.1 Kerbside Waste and Recycling Service Review.**

#### Motion

**Moved Cr Tony Briffa, seconded Cr Daria Kellander:**

**That Council extends the optional free garbage bin upsize program to 30 June 2022 for all households.**

#### Recommendation

**That Council extends the free garbage bin upsize program to 30 June 2022 for eligible households.**

#### Summary

Council introduced the Recycling 2.0 kerbside waste and recycling program in February 2020. The program has had some positive outcomes in the food organics and garden organics (FOGO) and glass streams. A key area for improvement is high comingled recycling contamination levels. Although garbage volumes have reduced overall, there is still pressure on garbage bin volumes for some households.

The COVID-19 pandemic has also substantially impacted household waste volumes, with more people at home generating additional waste for their kerbside bins.

An interim review of the program was completed in June 2020 and a further review is currently underway of the first year of operation. Due to the timing of the current review, it is proposed that the free upsize bin program be extended by one year to 30 June 2022.



*Update from original April report: As the consideration of this report was deferred until 29 June 2021, in April 2021 Council contacted all participants in the COVID-19 free bin upsize program to advise that there would be some extension of time. This was required to ensure that households did not begin to return upsized bins, prior to a decision being taken about the future of the program.*

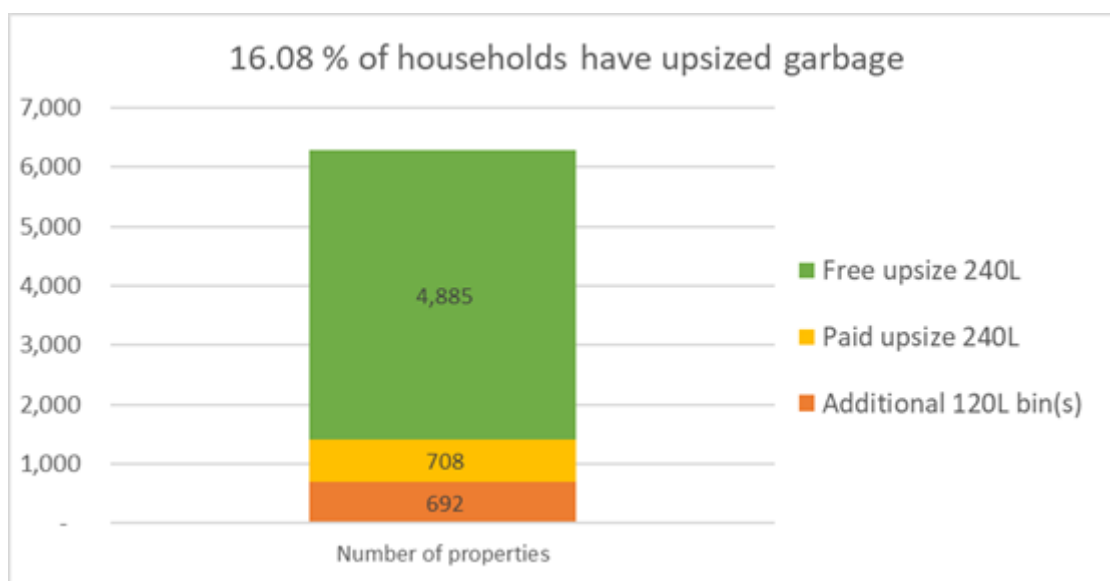
## Background

Recycling 2.0 was developed in response to the SKM recycling crisis and strong community feedback seeking that Council act quickly to develop a sustainable recycling solution for Hobsons Bay. On 8 October 2019, Council endorsed the rollout of a revised waste and recycling service that included four bins for kerbside source separation, a focus on local recycling and resource use, a revised kerbside collection schedule and an intensive community engagement program. The program brought forward key elements of Council's Waste and Litter Management Strategy 2025 (adopted in August 2019), such as introducing a FOGO service and improving kerbside source separation, and is in line with the directions of the Victorian Government's circular economy policy.

The Recycling 2.0 program has been impacted by the COVID-19 pandemic, which amplified pressure on garbage bins with more people at home generating additional waste. Council's response to this challenge included a free 240L garbage bin upsizing program for eligible households. These included larger households of four or more people and those with significant volumes of nappies or medical waste needs. The interim upsized garbage bin program is due to expire on 30 June 2021.

## Discussion

As at February 2021, about 16 per cent of households have chosen to have either an upsized garbage bin or an additional garbage bin (Figure 1). Of this number, about 4,900 households (or about 57 per cent of eligible households) have applied for the COVID-19 free upsize.



Council is currently undertaking a review of its kerbside waste and recycling program, with a report to be considered by Council in mid-2021. This review will cover all four streams of the service to households and businesses and will analyse key areas of the program including

the capacity and scheduling of each stream, the frequency of collections and community attitudes and behaviours.

Due to the timing of the review, it is proposed that the free upsize bin program be extended by one year to 30 June 2022. The outcomes and potential recommendations of the review which looks at a full year of the new service are still to be determined. Extending the free upsize program will minimise potential recommendations being impacted by changeover or returns of upsized bins.

## Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

### Hobsons Bay 2030 Community Vision

**Priority 5:** Activate sustainable practices

### Council Plan 2017-21

**Goal 3: A well designed, maintained and environmentally sustainable place**

**Objective 3.4:** Maintain a clean city and encourage the community, business and industry to reduce, reuse and recycle.

## Policies and Related Council Documents

Several relevant documents have been tabled at previous Council Meetings:

On 9 July 2019 Council adopted the Waste and Litter Management Strategy 2025, which set the direction for the new waste and recycling service, including FOGO and variations to recycling systems.

On 8 October 2019 Council endorsed the immediate rollout of a revised waste and recycling service across Hobsons Bay, inclusive of a four-bin system and a revised collection schedule. Council subsequently endorsed the commencement of Recycling 2.0 on 10 December 2019, along with endorsing suppliers for the collection and processing services and the new FOGO and glass bins, and the waste service charges.

On 14 April 2020 Council received a petition to reinstate weekly garbage collections.

On 23 June 2020 Council noted a report on the initial review of Recycling 2.0, including the 2020-21 COVID-19 bin upsize relief package. Council also considered the petition to reinstate weekly garbage collections.

## Legal/Statutory Obligations and Risk

This review does not pose any new legal or statutory obligations or risks.

## Financial and Resource Implications

When developing the COVID-19 free upsize bin program it was estimated that it would cost Council about \$150,000 for the first year in operating costs, as well as a once-off capital cost of about \$170,000.

The interim upsize options being offered during COVID-19 are not charged per household but are being covered by Council through the waste service charge, so that the cost is ultimately met by all households over time. The operating costs equate to about \$4 per household in 2020-21.

With increasing landfill levy costs, extending the program into a second year would cost about \$250,000 in operating costs (or \$6 per household). Capital costs are not expected to increase because it is expected that the take up of eligible households will have stabilised.

The 240L garbage bin upsize service charge will be confirmed as part of the 2021-22 budget process. The \$90 charge for 2020-21 is based on households paying the full cost of their additional use. This includes supplying, maintaining and collecting materials from bins, as well as waste disposal and landfill levy charges, resulting from larger bins.

## Environmental, Social and Economic Impacts

Continuing the free upsize garbage bin program will continue to support the needs of those households with larger waste disposal volumes while a review is underway. It will mean that additional waste is disposed of by some households leading to increased costs.

## Consultation and Communication

Community consultation and engagement will form part of the review. A comprehensive engagement program is underway with opportunities for all households to give input.

## Declaration of Conflict of Interest

Section 130 of the *Local Government Act 2020* requires members of Council staff to disclose any general or material conflict of interest in matters to be considered at a Council meeting.

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

## 8.4 Infrastructure and City Services

### 8.4.1 Draft Place Guide - Better Places Spotswood and South Kingsville

<b>Directorate:</b>	Infrastructure and City Services
<b>Responsible Officer:</b>	Manager Active Communities and Assets
<b>Reviewer:</b>	Director Infrastructure and City Services
<b>Attachments:</b>	1. Draft Place Guide - Better Places Spotswood and South Kingsville [8.4.1.1 - 95 pages]

#### Purpose

To seek Council's endorsement of the Draft Place Guide for Better Places Spotswood and South Kingsville (BPSSK) to be placed on public exhibition.

#### Recommendation

##### That Council:

- 1. Endorses the Draft Place Guide for Better Places Spotswood and South Kingsville to be placed on public exhibition for six weeks from 30 June to 11 August 2021.**
- 2. Receives a further report to adopt the Place Guide for Spotswood and South Kingsville at a future Council Meeting.**

#### Summary

The Draft Place Guide for BPSSK includes projects and initiatives identified as part of the visioning phase for Spotswood and South Kingsville. Some projects can be funded and implemented under existing implementation budgets, while others will require future funding to be secured. All projects identified in the Draft Place Guide will have further consultation and involvement from the community. The guide steps the reader through the Better Places process from start to finish to show how the outcomes were determined.

#### Background

The Better Places model is focused on a design-led and place-based approach to projects. It helps provide a clear vision and understanding of the elements required to make better places, and therefore provides better outcomes for the community. It is ultimately about providing a more collaborative and multi-disciplinary approach that moves away from the traditional model of delivering projects as "pieces" to an approach where the whole "place" is considered and driven by a community vision for the suburb. It focuses on innovation with the aim of delivering better outcomes for the community.

Better Places Laverton was the pilot project for this new approach to planning projects and working with the community. This approach provided the community with greater ownership

of their neighbourhood by encouraging them to be actively involved in steering the future direction of their suburb.

Spotswood and South Kingsville are places with varied neighbourhood characters, transitioning from the industrial areas to the east to the mixed use and varied densities of central Spotswood, through to the more suburban character of South Kingsville.

The development of the Better Places Place Guide commenced in October 2020 with preliminary consultation undertaken with Council officers.

## Discussion

General community consultation and key stakeholder group workshops were undertaken in November 2020. The community was asked to share their thoughts and ideas on three key themes of love, change and ideas. This feedback was sourced through a survey that was mailed out to residents and hosted on Participate Hobsons Bay. Over 3,200 responses were received across the consultation mediums and groups in total.

From the feedback received, the community views were shaped into a shared vision for Spotswood and South Kingsville which was supported by the below key themes:

- Remembering Our Past, Shaping Our Future
- Changing How We Move into The Future
- Improving and Greening Our Spaces and Places
- Enhancing Our Village Lifestyle

These themes describe what the Spotswood and South Kingsville community value most, as well as the elements that they want to see protected and improved into the future. For each of the key elements, potential projects and initiatives were identified within the community.

The shared vision, the four key themes for potential projects and initiatives were collated into a Draft Vision Summary document that was published for community comment and feedback from 22 February to 29 March 2021.

Feedback from this consultation was overwhelmingly positive with some comments and suggestions adopted into the current draft place guide. The Draft Place Guide is the result of the Better Places process that starts with wide-ranging, open-ended questions then narrows down to a set of projects and programs designed to help the local community move towards a shared vision for the future.

Based on community, Councillor and Council officer feedback, the BPSSK guide now also includes a “next steps” section that helps define exactly how each project will transition from planning into implementation.

## 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 4:** Proactive enrichment, expansion and conservation of the natural and urban environment

**Priority 6:** An accessible and connected community

## **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.

### **Goal 2: A great place**

**Objective 2.2:** Celebrate and promote the diversity of our community.

### **Goal 3: A well designed, maintained and environmentally sustainable place**

**Objective 3.2:** Deliver and maintain well-designed, accessible and environmentally sustainable community assets.

## **Policies and Related Council Documents**

There have been no previous reports presented to Council in relation to the BPSSK Place Guide.

## **Legal/Statutory Obligations and Risk**

During consultation with the community, congestion of the roads throughout local areas, particularly from heavy vehicles, was raised as the most dominant concern. In response to these concerns, Place Project 5 “Streets for People” has been planned to reduce vehicle speeds and through traffic to make the local villages of Spotswood and South Kingsville feel safer and more user friendly for pedestrians and cyclists.

The focus of minimising traffic congestion in the local area is also reinforced with the place projects “The GreenLine”, “Missing Links Project” and “Multi-Modal Network”. Each project focuses on providing safe and practical alternatives to move throughout each suburb that do not involve private vehicle usage.

## **Financial and Resource Implications**

The Place Guide is being delivered by the Active Communities and Assets department with assistance from other departments.

The 16 place projects within the Draft Place Guide each include a project description, inspiration examples and next steps. They have been prioritised as short-term, medium-term or long-term. In some instances the projects can be implemented quickly, especially if they do not require capital works funding.

In Council’s 2021-22 Capital Works Program, \$200,000 has been allocated to assist with the implementation of fast-tracked projects and the design of future projects identified in the place guide.

## Environmental, Social and Economic Impacts

The Draft Place Guide acknowledges environmental, social and economic values and opportunities within Spotswood and South Kingsville. The proposed projects focus on improving and greening the natural environment and industrial areas, enhancing local villages and making improvements that promote safe pedestrian and cycling movement throughout the area.

## Consultation and Communication

The development of the Draft Place Guide has been guided by internal and external workshops and extensive consultation with the community.

In September 2020, initial consultation was held with Council officers to gather all the history and information currently understood. This information was organised into background documents for the community to review. This was followed by a series of workshops with external stakeholders in November 2020. Attendees were asked to provide their ideas, feedback, and insights about the future direction of Spotswood and South Kingsville.

In November 2020, returnable flyers were mailed out to about 5,000 residents and property owners in Spotswood and South Kingsville. The community were asked to share their thoughts and ideas based around what they love, what they want to change or their big ideas. Input was also gathered through Council's Participate webpage.

A second round of workshops were held with the same group of stakeholders in February 2021. At these sessions, attendees were provided with a summary of the feedback from the consultation completed in November and asked to provide their input into the draft vision and potential projects that aligned with the four key themes.

Community drop-in sessions were also held to provide information on the priorities, scope and timeframes of potential projects. The sessions were held on:

- 23 March 2021 at South Kingsville Community Centre
- 26 March 2021 at the Hudsons Road shops in Spotswood
- 27 March 2021 at the Slow Food Market at The Avenue, Spotswood

The final place guide will include a summary of feedback gathered from the community on the Draft Place Guide, highlighting what changes were made.

## Declaration of Conflict of Interest

Section 130 of the *Local Government Act 2020* requires members of Council staff to disclose any general or material conflict of interest in matters to be considered at a Council meeting.

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

## 9 Delegate Reports

### 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.**

### Truganina Explosives Reserve Advisory Committee

**Directorate:** Infrastructure and City Services

**Councillor Delegate:** Cr Pamela Sutton-Legaud

**Date of Meeting:** 14 April 2021

The Truganina Explosives Reserve Preservation Society was successful in a Make It Happen grant application that will assist the group in running open days and events. Funding was received on 23 April 2021.

A big thanks was passed on to Council for the major roof restoration works carried out at the Under Keeper's Quarters.

It was noted that the Open Day in May 2021 would be included as part of the Heritage Hobsons Bay program, co-hosted by the Inner West Branch of the National Trust. The event would be held on Sunday 2 May between 11am and 4pm and would include an art show, children's attractions, barbecue and afternoon tea.

The Hobsons Bay Wetlands Centre is expecting advice from the Australian Taxation Office that donations to the centre would be tax deductible.



## RoadSafe Westgate Community Road Safety Council

**Directorate:** Infrastructure and City Services

**Councillor Delegate:** Cr Diana Grima

**Date of Meeting:** Wednesday 19 May 2021

Council officers are undertaking the second-round consultation to develop Local Area Movement Plans (LAMPs) for the northern area of Hobsons Bay, encompassing the suburbs of Brooklyn, Altona North, Newport, Williamstown North, Spotswood and South Kingsville. These LAMPs aim to improve the way the community travels throughout the city. The Northern LAMPs will deliver a future framework to guide Council's infrastructure planning to help maintain a safe, well-connected transport network.

Construction work for 10 raised platforms and 40 pram crossings along May and Cresser Streets in Altona North are currently under construction to maintain lower vehicle speeds and improve pedestrian access in this vicinity. The construction works will be completed by early July 2021.

Construction of new traffic islands and a bike lane to improve safety and amenity along Victoria Street, Altona Meadows between Queen Street and Hall Avenue is nearing completion.

New footpath kerb ramps to improve access at Sargood Street and The Esplanade intersection, Altona were completed in early May 2021.

## **10 Notices of Motion**

No notices of motion were received.

## **11 Supplementary Public Question Time**

Supplementary Public Question Time provides an opportunity for the public to ask questions directly related to items on the agenda that have arisen during the evening's proceedings.

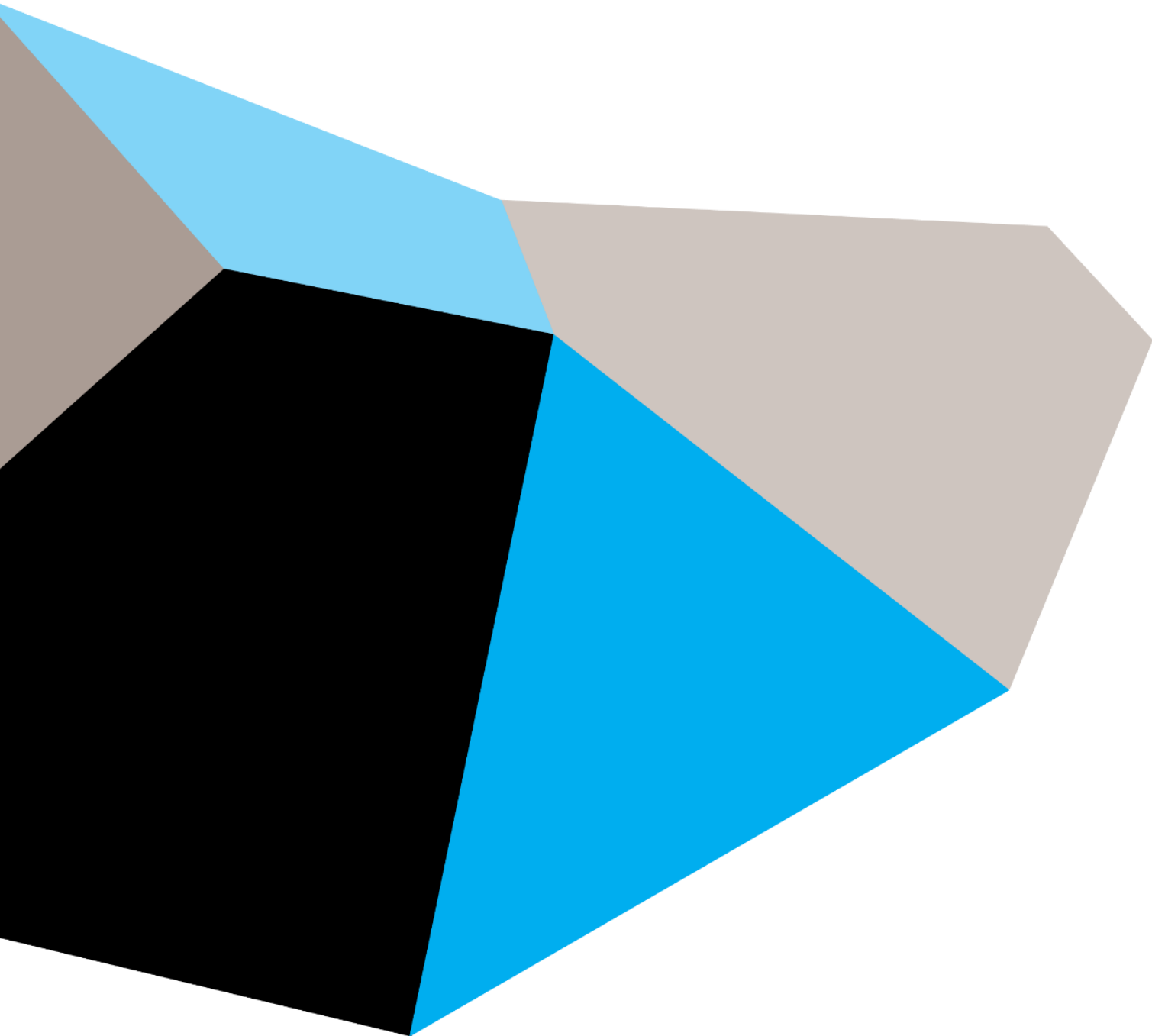
Where it is not possible to provide a response during the meeting, a written response to the question will be provided promptly.

Written public questions received during the Council Meeting that are not related to items on the agenda will be taken on notice and responded to in writing by the appropriate Council officer, or referred to the next Council Meeting for a public response if so requested by the questioner.

## **12 Urgent Business**

## **13 Close of Meeting**





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**HOBSONS BAY CITY COUNCIL**

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