



Ordinary Council Meeting Agenda

Tuesday 10 July 2018
Commencing at 7pm

Council Chamber
Hobsons Bay Civic Centre
115 Civic Parade, Altona

**HOBSONS
BAY CITY
COUNCIL**



HOBSONS BAY CITY COUNCIL

Ordinary Council Meeting Agenda

10 July 2018

THE COUNCIL'S MISSION

Working with our community to plan, deliver and advocate for the services and infrastructure that will achieve a healthy, connected and sustainable future in Hobsons Bay.

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 Angela Altair (Mayor) Strand Ward

Councillors:

Cr Tony Briffa (Deputy Mayor) Cherry Lake Ward

Cr Sandra Wilson Cherry Lake Ward

Cr Peter Hemphill Strand Ward

Cr Jonathon Marsden Strand Ward

Cr Colleen Gates Wetlands Ward

Cr Michael Grech Wetlands Ward

Aaron van Egmond
Chief Executive Officer
Hobsons Bay City Council

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Agenda

1 Council Welcome

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

2 Apologies

3 Disclosure of Interests

In accordance with sections 77A, 77B, 78 and 79 of the *Local Government Act 1989* Councillors are required to disclose a "conflict of interest" in a decision if they would receive, or could be reasonably perceived as receiving a direct or indirect financial or non-financial benefit or detriment (other than as a voter, resident or ratepayer) from the decision.

In accordance with section 79B of the *Local Government Act 1989* Councillors who consider that they have a personal interest that is in conflict with their public duty in relation to a matter may, if they do not have a conflict of interest as described above, apply to Council to be exempted from voting on the matter.

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

4 Minutes Confirmation

Ordinary Council Meeting

Confirmation of the minutes of the Ordinary Council Meeting of the Hobsons Bay City Council held on 26 June 2018 (copy previously circulated).

Recommendation

That the minutes of the Ordinary Council Meeting of the Hobsons Bay City Council held on 26 June 2018 be confirmed.

5 Councillors' 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 12 noon on the day of the Council meeting.

7 Petitions/Joint Letters

8 Business

8.1 Office of the Chief Executive

8.1.1 CEO Operations Report

Directorate: Office of the Chief Executive Officer

Appendix: 1 1st Pink

Councillor Portfolio: Not applicable

Purpose

To provide Council with a regular update from the Chief Executive Officer (CEO) on the recent initiatives, projects and performance undertaken.

Recommendation

That Council:

1. **Receive and note the Chief Executive Officer's Report on Operations, including details of recent issues and initiatives undertaken by the organisation.**
 2. **In accordance with section 80A(2) of the *Local Government Act 1989* incorporate into the minutes of this meeting the written records of Assemblies of Councillors held on 12, 19 and 26 June and 3 July 2018.**
-

Summary

The attached CEO's Report on Operations provides councillors and community a regular update from the Chief Executive Officer on key initiatives, projects and performance.

Discussion

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

Strategic Alignment

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

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 6: An accessible and connected community

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 4: A Council of excellence

- 4.3 Provide excellent customer service whilst ensuring all our communications are clear and easy to understand

Officer Declaration of Conflict of Interest

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

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

8.2 Corporate Services

8.2.1 Draft Enterprise Digital Strategy

Directorate: Corporate Services

Appendix: 2 1st Green

Councillor Portfolio: Smart Cities

Cr Angela Altair and Cr Peter Hemphill

Purpose

To present the first draft of the Enterprise Digital Strategy to the Council for final adoption.

Recommendation

That Council:

- 1. Note the Draft Enterprise Digital Strategy has been informed by a significant community consultation process, including public exhibition for a period of six weeks.**
 - 2. Adopt the Enterprise Digital Strategy.**
 - 3. Write to submitters and notify them of Council's decision.**
-

Summary

Evidence demonstrates that both community and internal stakeholder expectations are driving increased demand for digital delivery of information and services, and support for business operations – all while Council resources are becoming increasingly constrained.

Hobsons Bay, in common with other Government bodies across Australia, recognise that digital technology is critical to modernising and optimising public service delivery. In this context, the goal of this Enterprise Digital Strategy is to leverage the best of digital technology to deliver a high quality public service experience, establish a risk assessed and fully costed roadmap for true digital and business transformation, and lay the foundations for a connected and sustainable smart city.

Supported by the Information and Community Technology (ICT) Strategy (currently in draft), this initiative will help to achieve the goals within the Council Plan 2017-2021, and form part of the strategic foundation and framework necessary to support the Hobsons Bay Community Vision 2030.

This Enterprise Digital Strategy was developed using an evidence-based approach. The Digital Vision, Principles, Priority Areas, and Strategic Actions are based on extensive internal and public consultation through a combination of research and engagement methods. These efforts produced a highly refined Draft Digital Strategy that was then presented to the community for a final review and feedback between 10 May and 14 June 2018, via the public exhibition process.

Considering this highly consultative and evidence-based approach to strategy development, it is recommended that Council adopts the final version of the Enterprise Digital Strategy 2018-2022 and commits to its implementation.

Background

In November 2017, Pario Solutions Group was engaged as Council's consulting partner for the provision of an Enterprise Digital Strategy for the Council. The desired approach to developing this strategy was evidence-based, to ensure that the needs and expectations of Council and community were identified and addressed. The evidence collected and analysed included:

- interviews with Councillors,
- community online survey/questionnaire ('Online and Open Digital Strategy' campaign),
- staff online survey/ questionnaire,
- interviews/workshops with Hobsons Bay staff to elicit business process maps and customer journeys,
- consultation with the Council's Strategy Reference Group, and finally
- public exhibition of the adopted Draft Enterprise Digital Strategy for review and community feedback.

The outcome of this approach is a strategy which has Council and community at its core, enshrined in its vision *"To continually provide for the evolving needs and expectations of the Hobsons Bay community through embracing digital opportunities and cultivating a mindset of innovation"*. The strategy sets out five principles to shape the digital transformation agenda at Council and identifies three priority areas – firstly focusing on building foundational capabilities, then focusing on data as a key enabler, then defining an enterprise improvement model to support digital transformation initiatives.

Discussion

The Hobsons Bay 2030 Community Vision sets the foundations for a progressive and innovative Council of excellence. The goal of this project is to leverage the best of digital technology to deliver a high quality public service experience, establish a roadmap for true business transformation, and lay the foundations for a connected and sustainable smart city.

By truly understanding the customer and future technology trends, these insights have been used to develop an enterprise-wide Digital Strategy and a supporting ICT Strategy respectively. The role of the ICT Strategy is to provide the internal foundations and technical capabilities to better support the Council Plan, and drive business efficiency and productivity. Leveraging Council ICT and nascent digital technologies, the role of the Enterprise Digital Strategy is to deliver better public facing digital services, and support a connected, sustainable and smart community.

The real challenge of this initiative is to deliver new and better digital services in the face of: (1) Reduced operational funding due to looming financial constraints ('Fair Go Rate system') and the need to meet increased capital spending programs, (2) Changing community expectations (e.g. better online customer experience), and (3) The need to work collaboratively within Council and across the community to deliver much need change in this space.

In response, a Draft Enterprise Digital Strategy has been developed to meet these challenges by reimagining current functions and processes to transform services for Hobsons bay citizens, and make better use of digital technologies and solutions.

Strategic Alignment

This Enterprise Digital Strategy has been developed to align with the Hobsons Bay 2030 Community Vision and the Council Plan 2017-21. The vision, principles, and roadmap articulated in this digital strategy addresses all priority areas within these overarching Council strategies and plans, and will help Hobsons Bay to achieve its principal goal to be a *'progressive Council of excellence'*.

Alignment to: Hobsons Bay 2030 Community Vision

Hobsons Bay 2030 Vision Priorities	DIGITAL PRINCIPLES				
	Customer Centred	Socially Pioneering	Data Smart	Drive Collaboration	Mobile First
1 VISIONARY, VIBRANT, ACCOUNTABLE URBAN PLANNING		✓			
2 COMMUNITY WELLBEING AND INTER-CONNECTION	✓	✓			✓
3 GROWTH THROUGH INNOVATION, ACCESS TO LOCAL JOBS, TECHNOLOGY AND EDUCATION	✓		✓		✓
4 PROACTIVE ENRICHMENT, EXPANSION AND CONSERVATION OF THE NATURAL AND URBAN ENVIRONMENT		✓			
5 ACTIVATE SUSTAINABLE PRACTICES				✓	✓
6 AN ACCESSIBLE AND CONNECTED COMMUNITY	✓	✓			✓

Alignment to: Council Plan 2017-21

Hobsons Bay City Council PLAN GOALS	DIGITAL PRINCIPLES				
	Customer Centred	Socially Pioneering	Data Smart	Drive Collaboration	Mobile First
1 AN INCLUSIVE AND HEALTHY COMMUNITY	✓	✓			✓
2 A GREAT PLACE	✓	✓			
3 A WELL DESIGNED, MAINTAINED AND ENVIRONMENTALLY SUSTAINABLE PLACE	✓	✓	✓	✓	✓
4 A COUNCIL OF EXCELLENCE	✓	✓	✓	✓	✓

Policy and Previous Council Reports

A previous report was put to Council and endorsed on 8 May 2018 with the recommendation to 1. Note the Draft Enterprise Digital Strategy and to place it on public exhibition for a period of six weeks, and 2. Considering the public submissions, following the consultation period, receive the final draft of the Enterprise Digital Strategy for adoption by Council (as per the recommendation in this report).

If adopted, the Enterprise Digital Strategy will leverage the existing Open Data Access Policy to support citizen collaboration and help stimulate economic activity through the development

of innovative online services for the benefit of community and business. The existing Information Security Policy and Privacy Policy will be heavily utilised to ensure future digital initiatives are developed with security and user privacy as mandatory requirements.

Legal/Statutory Obligations/Risk

There are no legal or statutory ramifications impacting this strategy. The strategic actions detailed in the attached document have been carefully formulated to ensure only positive impacts to the community of Hobsons Bay is delivered.

Financial and Resource Implications

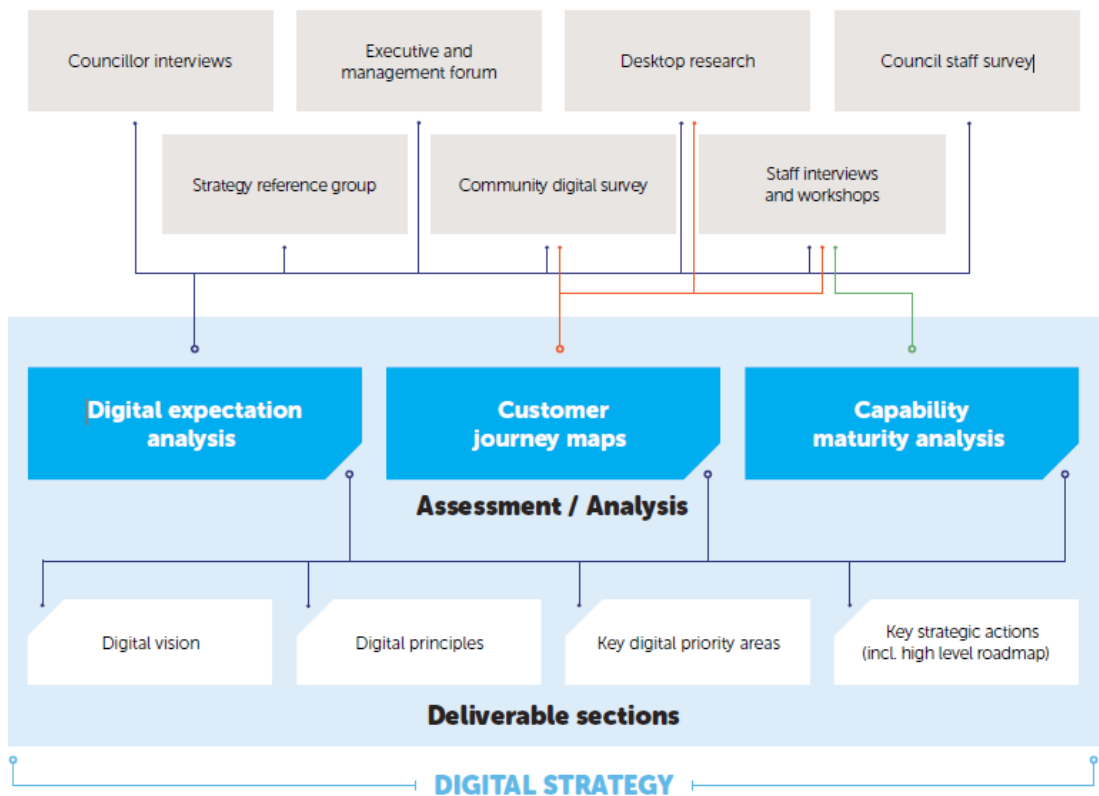
The Enterprise Digital Strategy will be implemented in conjunction with a new ICT Strategy 2018. These strategies combine to produce a roadmap of initiatives that Council must undertake to address gaps in its current capabilities, uplift existing systems, and replace redundant or duplicate technologies. The Digital and ICT Strategy roadmaps have been fully costed and are achievable within the existing funding framework over a five year period.

Environmental/Social/Economic Impacts

The Draft Enterprise Digital Strategy provides Council with a strategic vision and direction that supports the social, economic, health and wellbeing of communities in need.

Consultation and Communication

Significant consultation and communication occurred with Councillors, staff, and the community in relation to the development of this strategy. This is engagement process (summarised in the diagram below) formed the basis of the Digital Vision, Principles, Priority Areas, and Strategic Actions of this Enterprise Digital Strategy.



The initial consultation 'Online and Open Digital Strategy' campaign took place from 2 January to 24 February. Consultation consisted of a variety of methods including an online

survey via Council's engagement platform Participate, 32,000 flyers attached to rates notices directing community to participate, a social media campaign including Facebook and twitter, and a promotion in all Council e-newsletters. Participate attracted 345 visitors during the consultation phase with 137 surveys completed. An internal online staff survey was also conducted and attracted 103 high quality participant response. The feedback received through these initiatives informed the development of the Draft Enterprise Digital Strategy that was then put out to public exhibition from 10 May to 14 June. The draft strategy was placed on exhibition on the Participate website and in all Council Libraries as hardcopies. The Participate website attracted 202 visitors during the public exhibition period and received 2 written submissions which were very much in support of the Strategy. The submitters will be written to and notified of Council's endorsement decision.

Through this engagement process, it was highlighted that while the community is strongly in favour of more convenient online services and ambitious smart city initiatives, there is a clear need to maintain traditional face-to-face, phone, and paper-based interaction channels with our community. As stated in the Draft Digital Strategy, digital self-service channels must not replace traditional service channels. Rather, the digital opportunity is to supplement and augment traditional channels with more digital ways of interacting with Council – for those who prefer it.

Officer Declaration of Conflict of Interest

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

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

8.2.2 Audit Committee Update

Directorate: Corporate Services

Appendix: 3 1st Yellow

Councillor Portfolio: Not applicable

Purpose

To update Council regarding issues considered at the Audit Committee meeting held on 23 May 2018.

Recommendation

That Council note the matters considered by the Audit Committee at the meeting conducted on 23 May 2018.

Summary

This report provides an update of the Audit Committee meeting held on 23 May 2018 to ensure that Council is informed on the activities of the Audit Committee. It provides Council with an opportunity to explore any issues that have been considered.

Background

The Audit Committee is an advisory committee of Council appointed under section 139 of the *Local Government Act 1989*. The committee comprises three independent members and two Councillors. The Chair is an independent member, who has the casting vote. The Mayor and Chief Executive Officer are non-voting members.

The committee meets a minimum, quarterly throughout the year and has a Terms of Reference that addresses responsibilities that include risk management, control frameworks, external accountability, legislative compliance and internal and external audits.

Discussion

The May 2018 meeting addressed a number of items as follows:

- the Chief Executive Officer's update
- outstanding audit recommendations
- Internal Audit Program including proposed audits and completed audit reports
- risk management update, highlighting the risk executive summary, a general update on recent issues and an insurance report
- quarterly financial reports for the periods ending 31 March 2018
- cash and investment balances as at 30 April 2018

A copy of the minutes from the meeting is included as an attachment.

The next Audit Committee meeting is scheduled for 29 August 2018.

Strategic Alignment

- This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 6: An accessible and connected community

- This report specifically addresses the following goals and objectives of the Council Plan 2017 – 21:

Goal 4: A Council of excellence

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

Legal/Statutory Obligations/Risk

Council's Audit Committee is an advisory committee of Council, appointed under section 139 of the *Local Government Act* 1989.

The committee operates within the guidelines of 'Audit Committees: A Guide to Good Practice for Local Government' which was released by the Department of Planning and Community Development in January 2011.

Officer Declaration of Conflict of Interest

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

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

8.3 Strategic Development

8.3.1 Accessible Beaches Overview 2017-18

Directorate: Strategic Development Appendix: 4 1st Blue

Councillor Portfolio: Social Wellbeing and Community Services
Cr Tony Briffa and Cr Colleen Gates

Purpose

To update Council on the outcomes of accessible beaches program (stage three) and the recommended next steps.

Recommendation

That Council note the outcomes of the Accessible Beaches Stage Three Update Report.

Summary

In June 2016 Council endorsed the Accessible Beaches Trial Evaluation Report and recommendations seeking to create two fully accessible beaches by 2020.

Informed by the 11 endorsed recommendations Council has run its third year of the accessible beach program. The program ran from 2 December 2017 to 1 April 2018, with support from Altona Life Saving Club, Williamstown Swimming and Life Saving Club and local traders. Council provided a diverse range of free-to-hire beach wheelchairs available on weekends during lifesaving club patrol hours, an online booking system, beach matting seven days a week on Altona and Williamstown beaches, and an accessible change facility with hoist at Altona beach.

To continue to increase access to the beach for all ages and abilities the update report recommends that Council continues to work towards implementing the recommendations, exploring additional equipment and infrastructure such as additional beach wheelchairs and exploring the possibility of an accessible change facility at Williamstown Beach.

Background

People with a disability represent approximately 18.5 per cent (17,790 people) of the total Hobsons Bay population. One of the key barriers that people with a disability face are physical barriers within the community which restricts their ability to conduct their lives in a spontaneous and unplanned manner as well as restricting their integration into mainstream community activities.

The vision of Council's Disability Access and Inclusion Strategy 2013-17 articulates that *"Council is working towards achieving a fully accessible and inclusive municipality where all residents, regardless of their ability can reach their full potential and lead fulfilling lives"*. One way in which Council is working towards this is through the accessible beaches program.

In June 2016 Council endorsed the Accessible Beaches Program after the 2015-16 trial. The 2015-16 Trial Evaluation Report included 11 recommendations and the goal to create two fully accessible beaches by 2020. Since the trial, the accessible beaches program has had a wide reach within the community including being reported by Channel Nine News and having

social media coverage reaching over 6,100 likes, 258 comments, 618 shares and more than 260,000 views.

Key outcomes since the 2015-16 trial has resulted in Altona and Williamstown beaches becoming the first beaches in Australia to provide 24/7 beach access via beach matting, and the introduction of new Mobi beach wheelchairs specifically designed to provide the opportunity for community members to access deeper water and experience the sensation of floating in the sea. The 2017-18 accessible beaches program continued to build on this.

Discussion

Over the 2017-18 summer Council conducted its third successive year of the accessible beach program.

Building on the recommendations of the report to achieve accessible beaches by 2020, Council again provided free-to-hire beach wheelchairs available on weekends during lifesaving club patrol hours. The 2017-18 summer saw Council purchasing a Sandpiper children's beach wheelchair (water chair) to be housed at Williamstown Beach, adding to the MobiChair (adult water chair). In addition, Community Bank and Altona Rotary Club donated a Sandpiper (children's chair) to Altona Beach. This chair joined the existing adult Sandcruiser and MobiChair at Altona.

The goal of providing a range of beach wheelchair options for community members increases access across the community. The final beach wheelchair required to allow access for all is the independent beach wheelchair. This chair will be considered for the 2018-19 summer.

Over the course of the 2017-18 summer Council's beach wheelchairs provided the opportunity for 36 community members and their families to access to Hobsons Bay beaches. Users came from across Victoria including Altona, Sunshine West, Keilor, Albert Park, Brunswick, Coburg and Dandenong. Of the 36 users, 15 per cent were children and the majority of hires came from Altona Beach.

Following consistent clear feedback beach matting was provided 24 hours per day, 7 days a week all year round at both Williamstown and Altona beaches. This level of access is a national first. Beach matting is used by the whole community and whilst certainly supporting community members with a disability it also supports prams, walking and mobility aids to pass over the soft sand to the hard sand at the water's edge. Since 2016-17 the matting has provided over 540 days of continuous beach access.

In 2015 there was not a single accessible beach program in Port Phillip Bay. Three years later there were eight bayside beaches that provided matting to enable beach access: Williamstown, Altona, Mount Martha, Mordialloc, Mentone, Brighton, St Kilda and Port Melbourne. There are now also projects in Geelong, Torquay and soon in Mildura, with many more nationwide.

These fantastic results have only been made possible through a collaborative inter-council approach, sharing ideas, resources and jointly overcoming challenges as they arise. It is through these partnerships and this approach that we will see accessible beaches Australia wide. Hobsons Bay is seen as a leader in this field with support and advice given far and wide including Hobart City Council, Gold Coast City Council, Shire of Augusta Margaret River, and Auckland City Council. Council will also be presenting the accessible beach program at the Australian Universal Design Conference in Brisbane in September.

Council still has some way to go to create two full accessible beaches. Below is an update of how the project is programming. These recommendations will continue to be staged for implementation over the next three years.

Altona Beach

1. Explore the feasibility and funding available to provide a Changing Places toilet when upgrading the Weaver Reserve toilets in Altona.
Complete: Weaver Reserve houses a fully accessible adult changing facility including a hoist.
2. Explore funding opportunities to provide beach matting to the hard sand at Altona Beach seven days a week and storage opportunities when matting is not in use.
Complete: Matting has been made available seven days a week 24 hours a day all year round.
3. Explore funding and storage space to provide a range of beach wheelchairs at Altona Beach over the next three years.
In Progress: Three of four chairs have been provided. The beach has an adult Sandcruiser chair, a water entry MobiChair, and a Sandpiper children's beach wheelchair. The next priority is to provide an independent beach wheelchair.
4. Explore the possibility of hiring the beach wheelchair seven days a week by working with local traders and other stakeholders.
In Progress: On-going conversations continue seeking to address hire outside of life saving patrol times (weekends between 12pm and 5pm).
5. Explore the feasibility of developing an online booking system to support the hiring of beach wheelchairs.
Complete: Council launched a new booking system at the start of the 2017-18 summer season. This will continue to be promoted and upgraded over the coming years.
6. Review the access appraisal of Altona Beach and explore the opportunity to incorporate these works within future budgets for upgrades.
In Progress: Feedback and the original access appraisal to be collated prior to seeking implementation in works projects.

Williamstown Beach

1. Explore the opportunity to extend the availability of the matting to seven days a week at Williamstown Beach over summer.
Complete: Matting has been made available seven days a week 24 hours a day all year round.
2. Explore the opportunity to provide and store a range of beach wheelchairs at Williamstown Beach for hire.
In Progress: Two of four chairs have been provided. The beach has an adult water entry MobiChair and a Sandpiper children's beach wheelchair.
3. Explore the feasibility and funding opportunity to provide a Changing Places toilet when upgrading the public toilets next to the Williamstown lifesaving club.
Not Started: Upgrade yet to be scheduled
4. Strengthen communication processes with community members, both online and off, to ensure community members are aware when equipment is available and when it might not be available, for example due to bad weather or repairs.

Complete: Council launched a new booking system at the start of the 2017-18 summer season and continues to promote and communicate to the community via social media.

5. Review access appraisal of Williamstown Beach and explore the opportunity to incorporate these works within future budgets for upgrades.

In Progress: Feedback and the original access appraisal to be collated prior to seeking implementation in works projects.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision: Priority 2: Community wellbeing and inter-connection

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 1: An inclusive and healthy community

- 1.2 Deliver, support and facilitate projects and programs that encourage equity and diversity, so everyone can reach their full potential
- 1.3 Ensure all community members will have access to quality community, sport and recreation facilities, cultural experiences and open spaces to encourage a healthy and active lifestyle

The accessible beaches project is also underpinned by Council's Disability Access and Inclusion Strategy 2013-17.

Policy and Previous Council Reports

Council has received a project update every year since the trial in 2015-16. On 28 June 2016 Council noted the recommendations in the 2015-16 trial evaluation report and endorsed further investigation into delivering two accessible beaches by 2020.

Legal/Statutory Obligations/Risk

Public liability and insurance is covered through existing Council processes.

Financial and Resource Implications

The implementation of the matters requiring further investigation and implementation will need to be budgeted within pending capital works operational budgets over the next three financial years. In addition, where possible, external funding will be sought.

Environmental/Social/Economic Impacts

Environmental considerations and concerns have been at the forefront of the planning and implementation of the trial at both beaches with no negative impacts noted. As reported, increased access has increased community inclusion bringing about positive social impacts as well as benefiting the local businesses and economy. As access is increased the social and economic impacts will continue to grow.

Consultation and Communication

The implementation and evaluation of the accessible beaches project was completed in alignment with the principles and commitments of the Community Engagement Framework.

Community feedback is actively sought during implementation from a range of people including people with a disability, their families and carers, Altona and Williamstown

lifesaving clubs, local businesses and the traders association, as well as internal Council staff involved in the delivery of the project. A range of methods were used such as social media, face to face, email and phone. The development of the evaluation reports allows Council to share the feedback gained from the community, the overall findings as well as next steps.

Officer Declaration of Conflict of Interest

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

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

8.3.2 Draft Newport Structure Plan

Directorate: Strategic Development

Appendix: 5 2nd Pink

Councillor Portfolio: Planning
Cr Tony Briffa and Cr Michael Grech

Purpose

To present the Draft Newport Structure Plan to Council for community consultation.

Recommendation

That Council:

1. **Note the Draft Newport Structure Plan.**
 2. **Place the Draft Newport Structure Plan on public exhibition for six weeks.**
 3. **Receive a further report considering submission prior to adopting the Newport Structure Plan.**
-

Summary

The Draft Newport Structure Plan (see appendix) provides a framework to guide planning for future development within the area. It comprises of a long term direction on land use and economic development in Newport and informs future planning permits/applications, planning scheme amendments, capital works budgets and community services.

Community and stakeholder consultation conducted at the start of the project in 2014, has informed the vision for Newport and potential solutions and recommendations for the Draft Structure Plan.

A number of studies were undertaken to inform the development of the Draft Newport Structure Plan, including a detailed Literature Review capturing the broad range of relevant federal, state and local policy and projects influencing strategic land use planning in the area. Key technical reports were undertaken and a background report was prepared to set the scope and crystallise the objectives for the preparation of the Draft Structure Plan.

It is recommended that the Draft Structure Plan be place out on community consultation for six weeks to allow for community feedback.

Background

The Newport Local Structure Plan was prepared in 1999. Although the overarching strategic direction remains the same, crucial policy changes at the state and local level have occurred since then and needed to be addressed in a revised Newport Structure Plan.

Detailed background and context review was undertaken during 2013 and 2014 including an in depth policy review which identified gaps related to economic and market feasibility, access and mobility, urban design guidelines, heritage and social impacts. Substantial background research and work was undertaken to address these gaps and inform the Draft Structure Plan.

In 2014 community and stakeholder consultation was undertaken to ensure community ideas are appropriately captured in the future vision for Newport.

Work stalled on the project during the second half of 2015 as clarity was required around how the Victorian Government required new development that abuts pipelines and Major Hazard Facilities (MHF) to be considered within the structure plan. There have been several ongoing issues and challenges for Victoria's land use planning framework in protecting the safety and amenity surrounding MHF and ensuring the ongoing viability of MHFs.

In response a MHF Advisory Committee was established to consider the challenges around development abutting MHF's. The Advisory Committee report was released on 17 March 2017. The report suggested that a new overlay should be applied around MHFs restricting development and that further research is required into land use planning around pipelines. This is particularly critical for Newport and the development of the structure plan, as several planning decisions for higher density housing or sensitive uses have been overturned by VCAT because of their proximity to MHFs. Other parts of Newport within proximity to pipelines have restricted development potential because operators consider density to be inappropriate. The Minister for Planning responded to the Advisory Committee recommendations in late 2017.

In response the background report was finalised in late 2017 and the Draft Structure Plan was completed this year.

Discussion

The Draft Structure Plan sets out strategic direction based on a vision and five key themes - *identity; land use and activity; built form and heritage; public realm and open space; access and movement*. These themes define the vision and provide direction for objectives, strategies and actions to ensure planning policy framework achieves community aspirations.

Theme one: Identity

The Draft Structure Plan recognises Newport's identity has been through industrial and iconic built form heritage, open space network and access to water. The Newport Activity Centre identity has also been significantly affected by the construction of large infrastructure such as Melbourne Road overpass, which has contributed to the creation of five distinct precincts.

The Draft Structure Plan identifies gaps in special relationships between precincts, legibility and functionality of the commercial areas and clear sense of arrival. Two objectives and eight strategies specify strategic direction to improve and strengthen Newport's identity.

Theme two: Land use and activity

The plan provides an assessment of the existing land use pattern in the Newport Activity Centre which includes commercial, community, recreation and culture, residential and industrial uses, and recommendations for future land use.

Key land use related issues include capitalising on access to public transport, provision of residential and office space, and connections and relationships between precincts. Four objectives aim to address economic activity and strengthen Newport's role as a vibrant Neighbourhood Activity Centre, provide an appropriate land use mix, and guide residential development in and around the centre.

Theme three: Built form and heritage

The Draft Structure Plan recognises that built form and heritage are intrinsically linked in Newport and that future development should acknowledge this. The Draft Structure Plan directs Council to prepare planning policy to:

- achieve coherent development within and around the activity centre
- encourage improved environmental building performance for all new development
- ensure that new development responds to architectural elements of heritage buildings

Three objectives and 13 strategies ensure that future development draws on existing heritage while supporting necessary growth to sustain the economic viability of Newport. The plan provides recommendations around where increased density and higher built form could occur.

Theme four: Public realm and open space

The Draft Structure Plan acknowledges a lack of urban spaces for residents and visitors to spend time in the activity centre. Lack of a coordinated public realm treatment is an issue in Newport. Key objectives focus on improving physical and visual connections in Newport's centre, particularly around Paine Reserve and Hall Street.

The Draft Structure Plan seeks to achieve the sense of place for residents and visitors and develop Newport into a thriving urban village.

Theme five: Access and movement

Access and movement issues are identified in the Draft Structure Plan as being of primary importance in Newport, including pedestrian and cyclist movements between Newport East and Newport West which are severely affected by the railway line and the Melbourne Road overpass. Objectives seek to integrate public transport with surrounding public spaces and facilities. Consistent with Council's Integrated Transport Plan, the Draft Structure Plan aims to prioritise pedestrian movement within key commercial and civic areas.

Another strategy is to ensure the quantity and design of car parking are suitable for Newport as a Neighbourhood Activity Centre with convenient public transport access.

Actions

Applying the five themes and associated objectives, a series of actions have been established for Newport which will influence capital works budgets and community services provision, and land use development.

Key directions in the Draft Structure Plan giving considered effect to current local and state policy, include:

- create defined gateways and entries into the activity centre
- retain and draw on local heritage for new built form, adaptive re-use and redevelopment
- encourage economic activity and strengthen Newport's role as a vibrant activity centre, with an emphasis on culture, food, retail and convenient living
- support development at key sites for future mixed use development
- provide policy direction on zoning, building heights, design responses and activation across the activity centre
- strengthen the role of Paine Reserve as the "green heart" of Newport and improvements to public realm within the centre
- support sustainable modes of travel within and around the centre

- improve linkages between the train station and bus terminal and key surrounding facilities or open spaces

The appended flow chart provides an outline of the development process for the Newport Structure Plan.

The Structure Plan will be revised based on community consultation results and finalised for adoption in late 2018.

Following adoption, the prescribed statutory amendment process will be undertaken to implement the land-use planning actions in the planning scheme. The planning scheme amendment will change the Hobsons Bay Planning Scheme by introducing appropriate planning tools such as a local policy, Design and Development Overlay or changes to new residential zone schedules.

The Draft Structure Plan identified nine priority projects to be implemented in short to medium term. Future Capital Works Programs and budget scheduling will need to incorporate these projects.

A number of actions in the Draft Structure Plan will require ongoing advocacy such as accessibility to public transport.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 1: Visionary, vibrant, accountable urban planning

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 2: A great place

- 2.3 Support the growth of our local economy, and encourage business investment that creates and maintains local jobs
- 2.5 Work with all levels of government and other stakeholders to improve our transport network and to address gaps and capacity in public transport, our roads, foot paths and cycle routes

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

- 3.1 Work with all levels of government, key stakeholders and the community to ensure urban development is appropriate and considers neighbourhood character and heritage

Policy and Previous Council Reports

Council has been informed during the development of the Structure Plan, particularly regarding the community consultation undertaken in 2014. Council was updated on community consultation findings at the Ordinary Meeting of Council on 16 December 2014. Council was updated on the progress of the Newport Structure Plan at a Council Briefing in May 2014 and 2017.

The Draft Structure Plan aligns with state policy direction set out in Plan Melbourne, Victorian Urban Design Guidelines, Better Apartment Design Standards, new residential zones and Victoria's 30-year Infrastructure Strategy.

Plan Melbourne directions regarding '20 minute neighbourhoods' and diversity of medium and higher density development in proximity to jobs and services, are reflected in the strategies and objectives of the Draft Structure Plan.

The Victorian Urban Design Guidelines and Better Apartment Design Standards provide practical guidance for future land use planning and development outcomes. The Draft Structure Plan provides a local policy response to these directions.

Victoria's 30-year Infrastructure Strategy acknowledges the Melbourne Metropolitan Rail project 2, which connects Newport with Clifton Hill. While further planning is required, this project is important for Newport and long term land use planning.

At a local level, the Draft Structure Plan aligns with the Housing Strategy Background Report, Residential Design and Character Review (Background Report) and Activity Centres Strategy (Technical Report). Recommendations of the Industrial Land Management Strategy 2008 and Guidelines for Infill Development in Heritage Areas 2006 have been considered in the preparation of the Draft Structure Plan.

Legal/Statutory Obligations/Risk

The Newport Structure Plan was prepared in accordance with the *Planning and Environment Act 1987* and was guided by the Department of Environment, Land, Water and Planning Practice Note 58: Structure Planning for Activity Centres. The practice note sets out reasons for structure planning in activity centres, the policy context, and possible inputs and outputs of the process.

Financial and Resource Implications

The preparation of the Draft Structure Plan was funded within existing operational budgets. The final Newport Structure Plan will also include actions to be completed which will need to be costed and resourced accordingly. This includes infrastructure changes which will require funding through the capital works budget.

Environmental/Social/Economic Impacts

The Draft Structure Plan has taken into account a range of environmental, social and economic issues.

It aims to encourage environmental principles in future development and promote sustainable travel choices.

It sets out recommendations for housing, business mix, economic and retail requirements for Newport to ensure a viable and economically sustainable future.

The Draft Structure Plan also considers projections of need for social infrastructure including community centres, health providers and schools.

Consultation and Communication

To date there has been a range of consultation activities undertaken – community drop in sessions and workshops, letterbox drops, website updates, and notices in newspapers. The drop-in consultation gathered community ideas on how to improve Newport. A subsequent workshop provided potential solutions and recommendations for the ideas raised at the drop-in session. The last of this community consultation happened in 2014. Council received 514 comments from people who live, work and visit Newport.

Consultation will be carried out in line with Councils Community Engagement Framework. The community consultation will run for a period of no less than six weeks including two drop

in sessions. Community drop in sessions will be held within Newport Activity Centre, one during the week and one on a weekend. The information sessions will be promoted via a social media campaign and Council's Participate website. In addition engagement will occur with the new portfolio advisory committees.

Notices will be sent to previous submitters, stakeholders and relevant authorities.

As part of the consultation process, the Draft Structure Plan and summary document will be available at Hobsons Bay Civic Centre, Newport Hub and on the Participate Hobsons Bay webpage.

The formal exhibition of the amendment will occur within the requirements of section 19 of the *Planning and Environment Act 1987*, once the final version of the Newport Structure Plan is adopted by Council, which will implement the land-use planning actions within the final Newport Structure Plan.

Officer Declaration of Conflict of Interest

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

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

8.3.3 Special Planning Committee Terms of Reference

Directorate: Strategic Development

Appendix: 6 2nd Green

Councillor Portfolio: Planning

Cr Tony Briffa and Cr Michael Grech

Purpose

To present Council with the recommendations from the review of operations for the Special Planning Committee (SPC).

Recommendation

That Council:

1. **Note the review of operations for the Special Planning Committee.**
 2. **Adopt the revised Special Planning Committee Terms of Reference and procedures.**
-

Summary

The planning system is a critical part of Council's activities and is increasingly complex with high levels of public involvement and interest. Local Government plays a fundamental role in the strategic direction of the municipality, utilising the state planning framework to create local policy content and direction.

Council has two key roles in carrying out its functions under the *Planning and Environment Act 1987*. As the Planning Authority, the first role is to set the strategic policy framework for the municipality and initiate changes to the planning scheme. The second role is for Council, as the Responsible Authority, to administer the planning scheme for its municipality and make decisions on individual applications for a planning permit.

An internal audit of Statutory Planning was conducted in mid-2017 which sought management to review the operation of SPC with the view to improve its effectiveness.

Background

The SPC has delegated powers under Section 86 of the *Local Government Act 1989*.

In reviewing the operations of SPC a revised Terms of Reference and SPC procedures have been developed (see appendix).

The most significant changes include a slight increase in objections received that trigger the need for a Special Planning Committee. This has been increased from 8+ objections to 10+ objections.

It is also proposed to have planning staff available from 5.30pm (immediately prior to the SPC meeting) to assist Councillors with questions relating to the decision they are faced with.

While the Crowe Horwath Audit suggested the addition of a 'Planning Expert' to the SPC (possibly as chair) this approach has not been included in the revised Terms of Reference and Procedure for SPC.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 1: Visionary, vibrant, accountable urban planning

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

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

3.1 Work with all levels of government, key stakeholders and the community to ensure urban development is appropriate and considers neighbourhood character and heritage

Goal 4: A Council of excellence

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

Policy and Previous Council Reports

Currently when a planning application is being considered by Council and there are eight or more objections to that application, or in other special circumstances, the application will be referred to the SPC for a decision.

A briefing report was provided to Council on 9 December 2014 which included a paper "Special Planning Committee Discussion Paper, November 2014" and internal audit of Statutory Planning prepared by Crowe Horwath in 2017.

Legal/Statutory Obligations/Risk

The SPC is established under section 86 of the *Local Government Act* 1989 (LGA). At Hobsons Bay, Councillors are members of the SPC.

In regards to the objectives of Council, section 3C(1) of the LGA states that:

'The primary objective of a Council is to endeavour to achieve the best outcomes for the local community having regard to the long term and cumulative effects of decisions.'

Financial and Resource Implications

Financial and Resource implications will be absorbed through the existing operational budget.

Environmental/Social/Economic Impacts

The planning system contributes towards social and sustainability objectives, economic development, heritage and environmental conservation, as well as guiding development for long-term community benefit.

Consultation and Communication

Councillors were provided with an opportunity to provide feedback and input into the brief (suggesting an audit of statutory planning) that was considered by Council's Audit Committee.

Internal staff were surveyed to inform the structural review of the Statutory Planning Team in which some comments were raised in relation to the SPC.

Officer Declaration of Conflict of Interest

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

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

8.3.4 Hobsons Bay Economic Strategy 2015-20 Progress Report

Directorate: Strategic Development

Appendix: 7 2nd Yellow

Councillor Portfolio: Not applicable

Purpose

To report on the third year of the Hobsons Bay Economic Development Strategy 2015-20 highlighting key achievements, and to note the 2018-19 Action Plan.

Recommendation

That Council acknowledges the achievements of the third year of the Hobsons Bay Economic Development Strategy and notes the proposed 2018-19 Action Plan.

Summary

Council aims to influence local economic growth and create a more resilient and sustainable local economy through the implementation of the Hobsons Bay Economic Development Strategy 2015-20 (the Strategy).

The annual Economic Development Strategy Action Plan (the Strategy) outlines the key actions and initiatives that will deliver the Strategy, guiding Council's economic development activity each year.

Highlights of the third year of the implementation of the Strategy are included, along with a progress report on all actions. The proposed 2018-19 Action Plan builds on the achievements to date and will continue to strengthen Council's role as an advocate for economic growth and sustainability across Hobsons Bay.

Background

The Strategy was endorsed by Council in July 2015 and outlines five key themes, developed through extensive consultation with the local business community, that underpin the programs and initiatives to be delivered over five years to 2020. These themes are Business Support and Engagement, Investment Attraction and Facilitation, Community Led Economic Development, Sustainability and Learning and Connectivity and Innovation.

Implementation of the Strategy is guided by an Annual Action Plan.

Discussion

Economic Development Action Plan 2017-18

The 2017-18 Economic Development Action Plan included 63 individual actions across the five strategy themes which are a mix of immediate short term items and long term strategic items. See appendix for a detailed status report, highlights of which are summarised as follows.

Key achievements for 2017-18

New approach to Investment Facilitation

Council trialled a new approach to Investment Facilitation with the appointment of an Investment Facilitation Officer on a part time basis to focus on Council's investment attraction and facilitation efforts, taking advantage of an opportunity to temporarily reallocate staffing

resources to it. It was a useful role, and the unit helped support an internal business case supporting additional resourcing for Council's Town Planning unit, particularly where such resources could be allocated to the assessment of commercial planning applications. A new commercial priority planning functional arm has since been announced within Council's Town Planning unit.

#StartWest: Supporting Melbourne's west Startup Community

A consortia of western regional Councils, namely: Hobsons Bay, Maribyrnong, Moonee Valley and Wyndham have made a joint application for funding under Stage 6 of the State Government's LaunchVic program, to deliver #StartWest, a program designed to improve access and participation in the startup ecosystem in Victoria. Council was an active participant in the development of a new LaunchVic local government toolkit earlier in the year.

2018 Hobsons Bay Business Networking Breakfast

The 2018 Hobsons Bay Business Networking Breakfast was held at The Substation in Newport on Friday 16 March 2018. Keynote speaker and urban futurist Stephen Yarwood presented local business stakeholders on 'Preparing for a sustainable future'. There were approximately 150 attendees, including local business owners, business service providers and government stakeholders.

Launched 2018 Hobsons Bay Business Events Calendar

The 2018 calendar was programmed and announced bringing together a range of events, including workshops and training and networking and mentoring programs. A reference booklet was distributed at the 2018 Hobsons Bay Business Networking Breakfast. A total of eight business workshops were delivered as part of the Hobsons Bay 2017/18 Business Calendar. These workshops included externally facilitated workshops, including the ATO's popular 'record keeping for small business' programs.

Launched the DYOB Coffee Connect business networking series

A new networking initiative, the Discover Your Own Backyard Coffee Connect business networking series, was launched on Wednesday 7 March 2018 at Blacksheep, South Kingsville, providing local business operators with a local and less formal networking vehicle. All sessions were fully booked, with waiting lists. The March launch attracted 23 businesses, and the series visited Altona in April, Williamstown in May, and Newport in June; attracting more than 70 attendees so far. With sessions scheduled across Hobsons Bay, the initiative has been attracting a diverse range of people from different localities, and provided the opportunity for businesses to showcase their goods and services to other like-minded business people.

2017 Hobsons Bay Business Excellence Awards

The Hobsons Bay Business Excellence Awards were held on Friday 20 October 2017. More than 100 award nominations were received and 347 business leaders, stakeholders and sponsors attended the gala event. Eleven category winners were announced, a mayoral award winner as well as Modscape being announced business of the year.

2017 August Small Business Festival

Council delivered three events as part of the 2017 Small Business Festival, including supporting a West is Best networking event at The Substation. Four additional events delivered by local business service providers were also promoted across all Council communication channels.

2017 Melbourne West Jobs Fair

Council was actively involved in planning and delivering the Melbourne's West Jobs Fair at the Sunshine Convention Centre on Thursday 31 August 2017. The intent of the Jobs Fair was to provide workers in transition, in particular, retrenched automotive workers and unemployed job seekers with access to real and current employment opportunities. The Jobs Fair attracted 3,056 attendees and 1,862 jobs were available on the day.

New Tourism and Business/Investment Website

A new 'Experience Hobsons Bay' tourism website and Business/Investment website have been developed, and it is anticipated that these will be launched following the launch of the new Council website.

Business engagement

A comprehensive business engagement program was delivered. The number of businesses participating in programs increased from 796 in 2014-15, 1122 in 2015-16, and 1297 in 2016-17 and will increase again in 2017-18 when they are finalised to the end of June 2018. Based on levels of participation tracked, they are likely to be closer to 1,500.

Business advice and support was provided in person, by email and telephone, and through informal channels including industry events, forums and business workshops. In 2017 and 2018 the respective Mayors undertook a program of business visits across key sectors.

Council distributed the monthly Hobsons Bay Business e-Works newsletter, which has more than 5,000 subscribers. Updates and news were regularly posted on the Hobsons Bay LinkedIn business networking page, which currently has approximately 900 members.

Improved business communication

A Customer Relationship Management/database management system was set up to better coordinate communication with local businesses and stakeholders.

Investment Attraction and Facilitation Working Group

A dedicated internal Investment Attraction and Facilitation Working Group (IAF Working Group) met regularly, enabling staff from across Council to inform and coordinate the spectrum of investment and development activity occurring across the city. The IAF Working Group is overseeing the implementation of an Investment Attraction and Facilitation Plan; including Council's prospectus which has to date been distributed to more than 200 investment related stakeholders.

The IAF Working Group has provided a valuable forum for identifying and reviewing investment enquiries, current and potential barriers to investment and ensuring a collaborative and proactive approach to future growth in Hobsons Bay.

Trader groups support and liaison

Council has continued to work closely with traders across the municipality, with a focus on supporting the four established trader groups;

- Altona Village Traders Association
- Laverton Traders Association
- Newport Traders Association
- Williamstown Chamber of Commerce

Council continued to advocate, plan for or implement as required various initiatives including through the Nelson Place Action Plan and the Altona Traders Summer Safety Program.

A review of the current funding arrangements for trader groups is underway, including exploration of a variety of funding options in line with the action plan. Further work will be undertaken in 2018-19 to examine various approaches to trader support.

Education partnerships

In September 2017 Council signed a Memorandum of Understanding (MoU) with Deakin University which detailed numerous opportunities for collaboration. Council is also working with the Skills and Jobs Centre at Victoria Polytechnic to deliver training opportunities for residents impacted by the closure of the automotive industry, and to assist local businesses as they support their workers to transition to new industries.

Council continues to work with the Business Enterprise Centre at Kangan Institute to deliver individual business consultation sessions for local business owners. Held quarterly, these confidential sessions provide local business owners the opportunity to access free advice and support from an experienced and independent business advisor.

Stakeholder engagement and advocacy

Officers continued to build and maintain strong relationships with key stakeholders, including but not limited to State Government department representatives in The Department of Economic Development, Jobs, Transport and Resources, Department of Education and Training and related bodies including AusIndustry, LeadWest, Economic Development Australia, The Industry Capability Network, Destination Melbourne, Western Melbourne Tourism and WynBay LLen.

Officers regularly met with local estate agents, developers and businesses looking to relocate to Hobsons Bay, to raise the profile of Council's economic development unit and role, and to ensure opportunities for investment were identified.

Council will continue to consider and create initiatives that support positive outcomes for the region, noting the plans emerging through new groups, including West of Melbourne Economic Development Alliance.

Postponed actions

Key actions that have not been progressed during 2017-18 due to circumstance, resource and time limitations relate to supporting the revision of the Industrial Land Management Strategy, and Council's Activity Centre Strategy, both of which have been deferred to the 2018-19 Action Plan, and the development of a digital economy plan, which is deferred to 2019-20 to enable Council's Digital and ICT Strategy to be developed and adopted. Businesses have been actively encouraged to contribute to Council's work in this space.

Economic Development Action Plan 2018-19

The 2018-19 Action Plan (see appendix) will guide Council's economic activity over the next twelve months.

Priority actions for 2018-19 include delivering a program of activities to support the development and growth of the local start up ecosystem; and proposing the establishment of an economic development advisory committee based on the Hobsons Bay Business Excellence Awards winners to ensure economic development activity aligns with stakeholder needs.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

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

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 2: A great place

- 2.3 Support the growth of our local economy, and encourage business investment that creates and maintains local jobs

Policy and Previous Council Reports

The Economic Development Strategy and Action Plan addresses the Council Plan and Hobsons Bay 2030 Community Vision. It complements other Council strategic plans, including: Advocacy Strategy, Industrial Land Management Strategy, Activity Centre Strategy, Arts and Culture Plan, Community Greenhouse Strategy and Climate Change Adaptation Plan, Events and Festivals Strategy and the Learning Communities Strategy.

Legal/Statutory Obligations/Risk

Council reports on a number of economic development indicators as part of the Local Government Performance Reporting Framework and the strategy helps provide the mechanism and context to do this work.

Plan Melbourne is a key strategic document that articulates the Victorian Government's vision for Melbourne in 2050 and a key intent of Plan Melbourne is for employment growth. The Economic Development Action Plan considers the role of Hobsons Bay in accommodating employment growth, and the industries that may be attracted to the area.

Financial and Resource Implications

The 2017-18 Economic Development Action Plan has been delivered in line with Council's annual budget. To minimise financial impact, setting achievable goals, delivering innovative programs and establishing partnerships with local and regional partners has been a consideration as part of the development of the 2018-19 Economic Development Action Plan.

The Economic Development Strategy does identify actions for Council's consideration that may require additional funding in future years and these would be referred and assessed through the budget planning cycle.

Environmental/Social/Economic Impacts

The Economic Development Strategy and Action Plan assist in identifying opportunities for sustainable, local economic and socio-economic development. They provide a framework for advocacy and help ensure that the economic potential of Hobsons Bay is realised.

Through its advocacy work Council has attracted investment making a positive economic impact to Hobsons Bay. An example of this work is the attraction and facilitation of OfficeOurs establishment in Spotswood.

Between 1 July 2017 and 12 June 2018, Council has assisted eight businesses to reduce their energy costs through a combined four solar installations and seven lighting upgrades.

Key statistics include:

- 231 kW of solar, 744 panels
- 1,122 lights
- 580 tonnes of greenhouse emissions saved per annum (equivalent to over 4,000 trees)
- \$105,000 p.a. cost savings for these businesses

In 2017-18, a total of eight sustainability articles and twenty three community programs and initiatives have been featured in the Hobsons Bay e-Works newsletter to encourage business participation and partnership.

Council has been active this year in supporting and promoting advocacy and industry bodies, to increase participation and maximise opportunities for local business promotion. Between July 2017 and April 2018, there was a 3.7 per cent increase in Hobsons Bay businesses registered on the Industry Capability Network (ICN) portal, an online procurement tool that connects suppliers with contract and tender opportunities; and an 85 per cent increase in local jobs listed on the Melbourne's West Jobs Portal when compared to the same period last year.

Through its arts and economic development functions, Council has engaged with local social enterprise and facilitated opportunities for increased collaboration.

Consultation and Communication

The Economic Development Strategy was developed following extensive consultation with the Hobsons Bay business community. Through a series of business forums, face to face consultations and an online survey. More than 500 local businesses and stakeholders provided input into the key themes and actions outlined in the Strategy.

Conversations with businesses and stakeholders will continue throughout the life span of the Economic Development Strategy 2015-20 to ensure Council continues to address the needs of local businesses and stakeholders.

Officer Declaration of Conflict of Interest

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

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

8.4 Infrastructure and City Services

8.4.1 West Gate Tunnel Project Update

Directorate: Infrastructure and City Services

Councillor Portfolio: All

Purpose

To provide Council with a West Gate Tunnel Project current status report and Council's respective advocacy activities.

Recommendation

That Council:

1. Continue to advocate on key issues outlined in this report.
 2. Consider a monthly briefing update report on progress of the WGTP, including impacts on the community, the implementation of the Environmental Protection Requirements and the Hobsons Bay Enhancement Package as supported by the State Government.
-

Summary

Preparatory construction works for the West Gate Tunnel Project (Project) have commenced with some construction compounds and temporary traffic arrangements established. The Project continues to progress and is currently within the final design development phase. Project details are provided to Council for the purposes of seeking approval to access Council owned and/or managed land and infrastructure, and input to specific project outcomes.

The purpose of this report is to provide Council with an update on the current Project status across a range of aspects together with an overview of the Project governance and engagement with the Hobsons Bay community. The status of Council's committed advocacy activities that specifically relate to the Project are also included within this report. A Governance Framework which establishes Council's decision making process for the life of the Project is under development and this report outlines the principles to support this framework.

Background

Council has received a number of reports on the development and planning process associated with the Project and as the Project now enters into the construction phase monthly status reports will continue to be provided to Council. This report provides an update on current Project activities, items currently lodged with Council by the Joint Venture seeking approval, Council advocacy activities, governance arrangements including communications and engagement and capital works to be undertaken by Council as a result of the Project.

Discussion

As the Project progresses through the final design development phase and enters into construction there are a number of current Project activities as outlined in the following:

Project Activities

Consistent with the Project Tender Design a number of construction compounds will be established along the Project corridor for the term of the Project. Specifically within Hobsons Bay eight locations are proposed at:

- Grieve Parade, Altona North (Council land)
- Geelong Road, Altona North (VicRoads land)
- Lynch Road Reserve, Brooklyn (Council land)
- Millers Road, Brooklyn east side adjacent to Freeway onramp (VicRoads land)
- South of Freeway west of New Street, Altona North, (Project land)
- Melbourne Road, Spotswood (VicRoads land)
- Hall Street, Spotswood. (Project land)
- Stony Creek Reserve, Spotswood (Council land)

A further two compounds on Council land – Paringa Road, Altona North and The Avenue Reserve, South Kingsville have been proposed by the Project. The Melbourne Road compound has been in operation for some months and the Grieve Parade compound is currently being prepared for operation in coming weeks. The area for this compound was renegotiated with Council following Council's request to realign the compound to protect established trees in the northern corner. An audit of all trees removed was undertaken with the Project required to plant five trees for every tree removed. Planning for the Geelong Road compound is complete and the site compound has been established.

The remaining compounds within Hobsons Bay have not been finalised and are subject to further details to be provided by the Project. In considering these locations current use, access, impacts to trees and vegetation, community impacts including noise and regulatory planning requirements are taken into consideration in accordance with the Project controls and requirements.

Council Property Implications

While only a small area of Council land is required to be permanently acquired by the Project, a number of Council owned or managed land parcels are required for temporary use and occupation within the Project area. In addition the Project has requested access to Council land outside the Project area as described above.

Works on land within the Project Area must comply with the Project Scope and Requirements and the Construction Licence between the State Government and Project Co (Transurban).

Permanent acquisition for Project infrastructure, easements or permanent use includes land under the West Gate Bridge near Stony Creek, within Lynch Road Reserve and the northern edge of Crofts Reserve. A formal acquisition process has commenced for these parcels.

WDA recently included within the Project area a small Council owned land parcel (approximately 250m²) located along the southern verge of Primula Avenue, Brooklyn near Millers Road for temporary occupation to support the Project. This inclusion of land was part of a number of additional land parcels included in the Project area (under the Major Transport Projects Facilitation Act 2009) along the entire Project corridor identified as being required for the Project

Sports and Open Space Enhancement and Access Capital Improvement Package

Further to Council's resolution at the 13 February 2018 Ordinary Council Meeting, the Sports and Open Space Enhancement and Access Capital Improvement Program forming the West Gate Tunnel Community Legacy was adopted for the following areas:

1. Brooklyn
2. Donald McLean Reserve, Spotswood
3. WLJ Crofts Reserve, Altona North

To progress these works Council has sought costs for the design development of open space improvements to Duane, Brooklyn and Rowan Avenue Reserves in Brooklyn, sportsground redevelopments and sportsground floodlighting at Crofts Reserve. The recently endorsed Sports Facility Needs Analysis provides direction on the priority capital works for both Crofts and McLean Reserves.

The Sports and Open Space Enhancement and Access Capital Improvement Program is expected to be completed within two years including community consultation and engagement. A Funding Agreement has been provided to WDA to support the state government funding allocation to Council to undertake these works.

The WDA has confirmed that the timelines and design details for the new Donald McLean Reserve pavilion will be provided to Council with over the coming months.

Environmental Performance Requirements (EPR's)

There are 116 Environmental Performance Requirements established for the Project across 15 key elements. The EPR's were developed and approved through the Environmental Effects Statement (EES) process for the design, construction and operation phases of the Project to ensure compliance with relevant policy and legislation and meet the EES performance and evaluation objectives.

Council is aware that some project EPR's established with the Planning Minister's approval of the EES have not been fully implemented. This issue was recently raised by the Spotswood South Kingsville Residents Group. Council officers have raised this with the Western Distributor Authority requesting that they ensure all EPR's are fully complied with by them and their contractors in a timely manner. Specific EPR's currently being addressed include:

- AQP4 Ambient air quality monitoring
- AQP6 Air quality during construction
- BP5 Business Involvement Plan
- EP2 Vegetation and Tree protection measures
- EP6 Landscaping Plan
- NVP7 Construction noise, vibration management, and monitoring
- SP2 Communications and Community Engagement Plan (CCEP)
- SP5 Community Involvement and Participation Plan (CIPP)
- TP2 Traffic monitoring

Advocacy

At the 12 December 2018 Ordinary Council Meeting Council resolved to continue to advocate and negotiate for, but not limited to:

- air filtration measures to mitigate the negative impacts on air quality along the West Gate Tunnel project corridor
- Grieve Parade to become the preferred and appropriate freight vehicle route to reduce the negative traffic impacts on residents of Millers Road and on residents of Brooklyn
- development by the Victorian State Government of an Integrated Transport Plan including Melbourne Metro 2 to address the shortfalls in public transport options across all modes
- seek ongoing resources from the State Government to support our officers in project delivery for the duration of the West Gate Tunnel project and beyond

Further, Council continues to advocate through the Project and the Environmental Protection Authority to improve air quality particularly for the Brooklyn, Altona North and Spotswood communities. Specifically for the Brooklyn community, the Brooklyn Community Reference Group advocates to the EPA as part of their reform raising the need for better and more consistent air quality monitoring related to dust and odour attributed from the quarry in Altona North and business activities in the Brooklyn Triangle. The WDA has confirmed that five air monitoring stations are now operational within the Project corridor and a site location for an additional station is currently being scoped in Millers Road north of the Freeway.

Council has commenced engagement with Transport for Victoria (TfV) on the development of an Integrated Transport Plan for the northern section of Hobsons Bay to address all modes, including the shortfalls in public transport options. Melbourne Metro 2 and the identification of local area traffic management. A draft scope for the development of this Plan has been established and is the key focus of discussions between Council and TfV over the coming weeks. In addition the Minister for Roads has announced specific transport corridor studies for Williamstown Road and Millers Road as a result of the increased traffic predicted from the WGT Project in these roads. This study, led by VicRoads, along with other recent transport studies such as the Cumulative Impact Assessment will inform the Integrated Transport Plan.

Governance

To support these ongoing advocacy and engagement activities Council is developing a Project Governance Framework which outlines the Council's communication, engagement and decision making in relation to the Project. This Framework will be provided to Council in August 2018.

A Governance Framework is under development based on three principles as follows:

1. Council to receive and consider items that are outside of the EES process and subsequently Ministers project scope approval.
2. Council to provide input to items within Project scope.
3. Operational items to be managed in accordance with existing operational requirements such as works permits and traffic management plans for local roads.

A Memorandum of Understanding is currently being developed between Council and the Western Distributor Authority to reflect the organisational roles and responsibilities and to support the ongoing resources from the state government to support Officers in project delivery for the term of the Project.

Reporting Structure

It is proposed that the following reporting structure be adopted:

- a weekly Councillors' update report on the Project that includes key operational decisions
- monthly briefing reports to Councillors
- ongoing reports to OCM for key decisions and advocacy purposes
- regular updates in Council's public communications
- regular briefings/meetings between Council and the WDA.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 2: Community wellbeing and inter-connection

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

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 1: An inclusive and healthy community

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

Goal 2: A great place

- 2.5 Work with all levels of government and other stakeholders to improve our transport network and to address gaps and capacity in public transport, our roads, foot paths and cycle routes

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

- 3.2 Deliver and maintain well-designed, accessible and environmentally sustainable community assets

Goal 4: A Council of excellence

- 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

Policy and Previous Council Reports

On 26 August 2016 Council adopted the updated Hobsons Bay's Position and Recommendations for the Western Distributor Project. Several Council policies and strategies were considered in the establishment of the adopted position on the Project and have been considered to inform the ongoing review of the preferred design and submission to the Environment Effects Statement for the West Gate Tunnel. Further reports were considered by Council on 27 June and 14 November 2017 in its submission to the EES and in December 2017 to consider the Ministers decision.

Legal/Statutory Obligations/Risk

A report and formal submission on the preferred design and EES was adopted by Council at the Ordinary Meeting of Council 27 June 2017. This report considered legal, risk and

statutory obligations for the Project. A statutory process for the acquisition of Council land has commenced.

Financial and Resource Implications

Significant officer time has been committed in responding to the Project requests for advice, information and comment. Now that construction has commenced daily requests are being received. A proposed resource funding agreement is described above.

Environmental/Social/Economic Impacts

The environmental, social and economic impacts of the project to the Hobsons Bay community have been described in detail through the EES and will be monitored and mitigated through the implementation of the EPR's for the Project.

The West Gate Tunnel Project includes a consultation and communication process. A Project EPR requires the development of a detailed Communications and Community Engagement Plan which will link closely with the proposed EPR's requiring a Traffic Monitoring and Management Plan, Business Involvement Plan and Community Involvement and Participation Plan.

Council will continue to advocate to WDA and Project contractors that they consult appropriately and in a timely manner with all relevant stakeholders within Hobsons Bay.

Officer Declaration of Conflict of Interest

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

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

8.4.2 Paine Reserve Concept Plan

Directorate: Infrastructure and City Services

Appendix: 8 2nd Blue

Councillor Portfolio: Active and Inclusive Communities
Cr Peter Hemphill and Cr Michael Grech

Purpose

To provide Council with an overview of the recommended 2018/19 works program and future development of Paine Reserve, Newport.

Recommendation

That Council:

1. Note the Newport Project “Making Paine Reserve Even Better” project findings.
 2. Endorse the following \$200,000 program of works in 2018-19;
 - a) Implement the Outside Gallery (curated Light box exhibition) along the linear section of Paine Reserve as a priority to ensure it is installed prior to the *Art in Industry Festival* in November 2018.
 - b) Commission a detailed industrial design for the Bowling Club/Park fence and install in 2018/19.
 - c) Design and commission an east entry treatment to the linear part of Paine Reserve (Market Street/Sub Station entrance).
 - d) Commence the detailed concept design for the staged upgrade of the central part of Paine Reserve.
-

Summary

Council has received the Newport Project report this June on activating Paine Reserve in Newport (Attachment 1).

A \$200,000 allocation was set aside in the 2018-19 budget under the Vibrant Villages Program, to progress the design and commencement of stage one improvements to Paine Reserve.

These improvements are in keeping with recommendations 4A and 4B of the Newport Project and include the installation of an outdoor gallery (light art box exhibition), design and construction of a new boundary fence to the Newport Bowls Club, design and installation of a new entry treatment from Market Street and the commencement of more detailed design of the park

Background

During the 2017-18 Community Submissions Budget process (October to December 2016) Hubcap Productions Pty Ltd, on behalf of the Newport Traders Association, submitted for and was successful in obtaining a \$30,000 allocation for a project at Paine Reserve.

Council officers worked with the project group throughout the delivery of this project and provided additional support through meetings (x 6) attendance at 2 workshops and the

provision of supplementary information including a feature service and building height survey of Paine Reserve.

Discussion

Following the community consultation process and exhibition at the Newport Substation in February 2018, Council officers met with Donna Jackson from Hubcap Productions and Tom Bulic, Newport Traders Association, in May 2018 to view a short documentary and a project outcome report. This report outlines the 4 key options for the design, development and activation of the Paine reserve precinct.

The Project through consultation and engagement developed four options and 10 recommendations for further consideration by Council. These options include;

Options:

1. Create a plaza to frame the entrance to the Newport Community Hub
2. Create a play space area closer to LeRoy's café
3. Enable a wine bar at the rear of Leroy's café
4. Develop the linear section of Paine Reserve so that it can be used by a cross section of the community including;
 - a) an outdoor gallery
 - b) a new fence for the bowls club
 - c) a place for a community market
 - d) an outdoor family friendly area

Council's Open Space and City Design team will work to incorporate those elements of the Newport Project report that are in keeping with Council's vision for the Newport Activity Centre and open space planning principles as developed in the recently endorsed Hobson Bay Open Space Strategy. Options 4A and 4B along with the commencement of a detailed design of the park's upgrade will be the focus for 2018/19.

The Newport Project report contains a number of high-level creative ideas prepared by a number of local artists and university students. It is noted that this report is not an open space design plan for the park. In addition, the report contains a number of ideas that are not physically achievable and a number of suggestions that are not necessarily in keeping with Council's social policy agenda such as the development of a wine bar to the rear of Seagulls Nest Hotel.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 1: Visionary, vibrant, accountable urban planning

Priority 2: Community wellbeing and inter-connection

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

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

- 3.2 Deliver and maintain well-designed, accessible and environmentally sustainable community assets

Policy and Previous Council Reports

The Hobsons Bay Open Space Strategy (HBOSS) recognises the importance of Paine Reserve as a significant part of the public realm fabric within the Newport Activity Centre.

The HBOSS specifically recommends a full upgrade to the park, particularly given its proximity to the Newport Community Hub, Mason Street retail precinct, the Sub Station and the Newport transport interchange. The park upgrade design will pay particular attention to increased community activation, increased amenity (particular play and resting spaces), access and public safety. The HBOSS also reflects and supports the recommendations within the draft Newport Structure Plan, specifically in relation to the development and enhancement of the public realm.

Legal/Statutory Obligations/Risk

Risk issues associated with the installation of assets on private property will be fully assessed and considered throughout the project.

Financial and Resource Implications

There is an allocation of \$200,000 in the 2018-19 capital works under the Vibrant Villages Program to progress the development and upgrade of Paine Reserve. A further \$450,000 has been allocated to number of other Vibrant Villages projects including, Douglas Parade Williamstown, Pier Street Altona, Harrington Square Altona and The Circle Altona North.

Hubcap Production has been successful in obtaining \$120,000 funding from Creative Victoria for the Outside Gallery component of the project. (Attachment 2)

An additional allocation of funds has been set aside to undertaken the power supply upgrades to the precinct in addition to public lighting within the park. Paine Reserve is listed in Councils 10 year Open Space Upgrades capital works program for a full park upgrade in 2019-20.

Environmental/Social/Economic Impacts

Environmental and social impacts will be considered as part of the design and complete upgrade to Paine Reserve

Consultation and Communication

Council officers will build on the community engagement previously undertaken as a part of the \$30,000 Newport Project (Hubcap Productions Pty and the Newport Traders Association) and consult internal Departments, Councillors and the broader community on the development of a detailed concept development plan for Paine Reserve

Officer Declaration of Conflict of Interest

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

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

8.4.3 Williamstown Football Club Facilities Proposal

Directorate: Infrastructure and City Services

Appendix: 9 3rd PinkCouncillor Portfolio: Active and Inclusive Communities
Cr Hemphill and Cr Grech

Purpose

To provide Council with an update on a proposal received from the Williamstown Football Club detailing the club's vision for improved facilities at the Williamstown Cricket Ground.

Recommendation

That Council:

1. **Acknowledge the Williamstown Football Club's proposal detailing the club's vision for improved facilities at the Williamstown Cricket Ground.**
 2. **Inform the Williamstown Football Club that the funding model presented does not align with Council's funding priorities and that Council will not enter into a community bond to fund the proposal.**
 3. **Work with the Williamstown Cricket Club and Williamstown Football Club to identify opportunities to improve the existing player amenities at the Williamstown Cricket Ground.**
 4. **Support the ongoing shared use of the Williamstown Cricket Ground for both cricket and football.**
-

Summary

The Williamstown Cricket Ground (WCG) is located on Morris Street, Williamstown. The WCG is home to the Williamstown Cricket Club (WCC) and the Williamstown Football Club (WFC). In August 2017 the WFC submitted a proposal to Council detailing the club's vision for improved facilities at the WCG. The WFC has submitted an updated proposal in June 2018 detailing the planned improvements, timelines, projected costs and expected contribution from Council. This report provides an overview of the issues associated with the revised proposal.

Background

The WCG is the premier cricket and football facility in Hobsons Bay. The WCG is home to the WCC in the Victorian Sub-District Cricket Association (VSDCA) and the WFC in the Victorian Football League (VFL). Both clubs have a long association with the WCG with the WCC having played matches at the venue since the 1850s and the WFC since the 1880s.

The WCG underwent an \$8.7 million redevelopment between 2010 and 2012. The works included a major redevelopment of the pavilion and oval, the establishment of a function centre and the construction of new cricket nets, grandstand seating, player shelters, curator's shed, fencing and car parking. Council contributed \$3 million towards the works with contributions from the WFC (\$2.25million), WCC (\$20,000), AFL (\$500,000) and State Government (\$3million).

In August 2017 Council received a proposal from the WFC detailing the club’s vision for improved facilities at the WCG. A condensed version of this proposal is provided in Attachment 1.

The WFC vision is to establish the WCG as a football only venue. Works proposed include the construction of an administration base for the WFC and Western Jets, additional change rooms and player amenities, a commercially operated gymnasium, medical centre and cafe, upgraded floodlighting and a redevelopment of the oval including the removal of the turf wicket table and relocation of the WCC to Bayside College (Williamstown Campus). The proposal also identified a suite of works required at Bayside College to accommodate the relocation of the WCC.

In December 2017 Council received a proposal from the WFC to remove the synthetic cricket wicket from Oval 2 at Bayside College (Williamstown Campus). Council approved this request and relocated cricket from this oval, thus providing the WFC with access to a football oval (without a cricket wicket) to undertake pre-season training.

Discussion

Williamstown Football Club – Updated Proposal

In June 2018 the WFC submitted an updated proposal detailing a staged approach to implementing the club’s vision for improved facilities at the WCG (Attachment 2).

Stage 1 involves the construction of an additional set of change rooms, amenities, doctors’ rooms and massage rooms. Stage 1 also includes the construction of offices for WFC and Western Jets staff and upgrades to the sportsground floodlights. The WFC estimates the total value of Stage 1 works at \$2.73 million.

Stage 2 involves the construction of a commercially operated gymnasium, medical centre and cafe. The WFC estimates the value of Stage 2 works at \$3.2 million.

The WFC has proposed the following funding model for Stage 1:

- Female Friendly Facilities Fund	\$500,000
- AFL Victoria	\$273,000
- Victorian Community Bond (WFC)	\$978,000
- Victorian Community Bond (Council)	\$978,000
Total	\$2.73 million

The Sports Facility Needs Analysis (SFNA) adopted 12 June 2018 has identified the need to upgrade the existing player amenities and floodlighting at the WCG. The WFC has not proposed any improvements to the existing player amenities.

Stage 1 includes the construction of an additional set of change rooms, amenities, doctors’ rooms, massage rooms and offices. These works are not identified as priorities in the SFNA. Stage 2 involves the construction of a commercially operated gymnasium, medical centre and cafe. These works are not identified as priorities in the SFNA.

Upgrading the floodlighting has been included as an item in the 2018/19 Capital Works Program, with works expected to commence in October 2018. The design stage to undertake these works has been completed. The project is out for tender with works expected to commence at the end of the football season (October 2018).

Female Friendly Facilities Fund

The State Government Female Friendly Facilities Fund provides grants of up to \$500,000 for projects that encourage more women and girls to become active. Applications for the current funding round are due on 23 July 2018. This project is not recommended as a priority for an application under the Female Friendly Facilities Fund program for the 2018-19 program.

The Female Friendly Facilities Fund guidelines state that applications where the recipient organisation/s receive revenue from electronic gaming machines (EGMs) will generally be given a lower priority. The WFC operate the Seagulls Nest in Newport which has 66 EGMs. This is the WFC's primary source of revenue, as such any funding application would be given a lower priority.

Victorian Community Bond

Recent advice from the State Government is that the Victorian Community Bond has evolved to become the Community Infrastructure Sports Loans Scheme (CSILS). The 2018-19 Victorian Budget includes \$100 million towards the CSILS to provide lower interest rate loans to support investment in sport and recreation infrastructure. The guidelines for the CSILS are being finalised with further information to be made available once the program is officially launched.

The WFC has proposed that Council borrow \$1.957 million to fund Stage 1. The WFC has proposed that Council service \$978,000 of the loan over a 10 or 20 year period. The WFC has proposed servicing \$978,000 of the loan over a 10 or 20 year period.

Shared use of the Williamstown Cricket Ground

Historically, the WCG has operated as a shared use venue for cricket and football without issue. In recent years, primarily due to the entry of AFL Reserves teams into the VFL competition, the WFC has raised concerns regarding the condition of the oval during the football season, requested that turf wicket preparations be delayed until the club has been eliminated from finals and requested access to an unencumbered oval (i.e. no cricket wicket) for pre-season training.

The redevelopment of the oval to improve the condition of the playing surface remains a priority for the WFC. The estimated cost of these works is \$1.3 million. The WFC's preferred option is to redevelop the oval once the WCC has relocated to Bayside College or another venue. This would enable the turf wicket to be removed during the redevelopment works and support the club's vision to create a football only venue.

The WCC has confirmed that the club does not wish to relocate from the WCG to Bayside College or any other venue. The WFC has not included the oval redevelopment in the updated proposal for this reason.

The changing landscape of the VFL competition is driving the need to improve the quality of the playing surface. In the updated proposal the WFC has suggested the use of drop in wickets or reducing the size of the turf wicket table from seven to five wickets at the WCG as strategies to improve the condition of the oval for football.

The use of drop in wickets at the WCG is considered cost prohibitive. It is estimated that it would cost around \$100,000 per wicket to establish drop in wickets (up to six wickets may be required). A further \$130,000 per wicket would also be required each year to install and remove the wickets. A redevelopment of the oval is also recommended prior to using drop in wickets (i.e. \$1.3 million).

The size of the turf wicket table for clubs competing in the VSDCA is generally recommended to be between five to six wickets. The WCC has not been consulted about reducing the size of the turf wicket table. The reduction in the size of the turf wicket table may result in an overall cost saving in turf wicket preparation and maintenance costs at the venue and improve the condition of the playing surface during the winter season.

The WFC has access to a football oval (without a cricket wicket) to undertake pre-season training. In December 2017 Council approved the removal of the synthetic cricket wicket from Oval 2 at the Bayside College, Williamstown Campus, thus providing the WFC with access to a football oval (without a cricket wicket) to undertake pre-season training.

Over the past three years Council has delayed the preparation of the turf wicket at the WCG until the WFC have been eliminated from the finals series. This approach has provided the WFC with access to a football oval (without a cricket wicket) to train on during the club's finals campaigns. The risk with this approach is not having a turf wicket prepared in time for the first two weeks of the cricket season.

The provision of sporting facilities that maximise shared usage is a priority within the SFNA. The WCG is the premier cricket and football facility in Hobsons Bay and the ongoing shared use of the WCG for both cricket and football is supported.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 2: Community wellbeing and inter-connection

Priority 6: An accessible and connected community

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 1: An inclusive and healthy community

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

Goal 2: A great place

- 2.4 Deliver, support and promote arts, cultural, heritage, recreational and sporting events and programs that foster a sense of belonging and contribute to the liveability of the city

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

- 3.2 Deliver and maintain well-designed, accessible and environmentally sustainable community assets

Policy and Previous Council Reports

Summary of presentations to Council:

- an initial presentation to a Councillor Briefing Session in August 2017 where the WFC shared an early outline of the WFC development proposal.

Ordinary Council Meeting Agenda

- a meeting in November of then Mayor Cr Sandra Wilson and senior officers with Mr Daniel Mulino MLC and representatives from the WFC introducing the concept of a Community Bond and its application in your proposed development
- a subsequent presentation at a Councillor Briefing session in December 2017 by Mr Daniel Mulino MLC on the Community Bond methodology
- presentation of the revised proposal by WFC was discussed with Cr Hemphill and the senior officers in May 2018

The funding model proposed by the WFC does not align with Council policy.

Council's Problem Gambling (Electronic Gaming Machines) Policy Statement adopted on 14 July 2015 states that 'Council will not provide funding, grants, sponsorship or other resources for any activities that promote gambling' (Commitment 4.4). The WFC operate the Seagulls Nest, which has 66 EGMs being the club's primary source of revenue.

Council's Community Grants Program Guidelines (adopted on 11 April 2017) state that 'organisations that derive income from and/or project activities that promote gambling' will not be eligible for funding.

Council's Capital Development of Sport and Recreation Facilities Policy adopted on 12 December 2017 considers the duplication of existing facilities and the provision of office space, doctors and massage rooms, gymnasiums, medical centres and cafes as non-core infrastructure. The policy states that 'Clubs will be required to fund the development of non-core infrastructure approved by Council' (5.4 Facility Development Standards).

The size and scale of the additional change rooms, amenities, doctors' rooms and massage rooms are consistent with the standards defined in the AFL Preferred Facility Guidelines for State level facilities. This level of provision exceeds the standards defined as core infrastructure in the Capital Development Policy. The policy states that the provision of core infrastructure that exceeds Council's standards is to be funded by clubs.

The Capital Development Policy states that 'contributions from clubs including loans will need to be sourced and guaranteed entirely by the club and not Council' (5.3 Contributions). The Victorian Community Bond proposal requires Council to act as guarantor for a loan being serviced by a sporting club.

Legal/Statutory Obligations/Risk

The lack of consultation undertaken with the community regarding the proposal presents a reputational risk to Council. The WCG is situated in a high profile location along the Williamstown foreshore. There have been complaints regarding noise from early morning deliveries and late night patrons exiting the function centre at the Morris Street entrance. The WFC proposal concentrates development on this side of the building. It is reasonable to expect that the community would like to be consulted about any proposal to expand the facilities.

There are risks associated with project scope creep and cost escalations associated with the proposal. Further investigations to assess the feasibility of the concept, prepare detailed designs for construction purposes and to establish accurate cost estimates are required.

There is a reputational risk to Council that contributing towards facility upgrades and acting as a guarantor for a loan for a club whose major revenue source is from EGMs. This could be perceived as supporting an organisation that promotes gambling.

The lack of support for the proposal from the WCC presents a reputational risk to Council. The WCC has occupied the WCG since it was first established in the 1850s. The club has a strong historical connection with the WCG and does not wish to be relocated elsewhere. The

cumulative effect of relocating the WCC would require significant unplanned additional capital expenditure from Council to improve facilities at other venue to accommodate any relocation.

The future establishment of a standalone AFL Reserve's competition and the future configuration of the VFL competition remain unclear. There is a risk that the establishment of an AFL Reserve competition in the near future would relegate the VFL to a third tier competition reducing any need to establish improved facilities at the WCG.

Financial and Resource Implications

The funding model requires an AFL Victoria contribution of \$273,000 which remains unconfirmed.

The funding model requires Council to submit a funding application to the Female Friendly Facilities Fund program for \$500,000. Council has already committed to other projects for the current funding round with applications well advanced. The Female Friendly Facilities Fund guidelines state that applications where the recipient organisation/s receive revenue from EGMs will generally be given a lower priority. EGMs are the WFC's primary source of revenue and the chances of a successful funding outcome are considered low.

The WFC has proposed that Council borrow \$1.957 million from the Community Bond initiative to fund Stage 1. The WFC have proposed that Council service \$978,000 of this loan over a 10 or 20 year period. The WFC has proposed servicing \$978,000 of this loan over a 10 or 20 year period.

Council would need to allocate \$120,000 to \$125,000 in its operating or capital budgets over the next 10 to 20 years under the funding model proposed by the WFC. This annual amount would double should the WFC default on its loan.

The WFC proposal does not consider the annual operational and lifecycle costs for Stage 1. The WFC and Western Jets do not expect to pay rent to occupy any of the facilities proposed in Stage 1.

To mitigate risks associated with the lack of consultation and given the complexity of the works proposed in Stage 1, Council project management resources would be required.

Stage 2

The estimated cost of Stage 2 works is \$3.2 million. The WFC proposal from August 2017 suggested that Council borrow from the VCB initiative to fund Stage 2. An updated funding model for Stage 2 has not been provided.

The lack of a formal business plan for the development of commercial facilities proposed in Stage 2 including the cafe, gymnasium and medical centre presents a risk to Council. There may be a scenario where the businesses are not viable and Council is expected to subsidise the facility operations via reduced rent, increased maintenance and capital renewal expenditure.

The WFC expects to hold the head lease for all commercial facilities and receive all income derived from commercial tenants. The WFC do not expect to pay any rent to Council for Stage 2 facilities.

Capital Works Program

The funding model proposed by the WFC does not align with Council's strategic priorities identified in the SFNA or Council policy. There is no allocation in Council's future Capital Works Program to contribute towards any of the works identified in the WFC proposal. The

proposed works were not considered priorities for inclusion during the development of the SFNA.

Council has allocated \$200,000 in the 2018-19 Capital Works Program to install floodlighting to 100 lux. The SFNA has identified the need to upgrade the existing player amenities at the WCG. Converting the existing amenities to provide female friendly facilities will be considered as part of the implementation of the strategy from Council's ongoing building renewal program.

Environmental/Social/Economic Impacts

Council has obligations under the *Health and Wellbeing Act 2008* to seek to protect, improve and promote public health and wellbeing. The provision of facilities that encourage the community to participate in sporting, recreational and community activities is a fundamental role of Council. Vic Health research has found that local government areas with higher availability of sports facilities recorded higher levels of participation.

The SFNA has identified a shortage of cricket, football and soccer facilities within the eastern part of Hobsons Bay. The proposal to establish the WCG as a football only venue would reduce access to cricket facilities. To maximise the use of the facilities and in turn any investment in the WCG it is important that any development of the WCG allow for use by cricket as well as football.

The WFC operates the Seagulls Nest which has 66 EGMs and is open from 9am-5am. EGMs are the WFC's primary source of revenue. Losses in 2016-17 at the Seagulls Nest were \$6.9 million, the second highest of all gaming venues in Hobsons Bay.

Consultation and Communication

Local residents surrounding the WCG have not been consulted.

The WFC has consulted with the WCC. The WCC do not support the proposal to relocate the club to Bayside College or any other venue.

Significant consultation with the community and sporting clubs has been undertaken in developing the SFNA (adopted June 2018), Capital Development Policy (adopted December 2017) and Problem Gambling (Electronic Gaming Machines) Policy Statement (adopted July 2015).

Officer Declaration of Conflict of Interest

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

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

8.4.4 Response to Petition – Mobil Land at 85 Maddox Road, Williamstown

Directorate: Infrastructure and City Services

Councillor Portfolio: Not applicable

Purpose

To provide a response to the petition received in August 2017 regarding the Mobil owned land at 85 Maddox Road Williamstown.

Recommendation

That Council note the current status of Mobil Land at 85 Maddox Road Williamstown North and write to the lead petitioner advising them of this report.

Summary

In March 2017 Council submitted a response to the call for Expressions of Interest (EOI) for the future use of the Mobil Land located at 85 Maddox Road, Williamstown North. Council received notification in June 2017 that the expression of interest submitted by Council had been considered but not successful and subsequently another submission would progress through the necessary planning requirements. In August 2017 Council received a petition calling on Council to re-engage with Mobil to acquire the land for the purposes of a multi-sports complex for the Hobsons Bay community. The purpose of this report is to provide an update on the land development process and to advise of the engagement activities with Mobil and advise the lead petitioner.

Background

Council was made aware in mid-2016 that Mobil sought to sell their land parcel at 85 Maddox Road Williamstown North and that a call for expressions of interest process would be applied. Early 2017 Mobil commenced an EOI process for the subject land canvassing light industrial future use and precluding any residential development. At that time Council had been advised that Mobil would consider a sporting precinct as long as it was revenue neutral and it will not allow residential on the land.

Council undertook due diligence to complete preliminary assessments of the soil conditions, existing infrastructure and service authority requirements. This assessment was undertaken to determine the capacity and likely costs to develop the site for the purposes of public open space and specifically multi-sports facilities.

Following the submission of the EOI Council was notified by Mobil that Council's submission was not selected for further negotiation. Noting the EOI was a commercial process Council did not re-engage with Mobil on the understanding a more financially favourable option was submitted to Mobil.

At the Ordinary Meeting of Council on 8 August 2018 Council received a petition in relation to the Mobil land at Maddox Road, Williamstown, received in three parts. This petition contained 1,226 signatories and reads as follows:

'We, the undersigned, call on Hobsons Bay City Council to re-engage with Mobil to acquire the land at Maddox Road, Williamstown for a multi-sports complex for the Hobsons Bay community'.

Council resolved at this meeting to:

1. Receive and note the petition received requesting Council to re-engage with Mobil to acquire the land at Maddox Road, Williamstown for a multi-sports complex for the Hobsons Bay community.
2. Receive a further report on this matter at a future Council meeting.
3. Advise the lead petitioner of the process.

Acknowledging the commercial nature of the EOI process, the lead petitioner was advised that Council did submit a proposal to Mobil, to develop the land for the purposes of multi-sports facilities, which was not accepted. While Council engages with Mobil on a range of matters, re-engagement on the future of this site is not appropriate as Mobil has accepted an alternative proposal through the commercial process.

Discussion

Following completion of the EOI process, Council has received an application from Urbis on behalf of their client 'Time & Place Property P/L' to subdivide the land at 85 Maddox Road, Williamstown North into five Super lots on 8 November 2017. This application proposal is designed to facilitate industrial and commercial activities on the land. The required information was supplied for the proposed subdivision and following the public exhibition phase and respective community submissions, revised plans have been resubmitted to Council. These plans are currently under review as a part of the planning process.

A 5 per cent public open space contribution will be a requirement of any permit issued for subdivision of this land which will need to be a cash contribution given no public open space is permitted on the land itself in accordance with Mobil requirements.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 1: Visionary, vibrant, accountable urban planning

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

- 1.3 Ensure all community members will have access to quality community, sport and recreation facilities, cultural experiences and open spaces to encourage a healthy and active lifestyle
- 3.1 Work with all levels of government, key stakeholders and the community to ensure urban development is appropriate and considers neighbourhood character and heritage

Council has recently completed exhibition and community engagement on the development of the Open Space Strategy and the Sports Facilities Needs Analysis across Hobsons Bay. These key strategies will guide the future provision and development of new and existing facilities to cater for a diverse range of informal and structured sport and recreation for all across Hobsons Bay.

The future development of the Mobil land at 85 Maddox Road will be considered in accordance with Council's Planning Scheme and the associated permitted uses and requirements.

Policy and Previous Council Reports

The development of Council's EOI considered respective policies and previous reports specifically regarding future sporting facility needs and environmental conditions.

Legal/Statutory Obligations/Risk

Independent legal and environmental advice was received to inform the development of Council's submission to the EOI process. Statutory obligations were also considered and applied in the development of the proposal.

Financial and Resource Implications

The proposed costs to prepare and develop the site for the purposes of multi-sports facilities was a key consideration for Council in its development of the proposal.

Environmental/Social/Economic Impacts

Environmental, social and economic impacts and opportunities were considered in the development of the Council's EOI.

Consultation and Communication

A group of interested local sporting groups and stakeholders had provided Council with a proposal, seeking Council to engage with Mobil to acquire and develop the land for the purposes of a multi-sporting precinct. This proposal primarily formed the basis of Council's proposal as submitted through the EOI process.

Following notification to Council that the EOI had not been accepted by Mobil, Council understands that Mobil continue to conduct their commercial process. Council also notes that a planning application for this land is currently in process.

Officer Declaration of Conflict of Interest

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

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

8.4.5 Contract No 2018.13 – Williamstown Mechanics Institute Architectural Services Report

Directorate: Infrastructure & City Services

Councillor Portfolio: Integrated Transport
Cr Angela Altair and Cr Jonathon Marsden

Purpose

To award the consultant for the lead design architectural services for the Williamstown Mechanics Institute Restoration Project.

Recommendation

That Council award Contract No. 2018.13 for the Williamstown Mechanics Institute Restoration Architectural Services be awarded to Jackson Architecture (trading as Daryl Jackson Pty. Ltd.) for the fixed lump sum price of \$515,090 (excl.GST).

Summary

In compliance with Council's Procurement Policy and Section 186 of the *Local Government Act* 1989, a public Expression of Interest for Lead Architectural Design Consultant Services was conducted on 7 April 2018 closing on 20 April 2018 at which Council received a total of nineteen (19) submissions from suitably qualified architects.

The Expression of Interest Evaluation process short listed six architectural consultants to submit tenders from which Council received four conforming submissions at which Jackson Architecture was the lowest tenderer.

Background

The Williamstown Mechanics Institute is a significant landmark building in Williamstown.

The property has an individually listed Heritage Overlay (HO94) in the Schedule to the Heritage Overlay of the Hobsons Bay Planning Scheme with external paint controls and internal alterations applicable and is also included in the Electra Street Heritage Precinct (HO4).

The structural integrity of the main building and the cottage has been compromised since these buildings were first constructed in the 1880's. Following the underpinning of both these buildings under separate contract, Council has proposed a draft budget providing a functionally heritage sensitive restoration project for these buildings spanning at least three (3) financial years from 2018-2019 through to 2020-2021. The recommended consultants will provide in their lump sum fee architectural design and documentation, including ESD, heritage, structural and building services documentation in order to progress this project for construction under a future building contract intended for tender in 2019.

Discussion

From a public Expression of Interest advertisement for Lead Architectural Design Consultant Services, Council received a total of 19 submissions from suitably qualified architects of which 13 did not pass Council's assessment criteria. The Expression of Interest Evaluation process invited six short listed architectural consultants from which Council received four conforming submissions. The evaluation panel reviewed the four submissions received and

agreed to evaluate the two lowest priced tenderers being Jackson Architecture and William Ross Architects. Jackson Architecture was shortlisted for interview based on their tendered price, heritage design process inclusion experience and capacity.

Strategic Alignment

This report specifically addresses the following priority of the Hobsons Bay 2030 Community Vision:

Priority 1: Visionary, vibrant, accountable urban planning

Priority 2: Community wellbeing and inter-connection

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

Priority 5: Activate sustainable practices

Priority 6: An accessible and connected community

This report specifically addresses the following goals and objectives of the Council Plan 2017-21

Goal 1: An inclusive and healthy community

- 1.2 Deliver, support and facilitate projects and programs that encourage equity and diversity, so everyone can reach their full potential.

Goal 2: A great place

- 2.4 Deliver, support and promote arts, cultural, heritage, recreational and sporting events and programs that foster a sense of belonging and contribute to the liveability of the city.

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

- 3.1 Work with all levels of government, key stakeholders and the community to ensure urban development is appropriate and considers neighbourhood character and heritage.
- 3.2 Deliver and maintain well-designed, accessible and environmentally sustainable community assets.

Policy and Previous Council Reports

The awarding of Contract No. 2018.13 through a public tender process complies with Councils Procurement Policy.

Legal/Statutory Obligations/Risk

The awarding of Contract No. 2018.13 through a public tender process, complies with section 186 of the *Local Government Act* 1989, which stipulates that a Council must publically advertise and invite tenders for services over the value of \$150,000 as fixed by an Order in Council.

Financial and Resource Implications

The works are funded from the Capital Works budget commencing 2018-19.

Environmental/Social/Economic Impacts

This significant heritage building will be restored to Burra Charter best conservation practices whilst delivering a high environmentally designed outcome upon delivery ensuring an exceptional facility to be enjoyed by future generations and thereby benchmarking Hobsons Bay as a council of excellence.

The facility is a key community asset servicing a diverse range of users and through the program for restoration over the coming years the facility will be better placed to extend its functionality.

Consultation and Communication

The tender was publicly advertised in The Age on 7 April 2018.

The tender evaluation report for Contract No. 2018.13 was presented to Council's Tender Board on 20 June 2018. The Tender Board agreed with the tender evaluation panel's recommendation to award the contract to Jackson Architecture subject to Council approval.

Officer Declaration of Conflict of Interest

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

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

8.5 Community Wellbeing

8.5.1 Cafe Space Repurposing

Directorate: Community Wellbeing

Councillor Portfolio: Not applicable

Purpose

To confirm the repurposing of the Williamstown Library and Laverton Community Cafe Spaces as co-working spaces to support start up entrepreneurial activities, small business support services and community meeting space.

Recommendation

That Council confirm the refurbishment of the Williamstown and Laverton Hub cafe spaces for use as co-working spaces and public meeting spaces.

Summary

The cafe spaces at the Williamstown Library and Laverton Community hub have not been viably tenanted by either private or not for profit providers. This report recommends the repurposing of these cafes for use as co-working business spaces and or public meeting spaces available during and potentially outside standard opening hours.

In order to fulfil this objective approximately \$80,000 would be utilised from the existing library capital program to fitout the spaces for this purpose.

Background

Williamstown Library and the Laverton Community Hub Cafe spaces have not proved to be commercially viable under a number of for profit and not for profit models and different providers. The Altona North Library cafe is operated under a not for profit model providing low cost cooked meals as a different revenue source to cafe operations.

At both Williamstown and the Laverton Community Hub cafes leaseholders have previously been granted rent relief periods to assist with establishment and ongoing viability to no avail. No tenants have seen out the appointed lease periods.

The Williamstown and Laverton Cafe spaces are both vacant and in the case of Laverton has been for some time.

Discussion

In the past specialist brokers have been utilised to secure cafe providers with expertise in hospitality. Unfortunately Council has not been able to secure a commercial operator largely because they have assessed venues as having insufficient foot traffic or in locations where there is considerable competition.

There is potential to re-purpose these spaces for both additional library user space and or co-working spaces to support start up entrepreneurial activities and small business support services. The need is evidenced in both the Learning Communities and Economic Development strategies.

These spaces all have potential for 24/7 access, and tea/coffee making facilities that would be retained in a new fitout. It is proposed that in the short term the spaces are modified so they could be utilised for other purposes other than cafe offerings which clearly have not resonated with the community. At the very least the spaces can be used as additional community meeting spaces.

This proposal would require reimagining the cafe spaces into new community working and/or programming spaces. This would require removing excess cafe counter tops and intentional cooking areas (stoves, bain marie and countertop server areas), retain tea/coffee access, bench, and sink and refrigerator facilities.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 2: Community wellbeing and inter-connection

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

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

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

The creation of co-working spaces directly supports the identified goals in the Learning Communities Strategic Plan specifically:

Goal 1 Access – Learning Communities places, programs and resources are accessible to everyone in the community.

Goal 2 Build Capacity – The community is equipped with skills and capabilities needed to respond to current and emerging challenges and opportunities.

Goal 3 Connectedness – The community is connected, people participate and feel they belong.

Policy and Previous Council Reports

Council has previously resolved to lease the existing cafe spaces. The lease for the Williamstown Library Cafe was confirmed at the Ordinary Meeting of Council of 12 April 2016. The Laverton Hub cafe lease was confirmed at the Ordinary Meeting of Council 30 September 2014.

Legal/Statutory Obligations/Risk

The potential provision of 24/7 access to these spaces will necessitate implementation of swipe card access and CCTV security.

Planning provisions will need to be considered in the hours of operation for each site.

Financial and Resource Implications

It is estimated that approximately \$80,000 will be required to re-purpose these spaces and the funds will be drawn from the existing 2018-19 capital allocation of \$600,000 for library management system replacement and facility renewal. An application is also being submitted to the Living Libraries Funding program.

It is not envisaged significant additional operating costs will be incurred in the operation of the co-working spaces.

Environmental/Social/Economic Impacts

The provision of co-working spaces will provide enhanced facilities to support business development and collaborative opportunity for local entrepreneurs to come together supporting economic development. The facilities will be re-purposed in such a manner as to be available for community and or library use as well.

Creating facilities that support improved learning and employment outcomes is consistent with the Learning Communities strategic plan.

Consultation and Communication

In partnership the Economic Development and Learning Communities departments will undertake discussions with potential partners who could facilitate promote access to these facilities. E.g. Western BACE <http://westernbace.com/> which supports a NFP model of membership, co-facilitation and a hub and spoke model from their facility in Melton supporting the business and entrepreneurial activities of the West.

Current users of the Laverton Hub and Williamstown Library will be informed of the work to be undertaken and the intended use of the cafe spaces. A marketing and communication plan will be undertaken to inform the community of the intended use and availability of the co-working/meeting space.

Officer Declaration of Conflict of Interest

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

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

8.5.2 Dennis Reserve Master Plan

Directorate: Community Wellbeing

Appendix: 10 3rd Green

Councillor Portfolio: Active and Inclusive Communities
Cr Peter Hemphill and Cr Michael Grech

Purpose

To inform Council of the feedback and recommendations made by the Dennis Reserve Master Plan working group.

Recommendation

That Council:

1. **Note the recommendations made by the Dennis Reserve Master Planning group and thank all stakeholder group members for their contribution.**
 2. **Prepare a Draft Dennis Reserve Master Plan based on the inclusion of four courts in keeping with Option 4 in the attached appendix.**
 3. **Upon completion of the Dennis Reserve Master Plan undertake a public exhibition process.**
-

Summary

The Dennis Reserve Master Planning group has met on seven occasions and considered options for use of the now vacant Williamstown Ladies' Bowling Club site. At the final meeting of the group on 21 June 2018 the group expressed varying opinions on the potential use of the site with preferences being seven for additional tennis courts and four for conversion to open space.

The Hobsons Bay Open Space Strategy identifies that the Williamstown precinct has good access to open space. The Tennis Study confirms the need for additional tennis courts in the eastern end of the municipality including two on the Dennis Reserve site.

It is recommended that the Draft Dennis Reserve Development plan be formulated and placed on public exhibition including the addition of two tennis courts. The realignment of the existing courts and addition of two further courts to the south of the existing courts (Option 4) would also maximise the creation of additional open space. While additional investment is required for this option it represents an optimal outcome for tennis and open space provision in the long term.

As a component of the development of the site, replacement of the Seniors Citizens Centre and the tennis pavilion in a joint use facility will need to be factored into medium term plans. This could be in a second stage in the development plan, subject to budget allocation.

Background

The Williamstown Ladies Bowling Club amalgamated with the Williamstown Bowling Club in 2012 and ceased use of the separate bowling greens and pavilion on Dennis Reserve the land has remained unutilised and fenced off from the rest of the reserve. The Ladies Bowling Club was initially established on this site in 1922, so the land has been used for formal recreational purposes for almost one hundred years.

The future use of the site has been the subject of submissions and reports since 2011. The Master Plan working group was formed in July 2015 to engage interested stakeholder groups to assist Council by making a recommendation on the future use of the former Williamstown Ladies Bowling Club site and the plans for Dennis Reserve.

Seven working group meetings were conducted with breaks prior to the 2016 Council elections and to allow time for the completion of the Hobsons Bay Open Space Strategy, Sports Needs Analysis Final Report and Tennis Needs Final Assessment Report.

Completion of these strategic documents identified the need for additional tennis courts across the municipality and in particular on the eastern side of the municipality. In relation to the provision of additional tennis courts Dennis Reserve was identified as a recommended site for two additional courts. The Hobsons Bay Open Space Strategy references Dennis Reserve as an important green space but also recognises that in the Williamstown precinct the community does have adequate access to a number of green spaces in keeping with the principles of the Hobsons Bay Open Space Strategy.

The Hobsons Bay Open Space Strategy goes further to recommend that Council in the short term complete a master plan for Dennis Reserve that considers the passive and active recreation needs of the local community and to also resolve the future community use and development of the Lady's Bowls Club.

Discussion

Prior to the hold on the meetings Urbis Consulting facilitated with the group, a process to develop options for use of the former Williamstown Ladies Bowling Club site. The final options presented to the group were based on the inclusion of two additional tennis courts and an option to convert the site to open space. The concept plan options are included in the appendix.

During the consultation process the Master Plan working group expressed different preferences regarding future use of the now vacant land between two additional tennis courts and or conversion of the land to open space. This saw seven preferencing additional tennis courts and four conversion to open space. One participant did not indicate a preference. Of those preferencing additional courts, four supported option four and one option 2A.

The creation of a Dennis Reserve Master Plan will need to consider the future of the Williamstown Senior Citizens Building that is nearing the end of its useful life and that of the tennis pavilion. A joint use facility incorporating spaces for current and future community user groups as well as facility for tennis court users is recommended.

Strategic Alignment

This report specifically addresses the following priorities of the 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

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

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

- 3.2 Deliver and maintain well-designed, accessible and environmentally sustainable community assets

Policy and Previous Council Reports

Ordinary Meeting of Council 12 November 2013 acknowledgement of submissions and petition, public consultation process endorsed.

Presentations to Councillors by three submitters in March 2014.

At the Ordinary Meeting of Council 12 May 2015 a long term plan for Dennis Reserve was presented to Council. Council deferred the report and decided to convene a meeting with all interested parties and Councillors prior to further consideration.

At the Ordinary Meeting of Council 9 June 2015 following the earlier public meeting on 1 June 2015 Council resolved to develop a master plan for Dennis Reserve and to establish a stakeholder reference group to assist Council in the master plan process.

Council adopted at the Ordinary Meeting of Council 12 June 2018 the Hobsons Bay Open Space Strategy, Sports Needs Analysis Final Report and Tennis Needs Final Assessment Report.

Legal/Statutory Obligations/Risk

In conducting the assessment of the site, consideration has been given to heritage; soil conditions; an arborist in relation to the potentially historic nature of trees on the site and from a planning perspective in relation to the site boundaries. A traffic study was conducted modelling future potential impacts of changed use.

Financial and Resource Implications

Completion of the preliminary work required to inform the discussions on Dennis Reserve and a future development plan have involved engagement of external experts including advice from an arborist, heritage advisor, soil testing, building inspection and a traffic study.

Urbis consulting were also engaged to assist the Master Plan group in formulating concept plans and options. In total approximately \$65,000 has been expended on the project to date.

Any future development of the site will require the initial development of a Dennis Reserve Master Plan at an approximate cost of \$50,000. Future capital costs will be dependent on the scale and intensity of the development on the site.

There is funding in the capital program for planning of additional tennis courts in the 2018-2019 year and construction in 2019/2020 although it is not specifically allocated to Dennis Reserve courts. Any future work on the reserve or buildings will require an allocation of capital funding the capital works budget to undertake work on the reserve or buildings.

Environmental/Social/Economic Impacts

Utilisation of the now vacant Williamstown Lady's Bowling Club site for either passive or active recreation will provide the community with improved amenity. Currently the site is fenced off and detracts from the aesthetics of Dennis Reserve. The site has previously been utilised for formal recreation for almost one hundred years. The realignment of existing courts and the addition of two additional courts would partially address the undersupply in the eastern end of the municipality while providing additional open space.

Consultation and Communication

As previously indicated in the report and in the timeline Council has been engaging with the community in relation to this site since 2013.

Council has undertaken recent consultation through the formation of the Dennis Reserve Master Plan working group that has been chaired by either Ward Councillors or the Mayor of the day. The group has been meeting since 2015, going into hiatus during the election period late 2016 and in waiting for the completion and adoption of the strategies outlined in this report.

The group has been provided with access to all the reports completed in considering future uses of the site and more recently the Hobsons Bay Open Space Strategy, Sports Needs Analysis Final Report and Tennis Needs Final Assessment that guide Council decision making in these matters.

The group met on the 21 June 2018 to provide feedback and a recommendation to Council on the preferred use of the former Williamstown Ladies Bowling Club land. A number of participants in the stakeholder group referenced previous survey results that had reflected a higher number of respondents preferring use of the land for provision of open space.

Officer Declaration of Conflict of Interest

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

9 Delegates Reports

Metropolitan Transport Forum (MTF)

2 May 2018

Councillor Delegate: Cr Jonathon Marsden

A presentation was given by the Strategic Transport Coordinator from the Brimbank City Council. The presentation identified key lessons from Sydney on bus patronage which has been increasing each year as a consequence of the reforms identified in the Unsworth Review of 2004-05. In contrast Melbourne has declining bus patronage. The two key reforms discussed were the Bus Priority Infrastructure Program and the Growth Buses Program. The former delivers bus priority infrastructure that makes bus services faster and more reliable, such as bus lanes, bus priority at intersections, and more efficient bus stop placement. It is a 10 year program with one business case developed for the entire period. The Growth Buses Program provides dedicated annual funding for new buses and expanded services. The funding is allocated by Transport for NSW, often prioritised for growth areas where bus lanes are built during the initial roadwork construction. Other initiatives include an evaluation of bus contracts, bus routes and bus stops at the municipal level. Buses also have real-time tracking and fare payments are more integrated than the Myki system.

Advocacy

1. The MTF executive is continuing to organise and promote a series of town hall forums to be held in the lead up to this year's election. LeadWest will organise two meetings in the west although, it is intended to hold one in Hobsons Bay.
2. Attention was drawn to the work of Resilient Melbourne who are promoting cycling and an increase in investment in associated infrastructure by local councils including the potential roll-out of behavioural change mobile apps.

LeadWest Delegate Report**13 June 2018****Councillor Delegate: Cr Jonathon Marsden (Apology)**

The June meeting of the LeadWest Board was hosted by Wyndham City Council and the following business was progressed:

Justin Giddings, Chief Executive Officer of Avalon Airports presented on the regional opportunities arising from the international flights by AirAsia and the commencement of SkyBus services to Avalon Airport via Werribee. Including opportunities for accommodation providers, businesses servicing the visitor economy, and businesses utilising air freight services.

It was resolved by the LeadWest Board to approve the establishment of Greening the West Steering Committee as a sub-group of LeadWest's Environment, Planning & Sustainability Committee.

The LeadWest Board reaffirmed their current position on the Melbourne Airport Rail Link.

It was agreed that a Special Meeting of the LeadWest Board be held on Wednesday, 27 June 2018 to consider the Recruitment Committee's recommendation of a person to serve as the LeadWest Chair.

RoadSafe Westgate Community Road Safety Council Inc.**20 June 2018****Councillor delegate: Cr Sandra Wilson**

The development of the Local Area Movement and Traffic Management Plan for Laverton, Altona Meadows and Seabrook has commenced. An issues paper is currently being prepared which will identify the current traffic and movement hot spots, gaps in infrastructure provision and opportunities for improvement across all modes of transport. This paper will be provided to the community and respective authorities and agencies for further engagement. Further details to be provided.

A draft project brief to develop Local Area Movement and Traffic Management Plans for Brooklyn, Spotswood, Altona North and Williamstown North has been developed and provided to Transport for Victoria for further discussion with Council. As committed by the state government through the West Gate Tunnel Project Council will partner with Transport for Victoria to undertake the development of these plans. Further information will be developed to support this project including a detailed communication and engagement program to enable community input to these plans including the prioritised implementation program.

Mason Street, Newport petition received and to be tabled next week with Council.

Establishing policy and standards for traffic treatments such as parking, speed controls, pedestrian and cyclist safety across Hobsons Bay. Key authorities, residents and community groups will be engaged to consider the draft options which will work towards establishing consistency across the region where relevant.

Level Crossing Removal Authority and West Gate Tunnel Community Interest Groups – opportunity for West Gate Road Safe to be represented on the CIG. i.e. opportunity exists for the Road Safe West Gate Committee to submit enquiries or raise directly with the West Gate Tunnel Project and Level Crossing Removal Authority.

10 Notice of Motion No. 1203 – West Gate Tunnel Project

Cr Peter Hemphill has given notice of the following:

“That Council, having acted in good faith with all partners associated with the Westgate Tunnel Project, renegotiate the State Government’s commitment to the football, cricket and golf pavilion on the Donald McLean Reserve to ensure it is designed and built in general accordance Hobsons Bay City Council’s Master Plan for the site and that construction be completed by the end of 2019.

Further, in relation to the construction of the Westgate Tunnel Project, that council:

- 1. Not agree to local streets to be blocked off to local traffic during the construction period.**
- 2. Only permanently cede over council land to the tunnel project upon adequate compensation.**
- 3. Insist that stormwater harvesting for irrigation be included in open space compensation projects such as Donald McLean Reserve, the Spotswood Golf Club, Brooklyn Reserve, Crofts Reserve and Hosken Reserve.**

Should the State Government not agree to any of these requirements for co-operation that Council publicly campaign for them on behalf of its community.”

Background

Hobsons Bay City Council began work on the master plan for the Donald McLean Pavilion in about 2010. The Master Plan was completed and passed by the Council in 2014. Construction was deferred once it became clear the Labour Government proposed the Western Distributor Project (now called the Westgate Tunnel Project) and that may have impacts on sport clubs using Donald McLean Reserve. The Stage Government committed to paying for the pavilion but was silent on the timeframe for construction in discussions with HBCC. The Government has handed on responsibility for the construction of the building to the John Holland group. The Government has made it known the construction would not be completed until after the end of the tunnel project, in 2023. The Spotswood sporting community has been waiting patiently for the renewal of the pavilion in Donald McLean Reserve. The Government should begin design and construction immediately.

Since the Government has begun construction of the Westgate Tunnel, the Council has been made of other requests which result in a loss of amenity to the Hobsons Bay community, or have been an oversight in providing good amenity to the community. Council seeks to give direction to the State Government and the Westgate Tunnel Project operators on some of these issues.”

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.

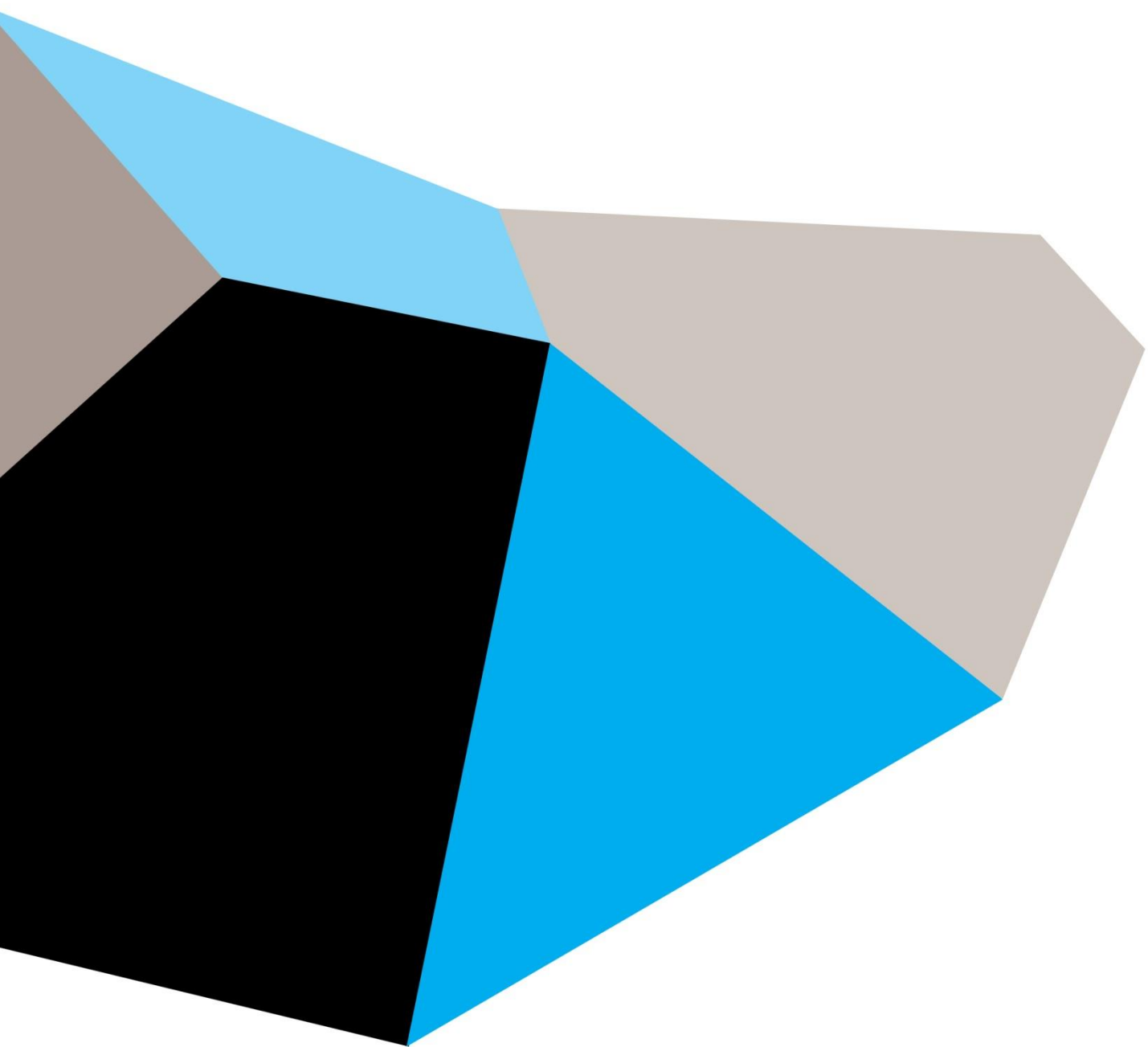
Written public questions received during the Council meeting that are not related to items on the agenda will be taken on notice and responded to in writing by the appropriate Council officer, or referred to the next Ordinary Council meeting for a public response if so requested by the questioner.

12 Other Business

13 In Camera Business

In accordance with s89(2)(d), (e) and (h) of the *Local Government Act* 1989, Council may resolve that the meeting be closed to members of the public if the meeting is discussing contractual matters, proposed developments and any matter which Council considers would prejudice Council or any person.

13.1 Purchase of Land



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