



# Council Meeting Agenda

Tuesday 11 October 2022  
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 Bunurong People 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 Peter Hemphill (Mayor)

Strand Ward

### Councillors:

Cr Diana Grima (Deputy Mayor)

Wetlands Ward

Cr Antoinette (Tony) Briffa JP

Cherry Lake Ward

Cr Daria Kellander

Cherry Lake Ward

Cr Jonathon Marsden

Strand Ward

Cr Pamela Sutton-Legaud

Strand Ward

Cr Matt Tyler

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 Bunurong People of the Kulin Nation and offers its respect to elders past, present and emerging.

## **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 13 September 2022 (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. The submitted questions and Council's responses will be read out by the Chairperson during the meeting.

In accordance with rule 13.1.11 of the Hobsons Bay Governance Rules, the person who submitted the question must be present in the public gallery during Public Question Time for their question to be read out.

## 7 Petitions and Joint Letters

### 7.1 Petitions and Joint Letters Received

#### 7.1.1 Petition - Advocacy for Funding the Kororoit Creek Trail Connection Between Cherry Lake and Altona North

<b>Directorate:</b>	Corporate Services
<b>Responsible Officer:</b>	Governance Officer
<b>Reviewer:</b>	Director Corporate Services
<b>Attachments:</b>	Nil

### Purpose

To receive written petition containing 42 signatories, requesting that Council advocate to both levels of government to financially support the building of the shared bicycle/walking trail between Barnes Road, Altona North and Cherry Lake, Altona.

### Recommendation

That Council:

- 1. Receives and notes the petition in relation to advocating to the Victorian and Australian governments to financially support the building of the shared bicycle/walking trail between Barnes Road, Altona North and Cherry Lake, Altona.**
- 2. Receives a further report on this matter at a future Council meeting.**

### Summary

The petition was received on 26 September 2022 and acknowledged on 30 September 2022. It has been reviewed to verify that it meets the minimum requirement of 25 valid signatories in accordance with the Hobsons Bay Governance Rules and can therefore be dealt with by Council.

The petition reads as follows:

“We, the undersigned, Members of Friends of Lower Kororoit Creek, petition the Hobsons Bay Council, to advocate to both levels of Government, before the next State & Federal Budgets, to financially support the building of the shared bicycle/walking trail between Barnes Road Altona North and Cherry Lake, with the aim to complete this section of the trail by the end of 2024.”

## 7.1.2 Petition - Cease Installation of Parking Meters along Altona Foreshore

<b>Directorate:</b>	Corporate Services
<b>Responsible Officer:</b>	Governance Officer
<b>Reviewer:</b>	Director Corporate Services
<b>Attachments:</b>	Nil

### Purpose

To receive a combined written and electronic petition containing a total of 550 signatories, requesting that Council cease all plans to install parking meters along the Altona foreshore.

### Recommendation

**That Council:**

- 1. Receives and notes the petition in relation to ceasing plans to install parking meters along the Altona foreshore.**
- 2. Receives a further report on this matter at a future Council meeting.**

### Summary

The electronic component of the petition was received on 5 October 2022, followed by the written component on 6 October 2022. The petition has been reviewed to verify that it meets the minimum requirement of 25 valid signatories in accordance with the Hobsons Bay Governance Rules and can therefore be dealt with by Council.

The petition reads as follows:

“The Hobsons Bay City Council proposes to install parking meters along the Altona foreshore. As local residents, we are opposed to this plan.

The reason behind our opposition is that it is clear that the installation of such meters will have a detrimental effect on the suburb of Altona. Visitors to the suburb will not want to pay for parking. The visitors will then park in locations that are not metered. This will mean that local residents will be adversely impacted, with parked cars spilling out to adjacent and parking meter free streets. This will cause more congestion to streets that are already struggling with increased traffic movements.

Furthermore, the car park adjacent to the Louis Joel Arts and Community Centre will be used by visitors to the Altona foreshore. This will mean those attending the Louis Joel Centre will not have parking spaces available. Tenants have car spaces included in the terms of their lease so therefore parking must be available to them.

**For all of the above reasons, we, the undersigned petition the Hobsons Bay City Council to take the following actions:**

**Hobsons Bay City Council should terminate all plans to install parking meters along the Altona foreshore**

**Hobsons Bay City Council should advise the residents that parking meters will not be installed along the Altona foreshore”**

## 8 Business

### 8.1 Office of the Chief Executive

#### 8.1.1 Chief Executive Officer's Report on Operations

<b>Directorate:</b>	Office of the Chief Executive
<b>Responsible Officer:</b>	Executive Assistant to Chief Executive Officer
<b>Reviewer:</b>	Chief Executive Officer
<b>Attachments:</b>	1. CEO Report on Operations - September 2022 [8.1.1.1 - 44 pages]

#### Purpose

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

#### Recommendation

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

#### 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.

In accordance with rule 10.7.1 of the Hobsons Bay Governance Rules, Council maintains records of meetings attended by Councillors in the CEO's Report on Operations to ensure transparency and equity of information. A summary of meetings for the period between 1 September 2022 and 30 September 2022 is provided in this month's report.

#### 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 2021-25**

### **Objective 5: A High Performing Organisation**

**Strategy 5.4:** Enhance transparency, accountability and good governance practice

### **Declaration of Conflict of Interest**

Section 130 of the *Local Government Act 2020* 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.

## 8.2 Corporate Services

### 8.2.1 Annual Report 2021-22

**Directorate:** Corporate Services

**Responsible Officer:** Manager Corporate Integrity and Legal Counsel

**Reviewer:** Director Corporate Services

**Attachments:**

1. Annual Report 2021-22 [8.2.1.1 - 118 pages]
2. Annual Financial Report 2021-22 [8.2.1.2 - 50 pages]
3. Annual Performance Statement 2021-22 [8.2.1.3 - 31 pages]

### Purpose

To consider the Hobsons Bay 2021-22 Annual Report under section 18(1)(d) of the *Local Government Act 2020*, the Mayor must report on the implementation of the Council Plan by presenting the annual report at a Council Meeting open to the public.

### Recommendation

**That Council considers the Hobsons Bay City Council 2021-22 Annual Report in accordance with the legislative requirements of the *Local Government Act 2020* and the Local Government (Planning and Reporting) Regulations 2020.**

### Summary

The Annual Report, consisting of the Report of Operations and the Annual Financial Report, is a legislative requirement providing details of Council's operational and financial performance for the 2021-22 financial year.

The Report of Operations includes information on the progress of the 28 initiatives Council committed to in the 2021-22 budget and Council's performance in the Local Government Performance Reporting Framework (LGPRF) Service Performance Indicators. The report presents results achieved in relation to the 18 indicators under the five objectives in the Council Plan and the progress of projects in delivering 17 strategies and 53 priorities.

This is the first Annual Report prepared in accordance with section 98 of the *Local Government Act 2020* and the Local Government (Planning and Reporting) Regulations 2020. It is also the first year reporting against the Council Plan 2021-25.

Ten initiatives were carried over from the previous Council Plan, with 18 new initiatives developed. A number of initiatives will be delivered through a phased approach over the four-year plan. Seven of the planned initiatives have been completed, 20 are progressing and have been carried over into the next financial year, and one has been discontinued.

The 2021-22 results from the LGPRF Performance Indicators showed that Council has improved in 17 of 37 performance measures compared to the previous year. The impact of COVID-19 resulted in a decrease in the level of performance in other service areas, such as the physical library collection usage rate, the number of active library borrowers and the participation rate in the maternal and child health (MCH) service, all of which were impacted by lockdowns and branch closures.

## Background

Council's strategic reporting framework includes the Hobsons Bay 2030 Community Vision which guides Council in identifying the community's needs and aspirations over the long term. Council operationalises the work required to deliver the Vision through the adoption of a four-year Council Plan. The resources required to achieve the strategic objectives in a Council Plan are managed through the Annual Budget process and Council 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 reports on the delivery of the commitments made in Council Plan 2021-25 and the Annual Budget 2021-22.

Council's performance for the 2021-22 year has been reported against each of the strategic objectives of the Council Plan 2021-25:

- Objective 1: Community – Healthy, equitable and thriving communities
- Objective 2: Environment – Valuing our environment
- Objective 3: Place, Recreation and Economy – Vibrant place and economy
- Objective 4: Community Infrastructure – Visionary community infrastructure
- Objective 5: Organisation – A high performing organisation

Performance has been measured as follows:

**1. Progress in relation to the initiatives identified in the 2021-22 budget**

Initiatives are programs or projects that Council undertakes to support the delivery of the Council Plan.

**2. Results achieved in relation to the indicators in the Council Plan**

Under each strategic objective in the Council Plan, several indicators have been nominated, as required under the *Local Government Act 2020*, to provide indications of achievement of the objectives. The results are calculated from various data sources, such as the Annual Community Survey results and Council's operational data.

**3. Results against the LGPRF Performance Indicators**

The Local Government Performance Reporting Framework is a mandatory system of performance reporting for all Victorian councils. It ensures that councils are measuring and reporting on their performance in a consistent way to promote transparency and accountability in the local government sector.

**4. Progress in relation to the projects in delivering each objective, strategy and priority**

In addition to delivering the ongoing core services, Council also delivers projects and actions to improve the services and create more value for the community. The projects are delivered in line with the Council Plan's objectives, strategies and priorities.

The Annual Report also provides information about the elected Council, the organisation, the community and other statutory corporate governance information. Council's overall financial position is reported in the Audited Financial Statements section of the Annual Financial Report.

## Discussion

### Council initiatives

Council committed to undertaking 28 initiatives in the 2021-22 budget. By the end of the year seven initiatives were completed:

- co-design, plan and deliver a Creative Technology Hub at Seaworks
- Newport Gardens Early Years Centre expansion
- Altona Tennis Club precinct development
- Better Places City Image and place making program, Paine Reserve
- COVID-19 Recovery Support
- Footpath Renewal Program
- implementation of the new internal Learning Management System

There are four initiatives which are multi-year projects:

- the establishment of a Housing Trust
- the Solar Program
- tree planting – Urban Forest Program
- the Customer Experience Transformation.

The Creative City – Creative Spaces project was discontinued and will be integrated into the new Creative City Arts and Culture Plan.

The remaining 16 initiatives have progressed to various degrees and have been carried over into the next financial year.

### LGPRF results

The 2021-22 results of the LGPRF Performance Indicators showed improvements in 17 of the 37 measures of service performance compared to the previous year. The highest improvements were:

- animals rehomed
- participation in the MCH service by Aboriginal children
- kerbside collection bins missed
- cost of sealed local road reconstruction (has continued to decrease over the past two years)

Four measures remained consistent including:

- satisfaction with Council's decisions
- Councillor attendance at Council meetings
- satisfaction with community consultation and engagement
- cost of sealed local road resealing

Reductions of performance were observed in 16 of the measures, particularly:

- time taken to decide planning applications
- kerbside bin collection requests
- sealed local road requests

The impacts of COVID-19 lockdowns continued to put pressure on the physical library collection usage rate, the number of active library borrowers and the participation rate in the maternal and child health service.

The LGPRF Performance Indicators have been shared with the relevant departments across Council to build understanding and foster continuous improvement in the areas where Council performance has declined.

## 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 2021-25

#### Objective 5: A High Performing Organisation

**Strategy 5.4:** Enhance transparency, accountability and good governance practice

## Policies and Related Council Documents

Related policies and documents include:

- Annual Budget 2021-22
- Council Plan 2021-25

Quarterly reports on the Council Plan initiatives were presented at the Council Meetings held on 16 November 2021, 8 February 2022 and 10 May 2022.

The half year progress report on the Council Plan initiatives and the LGPRF was presented at the Council Meeting held on 8 February 2022.

## Legal/Statutory Obligations and Risk

The 2021-22 Annual Report was prepared to meet the operational and financial reporting requirements of sections 98 to 100 of the *Local Government Act 2020* and Part 4 of the Local Government (Planning and Reporting) Regulations 2020.

This is the first Annual Report under the Council Plan 2021-25 and it is also the first to be prepared in accordance with section 98 of the *Local Government Act 2020* and the Local Government (Planning and Reporting) Regulations 2020.

## Financial and Resource Implications

Production of the Annual Report is funded from Council's operating budget. The number of printed copies is limited 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 2021-22 year against the strategic indicators, objectives, strategies and priorities of the Council Plan 2021-25. The Council Plan is developed every four years and is based on the integrated strategic planning and reporting 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**

The Annual Report will be considered at the Council Meeting to be held on 11 October 2022 in accordance with section 100 of the *Local Government Act 2020*. 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 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 Municipal Association of Victoria State Council Motions - October 2022

<b>Directorate:</b>	Corporate Services
<b>Responsible Officer:</b>	Manager Corporate Integrity and Legal Counsel
<b>Reviewer:</b>	Director Corporate Services
<b>Attachments:</b>	Nil

### Purpose

To consider the motion put forward to the Municipal Association of Victoria (MAV) for the State Council Meeting on 14 October 2022.

### Recommendation

**That Council resolves to put the following motion to the MAV State Council Meeting to be held on 14 October 2022:**

**“That the MAV advocate to the Victorian Government to consider, informed by appropriate stakeholder consultation, extending the introduction of the new pre-commitment laws arising out of the 2021 Royal Commission into the Casino Operator and Licence to all gaming venues across the state. Pre-commitment is a harm reduction measure requiring gamblers to set a limit on the time and money they intend to spend playing the pokies.”**

### Summary

Earlier this year, Council resolved to put six motions to the June MAV State Council Meeting.

Council is being asked to endorse the motion detailed in this report for submission to the 14 October 2022 MAV State Council Meeting.

MAV State Council meetings provide an opportunity for local government to submit motions for key priorities that require state or federal government support.

### Background

The MAV is a statutory peak body for local government in Victoria and takes a lead role in advocating for local government to state and federal government on a variety of issues of concern.

The State Council is the governing body for the MAV and has representation from all member councils. Members are invited to submit motions to be considered by the State Council twice a year. Resolutions are assessed by the Board to determine how they will be progressed.

## Discussion

The MAV State Council Meeting presents an opportunity to advocate for key priorities within Hobsons Bay that require state and federal government support to effect meaningful change.

The following motion has been developed for Council to consider for submission to the MAV State Council Meeting to be held on 14 October 2022:

### **Extension of pre-commitment laws to all gaming venues across Victoria**

That the MAV advocate to the Victorian Government to consider, informed by appropriate stakeholder consultation, extending the introduction of the new pre-commitment laws arising out of the 2021 Royal Commission into the Casino Operator and Licence to all gaming venues across the state. Pre-commitment is a harm reduction measure requiring gamblers to set a limit on the time and money they intend to spend playing the pokies.

## Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

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

**Priority 2:** Community wellbeing and inter-connection

### **Council Plan 2021-25**

#### **Objective 1: Healthy, equitable and thriving communities**

**Strategy 1.2:** Improve the health and wellbeing of our community – particularly our young, vulnerable and older community members

## Policies and Related Council Documents

Listed below are Council's MAV motions since 2016:

### **June 2022:**

- reverse proposed funding cuts by the Australian Government to the aged care sector
- responsibility for the combustible cladding rectification program to remain with the Victorian Government
- orphaned building permits to continue to be managed by the Victorian Building Authority
- improvements to pedestrian and cycling infrastructure
- reshape the Melbourne metropolitan bus network
- improvement to the freeway entrances to towns and suburbs

### **2021:**

- improvements to pedestrian and cycling connections
- increase tree canopy coverage across urban areas for improved environmental, health and wellbeing outcomes



- reshape the Melbourne metropolitan bus network
- commence delivery of the Melbourne Metro 2 project (proposed rail network addition)
- waste and recycling outcomes
- Coastal and Marine Management Plans
- alleviation of West Gate Tunnel traffic and amenity impacts
- youth mental health
- funding to support councils to meet their obligations under the *Gender Equality Act 2020*
- increased transparency of community contributions from electronic gaming machine (EGM) venues
- targeted support for vulnerable older people during COVID-19 recovery

**2020:**

- (There was no MAV State Council in 2020 due to the COVID-19 pandemic.)

**2019:**

- reduction in the number of EGMs from all licensed premises by 2032 and actions to urgently address gambling harm in Hobsons Bay and all Victorian communities
- adoption of a strategic approach to the built environment and development of a State Environmentally Sustainable Policy supported by appropriate reforms to the National Construction Code Building Regulations that positions Victoria as a leader in sustainable development in the built environment and addresses climate change
- local government representation on EPA and DELWP working groups to develop a formal consultation program that enables every council to be consulted in the development of the subordinate legislation, particularly the development of a tiered licensing/permitting system framework under the *Environment Protection Amendment Act 2018*

**2018:**

- funding for sustainable street lighting upgrades on main roads
- cost-sharing arrangements between state and local governments to install “smart poles” in key locations

**2017:**

- Western Metropolitan Regional response to integrated transport and growth
- equitable distribution of funding and clear roles for foreshore management
- level crossing removal support and a coordinated response
- banning electric waste to landfill

**2016:**

- Western Distributor strengthening community connections and wellbeing
- youth mental health services

## Legal/Statutory Obligations and Risk

Section 8 of the *Local Government Act 2020* defines the role of a council as to provide good governance in its municipal district for the benefit and wellbeing of the municipal community.

Submitting motions to the MAV State Council constitutes a key opportunity for Council to pursue advocacy outcomes at a state and federal level to the benefit of the Hobsons Bay community.

## Financial and Resource Implications

There are no direct financial implications to Council in presenting these motions to the MAV State Council.

## Environmental, Social and Economic Impacts

These motions support the enhancement of the built, natural, economic and social environment within Hobsons Bay as well as across Victoria.

## Consultation and Communication

Advocacy and partnerships with other stakeholders, most importantly the Victorian and Australian governments, are vital to raise awareness on and advocate for issues that sit outside of Council's control. By submitting motions to the MAV State Council Meeting, Council has an opportunity to inform the key priorities for MAV to advocate to the Victorian and Australian governments in its capacity as the peak body for local government in Victoria.

The listed motion was developed in consultation with officers across multiple Council departments and the Executive Leadership Team, and reflect areas of community concern that require, or would benefit from, advocacy to a higher level of government. It is supported by the Hobsons Bay 2030 Community Vision and it aligns with A Fairer Hobsons Bay For All 2019-23. These policies and plans were developed through community consultation and engagement.

## 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 Instruments of Delegation to the Chief Executive Officer and Members of Staff - October 2022 Update

<b>Directorate:</b>	Corporate Services
<b>Responsible Officer:</b>	Manager Corporate Integrity and Legal Counsel
<b>Reviewer:</b>	Director Corporate Services
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1. S5 Instrument of Delegation Council to CEO - 11 October 2022 [8.2.3.1 - 9 pages]</li><li>2. S6 Instrument of Delegation Council to Members of Staff - 11 October 2022 [8.2.3.2 - 88 pages]</li></ol>

#### Purpose

To review the S5 Instrument of Delegation to the Chief Executive Officer (CEO) and the S6 Instrument of Delegation – Members of Staff in accordance with section 11 of the *Local Government Act 2020*.

#### Recommendation

That Council:

1. In the exercise of the power conferred by section 11(1)(b) of the *Local Government Act 2020*, resolves:
  - a. There be delegated to the person holding the position, or acting in or performing the duties of, Chief Executive Officer the powers, duties and functions set out in the attached S5 Instrument of Delegation to the Chief Executive Officer, subject to the conditions and limitations specified in that Instrument (refer Attachment 1).
  - b. The Instrument comes into force immediately the Instrument is executed by the Mayor and will remain in force until 13 October 2023, when the Instrument will be reviewed, or sooner if Council resolves to vary or revoke it.
  - c. On the coming into force of the Instrument, the previous Instrument of Delegation dated 8 February 2022 is revoked in accordance with item 2.6 of that Instrument.
  - d. The duties and functions set out in the Instrument must be performed, and the powers set out in the Instrument must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.
2. Notes that the proposed Instrument of Delegation to the Chief Executive Officer reverts the delegated threshold for awarding or entering into contracts or expending Council funds to \$1,000,000 (one million dollars), in line with the last Instrument of Delegation endorsed before the COVID-19 pandemic.

3. In the exercise of the powers conferred by the legislation referred to in the attached Instrument of Delegation, resolves:
- a. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached S6 Instrument of Delegation to Members of Council Staff, the powers, duties and functions set out in that Instrument, subject to the conditions and limitations specified in that Instrument (refer Attachment 2).
  - b. The Instrument comes into force immediately the Instrument is executed by the Mayor and will remain in force until 13 October 2023, when the Instrument will be reviewed, or sooner if Council resolves to vary or revoke it.
  - c. On the coming into force of the Instrument, the previous Instrument of delegation dated 8 February 2022 is revoked in accordance with item 2.6 of the current Instrument.
  - d. The duties and functions set out in the Instrument must be performed, and the powers set out in the Instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

## Summary

The current Instruments of Delegation to the CEO and members of staff, dated 8 February 2022, were to remain in force until 14 October 2022 and are accordingly due for review.

Section 11(1)(b) of the *Local Government Act 2020* provides that Council may, by instrument of delegation, delegate to the Chief Executive Officer any power, duty or function of a Council under the Act or any other Act with some exceptions.

Council can also delegate powers, duties and functions directly to other members of Council staff. This update to the Instrument of Delegation from Council to members of Council staff reflects commencement of the *Local Government Act 2020*.

## Background

The delegations to the CEO and to Council staff were last reviewed and updated by Council on 8 February 2022.

The Instrument of Delegation to the CEO recognises that certain functions and duties are conferred on the CEO under section 11 of the *Local Government Act 2020*. These are specified in the Instrument along with any conditions and limitations.

The Instrument of Delegation reflects a model by which Council makes a comprehensive delegation to the CEO who then sub-delegates to relevant staff. The CEO will execute delegations to other officers as required, to ensure good decision-making practices and the effective facilitation of Council business.

As some legislation does not expressly provide for sub-delegation, it is necessary for Council, by resolution, to delegate directly to officers through the S6 Instrument of Delegation – Members of Staff.

## Discussion

The Council resolution on 8 February 2022 specified that the current Instrument of Delegation was to remain in force until 14 October 2022, when the Instrument would be reviewed, or sooner if Council resolved to vary or revoke it. Accordingly, an updated Instrument of Delegation to the CEO is now provided for Council's consideration.

With the exception of a change in schedule 2 reflecting an update in the relevant legislation, the Instrument of Delegation to the CEO has been returned to the form of the Instrument prior to the update made on 31 March 2020. The March 2020 Instrument, which was endorsed by Council at the beginning of the COVID-19 pandemic in direct response to the declaration of the State of Emergency, elevated the CEO's delegated authority to award or enter into contracts or expend Council funds from \$1 million to \$3.5 million. The new Instrument reverts the delegated threshold to the pre-pandemic level of \$1 million.

Any contracts awarded under delegation will continue to be reported within the CEO's monthly Report on Operations to ensure transparency to Council and the community.

An updated Instrument of Delegation to Members of Staff is also provided.

## Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

### Hobsons Bay 2030 Community Vision

This report does not relate to a specific priority of the Hobsons Bay 2030 Community Vision.

### Council Plan 2021-25

#### Objective 5: A High Performing Organisation

##### Strategy 5.4: Enhance transparency, accountability and good governance practice

**Priority a)** Implement recent changes to legislation (such as the *Local Government Act 2020*, *Gender Equality Act 2020*, Child Safe Standards) to improve democracy, accountability, gender equality and service delivery for Hobsons Bay

## Policies and Related Council Documents

The delegations to the CEO and members of staff were last reviewed and endorsed by Council on 8 February 2022.

## Legal/Statutory Obligations and Risk

Section 11(1) of the *Local Government Act 2020* allows Council, by instrument of delegation, to delegate to its CEO or a member of a delegated committee certain powers, duties or functions under the *Local Government Act 2020* or any other Act.

Under section 47(1) of the *Local Government Act 2020*, the CEO is empowered to delegate a power, duty or function of Council other than the power of delegation to a member of Council staff.

## **Consultation and Communication**

Council resolved that the current Instrument of Delegation was to remain in force until 14 October 2022, when the Instrument was to be reviewed, or sooner if Council resolves to vary or revoke it.

Any contracts awarded under delegation will continue to be reported within the CEO's monthly Report on Operations to ensure transparency to Council and the community.

## **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 Infrastructure and City Services

### 8.3.1 West Gate Tunnel Project Update

<b>Directorate:</b>	Infrastructure and City Services
<b>Responsible Officer:</b>	Strategic Project Specialist
<b>Reviewer:</b>	Director Infrastructure and City Services
<b>Attachments:</b>	Nil

#### Purpose

To provide an update report on the West Gate Tunnel Project (the Project) including the status of advocacy activities and project initiatives.

#### Recommendation

**That Council receives and notes this update report on the West Gate Tunnel Project and Council's advocacy on aspects of the Project.**

#### Summary

This report includes progress updates on project works and strategic advocacy items, the Sports and Open Space Enhancement Package and the West Gate Neighbourhood Fund.

#### Background

The Project is delivered through a partnership between the Victorian Government and Transurban (Project Co), managed by the West Gate Tunnel Project – Major Transport Infrastructure Authority (WGTP MTIA), and built by construction contractors CPB Contractors and John Holland as a joint venture (the JV).

Construction on the Project has been underway since March 2018 and is now due for completion in 2025. Recent activities in the west have been focused on completing the rebuilding and widening of the West Gate Freeway, and associated infrastructure including noise walls, bridges, ramps and the southern tunnel portals.

Reports providing updates on various aspects of the Project have been tabled through Council Meetings since early 2018. The most recent previous report was presented at the July 2022 meeting. Previous reports can be accessed via the Council website at:

[www.hobsonsbay.vic.gov.au/Council/Council-Meetings/Minutes-and-Agendas](http://www.hobsonsbay.vic.gov.au/Council/Council-Meetings/Minutes-and-Agendas)

## Discussion

### Community Feedback and Advocacy

The key issues raised by community members to Council over the life of the Project in relation to project works include:

- construction issues and impacts arising from works, such as noise, vibration and dust
- ongoing works resulting in traffic congestion and delays in locations such as Millers Road and Melbourne Road
- safety issues at the intersections of Primula Avenue and Paringa Road with Millers Road
- inconvenience and amenity impact on surrounding residents resulting from Project traffic detours and Project construction traffic moving through the area
- delays in the Project works prolonging the construction impacts and inconvenience on community
- vegetation removal associated with the Project

Council officers have advocated on behalf of community members in relation to these matters through various forums including regular meetings with the project partners.

Council has also advocated along with the local community for the permanent reopening of Paringa Road at Millers Road, contingent on addressing the following issues in the design process:

- appropriate and clear signage and line marking and lighting to minimise traffic confusion accessing the freeway ramp
- addressing the noise impacts on adjacent residents resulting from the reduced noise wall at the intersection
- full reinstatement of the Council car park to support access for, and to, the 16 Shops (currently temporarily modified for the Project work)
- addressing access requirements to 90 Millers Road (Ultra Tune)
- ensuring full *Disability Discrimination Act*-compliant pedestrian crossings and safe lighting requirements are met.

The JV have prepared a design that addresses the above items for construction in the current Millers Road works program. The key changes are removal of a section of proposed noise wall, realigned road kerb alignment, shifting some intersection infrastructure and incorporating a signalised pedestrian crossing. The JV proposes to achieve the required noise reduction outcomes through specific measures on each of the properties impacted.

The Community Liaison Group (CLG) was established at commencement of the Project to provide an avenue for community representatives to learn more about the Project, share community insight with the project team and help support community engagement activities. CLG membership consists of active community members who represent various suburbs across Melbourne's west and inner west, as well as key community interest groups. The last meeting of the CLG was held on 29 September 2022 with discussion on the construction progress and disruptions in the west zone, and upcoming works across the project. A site meeting was recently held for interested CLG members to discuss the Millers Road interchange works.

CLG meeting documents can be obtained at:

<https://westgatetunnelproject.vic.gov.au/community/community-liaison-groups>



## Sports and Open Space Enhancement and Access Package

As part of the Project, the Victorian Government agreed to partner with Council to fund the delivery of capital improvements up to the value of \$5 million on Donald McLean Reserve in Spotswood, WLJ Crofts Reserve in Altona North and Brooklyn Reserve, DN Duane Reserve and Rowan Avenue Reserve in Brooklyn. Council has contributed an equivalent amount.

Funded works in the package are now close to completion with the new sporting pavilion at WLJ Crofts Reserve (Figure 1) and the W&M Couch Pavilion at Donald McLean Reserve now complete and open for use by the sporting clubs. The final landscaping and open space improvement works at these two reserves will be completed in coming months.



**Figure 1: New WLJ Crofts Reserve Pavilion**

## West Gate Neighbourhood Fund

The West Gate Neighbourhood Fund is a \$10 million community grants program established by WGTP MTIA to support communities in Melbourne's inner west. This consists of four rounds of funding (two partnerships and two community grants rounds). Council has entered into a Funding Administration Agreement with WGTP MTIA to facilitate the distribution of funding to the recipients.

The first partnership round allocated over \$3 million to organisations in Hobsons Bay with additional funding from Council and other stakeholders. The successful recipients are now commencing their projects.

Applications for Round 2 community grants have now closed for review. Announcements of successful applications are expected in early October 2022.

Further information on the fund can be found at: <https://bigbuild.vic.gov.au/projects/west-gate-tunnel-project/community/west-gate-neighbourhood-fund>

## Project Works Update

Major works by the West Gate Tunnel Project (WGTP) on widening the West Gate Freeway and bridge strengthening in Altona North, Brooklyn, South Kingsville and Spotswood continued throughout September.

Ongoing works continue at the Williamstown Road and inbound tunnel portal, Millers Road (Figure 2) and the M80/Western Ring Road freeway interchange areas, the Hyde Street ramps, and widening the Newport freight rail bridge. Noise wall works are nearing completion along both sides of the freeway corridor. Works along Fogarty Avenue have been completed and the road is now open. At the M80 interchange, the M80 entry and exit ramps

have been reconstructed, including drainage works, information technology services, new barriers and pavement reconstruction. Inbound on the M80, a new road ramp has been built and is now open to traffic.

From 19 August to 24 October 2022, the WGTP is carrying out major road works at the Millers Road/West Gate Freeway interchange. At the end of this construction period nearly all the works at Millers Road will be completed. To enable work to be completed as quickly as possible, construction activities are taking place 24/7 and require road, ramp and lane closures with several signed, recommended detour routes in place. Businesses along Millers Road will remain open with access available as normal.



**Figure 2: Works at Millers Road**

Tunnel boring works for the twin tunnels between the Maribyrnong River and the West Gate Freeway are underway, and over 40 per cent of the tunnel length has been dug so far.

Until July 2023, the remaining works along freeway verges will be carried out to reinstate roads and footpaths at the ends of local streets between The Avenue and Melbourne Road. Works will include landscaping, maintenance track and footpath construction, drainage, kerbing, barrier installation, road resurfacing, asphaltting, freeway technology system works, rectification works, fencing, noise wall installation, removal of temporary noise walls, demolition works and other minor works.

Notifications have been provided to residents advising that the following streets at the freeway end will be closed for short periods to complete these works: Strong Street, Abbott Street, Steel Street, Ferguson Street, Muir Street, Andrews Street, Derham Street, Hick Street, Vernier Street, Le Fevre Street and Cullen Court.

Over August and September, as part of the Backyard Planting Program, eligible residents were able to access a variety of plant tube stock of species that are native to the area. For the most significantly impacted residents, vouchers for trees from a local nursery were provided.

Up-to-date information on planned road closures and detours can be found at the Victoria's Big Build website: <https://bigbuild.vic.gov.au/disruptions>

## **Tree Planting and Trail Upgrades**

The Project has a requirement to plant five trees for every tree that is removed due to Project works. An offset tree plan has been developed with input from Council and community stakeholder groups that identifies suitable locations for offset tree planting outside the designated Project area. The final plan is being prepared by the JV for review by Council and other stakeholders.

Construction is nearing completion on the new section of Kororoit Creek Trail between Geelong Road and GJ Hosken Reserve to link the existing paths.

## **Strategic Alignment**

This report specifically addresses priorities from the following strategic documents:

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

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

### **Council Plan 2021-25**

**Objective 4: Visionary community infrastructure**

**Strategy 4.1:** Ensure the transport network is safe and efficient for all users with a focus on pedestrians and cyclists

## **Policies and Related Council Documents**

On 26 August 2016, Council adopted the updated Hobsons Bay City Council's Adopted Position and Recommendations for the then Western Distributor Project.

Several Council policies and strategies were considered in establishing the adopted position on the Project and have been considered to inform the design and the Environmental Effects Statement (EES). Council has received many reports regarding officer assessments of the Project design development, construction activities, community engagement and advocacy activities undertaken in response to the Project.

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

Legal and statutory obligations and risks have been identified throughout Council's review and input to the Project. These obligations and opportunities will continue to be monitored and assessed.

A formal submission on the preferred design and EES was endorsed by Council at the Council Meeting on 27 June 2017. The accompanying report considered legal, risk and statutory obligations for the Project.

## Financial and Resource Implications

Updated design packages are still being reviewed and requests received by Council to consider and respond to construction work issues and minor design changes. Handover meetings for Council assets are being arranged where Project works are completed.

A Memorandum of Understanding has been established between Council and WGTP MTIA to support Council staff in the management and delivery of the Project and the West Gate Neighbourhood Fund.

## Environmental, Social and Economic Impacts

The environmental, social and economic impacts of the Project to the Hobsons Bay community have been described in detail through the EES. They are monitored and mitigated through the implementation of the Environmental Performance Requirements for the Project and audited by the Independent Reviewer and Environmental Auditor (IREA).

The latest IREA report is available on the WGTP website (under Environmental Audits): <https://bigbuild.vic.gov.au/library/west-gate-tunnel-project/planning-documents>

Air quality monitoring for the Project has been established at six Ambient Air Quality Monitoring Stations to develop a baseline of data from current local conditions. This baseline will be used to measure any changes when the tunnel opens. Monitoring will continue for up to five years after opening.

The latest Project air quality monitoring report for June 2022 reported no exceedances of the air quality objective at the six stations for the reporting period. The report is available at: <https://westgatetunnelproject.vic.gov.au/about/keytopics/tunnel-ventilation-and-air-quality>

## Consultation and Communication

Throughout the design and construction stages, Council has advocated for outcomes and improvements wherever possible that are consistent with its adopted position to optimise beneficial community outcomes. Council has assisted in sharing information on planned traffic disruptions through its website and social media. Council officers continue to assist the community where possible in responding to or referring requests and issues relating to the Project. Construction issues and impacts arising from the JV works such as noise, vibration and dust are being closely monitored by WGTP MTIA and IREA to detect and respond if permitted levels are exceeded.

Notifications are issued to directly impacted areas prior to works commencing. Recent notifications to affected Hobsons Bay residents related to the Millers Road construction program and the freeway southern verge works. Latest notifications can be found at: <https://westgatetunnelproject.vic.gov.au/construction/work-notifications>

## 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 Committee and Delegate Reports

### 9.1 Committee Reports

#### 9.1.1 Audit and Risk Committee Update - August 2022 and Biannual Report

<b>Directorate:</b>	Corporate Services
<b>Responsible Officer:</b>	Manager Corporate Integrity and Legal Counsel
<b>Reviewer:</b>	Director Corporate Services
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1. Audit and Risk Committee Meeting Minutes - 31 August 2022 [9.1.1.1 - 10 pages]</li><li>2. Audit and Risk Committee Biannual Report (1 February-31 August 2022) [9.1.1.2 - 11 pages]</li></ol>

### Purpose

To update Council regarding issues considered at the Audit and Risk Committee meeting held on 31 August 2022 and provide Council with a copy of the Audit and Risk Committee Biannual Report (February-August 2022).

### Recommendation

That Council:

1. **Notes the matters considered by the Audit and Risk Committee at the meeting held on 31 August 2022.**
2. **Receives and notes the Audit and Risk Committee Biannual Report (February-August 2022).**

### Summary

This report provides an update of the Audit and Risk Committee meeting held on 31 August 2022 to ensure that Council is informed of the activities of the Audit and Risk Committee. The Audit and Risk Committee Biannual Report for February to August 2022 is also provided in accordance with the requirements of the *Local Government Act 2020*.

### Background

The Hobsons Bay City Council Audit and Risk Committee is an independent Committee of Council. The Committee comprises three independent members and two Councillors. The Chairperson is an independent member who has the casting vote. The Mayor and Chief Executive Officer are non-voting members. The Committee meets at least quarterly throughout the year and has a Charter that addresses responsibilities that include risk management, control frameworks, external accountability, legislative compliance and internal and external audits.

The Audit and Risk Committee Biannual Report meets the reporting requirements to Council as mandated by the *Local Government Act 2020* pursuant to section 54(5) and importantly provides Council with a summary of the matters that the Committee has addressed in the reporting period in discharging its responsibilities under its Charter. Councillor members of the Audit and Risk Committee are appointed annually by Council as part of the process of appointing Councillor delegates and proxies to Council and community committees and groups at the final Council Meeting of each year.

## Discussion

The 31 August 2022 meeting addressed the following items:

- VAGO Interim Management Letter
- Draft Annual Financial Report and Draft Performance Statement
- VAGO Closing Report and Management Representation Letter to VAGO
- Interim Financial Report – year ended 30 June 2022
- Chief Executive Officer's update
- outstanding audit recommendations
- Enterprise Digital Strategy update
- Audit and Risk Committee Biannual Report (February-August 2022)
- internal audit program, including proposed scopes for upcoming audits
- risk and insurance update
- occupational health and safety update – financial year 2021-22, Quarter 4
- cash and investment balances as at 31 July 2022
- Capital Works Quarterly Report – financial year 2021-22, Quarter 4

## Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

### Hobsons Bay 2030 Community Vision

**Priority 2:** Community wellbeing and inter-connection

### Council Plan 2021-25

**Objective 5: A High Performing Organisation**

**Strategy 5.4:** Enhance transparency, accountability and good governance practice

## Policies and Related Council Documents

The Audit and Risk Committee operates in accordance with the Hobsons Bay Audit and Risk Committee Charter 2020.

## Legal/Statutory Obligations and Risk

As an independent committee of Council, appointed by Council pursuant to section 53 of the *Local Government Act 2020*, the Audit and Risk Committee is not a delegated committee as defined by the Act.

The Audit and Risk Committee Charter has been developed having regard to Audit Committee – A Guide to Good Practice for Local Government, which was issued in January 2011 by the Minister of Local Government and the Victorian Auditor General’s report Audit Committee Governance of August 2016 (including the Standing Directions of the Minister for Finance 2016).

It is a requirement under section 54(5) of the *Local Government Act 2020* that the Audit and Risk Committee prepare a biannual audit and risk report which is to be provided to the Chief Executive Officer for tabling at the next Council meeting.

## Financial and Resource Implications

Not applicable.

## Environmental, Social and Economic Impacts

Not applicable.

## Consultation and Communication

The Audit and Risk Committee Biannual Report was reviewed and endorsed by Council’s Audit and Risk Committee at the meeting held on 31 August 2022.

## 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.

## 9.1.2 Delegated Planning Committee Update

<b>Directorate:</b>	Sustainable Communities
<b>Responsible Officer:</b>	Manager Planning, Building and Health
<b>Reviewer:</b>	Director Sustainable Communities
<b>Attachments:</b>	Nil

### Purpose

To provide an update on the outcomes of the Delegated Planning Committee (DPC) for the 2021-22 financial year and Quarter 1 (Q1) of the 2022-23 financial year.

### Recommendation

**That Council notes the outcomes of the Delegated Planning Committee for the 2021-22 financial year and Quarter 1 of 2022-23.**

### Summary

The DPC is delegated by Council to consider and determine planning permit applications.

Six meetings of the DPC were held in 2021-22 and one in Q1 of 2022-23.

The DPC made determinations on nine planning permit applications, supporting one and opposing eight.

### Background

The DPC was formerly known as the Special Planning Committee. This change was made in August 2020 to align with the new *Local Government Act 2020*.

The DPC considers and determines planning permit applications where either:

- there are 11 or more individual objections to that application
- in other special circumstances, an application is referred to the DPC by the Director Sustainable Communities for a decision

Where a DPC meeting has been scheduled but no applications requiring consideration have been received, the meeting is cancelled.

The quorum required to hold a DPC meeting is three Councillors.

### Discussion

For the financial year 2021-22 and Q1 of 2022-23, all DPC meetings were held virtually via Zoom. Members of the public, including applicants and objectors, were invited to attend and participate in these meetings. All agendas and minutes can be viewed on Council's website at: [www.hobsonsbay.vic.gov.au/Services/Planning-Building/Town-Planning-Services-and-Delegated-Planning-Committee/Delegated-Planning-Committee](http://www.hobsonsbay.vic.gov.au/Services/Planning-Building/Town-Planning-Services-and-Delegated-Planning-Committee/Delegated-Planning-Committee)



The table below outlines the applications considered at each DPC meeting held in 2021-22 and Q1 of 2022-23.

Meeting Date	Application	Address	Proposal	Officer Rec.	DPC Decision
<b>22 June 2021</b>	PA1841550	37-45 Ajax Road, Altona	<ul style="list-style-type: none"> <li>subdivision of the land into two lots</li> <li>buildings and works associated with stormwater management and site remediation</li> <li>removal of native vegetation</li> </ul>	Approve	<b>Refuse</b>
<b>24 Aug. 2021</b>	PA210026	31 Tatman Drive, Altona Meadows	<ul style="list-style-type: none"> <li>construction of four double storey dwellings</li> </ul>	Approve	<b>Refuse</b>
<b>10 Nov. 2021</b>	PA1944089-1	30 Craig Street, Spotswood	<ul style="list-style-type: none"> <li>amendment of operating hours from 7am-5pm Monday-Friday to 6am-6pm Monday-Saturday</li> <li>use of a vacant building and surrounds for additional storage purposes</li> </ul>	Approve	<b>Approve</b>
<b>10 Nov. 2021</b>	PA2048400	571-589 Melbourne Road, Spotswood	<ul style="list-style-type: none"> <li>use and development of the land for the construction of a staged mixed use development including dwellings, shops, supermarket, food and drink premises (including café and bar), restricted recreation facility (gym), residential hotel, childcare centre, office and medical centre, and associated buildings and works</li> <li>use of part of the land for the sale and consumption of liquor</li> <li>vegetation removal</li> <li>partial demolition of and alterations to the existing heritage building</li> <li>reduction in the bicycle parking requirement</li> <li>creation and alteration of access to a road in a Road Zone, Category 1</li> </ul>	Refuse	<b>Refuse</b>
<b>30 Nov. 2021</b>	PA210113	9 Fenfield Street, Altona	<ul style="list-style-type: none"> <li>construction of two or more dwellings on a lot under clause 32.08-6 (two dwellings) in accordance with the endorsed plans</li> </ul>	Approve	<b>Refuse</b>

Meeting Date	Application	Address	Proposal	Officer Rec.	DPC Decision
30 Nov. 2021	PA2048405	1/239 Esplanade, Altona	<ul style="list-style-type: none"> <li>• construction of one dwelling on a lot under clause 32.08-5 (General Residential Zone)</li> <li>• construction of building and carrying out of works under clause 43.02-2 (Design and Development Overlay)</li> <li>• reduction of the statutory car parking provisions of Clause 52.06-5 (waiver of second car space) in accordance with the endorsed plans</li> </ul>	Approve	<b>Refuse</b>
29 Mar. 2022	PA210026	31 Tatman Drive, Altona Meadows	<ul style="list-style-type: none"> <li>• construction of four double storey dwellings (VCAT Amended Plans)</li> </ul>	Refuse	<b>Refuse</b>
21 June 2022	PA210113	9 Fenfield Street, Altona	<ul style="list-style-type: none"> <li>• demolition of the existing dwelling</li> <li>• construction of two dwellings</li> </ul>	Refuse	<b>Refuse</b>
26 July 2022	PA2048405	1/239 Esplanade, Altona	<ul style="list-style-type: none"> <li>• construction of one dwelling on common property</li> <li>• construction of a building or to construct or carry out works</li> </ul>	Refuse	<b>Refuse</b>

## Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

### Hobsons Bay 2030 Community Vision

#### Priority 1: Visionary, vibrant, accountable urban planning

The DPC provides accountable urban planning by ensuring that planning permit applications with significant community and special interest are heard and decided by Council. This allows members of the community to present their views to Council.

## Council Plan 2021-25

### Objective 3: Vibrant place and economy

**Strategy 3.5:** Ensure land use and development supports high amenity, sustainability, exemplary design and responds to neighbourhood context

**Priority b)** Significantly uplift processing times and customer service in statutory planning functions while maintaining consistent, strategic and efficient standards

The DPC and related functions are an additional layer of customer service in the statutory planning area. The DPC ensures consistent decision making on planning permit applications of significant community or special interest.

## Policies and Related Council Documents

The DPC is required to make decisions in accordance with the Hobsons Bay Planning Scheme and its policies in relation to planning permit applications.

## Legal/Statutory Obligations and Risk

Determining planning permit applications is a statutory obligation on Council under the *Planning and Environment Act 1987*. The DPC is required to decide on planning permit applications that have not been delegated to officers to decide.

## Financial and Resource Implications

The DPC is a committee delegated to consider planning permit applications. Operational costs associated with the DPC are accommodated through the approved annual budget.

## Environmental, Social and Economic Impacts

Environmental, social and economic impacts (if applicable) of each planning permit decision are considered at the time of making the decision.

## Consultation and Communication

This report provides information on the outcomes of the DPC meeting to Council. Public consultation occurs on each planning permit application as required by the Hobsons Bay Planning Scheme and the *Planning and Environment Act 1987*.

## 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.

## 9.2 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.**

### Metropolitan Transport Forum

**Directorate:** Infrastructure and City Services

**Councillor Delegate:** Cr Jonathon Marsden

**Date of Meeting:** 3 August 2022

Regular meeting of metropolitan councils to discuss and advocate for improvements to the transport system, particularly for sustainable transport.

#### Key Presentation

City of Melton Infrastructure Planning Coordinator Bhavin Mehta and Senior Transport Planner Michael Smith presented on the detailed modelling process which the City of Melton recently undertook as part of its planning processes. The analysis is used for Melton's advocacy on major roads projects and in engagement with residents.

The model takes into account all modes of transport and projects volumes into future decades, although it is difficult to get satisfactory results for active transport modes. The model is used to examine the consequences of new links and potential infrastructure treatments such as road widenings.

The model is currently being used by Melton City Council to support its advocacy for a high-quality bus network to support the growing population of the city.

#### Council Updates

Each month four participating councils are invited to present to the forum. This month, three councils presented.

Ted Teo, Principal Transport Planner from the City of Casey, outlined the continuing rollout of safe routes to schools in the municipality. Other updates included advocacy for amenity improvements to the Monash Freeway upgrade, upgrades to the Cranbourne line, and level crossing removals.

David Logan from the City of Darebin outlined the council's refresh of its transport strategy and ongoing development of an electric vehicle policy, which would consider things like putting in place requirements for charging in new developments.

Mayor of Yarra Ranges Cr Jim Child outlined the implementation of Yarra Ranges' integrated transport strategy, adopted in 2020. Other updates included advocacy on the condition of roads in the municipality and the importance of walking and riding trail tourism to the region.

## RoadSafe Westgate Community Road Safety Council

**Directorate:** Infrastructure and City Services

**Councillor Delegate:** Cr Diana Grima

**Date of Meeting:** 24 August 2022

Updates were provided on the key programs undertaken by RoadSafe Westgate in the 2021-22 financial year. This included seven *Looking After Our Mates* drink-driving information sessions; six road safety awareness campaigns focused on road policing operations; and a summary of the roadside banners and signs used at four sites over the year, with the road safety messages seen by more than a million road users.

An update was also provided on RoadSafe Westgate's submission for funding to continue the Fit To Drive (F2D) program in Wyndham for the next three years.

### Hobsons Bay City Council Update

Updates were provided on a range of road safety projects including the Mason Street, Ferguson Street and Merton Street Black Spot projects which are nearing completion. An update was also provided on the 40km/h speed limit reduction which was recently implemented to an area in Altona North.

### Other Member Council Updates

Officers from Maribyrnong City Council, Melton City Council and Wyndham City Council provided an update on road safety projects, local area traffic management projects and progress on grant applications.

### Other Updates

The police representative provided an update on state-wide operations to target road safety issues, including Operation Scoreboard and Operation Furlong targeting the AFL Grand Final long weekend and Melbourne Cup long weekend respectively.

Furthermore, the police have submitted two funding applications under the Transport Accident Commission's enforcement programs to combat drink-driving and driving under the influence of drugs.

## **10 Notices of Motion**

No notices of motion were received.

## **11 Urgent Business**

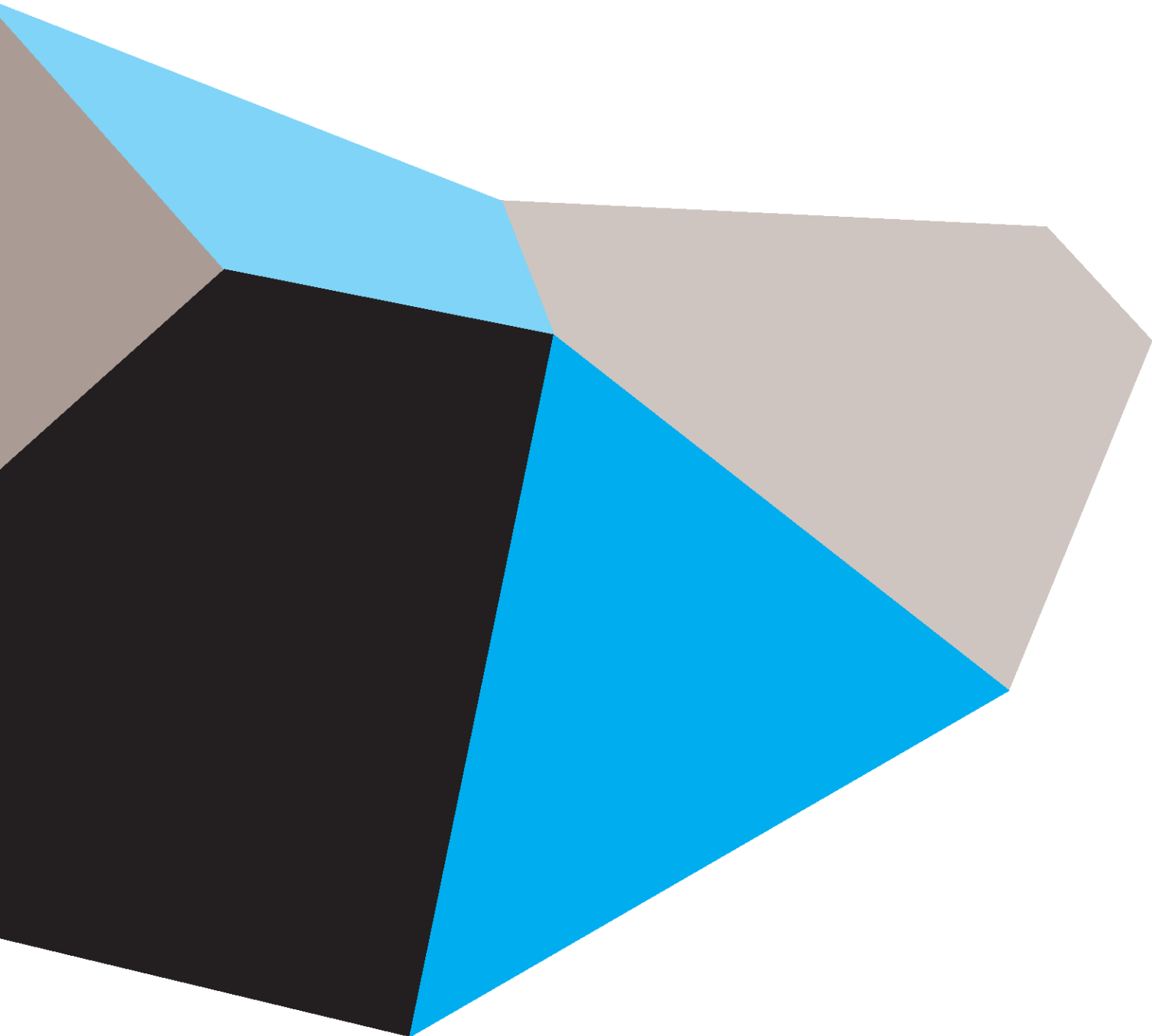
## **12 Supplementary Public Question Time**

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.

## **13 Close of Meeting**



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**HOBSONS BAY CITY COUNCIL**

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