



Ordinary Council Meeting Agenda

Tuesday 9 April 2019
Commencing at 7pm

Council Chamber
Hobsons Bay Civic Centre
115 Civic Parade, Altona

**HOBSONS
BAY CITY
COUNCIL**



THE COUNCIL'S MISSION

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

OUR VALUES

Respectful

Community driven and focused

Trusted and reliable

Efficient and responsible

Bold and innovative

Accountable and transparent

Recognised

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

Chairperson:

Cr Jonathon Marsden (Mayor)

Strand Ward

Councillors:

Cr Angela Altair

Strand Ward

Cr Peter Hemphill

Strand Ward

Cr Tony Briffa

Cherry Lake Ward

Cr Sandra Wilson

Cherry Lake Ward

Cr Colleen Gates

Wetlands Ward

Cr Michael Grech (Deputy Mayor)

Wetlands Ward

Aaron van Egmond
Chief Executive Officer
Hobsons Bay City Council

CONTENTS

AGENDA	2
1 Council Welcome and Acknowledgement	2
2 Apologies	2
3 Disclosure of Interests	2
4 Minutes Confirmation	2
4.1 Ordinary Council Meeting	2
5 Councillors' Questions	2
6 Public Question Time	2
7 Petitions/Joint Letters	3
7.1 Petition - Request to Return East Hansen Street to Newport	3
8 Business	4
8.1 Office of the Chief Executive	4
8.1.1 Chief Executive Officer - Report on Operations	4
8.2 Corporate Services	6
8.2.1 Proposed Annual Budget 2019-20	6
8.2.2 Annual Review of the Council Plan 2017-21 and Hobsons Bay 2030 Community Vision	11
8.2.3 Proposed Borrowing Strategy	14
8.2.4 Proposed Rating Strategy	17
8.3 Sustainable Communities	22
8.3.1 2020 Community Grants Program Approval	22
8.3.2 Hobsons Bay Affordable Housing Trust - seeking Trustee	26
8.4 Infrastructure and City Services	31
8.4.1 West Gate Tunnel Update Report	31
9 Delegates Report	41
10 Notices of Motion	48
10.1 Notice of Motion No. 1209 – Condolence to the Mayor of Christchurch, New Zealand	48
11 Supplementary Public Question Time	49
12 Urgent and Other Business	49

AGENDA

1 Council Welcome and Acknowledgement

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

2 Apologies

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

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

4.1 Ordinary Council Meeting

Confirmation of the minutes of the Ordinary Council Meeting of the Hobsons Bay City Council held on 12 March 2019 (copy previously circulated).

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 12pm on the day of the Council meeting

7 Petitions/Joint Letters

7.1 Petition - Request to Return East Hansen Street to Newport

Directorate: Corporate Services

Councillor Portfolio: Not applicable

Appendices: 1 Supporting Information - Return Hansen Street East to Newport

Purpose

To receive a petition, containing 64 signatories, requesting that Newport's western boundary be brought back to the middle of Hansen Street.

Recommendation

That Council:

- 1. Receive and note the petition requesting that Newport's western boundary be brought back to the middle of Hansen Street.**
 - 2. Receive a further report on this matter at a future Council Meeting.**
-

Summary

The petition was received on 29 March 2019, and reads as follows:

"This petition requests that Newport's western boundary be brought back to the middle of Hansen Street, bringing it into line with its historical location; Australian Bureau of Statistics Boundaries (multiple); Hobsons Bay's garbage collection boundaries; Hobsons Bay New Residential Zones and Character Precincts and local residents' wishes.

We, the undersigned, are concerned citizens who urge our leaders to act now to return East Hansen Street to Newport."

8 Business

8.1 Office of the Chief Executive

8.1.1 Chief Executive Officer - Report on Operations

Directorate: Office of the Chief Executive

Councillor Portfolio: Not applicable

Appendices:

- 1 Chief Executive Officer - Report on Operations - March 2019
- 2 Assembly of Councillors (AOC) - Ordinary Council Meeting 12 March 2019
- 3 AOC - Williamstown Newport Angling Club Jetty Refurbishment Proposal - 12 March 2019
- 4 AOC - Environmental Sustainability Portfolio Advisory Committee - 14 March 2019
- 5 AOC - Smart Cities Portfolio Advisory Committee - 14 March 2019
- 6 AOC - Councillor Briefing Session (CBS) 19 March 2019
- 7 AOC - CBS 2 April 2019

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 Record of Assembly of Councillors held on 12, 14 and 19 March 2019 and 2 April 2019.**
-

Summary

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

Discussion

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

Strategic Alignment

Council provides a wide range of services to the community of Hobsons Bay as well as developing and delivering actions to ensure community assets are maintained and service

the needs of the community. Each month this report 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 Proposed Annual Budget 2019-20

Directorate:	Corporate Services
Councillor Portfolio:	Not applicable
Appendices:	1 Proposed Annual Budget 2 Proposed Fees & Charges 3 Detailed Capital Works

Purpose

To present to Council the Proposed Annual Budget for the 2019-20 financial year in accordance with section 127 of the *Local Government Act 1989* (the Act).

Recommendation

That Council:

1. **Prepare and place on public exhibition the Proposed Annual Budget 2019-20 provided in the appendix and in accordance with the *Local Government Act 1989*.**
 2. **Authorise the Chief Executive Officer to:**
 - a) **Give public notice of the preparation of the Budget in accordance with the *Local Government Act 1989*.**
 - b) **Make available for public inspection the information required by Regulations 9 and 10 of the *Local Government (Planning and Reporting) Regulations 2014*.**
 3. **Consider and hear any comments received in accordance with section 223 of the *Local Government Act 1989* at the Ordinary Meeting of Council to be held on 11 June 2019.**
-

Summary

The Proposed Annual Budget 2019-20 is appended to this report, including proposed fees and charges and a detailed list of capital works.

The budget is premised on an operational surplus of \$26.773 million. Operating surpluses are required to ensure that Council remains financially viable to fund current and future commitments, including the Capital Works Program. After funding capital works and other non-operational items or non-cash items, a balanced financial (rate determination) result has been calculated.

Council proposes to increase its general rates by 2.47 per cent, in accordance with the State Government rate cap legislation and Council's commitment to reduce its rate increase by 0.03 per cent to compensate for the previous year's immaterial non-compliance (an average of 75 cents per property). Waste service charges, which are exempt from the rate cap, have

been increased by an average of 2.56 per cent and are based on the cost to provide the service.

This year's rates will be based on new 2019 valuations, meaning rate increases will vary across the differential rating categories and individual properties. Residential property valuations have decreased slightly, whilst there has generally been a slight increase to the non-residential sector.

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

Whilst the 2019-20 operational surplus is a strong result, it should be noted that surpluses are expected to decline in the next few years of the Long Term Financial Plan (LTFP).

There is also a shortfall in the amount of funding available for the ten year Capital Works Program, when compared to the limitations of the LTFP. Whilst Council is working to reduce this funding gap, there has been a need to adjust the capital program in-line with the current financial limitations. There is therefore a significant number of projects that remain unfunded at this point in time.

When compared to previous financial plans, current and projected income has been dramatically reduced as a result of rate capping. Additionally, there is limited movement predicted in relation to income funding streams such as contributions, operating grants, user charges and fees.

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

Background

The annual budget process commenced in September 2018 when Council undertook its 2019-20 pre-budget consultation providing an opportunity for community members to submit their ideas. The proposed budget brings together all of the elements that have influenced its development including:

- community consultation process
- strategic priorities
- Capital Works Program
- Borrowing strategy
- Rating strategy and rate modelling
- operational budget
- Fees and charges

Discussion

In preparing this coming years budget, effort has been taken to maintain service levels as much as possible. Council's operational position reflects delivery of a significant number of services and has been constructed to ensure continuity of services, noting that some adjustments have been made to internal resourcing to meet needs and ensure the organisation can continue to respond to expectations.

During budget preparations significant operational savings were identified in order to fund a small number of new and appropriate initiatives. Importantly, an overall positive increase to the operating position was the focus and has been achieved through this rigorous process, which will result in better service outcomes to the community. Initiatives have been reflected in the budget document.

The proposed budget 2019-20 is the highest spend that Council has ever committed to capital works projects. The total Capital Works program will be \$56.15 million. Highlights include:

- roads – (\$4.205 million) – including the road rehabilitation program (\$2.7 million) and the road resurfacing program (\$1.25 million)
- footpaths and cycle ways (\$3.185 million) – including the shared trails upgrade program (\$1.5 million) and footpath renewal program (\$500,000)
- open space (\$16.165 million) – including parks, open space and streetscapes (\$13.67 million), recreational, leisure and community facilities (\$1.975 million) and off street car parks (\$320,000)
- buildings (\$27.17 million) – including sporting and recreational facilities (\$18.725 million), civic and community facilities (\$5.95 million), female friendly sporting facility upgrades (\$1.24 million), building renewal program (\$535,000), greenhouse strategy (\$470,000) and the public toilet program (\$250,000)
- plant and equipment (\$2.98 million) – including scheduled replacement of Council's vehicle and plant fleets (\$1.05 million), information technology (\$960,000) and library resources (\$900,000)

Strategic Alignment

The Proposed Annual Budget 2019-20 addresses all of the priorities of the Hobsons Bay 2030 Community Vision.

The Proposed Annual Budget 2019-20 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

The Annual Budget 2019-20 also aligns with Council's Strategic Resource Plan, LTFP, Rating Strategy and Borrowing Strategy. Efforts are also being made to align these documents to the ten year Capital Works Program.

The difference between the ten year Capital Works Program and the funding available for capital works in the LTFP continues to be reduced. The Capital Works Program has been adjusted so that it complies with the current limitations of the LTFP throughout the duration of

the Strategic Resource Plan (2018-19 to 2022-23), however it is noted that there remains a significant number of projects unfunded at this point in time.

Legal/Statutory Obligations/Risk

Council must prepare a budget for each financial year in accordance with section 127 of the Act. The format of the annual budget document is based on the model prescribed in the *Local Government (Planning and Reporting) Regulations 2014*.

Council must give public notice and provide an opportunity for the community to make comment on the contents of the proposed Annual Budget 2019-20 in accordance with section 129 of the Act.

A person has the right to make a submission to Council on the proposed budget under section 223 of the Act.

Financial and Resource Implications

The Proposed Annual Budget predicts an operational surplus of \$26.773 million in 2019-20. The result is based on \$149.555 million revenue and expenses of \$122.782 million.

Council also proposes to spend \$56.15 million on capital works. The program is funded by capital income (\$7.83 million), whilst the budget includes an amount of \$5.26 million for projects that will be carried over from 2018-19. In addition, Council will utilise \$833,000 from the infrastructure reserve and \$5.3 million from recreational reserves to support the program of works. The balance of the Capital Works Program is funded from the operational surplus and cash reserves.

Consultation and Communication

From 14 September to 28 October 2018, Council undertook its 2019-20 pre-budget consultation 'Pitch your Idea', which provided an opportunity for community members to submit an idea for consideration in the 2019-20 Budget. Council received 78 requests for budget allocation. Each request was then assessed against a set of terms and conditions and guidelines.

Sixty eight submissions met the terms and conditions and guidelines and progressed through to the next stage. Submitters were invited by the Mayor to present their project to Councillors and their fellow submitters at Council's Pitch your Idea Speed Dialogue session on 12 December 2018. These submissions helped inform Council's 2019-20 proposed budget, as well as Council's Capital Works Program. Submitters will be informed in writing of the outcome of their requests after the proposed 2019-20 Budget is adopted.

The Proposed Annual Budget 2019-20 is to be placed on public exhibition as part of the legislated four week consultation period. The proposed budget will be made available for inspection and comment until 18 May 2019, whereby any person can make written comment on any proposal contained in the budget. Feedback will be heard by Council on 11 June 2019 at a public Ordinary Council Meeting.

The annual budget and the calculation of the financial result involves consultation with team leaders, managers, and directors who are responsible for managing the budgets for their assigned programs. The Corporate Management Team has overseen the development of each departmental budget and discussed the ongoing service delivery requirements in detail.

Officer Declaration of Conflict of Interest

Section 80C of the 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 Annual Review of the Council Plan 2017-21 and Hobsons Bay 2030 Community Vision

Directorate: Corporate Services

Councillor Portfolio: Not applicable

Appendices: Nil

Purpose

To inform Council on the annual review of the Council Plan 2017-21 and Hobsons Bay 2030 (Council's integrated Municipal Public Health and Wellbeing Plan).

Recommendation

That Council note that no changes are required to the Council Plan 2017-21 and the Hobsons Bay 2030 Community Vision.

Summary

The *Local Government Act* 1989 and the *Public Health and Wellbeing Act* 2008 require Council to undertake annual reviews of each of its Council Plan and Municipal Health and Wellbeing Plan respectively.

The Hobsons Bay 2030 Community Vision together with the Council Plan 2017-21 meet Council's legislative requirement for an integrated Municipal Public Health and Wellbeing Plan and subsequently, Council is required to undertake an annual review of Hobsons Bay 2030.

Council's annual service planning process, Annual Community Survey and targeted community consultation regarding projects, policies and strategies throughout the year indicate that no changes are required to the Council Plan 2017-21 or the Hobsons Bay 2030 Community Vision.

Background

In July 2015 Council undertook a mid-term review of the Community Health and Wellbeing Plan 2013-17 (Council's previous Municipal Public Health and Wellbeing Plan). Feedback indicated that the plan required no changes; however suggested that the next health plan have a longer term focus with stronger implementation links through the four year Council Plan.

This feedback informed the development of the community vision, Hobsons Bay 2030 which, together with the Council Plan 2017-21 were developed through in-depth consultation with community, staff and stakeholders, in order to understand their needs and develop future directions for Council and the municipality.

Discussion

The Council Plan 2017-21 is guided by the vision and priorities of the HB2030. The Council Plan includes the organisation's mission and values along with the four year goals, strategic objectives and strategic indicators for Council.

In addition to specific community consultation around projects, policies and strategies throughout the year, each year Council undertakes an Annual Community Survey. This survey interviews a statistically representative sample of residents to seek feedback on how important Council's services and facilities are to them, their level of satisfaction with these services and facilities, and any key issues facing the municipality. Results from this survey assist Council to monitor and prioritise service and infrastructure improvements as well as identify any issues that need addressing, including areas for advocacy.

As HB2030 is implemented via the Council Plan, the annual service planning process fulfils our legislative requirement to review the Council Plan and Hobsons Bay 2030 each year. Further, feedback from the community through the Annual Community Survey supports that no changes are considered necessary to the goals, objectives or indicators, as these continue to reflect the long term priorities of the community and Council (articulated in HB2030) as well as current legislation and government priorities.

Strategic Alignment

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

Goal 1: An Inclusive, Resilient and Healthy Community

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

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
- 4.2 Be a more efficient and effective organisation by having a strong focus on continuous improvement, innovation, strategic planning and responsible financial management
- 4.4 Actively seek the community's views by providing a range of opportunities for the community to contribute to Council's decision making.

Policy and Previous Council Reports

The Hobsons Bay 2030 Community Vision was formally received by Council on 28 February 2017. The Council Plan 2017-21 was adopted by Council on 27 June 2017.

Legal/Statutory Obligations/Risk

Section 125(7) of the *Local Government Act* 1989 requires Council to consider, at least once each financial year, whether the current Council Plan requires any adjustments in respect to the remaining period of the Council Plan.

Section 26(4) of the *Public Health and Wellbeing Act* 2008 requires that the Municipal Public Health and Wellbeing Plan be reviewed annually. The Hobsons Bay 2030 Community Vision (HB2030) together with the Council Plan meet Council's legislative requirement for an integrated Municipal Public Health and Wellbeing Plan (MPHWP), as per section 27 of the *Public Health and Wellbeing Act* 2008.

Financial and Resource Implications

The review of the Council Plan 2017-21 and Hobsons Bay 2030 is undertaken within existing operational budgets.

Environmental/Social/Economic Impacts

The Council Plan 2017-21 and Hobsons Bay 2030 include priorities, goals and objectives which aim to create sustainable change within the natural, social and economic environments.

Consultation and Communication

The Council Plan 2017-21 and Hobsons Bay 2030 were developed through in-depth consultation with community, staff and stakeholders. Each year Council undertakes an Annual Community Survey to understand changes in community needs and emerging issues. Results from this survey, as well as other consultation for policies and projects undertaken throughout the year, are used to further support Council's priorities and directions.

As there have been no changes required to the Council Plan as it relates to subsection 2(a), 2(b) or 2(c) of the Act, public exhibition is not required.

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.

8.2.3 Proposed Borrowing Strategy

Directorate:	Corporate Services
Councillor Portfolio:	Not applicable
Appendices:	1 Proposed Borrowing Strategy

Purpose

To present to Council the Proposed Borrowing Strategy for the 2019-20 financial year.

Recommendation

That Council:

1. **Note the Proposed Borrowing Strategy 2019-20 provided in the appendix and place it on public exhibition for a period of four weeks.**
2. **Consider a further report following the public exhibition period.**

Summary

The attached Proposed Borrowing Strategy 2019-20 recognises that loans can be a responsible option in addressing infrastructure backlogs, delivering improved assets and services to the community and maintaining equity between those generations of ratepayers who will actually benefit from the capital investment.

In the long term, borrowing does not increase the amount of money available to spend. It allows a higher level of expenditure in a given year, however as borrowings must be repaid with interest, a reduction in expenditure is required in future years.

Council is in a reasonable financial position and is financially sustainable in the short term with reasonably low levels of debt. The Borrowing Strategy:

- recognises that existing borrowings of \$14.2 million are maintained, with no further borrowings factored into this strategy at this point
- will consider further borrowings after prioritising its 10 year Capital Works Program and in the context of conducting service reviews and considering the other options contained within this strategy

Background

Hobsons Bay borrowing strategies previously focused on debt reduction up until 2014-15. Rates, grants, cash and investment reserves were used to fund capital works programs. Internal and external funding, rather than borrowings were identified as important sources to fund capital works.

In 2014-15 Council decided borrowing, specifically to fund additional capital works renewal expenditure. By borrowing to fund additional renewal, ratepayers benefit from the expenditure both now and into the future, in line with the intergenerational equity principle. Low interest rates have been and are still available due to the economic climate and the Municipal Association of Victoria (MAV) Local Government Funding Vehicle (LGFV).

As the external environment continues to change, alternative revenue sources constrict and infrastructure pressures build, Council's level of borrowing has capacity to increase to support immediate needs that can then be paid for over an extended period. Any future borrowings will be considered on a case by case basis.

Discussion

This Proposed Borrowing Strategy 2019-20 has been premised on:

- existing loan borrowings of \$9.2 million that are part of a LGFV seven year interest only bond that is due to be repaid in 2021-22
- existing loan borrowings of \$5 million that are part of a LGFV ten year interest only bond that is due to be repaid in 2025-26
- no further borrowings are proposed at this time

Strategic Alignment

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

The Proposed Borrowing Strategy is directly aligned to Council's Long Term financial Plan (LTFP), Strategic Resource Plan, and Annual Budget and has a direct correlation to the 10 year Capital Works Program with loans being used towards funding additional capital works renewal expenditure.

Policy and Previous Council Reports

The previous Borrowing Strategy 2018-19 was presented and discussed as part of the Annual Budget 2018-19 deliberations. It was adopted by Council on 10 April 2018 subject to adoption of the Annual Budget. No changes were required as a result of the Annual Budget adoption on 26 June 2018.

Legal/Statutory Obligations/Risk

Council's powers to borrow are outlined in section 144 to 150 of the *Local Government Act* 1989, which identifies the obligation to include proposed borrowings in a budget or revised budget.

Financial and Resource Implications

Hobsons Bay's total debt, indebtedness indicator, debt servicing ratio and debt commitment ratio indicate that Council has the capacity to increase its debt within acceptable levels.

There is a gap between the amount of funding available for capital works outlined in Council's current LTFP and the level of funding requested through the draft 10 year Capital Works Program. At this point in time, there is insufficient funding estimated at \$93.25 million over the 10 year period and Council is currently working through the process of prioritising its Capital Works Program to reduce this to available funding levels. It should be noted that

Council is also working to ensure that all strategies funding commitments are known and reflected in the LTFP.

Consultation and Communication

Adoption of the Borrowing Strategy for 2019-20 has been altered slightly to ensure that the community is better consulted and informed of Council's intention to borrow.

The Proposed Borrowing Strategy 2019-20 is presented to Council at this meeting, along with the Proposed Annual Budget, Proposed Rating Strategy and Draft Council Plan. All four documents will be advertised and placed on exhibition to invite public comment.

The adoption of the final Borrowing Strategy, along with the other documents, is scheduled for 25 June 2019. This is a second Council meeting for the month, in addition to the standard second Tuesday.

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.

8.2.4 Proposed Rating Strategy

Directorate:	Corporate Services
Councillor Portfolio:	Not applicable
Appendices:	1 Proposed Rating Strategy

Purpose

To present to Council the Proposed Rating Strategy for the 2019-20 financial year.

Recommendation

That Council:

1. **Note the Proposed Rating Strategy 2019-20 provided in the appendix and place it on public exhibition for a period of four weeks.**
2. **Consider a further report following the public exhibition period.**

Summary

The Proposed Rating Strategy is attached. The strategy provides an overview and introduction to the rating framework. It explains what rates are, the revaluation process, the objectives of differential rating and outlines appropriate rating under the Ministerial guidelines.

Rates in 2019-20 will be based on new 1 January 2019 valuations and the strategy provides information on the expected changes to average capital improved values (CIV). It highlights that as a general rule residential properties valuations have decreased slightly, whilst there has generally been a slight increase to the non-residential sector. Rate increases will vary considerably across the differential rating categories and individual properties in a revaluation year. Despite this, the variations are not as dramatic as the previous year.

This is the first year that property revaluations have been required to be undertaken annually in accordance with State Government legislation. Revaluations previously occurred every two years. It is also the first year that the process has been managed centrally by the Valuer-General Victoria.

The Fair Go Rates System provides for an inflation based rate cap, which is monitored by the Essential Services Commission (ESC). In 2018-19, the ESC determined that Hobsons Bay were immaterially non-compliant with the cap (an average of 75 cents per property). Council resolved to make a commitment to reduce its rate increase in 2019-20 by 0.03 per cent below the rate cap to refund ratepayers for the immaterial non-compliance in 2018-19.

The government recently announced a rate cap of 2.5 per cent for the 2019-20 year. This rating strategy is based on a general rate increase of 2.47 per cent, which is consistent with the rate cap and Council's commitment to reduce its rate increase by 0.03 per cent to compensate for the previous year's immaterial non-compliance.

The 2019 revaluation has returned varying changes to valuations across all rating categories. As a direct result, very few land owners will experience rate increases of 2.47 per cent.

Rate notices will also include the fire services property levy that Council collects on behalf of the State Government. This levy is not regarded as Council income and is not included within the figures outlined in the strategy. Additionally, the levy is not subject to the rate cap.

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

Council's rating structure is outlined in the strategy, which explains in detail how Council proposes to raise its rates in 2019-20. The strategy outlines that, in accordance with the rate cap, and to offset Council's immaterial non-compliance in 2018-19, a 2.47 per cent average rate increase will be applied in 2019-20.

There has been an average increase of 2.56 per cent for amounts to be levied for waste service charges. These service charges are not subject to the rate cap, but the increases are required as they are based on the cost to provide the service.

The effect on rate increases as a result of the revaluation, both in dollar and percentage terms, for each of the rating categories is explained in the strategy. Further detail is also provided on the expected changes in residential rates, both in dollar and percentage terms, for each of the suburbs within the municipality.

The strategy, including the rate modelling within, is based on the 2019 valuations, which have generally been finalised. In considering the rating strategy and modelling, it should be noted that valuations are subject to changes that could impact on the valuations and rates.

Background

The State Government implemented an inflation based rate cap, the Fair Go Rates System, which has been overseen by the Essential Services Commission (ESC) since the 2016-17 financial year.

The Government recently announced an inflation based rates cap of 2.5 per cent in 2019-20, slightly more than the 2.25 per cent cap used in the 2018-19 year. In 2018-19, it was determined that Hobsons Bay were immaterially non-compliant with the cap (an average of 75 cents per property). Council resolved to make a commitment to reduce its rate increase in 2019-20 by 0.03 per cent below the rate cap to refund ratepayers for the immaterial non-compliance in 2018-19. This rating strategy is therefore based on a rate increase of 2.47 per cent.

Although considered as rates, Council's waste service charges are exempt from the rates cap.

Discussion

Rates will be based on new valuations as at 1 January 2019. As such, rate changes will vary considerably across the differential rating categories and individual properties.

The valuations and rates included in the Proposed Strategy are based on valuation figures provided on 1 March 2019. Whilst re-valuation process is very close to completion, in considering the rating strategy, it should be noted that some minor adjustments could be made and supplementary valuations (and objections) are also subject to change and could have an impact on the capital improved values and rates.

The strategy highlights that residential property valuations on average have decreased, whilst the non-residential sector (apart from petro-chemical properties) have experienced on average, slight property value growth. The overall average valuation decrease is 2.03 per cent, but this varies for each rating category as follows:

- residential 2.93 per cent decrease
- residential vacant land 2.71 per cent increase
- commercial 2.98 per cent increase
- industrial 4.84 per cent increase
- petro-chemical 0.30 per cent decrease
- cultural and recreational 5.90 per cent increase

The effect of the revaluations is that the rates burden would shift to the non-residential sector, which is the opposite of the previous year. Council has decreased the commercial rate differential from 2.50 to 2.40 with the aim to remove some of the rates burden on the commercial rating category and provide businesses some expenditure relief. Conversely, the vacant residential land differential has been increased from 1.50 to 1.60 to provide an incentive for owners of vacant residential land to develop their land. All other differentials have remained the same.

The average general rate increase is 2.47 per cent, consistent with Council's commitment to reduce its rate increase by 0.03 per cent below the 2.5 per cent rate cap. The average rate and service charge increase is 2.48 per cent (0.01 per cent higher) when waste service charges are taken into account. The average rate increases vary for each rating category as follows:

- residential 0.70 per cent
- residential vacant land 13.47 per cent
- commercial 2.32 per cent
- industrial 8.47 per cent
- petro-chemical 3.18 per cent
- cultural and recreational 8.89 per cent

Strategic Alignment

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

Council is heavily dependent upon rates as an income source. This Rating Strategy is aligned to the many strategies and plans presented throughout the annual budget process, in particular the long term financial plan, strategic resource plan, revenue strategy and annual budget.

Policy and Previous Council Reports

The original Rating Strategy 2018-19 was presented and discussed as part of the annual budget deliberations. It was adopted by Council, in conjunction with the Proposed Annual Budget on 10 April 2018, subject to adoption of the final annual budget.

A number of changes were required to the original strategy. Rates were calculated, based on updated valuations at 6 June 2018, which resulted in *Rate in the dollars* for all rating categories being reduced slightly compared to those within the original strategy. In addition, as a result of the China recycling issue, waste service charges were increased.

The final Rating Strategy 2018-19 (revised June 2018) was adopted by Council, in-line with adoption of the annual budget on 26 June 2018.

Legal/Statutory Obligations/Risk

The rating framework is outlined in the *Local Government Act* 1989, in particular sections 154-181 which determines Council's ability to develop a rating system. Section 3C (2) (f) of the Act provides that one of the key objectives of Council is "to ensure the equitable imposition of rates and charges".

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

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

Financial and Resource Implications

Council is proposing to collect nearly \$111 million in rates and charges during 2019-20. This is the most important source of income for Council, expected to account for an estimated 74 per cent of Council's revenue.

Councils across Australia raise approximately 3.5 per cent of the total taxation collected by all levels of Government in Australia. Unlike other taxes, the majority of rates collected by local governments are spent directly within the local community. In addition, councils are entrusted with the maintenance of more than 30 per cent of all of the Australian public assets including roads, bridges, parks, footpaths and public buildings. This means that a large proportion of Council's income must be allocated to the maintenance and replacement of these valuable public assets in order to ensure the quality of public infrastructure is maintained at satisfactory levels.

Environmental/Social/Economic Impacts

Council will continue to provide an additional rates concession of \$50 to approved pension card holders and \$70 for holders of a Gold Card issued by the Department of Veteran Affairs.

In addition, Council will maintain its current position in relation to its Hardship Policy by providing relief for ratepayers suffering financial hardship. Council is currently reconsidering the application and approval requirements of the policy, in an effort to make it more accessible to genuine ratepayers.

Consultation and Communication

It is considered best practice that the Rating Strategy be a public document and subject to consideration by Council at a formal meeting. Whilst this has occurred in the past, adoption of the Rating Strategy 2019-20 has been altered slightly to ensure that the community is better consulted and informed.

The Proposed Rating Strategy 2019-20 is presented to Council at this meeting, along with the Proposed Annual Budget, Proposed Borrowing Strategy and Draft Council Plan. All four documents will be advertised and placed on exhibition to invite public comment.

The adoption of the final Rating Strategy, along with the other documents, is scheduled for 25 June 2019. This is a second Council meeting for the month, in addition to the standard second Tuesday.

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 Sustainable Communities

8.3.1 2020 Community Grants Program Approval

Directorate:	Sustainable Communities
Councillor Portfolio:	Social Wellbeing and Community Services - Cr Tony Briffa and Cr Colleen Gates
Appendices:	1 2020 Community Grants Guidelines 2 Community Grants Councillor Review Panel Terms of Reference

Purpose

To seek endorsement of the 2020 Community Grants Program (CGP) guidelines, budget and timelines and approval to initiate commencement of the program.

Recommendation

That Council:

- 1. Adopt the 2020 Community Grants Guidelines.**
 - 2. Adopt the updated Community Grants Councillor Review Panel Terms of Reference.**
 - 3. Confirm the allocation of \$298,000 to be disbursed through the Community grants program, subject to the adoption of the 2019-20 budget.**
 - 4. Invite applications to the Community Grants Program from 3 June to 31 July 2019.**
 - 5. Reserve \$98,000 of the allocated sum during the 2019-20 year for a Quick Response Grants Round.**
-

Summary

Hobsons Bay City Council provides financial assistance through its annual Community Grants program to local community organisations and groups for activities and projects that meet a community need and address Council priorities. An amount of approximately \$298,000 is allocated in the draft 2019-20 Council budget to resource the CGP including \$20,000 from Toyota Australia. The decision to allocate funds will be made in November for distribution in early December 2019 for projects to commence in January 2020.

An amount of \$98,000 is reserved for the 2019 Quick Response Grants round in February 2020, to address requests that arise from groups outside of the CGP round.

Background

Council's CGP is an annual program that provides financial assistance to local community organisations and groups for activities and projects that respond to an identified need in the community and promote health and wellbeing. In 2019 Council endorsed 98 projects as part of the main round to a variety of groups across a broad selection of activities.

Council offered a quick response round to support emerging projects which did not fit within the annual CGP timelines. Thirty five projects were funded in 2018.

Discussion

Grants categories

The 2020 CGP will continue to support local groups/organisations to undertake projects and activities in the four existing categories. These are: Small Expenses Grant (\$500), Toyota Equipment and/or Resources Grant (up to \$1,000), Vibrant Community Project Grant (up to \$5,000), and Invested Together Grant (up to \$10,000 over 2 years).

Community Grants Guidelines

The 2020 Community Grants Guidelines have been reviewed and updated to reflect a more user friendly format.

Community Grants Councillor Review Panel Terms of Reference

The Community Grants Councillor Review Panel provides feedback and comments on the CGP and formalises recommendations to be presented to Council for approval, following the officer assessment process.

The Community Grants Councillor Review Panel Terms of Reference has been updated to reflect Councillors appointment to the panel within the Delegates and Proxies Appointments to Council and Community Committees appointment process. A copy of the updated Terms of Reference is included with this report.

Community Grants Program

The CGP priorities are linked to the priorities of the Hobsons Bay 2030 Community Vision.

Local community organisations and groups are able to apply for one grant in each category where eligible, however, groups can only be funded for one of either the Vibrant Community Project or Invested Together Grant categories.

As per the Councillor Review Panel Terms of Reference, Council nominates three Councillors to participate in a final assessment meeting to provide feedback and comments on recommendations for presentation to the full Council. The Councillor nominated delegates for the 2020 Community Grants Panel are Cr Briffa, Cr Grech and Cr Hemphill. The Toyota Equipment and/or Resources Grants will be assessed by Toyota staff.

Applications for the 2020 CGP will open on 3 June 2019 and close on 31 July 2019. Applications must be submitted using the SmartyGrants online application process. At least two facilitated community information and grant writing workshops will be offered to community groups and organisations. The Community Grants Officer also discusses project applications with groups and organisations over the phone and via face to face meetings. Library locations offer direct access to computers for those organisations requiring assistance with the online application.

Reports will be prepared for the Councillor panel during August and September, with a final report and recommendations to be provided at the Ordinary Council Meeting on 12 November 2020.

Quick Response Grant

Council will operate a 2020 Quick Response Grants program to support unexpected and emerging projects which do not fit with the annual grants timelines. A sum of \$98,000 will be reserved for applications, with the grant round opening in February through to April 2020. Assessment of the applications will continue to be undertaken in keeping with the grant guidelines and approved by the Director Sustainable Communities and reported back to Council.

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, Resilient and Healthy Community

1.1 Provide a range of accessible, high quality services and social supports.

The grants program is consistent with the Hobsons Bay 2030 Community Vision. Applicants may cover any or all of the priorities within the vision.

Policy and Previous Council Reports

The Community Grants Policy and the Community Grants Councillor Panel Terms of Reference were adopted in 2017.

Legal/Statutory Obligations/Risk

Disbursement of the funds will be in accordance with Council's accounting practices and funding is required to be acquitted in keeping with the conditions of the receipt of the funds.

Projects are assessed against key criteria and recommendations made.

Financial and Resource Implications

The CGP, staffing costs and software is included in the Council budget. No further resourcing is required.

Environmental/Social/Economic Impacts

The CGP program exists to encourage and support community led projects that have a positive social impact in Hobsons Bay.

Consultation and Communication

The CGP is one of the mechanisms used by Council to strengthen relationships with local community groups.

The 2020 CGP will be advertised in the local newspaper, on the Council website and libraries' website, via e-newsletters and social media, and through community networks and databases including previous applicants to the program. Posters and brochures will be

displayed in all local libraries and community centres. Additional information sessions will be undertaken to assist the community in grant writing and use of SmartyGrants.

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 Hobsons Bay Affordable Housing Trust - seeking Trustee

Directorate: Strategic Development

Councillor Portfolio: Not applicable

Appendices:

- 1 Hobsons Bay Affordable Housing Trust Deed
- 2 Hobsons Bay Affordable Housing Trust Funding and Services Agreement
- 3 Hobsons Bay Affordable Housing Trust overview

Purpose

To seek Council's endorsement to undertake the proposed tender process to seek a Trustee of the Hobsons Bay Affordable Housing Trust.

Recommendation

That Council:

- 1. Endorse the proposed tender process to seek a Trustee of the Hobsons Bay Affordable Housing Trust.**
 - 2. Receive a further report to consider the appointment of a Trustee post the tender process.**
-

Summary

Council's Affordable Housing Policy Statement 2016 stated that Council would establish an Affordable Housing Trust (the Trust) to provide a flexible implementation tool for the development of affordable housing. The Trust would provide a method to collect, hold and manage assets from Council, developers and philanthropic ventures in the form of dwellings, land, or cash.

Council has been successful in negotiating with developers to contribute to the affordable housing supply. Without a Trust this could result in affordable housing not being vested in the Trust (and therefore, reducing affordable housing available in Hobsons Bay in perpetuity), or not being able to be delivered due to difficulty in securing a housing association and or supporting flexibility in contributions e.g. cash and land rather than built stock.

A draft Trust Deed, Funding and Services Agreement and an overview to support development of Trust Business Plan have been prepared. In addition an independent risk assessment of the risk to Council has been undertaken. The next steps are for Council to undertake a public tender to appoint a Trustee and then seek Ministerial approval to establish the Trust. As the establishment of an Affordable Housing Trust is a new process for Council, endorsement to progress with the tender process is sought.

Background

Council has a history of involvement in affordable housing dating back to 2002 with the development of an Affordable Housing Policy and Strategy. In 2008 a background paper revisited the city's affordable housing issues and outlined a range of measures to help address them. In 2011 Council adopted the Improved Housing Choices for Residents on Low Income Households Policy Statement, and more recently this was further updated in 2016 with the adoption of the Affordable Housing Policy Statement (Policy Statement).

During the development of the 2016 Policy Statement it became clear that without government intervention and the participation of key stakeholders, the shortage of affordable housing for low income households will continue to grow.

Council has attempted to include affordable housing in larger residential developments and has had mixed results. Some developers have successfully challenged this at the Victorian Civil and Administrative Tribunal (VCAT), partly due to a lack of an appropriate mechanism to hold and manage contributions for land, cash or dwellings. The Trust provides certainty to developers when negotiating the inclusion of affordable housing as it provides a clear process for implementation. Even instances where the developer has been supportive, Council has had to seek expert advice to assist with the complex negotiations. Within Precinct 15 (Altona North Strategic Redevelopment Site) Council has successfully negotiated a mandatory inclusion of five per cent affordable housing at a 25 per cent discount off market rate. This means if the market value of the dwelling is \$750,000 then the developer must provide the dwelling to the Affordable Housing Trust or a Housing Association at the sale price of \$562,500, or provide a cash donation to the Affordable Housing Trust or a Housing Association of \$187,500.

As a result of a review of Council's progress, the Policy Statement required Council to take a more proactive role through the establishment of a Trust.

Guiding Action 3: Establishment of a Housing Trust. Council will establish the Hobsons Bay Housing Trust as a flexible and funded implementation tool for the development of affordable housing. A Trust provides a method to collect, hold and manage assets such as land, money and buildings to be used to increase the supply of affordable housing in Hobsons Bay.

The State Government has demonstrated support for councils to enter negotiations with developers to create affordable housing. The *Planning and Environment Act 1989* was updated on 1 June 2018 to include an objective to facilitate the provision of affordable housing in Victoria with the support of section 173 Agreements and to include a definition of affordable housing:

Affordable Housing is housing, including social housing that is appropriate for the housing needs of very low, low and moderate-income households.

From the outset it is important to note that if a Trust is not established this could result in the affordable housing negotiated to date, such as Precinct 15, not being vested in Hobsons Bay in perpetuity or not being able to be delivered. Without a Trust, the value of land, cash or dwellings are not mandated to be retained in Hobsons Bay in perpetuity.

Discussion

The key mechanisms of the Trust are:

What is a Trust?

A housing trust is a legal relationship under which one party (the Trustee) holds property for the benefit of another party (the Beneficiary) or for a charitable purpose (which is the case for the Affordable Housing Trust). A trust is created by a Settlor, who transfers property to the Trustee. An agreement (the Trust Deed) contains the creation of the Trust by the Settlor, the terms of the transfer of property/assets and how the property/assets are to be managed and specific duties of the Trustee.

In relation to the Hobsons Bay Affordable Housing Policy Statement 2016 the housing trust is a Trust established for the charitable purpose of providing housing to low income community members that have a connection with Hobsons Bay. In this case the Settlor is Hobsons Bay City Council and the proposed Trustee is a suitable body corporate such as an existing

Victorian Registered Housing Association (RHA). When the trust is established it must be operated in perpetuity and exclusively for public charitable purposes, which is the provision of affordable housing in Hobsons Bay for eligible residents.

Council oversight and control

The Trust will provide Council with an appropriate, sustainable method to manage assets such as land, cash and dwellings.

The Trust Deed: The Deed contains the creation of the Trust by the Settlor (Council), the terms of the transfer of property and how the property is to be managed and specific duties of the Trustee. Council has the right to be consulted and the power to prevent any changes to the purposes of the Trust. Council will have the power to appoint and remove the Trustee. The extent of this power is set out in the Trust Deed.

Governance Structure: The Trustee will be a Registered Housing Association. Housing Associations are legislated under the *Housing Act 1983* and have strict reporting requirements. The Trustee manages and governs the Trust as per the Trust Deed and the Service Agreement. Council does not have involvement in how the Trust operates. Council is at arm's length from the Trust to minimise project and financial risk to Council. This structure ensures the Trustee can operate independently and meet both their legislative requirements and Council objectives. The structure also minimises financial risk to Council by reducing exposure to claims against the Trust or debt held by the Trust. The Trustee provides Council with an annual report, including a financial audit, and their business plan as per the requirements within the Funding and Service Agreement.

Winding up of the Trust: If the objectives of the Trust are not met and unable to be resolved Council may dissolve the Trust with assets moving to a similar Trust or Organisation.

What is the role of the Trustee?

In relation to the Hobsons Bay Affordable Housing Trust, the Trustee will hold the property for the charitable purpose of providing housing to very low, low and moderate income community members that have a connection with Hobsons Bay. The Trustee would be a Victorian Registered Housing Association. There are ten Registered Housing Associations operating within Victoria.

The Trustee of a charity has a duty to promote the interests of the charity. The Trustee must carry out the terms of the Trust Deed and the general law for the benefit of the community.

The Trustee must not delegate its powers except as permitted by the Trust Deed.

It is proposed that the Trustee will have the power to both delegate the exercise of its powers and to engage and receive advice from appropriately qualified experts. However, this will not relieve the Trustee from its obligation to exercise its discretion, make informed decisions and to supervise any delegates.

Public tender process

The public tender process to nominate a Trustee will be in line with Council's guidelines. The request for tender will outline mandatory criteria including the requirement for applicants to be a Registered Housing Association operating within Victoria. The assessable evaluation criteria for applicants will be based on a range of elements including:

- financial capacity
- skills and resources

- knowledge and experience working in Hobsons Bay
- socially inclusive of all communities
- efficient service delivery

The tender process will be open for six weeks after this time the tender evaluation team will assess the applicants and nominate a Trustee to be approved by Council based on the assessable evaluation criteria.

Next Steps

The next steps to establish the Trust are:

- public tender process to nominate Trustee
- seek endorsement by Council to appoint preferred Trustee
- seek Ministerial approval of Trust
- execution of the Trust Deed

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, Resilient and Healthy Community

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

This project also aligns with Council's Affordable Housing Policy Statement 2016, the draft Hobsons Bay Housing Strategy, and the Advocacy Strategy 2014-18.

Policy and Previous Council Reports

Council adopted the Affordable Housing Policy Statement 2016 at the Ordinary Council Meeting on 12 April 2016. Affordable Housing was a key priority within the Advocacy Strategy 2014-18.

Legal/Statutory Obligations/Risk

In general terms, the Trustee (not Council) will be liable for:

- performance of obligations associated with contracts entered into by the Trust
- negligent acts or omissions in connection with the dwellings or their management
- risks associated with any development activity

It is common practice that the Trustee is indemnified from the assets of the Trust against liabilities incurred in the bona fide exercise of its responsibilities under the Trust Deed.

In addition there are a range of legislative requirements that the Trust must employ including the *Housing Act 1983*, *Corporations Act 2001* (Cth), the Australian Charities and Not-for-profits Commission (ACNC), *Trustee Act 1958*, the *Corporations Act 2001*, and the *Local Government Act 1989*.

To further assess any risks that the Trust could bring to Council, an independent risk assessment was undertaken in line with Section 193 of the *Local Government Act 1989*. Given the Trust will be run and managed by the Trustee the risk assessment indicated that there was limited risk to Council. The key risks to Council include: exposure or residual exposure to loss for uninsured claims upon Trust assets due to inadequate insurance coverage for the Trust; and excessive Council project involvement which undermines independence of the Trust. All risks to Council that were identified have been assessed with treatments in place. Treatments include the Trust board being separate to Council, ensuring the Trustee demonstrates sufficient insurances, and ensuring there a clear roles for Council and the Trustee. These will all be included within Council's risk register. Further risks of the Trust will be monitored through annual reporting, the Funding and Services Agreement and the Trust Business Plan.

Financial and Resource Implications

It is estimated that the administrative and operating costs of the Trust is \$60,000 per annum. In the initial two years of establishment this will be covered by Council. This is included in the 2018-19 operational budget and will be included within the 2019-20 operational budget. Council will review this cost with the Trustee after two years. Once the Trust has been further established and is operating with assets, the administration costs should be met by the Trust funds. Council will also provide in kind contributions to the Trustee including office space, office equipment and access to meeting rooms if requested by the Trustee and if they are available.

There are a range of assets that have been earmarked for the Trust. This includes development sites such as Precinct 15 (Altona North Strategic Redevelopment Site), Precinct 16 (former Caltex Site) and McLister Street (all of which have indicated the inclusion of affordable housing). In addition, Council can include land, cash, dwellings or air rights. These will be worked through on a project bases, however, could include the affordable housing component of sites such as Epsom Street, Laverton.

Environmental/Social/Economic Impacts

Increasing the supply of affordable housing within Hobsons Bay will strengthen community wellbeing, especially social and economic outcomes for local residents.

Consultation and Communication

The draft Affordable Housing Policy Statement 2016 was placed on public exhibition to seek community and stakeholder feedback. In addition feedback is sought from the community in relation to housing stress through the Annual Community Survey.

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 Update Report

Directorate: Infrastructure and City Services

Councillor Portfolio: Integrated Transport - Cr Jonathon Marsden and Cr Sandra Wilson

Appendices: Nil

Purpose

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

Recommendation

That Council notes the current status of the West Gate Tunnel Project.

Summary

The purpose of this report is to provide Council with an update on the current status of the Project across a range of aspects in accordance with the governance and decision making framework including property impacts and transactions. The status of Council's committed advocacy activities that specifically relate to the Project, the Sports and Open Space Enhancement Package and the Hobsons Bay Transport Study are also included within this report.

Final design work is being completed and construction works are well advanced on the West Gate Tunnel Project (the Project). The CPB Contractors and John Holland Joint Venture (JV) and West Gate Tunnel Authority (WGTA) continue to seek Council input to specific project design, community outcomes and approval to access Council land and infrastructure.

Background

Council has received a number of reports on the development and planning process associated with the Project and as it progresses through the construction phase regular status reports continue to be provided to Council. This report provides an update on current Project activities, items submitted by the WGTA/JV for Council 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

The following outlines current Project related activities.

Construction Activity

Current construction activity being undertaken by the JV in the western section is focused in the areas highlighted on Figure 1 and as outlined below:

- works to widen the West Gate Freeway (WGF) between Chambers Road and Grieve Parade and new noise walls

Ordinary Council Meeting Agenda

- 66KV powerline relocations along southern edge of freeway – now working in Paringa Road
- closure of the pedestrian overpass at Muir Street, South Kingsville in early April during the day to relocate 220KV high voltage power lines on to newly installed monopoles
- clearing of vegetation and ground preparation for 66KV power line relocation works north of the freeway for the Kororoit Creek bridge widening works
- construction of retaining walls, bridge structural works including excavations and piling at various locations
- piling and retaining wall construction on Millers Road underneath the freeway
- Buchanan Road and nearby Reserve, Brooklyn - replacing a 220kV tower with a monopole
- West Gate Freeway (outbound) between Williamstown Road and The Avenue - installation of noise walls
- Williamstown Road bridge structure widening and traffic lane switches, adjusting the alignment of the freeway to allow preparation for the inbound tunnel entry
- assembly of the Tunnel Boring Machines (TBMs) for commencement in June.

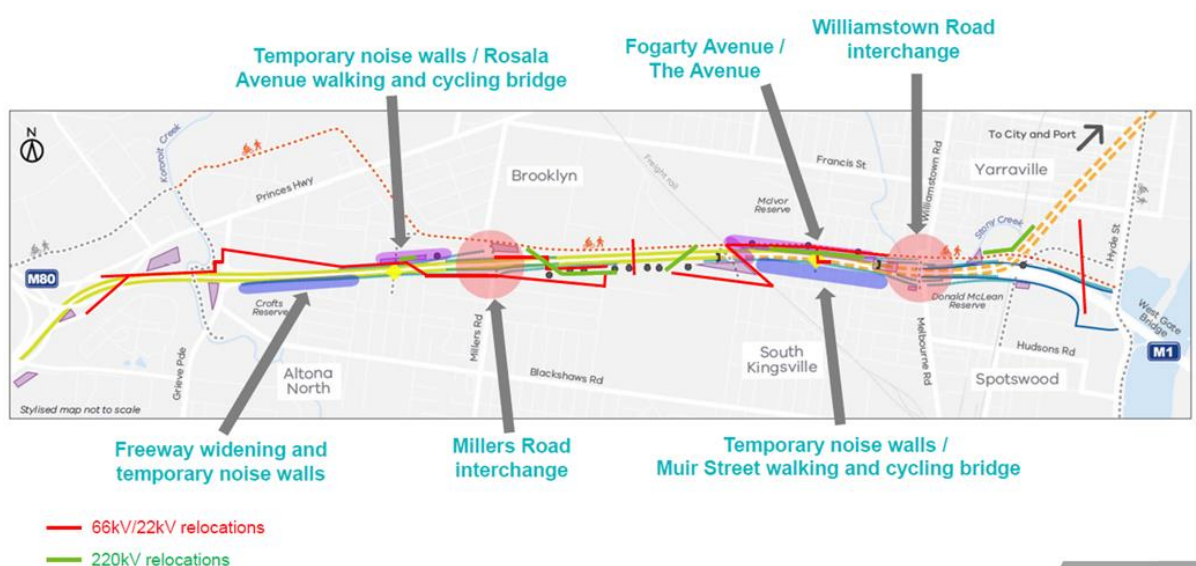


Figure 1

Further details are available at: <http://westgatetunnelproject.vic.gov.au/constructionupdates/>

Construction Traffic Impacts

Some night time and freeway ramp closures have been programmed for May and June with detailed Traffic Management and Communications Plans to be implemented in the lead up to the closures. Figure 2 below highlights the current and upcoming traffic impacts and work locations. For the latest updates and detour route information refer to:

www.westgatetunnelproject.vic.gov.au/travel disruptions

Ordinary Council Meeting Agenda

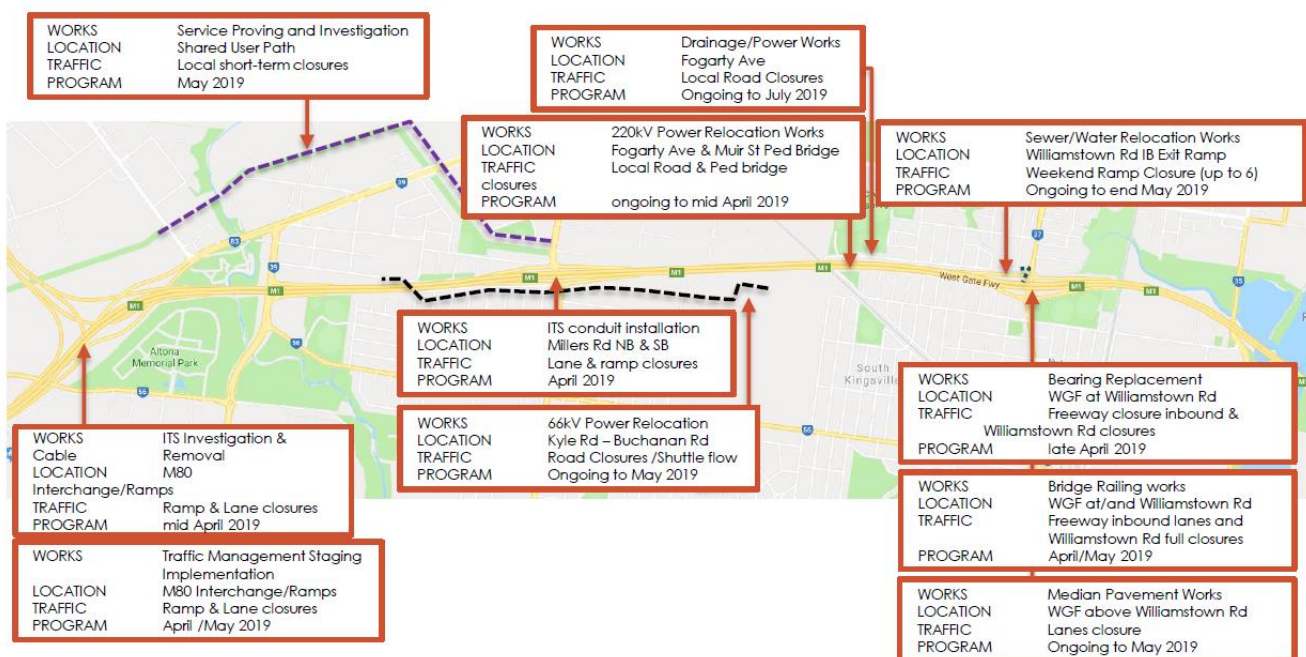


Figure 2

Land Acquisition

WGTA is acquiring small sections of Council land along the project corridor to facilitate the freeway widening:

- Adjacent to Hope Street, Spotswood (for 220KV power line easement) – valuation review completed
- Primula Avenue, Brooklyn - small area of road reserve (40 sqm) to be discontinued for noise wall establishment
- part of Lynch Road Reserve - for power poles and service requirements
- WLJ Crofts Reserve, Altona North (minimal area on the north boundary for the purposes of noise wall establishment) – valuation review completed and WGTA has agreed to Council's full claim as compensation (inclusive of valuation and legal fees to date) for the property divested from the Council by way of Order published in the Government Gazette on 20 March 2018.
- other small parcels currently being assessed and valued for compensation.

Council Advocacy

Throughout the design and now construction stages, officers have where possible negotiated outcomes and improvements consistent with the adopted Council position to optimise beneficial community outcomes. An example is the JV now agreeing, subject to the WGTA approval, to construct the 220m section of the Kororoit Creek Trail (between the recently completed Stage 2 section constructed by Council and the start of the Stage 1 Project section at Grieve Parade).

A Memorandum of Understanding has been established 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.

Discussions are continuing with the JV on the design for the Hall Street, Spotswood new shared use path (SUP) between Hudson Road and connecting to the Hyde Street Reserve north of WGF. The Project design for the SUP along the west side of Hall Street beside the rail line will result in the loss of approximately 50 informal angle parking spaces located in the rail reserve. These spaces also extend into the oil pipeline clearance zone and it is not possible to formally construct this parking in its current form.

Council has requested that the Project design be modified to provide parallel parking in this section of Hall Street as well as in the section north of Simcock Avenue to offset the proposed parking loss.

Sports and Open Space Enhancement Package

This Package was endorsed at the 13 February 2018 Ordinary Council Meeting and is supported by the state government through a \$5M contribution and \$2.86M Council contribution. The status of the Enhancement Package is as follows:

Item	Status
Duane Reserve, Brooklyn - improvements and lighting upgrade	Submissions recently received through the community consultation process are currently being reviewed and collated. Concept plans are expected to be available in May.
Brooklyn Reserve improvements	
Rowan Avenue Reserve, Brooklyn improvements	Target completion date of works December 2019. Council has requested through the WGTP a meeting between Melbourne Water, VicRoads, WGTP and Council to discuss Federation Trail and associated proposed works in close proximity to Duane Reserve and the Cypress Ave community connections.
WLJ Crofts Reserve, Altona North Master Plan and Works	Architect, Clarke Hopkins Clarke has prepared a concept Improvement Plan for both Crofts and Donald McLean Reserves together with concept pavilion designs following consultation with tenant clubs. Community consultation including drop-in sessions are proposed to occur in May. Target completion date of works December 2020.
Donald McLean Reserve, Spotswood Master Plan Review and Works	Refer above. Target completion date of works June 2020.

The Plans will include all infrastructure elements within these Reserves and provide detailed designs for the respective pavilions. The WGTA are engaged in this planning process to ensure impacts as a result of the West Gate Tunnel Project are factored into the designs and consideration given to construction timelines. For example the JV are responsible to relocate the practice cricket nets at the Donald McLean Reserve and will also be installing high protective nets on the golf course and at the Donald McLean Reserve sports grounds. These elements will be incorporated in the Improvement Plans.

Hobsons Bay Transport Planning Study

Council has commenced, with Transport for Victoria (TfV) the development of an Integrated Transport Plan for Hobsons Bay to be funded by state government. A technical scope for the development of this Plan, a Communications and Engagement Plan and the governance details have now been finalised by the Project Steering Committee. The project consultant procurement process is well advanced and an appointment made in April.

The plan will be informed by all the available data and modelling as well as by the local community feedback. It will take into account the expected continued growth in the areas population coupled with known impacts and benefits of the major infrastructure projects either under construction or planned to start soon. All modes of transport will be included specifically road, rail, bus, transport, bicycle and pedestrian and will bring together existing studies, the Council's adopted Integrated Transport Study, Local Area Traffic Management Plans, growth data and various transport modelling, to better understand the current and future state of the transport network in Hobsons Bay.

The Study, to be completed by early-mid 2020, will consist of three key deliverables:

1. An evidence based transport study to be used as a working document
2. An implementation plan with mutually agreed interventions to be identified by the study, and projects to proceed for endorsement by government
3. An advocacy document for HBCC which will include items that may not align with current state government policy.

Further details on the successful consultant team, timing, governance, consultation and engagement and program for the Study will be provided in the next WGTP update report.

Transport Corridor Study (Williamstown Road and Millers Road)

The Transport Corridor Study is led by VicRoads to identify and address key transport issues and impacts in the Williamstown Road and Millers Road corridors resulting from the West Gate Tunnel project, particularly the proposed increase in truck traffic.

A Working Group has been established and has met four times. Membership includes Hobsons Bay City Council, Maribyrnong City Council, Don't Destroy Millers Road, Brooklyn Residents Action Group, Friends of Lower Kororoit Creek, Maribyrnong Truck Action Group, Save Williamstown, Williamstown Crossing Group, Victorian Transport Association, Bicycle Network Victoria and Hobsons Bay Bicycle Users Group.

The last meeting was held on 27 March 2019 with a discussion on the 16 shortlisted options from the 58 identified actions by the Group. Council's advocacy on the issues impacting Brooklyn, including support for the Grieve Parade north extension (Brooklyn Evolution Strategy) was included. The criteria used by VicRoads for selection of the shortlisted options is that options would need to be fully delivered prior to the opening of the WGTP in 2022 (including business case development, budget process, consultation, design and development). This restricts the number of possible mitigation solutions and was considered

unreasonable by many members looking for longer term solutions to the corridor issues identified. Council officers are working with VicRoads and the Department of Transport on the development of options. Details on the public consultation of the selected options is not yet available and further information will be provided in the next update report.

Further information on the Study can be found at:

<https://www.vicroads.vic.gov.au/newsmedia/2018/changing-traffic-movement-through-melbournes-growing-innerwest>

Email: mnw.communications@roads.vic.gov.au

Community Liaison Group

The last CLG meeting was held on 21 February 2019 with the agenda including an update on construction activities and the landscape, open space and urban design aspects of the total project.

Patsy Toop, Chair of the Inner West Air Quality Community Reference Group provided an overview of the Group and the expected outcomes, including consideration of the project tunnel emissions and other air quality impacts from the WGTP in its recommendation report to government.

Thomas Alemis, Senior Traffic and Planning Engineer, VicRoads presented on behalf of the Millers Road and Williamstown Road Corridor Traffic Study group advising that the group brings together representatives from communities to work together to consider access, safety and amenity.

Peter Sammut, CEO WGTP advised that on 20 February 2019 the government introduced the West Gate Tunnel Bill and the CityLink concession deed amendments into parliament and debate has commenced.

Further information on the CLG can be found at:

<http://westgatetunnelproject.vic.gov.au/clg/>

Traffic Management Liaison Group (TMLG)

The TMLG last met on 6 March 2019 and continues to convene monthly to discuss various traffic management aspects of the project including:

- Communications / Complaints
- Network Disruptions
- Signal Impacts
- Detour impacts
- Coordination with other planned works
- Events
- Any other relevant information

Temporary road linemarking visibility has been an ongoing issue on the Project. Rectification using water blasting of old linemarking from the road pavement appears to have reduced the problem. Traffic monitoring across the network continues and no major issues were identified. Upcoming traffic impacts are included in Figure 2 and link provided above.

Community Involvement and Participation Plan

A Community Involvement and Participation Plan (CIPP) is being developed by WGTA which includes a state funded grants and partnership program to fund community led social legacy outcomes and initiatives, e.g. capital projects, community programs and events. The governance structure, available funding and proposed implementation plan is being finalised. The CIPP, expected to be announced in coming weeks, is proposed to operate over the life of the Project.

WGTA has pledged funding to support the Council resource requirements to administer the CIPP. A funding agreement will be established to define these arrangements.

Inner West Air Quality Community Reference Group

This Group provides community members the opportunity to provide community insight and input to future improvements for air quality in the inner west. The Group has an initial term of 12 months (to the end of 2019), with a mid-term review to determine its future.

The last meeting, held on Monday March 18 focused on diesel emissions. Presentations were made by Clare Walter from the Lung Health Research Centre, on the health impacts of diesel particulates, followed by Greg Cain from the Victorian Transport Association and Malcolm Brown from Volvo, providing technical information on truck engine standards from pre-1996 to Euro 5 and Euro 6 engines.

It was suggested that there is a disconnection between current standards and latest research on health impacts, particularly from near road emissions. The suggested mitigation measures will be further tested by the Group, including land use controls on sensitive uses on busy traffic routes and also creating more green vegetation barriers along roads.

Further information on the Group can be found at:

<https://www.environment.vic.gov.au/sustainability/inner-west-air-quality-reference-group>

Air quality monitoring for the project has been established at six locations to develop a baseline of data from current local conditions. This baseline will be used to measure any changes once the project tunnel opens in 2022. Monitoring will continue for up to 5 years following opening. Refer to the following link:

http://westgatetunnelproject.vic.gov.au/_data/assets/pdf_file/0007/349423/West-Gate-Tunnel-Project-Ambient-Air-Quality-Monitoring-Report-November-2018.pdf

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

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

- 2.5 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 Position and Recommendations for the Western Distributor Project. The adopted position included Hobsons Bay Project Requirements, Principles, Objectives and Performance Measures for the Western Distributor Project.

The Principles are:

1. An efficient, integrated and sustainable transport network outcome
2. Positive liveability, amenity and community wellbeing outcomes
3. An environmentally responsible project
4. A genuine commitment to consult with the community
5. A value for money outcome
6. Planning for future growth

Several Council policies and strategies were considered in the establishment of the adopted position on the Project and have been considered to inform the design and Environment Effects Statement. Council has received numerous reports regarding officer assessments of the Project design development, community engagement and advocacy activities undertaken in response to the Project.

Legal/Statutory Obligations/Risk

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

A report and formal submission on the preferred design and EES was adopted by Council at the Ordinary Meeting of Council on 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.

Council approval is not required for works within the Project Area as defined under the *Major Transport Projects Facilitation Act* 2009. Under the Planning Scheme Amendment, the construction and operation of the project must be generally in accordance with the plans and in accordance with the Environmental Performance Requirements (EPRs). The Project Co (Transurban) must work within the Project Scope and Requirements and also the Construction Licence entered into with the State Government. For works on Council land outside the Project Area, the contractors CPBJH Joint Venture must negotiate directly with Council to gain approval for its use and comply with conditions that Council may impose.

The Independent Reviewer and Environmental Auditor (IREA) has publically released audit findings from the first six months of construction of the Westgate Tunnel Project (March to August 2018). The IREA has been jointly appointed by West Gate Tunnel Authority and Transurban to provide independent oversight of design engineering, construction, program and environmental performance of the Project. The IREA is required to provide a six monthly "audit report" to the Minister for Planning which must be made available to the public.

Financial and Resource Implications

Significant officer time has been committed in responding to the Project requests for advice, information and comment. Design packages are still being reviewed and frequent requests are being received now that construction is underway.

A Memorandum of Understanding has been established between Council and the West Gate Tunnel 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.

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 Environmental Performance Requirements (EPRs) for the Project. Local procurement, jobs and business development will be a key objective for the further design and delivery of the works.

Consultation and Communication

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

Notifications to directly impacted areas prior to works commencing have been ongoing. Council has been assisting in sharing information on planned traffic disruptions through its website and social media. Recent communications have been undertaken in relation to impacts resulting from the current underground power works and with the Brooklyn community, Donald McLean and WLJ Crofts Reserves Sports Clubs in conjunction with the improvement plan development.

Complaints received in relation to construction activity have been minimal. The JV has responded to recent complaints on dust, construction truck traffic in residential streets and pedestrian concerns at Millers road by providing mitigation treatments and controls. The majority of the dust issue emanated from Precinct 15 which has subsequently been attended to by Council officers.

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.

9 Delegates Report

Directorate: Corporate Services

Purpose

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

Recommendation

That Council receive and note the recent Delegates Report.

Delegates Report - Metropolitan Local Government Waste Forum Councillor Delegate: Cr Colleen Gates

Report

Date of Meeting: Thursday 21 February 2019

The meeting involved the election of the Chair and Deputy Chair of the Metropolitan Local Government Waste Forum (the Forum). Representatives of the Strategies and Policy Advocacy Group (SPAG) were also elected. The Chief Executive Officer of the Metropolitan Waste and Resource Recovery Group (MWRRG) provided an update on key activities of the group. The MWRRG Board Chair provided a briefing on the roles and responsibilities of the Board and the role of the Forum. The Acting Chair of SPAG and Chair of the Technical Advisory Group (TARG) also provided updates.

Representatives from the Environment Protection Authority of Victoria (EPA), the MWRRG, Department of Environment, Land, Water and Planning and the Victorian Waste Management Association were part of a panel discussion. The topic was the challenges surrounding the EPA's notice to SKM Recycling to stop accepting recyclable materials at its Laverton North and Coolaroo recycling processing facilities. The EPA advised since the introduction of new guidelines on the management and storage of combustible recyclable and waste materials, EPA has completed 469 inspections at 169 sites across the state. They have also received \$9million from the Victorian Government to tackle illegal dumping.

Delegates Report - Planning Portfolio Advisory Committee
Councillor Delegate: Cr Tony Briffa and Cr Michael Grech

Report

Date of Meeting: 27 February 2019

Two key items were presented and discussed including the Hobsons Bay Coastal Management Plan and the Municipal Strategic Statement (MSS).

The Committee were provided with an overview of the Coastal Management Plan, its purpose, scope, timeframes and expected community engagement phases. Committee members participated in an activity to identify issues and opportunities, and contribute their knowledge of the municipality's coastal areas. They also provided feedback in relation to community consultation and engagement activities within the community.

The Hobsons Bay MSS was discussed, including its purpose, reasons for its revision, its place and function within the Hobsons Bay Planning Scheme and its relationship to the Council Plan and Hobsons Bay 2030 Community Vision. Members participated in discussions focused on the themes of Housing and Economic Development, providing input on key aspects of these themes that they felt should be addressed through the MSS.

Information was also provided about the Hobsons Bay Climate Change Adaptation Plan Refresh.

**Delegates Report – Mobil Altona Refinery Community Liaison Committee
Councillor Delegate: Cr Peter Hemphill****Report****Date of Meeting: Wednesday 6 March 2019**

Operation report results are in line with Mobil's Environmental Protection Authority (EPA) license agreement for emission, that is sulphur dioxide, noise and particles limit from the stacking monitor.

Community enquiries to the Mobil hotline reported nine unverified odour complaints from January through to early March. An annual independent odour audit was completed, measurements were obtained from the perimeter of the refinery, as well as surrounding residential areas. The results of the audit stated that "it did not detect significant odours external to the refinery boundaries in areas of potential community sensitivity".

Guest presenter James Choi from the EPA advised that the EPA are continuously monitoring air and odour quality in the area. Difficulties in identifying the different sources of pollutants, the monitoring stations will assist to track trends and types of particulates in the air.

Guest presenter Geoff Michelmore and Len Towerzey from the Friends of Lower Kororoit Creek provided an update on the group's activities. Geoff started the group 18 years ago by planting trees in the area. Over the years they have noted an increase in the diversity of wildlife, particularly birds into this area and an improvement in the biodiversity.

**Delegates Report - Leadwest
Councillor Delegate: Cr Angela Altair****Report****Date of Meeting: 13 February 2019**

The February meeting of the LeadWest Board was hosted by Moonee Valley City Council. The following business was progressed:

Strategic Workshop Report

The Board noted the summary report from the strategic workshop on 12 December, and referred to the structural review process, and federal election advocacy activities.

LeadWest Constitution

The board noted the amended Constitution as prepared by Mills Oakley Lawyers, which corrects an incorrect legislative reference, and enables the potential transfer of assets if a transition to a successor entity proceeds.

It also noted the requirement to call a meeting of LeadWest members to approve the amended Constitution, and meeting notice for Thursday 7 March at 3.00pm.

Federal Advocacy Update

The board reviewed the proposed draft list of federal advocacy priorities, and identified any items that should not be included.

Proposal – WOMEDA collaboration

The board noted the proposal from WOMEDA's Executive Officer, Mr Wade Noonan, and agreed in-principle to a financial contribution of \$50,000 towards WOMEDA's 2019 work plan, which aligns with the LeadWest strategic priority of jobs creation and skills development in Melbourne's west. Delegated authority to the Chair and Interim CEO to finalise a memorandum of understanding (MoU) articulating the terms and conditions, and mutual benefits of a collaboration with WOMEDA

**Delegates Report - Environmental Sustainability Portfolio Advisory Committee
Councillor Delegate: Cr Jonathon Marsden and Cr Sandra Wilson**

Report

Date of Meeting: 14 March 2019

This meeting was the first one of the committee since their introductory meeting in November 2018.

An overview of the recycling challenges in February/March 2019, the Draft Waste and Litter Management Strategy 2025 and the future development of a single use plastics policy was provided.

The committee also participated in a workshop and provided feedback on Council's Climate Change Adaption Plan Refresh 2030.

Delegates Report - Smart Cities Portfolio Advisory Committee
Councillor Delegate: Cr Angela Altair and Cr Peter Hemphill

Report

Date of Meeting: 14 March 2019

The Smart Cities Portfolio Advisory Committee was provided with an overview of LoRaWAN, an Internet of Things (IoT) network commonly used to support smart city initiatives, together with a number of case studies demonstrating how this innovative technology has been used across Australia to support smart cities projects within the local government setting.

Committee members participated in a brainstorming activity to identify opportunities for the use of this open source IoT technology that could help address challenges and opportunities relevant to Hobsons Bay, such as flooding, air quality, parking, and economic development. Finally, a round table discussion was conducted to seek feedback and input from the committee members, leveraging their specialist knowledge and unique points of view, on how best the Council may begin the journey toward a smarter, more sustainable, and liveable city.

Delegates Report - Arts, Culture and Tourism Portfolio Advisory Committee
Councillor Delegate: Cr Angela Altair and Cr Colleen Gates**Report****Date of Meeting: Thursday 28 March 2019**

The Arts, Culture and Tourism Portfolio Advisory Committee was held at the Chamber at the Williamstown Town Hall.

Presentations were on the following topics:

- Heritage Hobsons Bay program as part of the National Trust Australian Heritage Festival (18 April – 10 May 2019)
- an overview of Council's heritage work in the public realm
- Arts at Your Doorstep performing arts program in Council operated cultural venues
- Marketing overview

A digital content plan was discussed to better capture story telling as part of marketing increase audience development. Expertise in the group on marketing, social media, data, is a resource and a workshop to brainstorm would be ideal to program this.

Members of the Committee provided feedback to the Draft Experience Hobsons Bay Tourism Strategy 2019-24 during its consultation phase. It was recommended a project along with the Smart Cities Portfolio Advisory Committee be undertaken on data capture and the use of technology to measure and evaluate.

The Committee was invited to review submissions for Council's street Art Program, following the Expression of Interest process. A round table discussion was led, noting the diversity of the portfolio and that it is important to offer all levels of creative practice to the community. Overall the members in attendance agreed on a short list of recommendations, and suggested where they would imagine each artists work. Some submissions were also made to be added to a database for consideration as the street art program is rolled out in 2019 and 2020.

10 Notices of Motion

10.1 Notice of Motion No. 1209 – Condolence to the Mayor of Christchurch, New Zealand

Cr Jonathon Marsden has given notice of the following:

“That Council extends its condolences to the people affected by the recent tragedy in Christchurch through:

- 1. A condolence book to be presented from the Mayor and Councillors, on behalf of the people of Hobsons Bay, to the Mayor, Councillors and people of Christchurch. The local community has been invited to express their messages of support by signing the book at the Hobsons Bay Civic Centre or submitting messages via Hobsons Bay Libraries, email or social media platforms.**
- 2. Letters of support be written from the Hobsons Bay Mayor and Councillors to the Islamic faith leaders and community of Hobsons Bay, respectfully through the three local mosques.”**

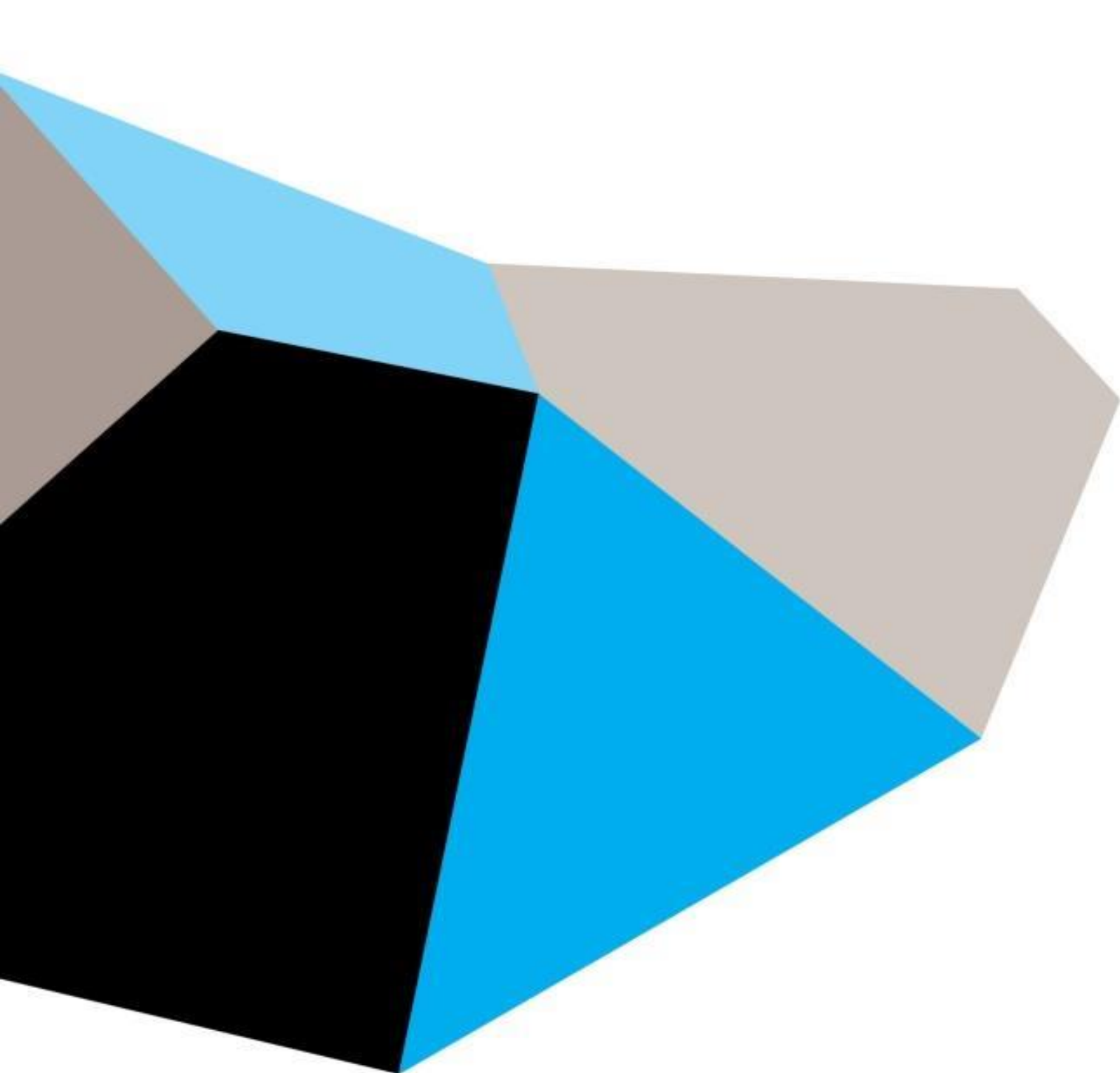
11 Supplementary Public Question Time

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 Urgent and Other Business



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