

Council Meeting Agenda

Tuesday 13 August 2024
Commencing at 7.00 PM

Council Chamber
Hobsons Bay Civic Centre
115 Civic Parade, Altona

COUNCIL CHAMBER

**HOBSONS
BAY CITY
COUNCIL**



OUR MISSION

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

OUR VALUES

Respectful

Community driven and focused

Trusted and reliable

Efficient and responsible

Bold and innovative

Accountable and transparent

Recognised

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

Chairperson:

Cr Matt Tyler (Mayor)	Wetlands Ward
-----------------------	---------------

Councillors:

Cr Pamela Sutton-Legaud (Deputy Mayor)	Strand Ward
Cr Antoinette Briffa JP	Cherry Lake Ward
Cr Diana Grima	Wetlands Ward
Cr Peter Hemphill	Strand Ward
Cr Daria Kellander	Cherry Lake Ward
Cr Jonathon Marsden	Strand Ward

Aaron van Egmond
Chief Executive Officer
Hobsons Bay City Council

TABLE OF CONTENTS

1 Council Welcome and Acknowledgement	5
2 Apologies	5
3 Disclosure of Interest	5
4 Confirmation of Minutes	5
5 Councillor Questions	5
6 Public Question Time	5
7 Petitions and Joint Letters	5
7.1 Petitions and Joint Letters Received	5
7.2 Responses to Petitions and Joint Letters	6
7.2.1 Response to Petition - Stop Hiking Our Rates.....	6
8 Business	10
8.1 Office of the Chief Executive	10
8.1.1 Chief Executive Officer's Report on Operations - July 2024	10
8.2 Corporate Services	12
8.2.1 Annual Adjustment to Mayoral, Deputy Mayoral and Councillor Allowances 2024	12
8.2.2 Contract 2024.21 Electricity Retail Supply.....	15
8.3 Sustainable Communities	19
8.3.1 Plan for Victoria Submission Addendum - Victorian State Government Housing Targets.....	19
8.3.2 Hobsons Bay Women's Advisory Group - Terms of Reference	26
8.3.3 Contract 2024.15 Provision of Meals (Hobsons Bay Meals on Wheels Service)..	30
8.4 Infrastructure and City Services.....	33
8.4.1 Pier Street, Altona - Endorsement of concept plans and consultation on options	33
8.4.2 Permanent Closure of Pier Street, Altona.....	39
8.4.3 Permanent Closure of the Esplanade, Altona - Hearing of Submissions.....	44
8.4.4 Williamstown Swimming and Life Saving Club - Updated Concept Plans	47
8.4.5 Renaming of Pavilion at HC Kim Reserve	53
8.4.6 Contract 2023.24 Racecourse Road, Altona - Culvert and Ford Crossing Upgrade	57
8.4.7 Contract 2023.32 Leo Hoffmann Reserve, Newport - Playground Upgrade.....	60
8.4.8 Contract 2023.57 Laverton Football Club - Female Friendly Changerooms.....	64
9 Committee and Delegate Reports	68
9.1 Delegate Reports.....	68

10 Notices of Motion.....73

 10.1 Notice of Motion No. 1255: Condolence - The Late Cr Sarah Carter73

 10.2 Notice of Motion No. 1256: Proposal to keep additional records of Council meetings
 and committees74

11 Urgent Business75

12 Supplementary Public Question Time75

13 Close of Meeting75

1 Council Welcome and Acknowledgement

The Chairperson will welcome members of the gallery and acknowledge that Council is gathered on the traditional land of the Bunurong People of the Kulin Nation and offers its respect to elders past, present and emerging.

2 Apologies

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

3 Disclosure of Interest

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

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

4 Confirmation of Minutes

Confirmation of the minutes of the Council Meetings of Hobsons Bay City Council held on 11 June 2024 and 9 July 2024 (copies circulated with this agenda)

5 Councillor Questions

6 Public Question Time

Public Question Time provides an opportunity for the public to ask questions related to items on the agenda of the Council Meeting or any other matter within Council's responsibility.

Questions must be put in writing and received by 12pm on the day before the Council Meeting. The submitted questions and Council's responses will be read out by the Chairperson during the meeting.

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

7 Petitions and Joint Letters

7.1 Petitions and Joint Letters Received

No petitions or joint letters had been received at the time of printing the agenda.

7.2 Responses to Petitions and Joint Letters

7.2.1 Response to Petition - Stop Hiking Our Rates

Directorate:	Corporate Services
Responsible Officer:	Chief Financial Officer
Reviewer:	Director Corporate Services
Attachments:	Nil

Purpose

To respond to the petition presented to the Council meeting held on 14 May 2024 requesting Council to “Stop Hiking Our Rates”.

Recommendation

That Council:

1. **Notes that the Annual Budget 2024-25 included a rate increase of 2.75 per cent in accordance with the Victorian Government rate cap legislation.**
2. **Writes to the lead petitioner advising of the outcome.**

Summary

At the Council meeting on 14 May 2024, a petition was received containing 143 signatures titled “Stop Hiking Our Rates”.

Council considered the implications of rate increases throughout its 2024-25 budget deliberations. At the meeting held on 25 June 2024, Council resolved to adopt the Annual Budget 2024-25 and declare rates and charges equivalent to a general rate increase of 2.75 per cent, in accordance with the Victorian Government rate cap legislation.

The financial impact of a zero per cent rate increase would be an estimated \$3.2 million reduction in rate revenue during 2024-25. The cumulative impact of not applying the rate increase (in 2024-25 only) is estimated to be a reduction in rate revenue of \$35.8 million over the next ten years.

Background

The petition reads as follows:

“Residents are impacted significantly by cost-of-living pressures due to higher inflation and thirteen interest rate rises. A reduction in rates will help ease the cost-of-living crisis. Hobsons Bay City Council’s flip-flop on its financial projections exemplifies this urgency. Despite an initial forecast of \$134 million for the 2024-25 fiscal year, the council now eyes a heightened revenue of \$136 million. This \$2 million uptick is unacceptable, especially considering the additional burden of rates escalating beyond prior estimates. Furthermore, Council will receive additional rate revenue from new properties which are not subject to the rate cap and fall outside of the current draft budget. To rectify this, the Council must wield its fiscal prowess by trimming operational costs of 1.5 percent. This prudent move would yield a \$2 million efficiency, curbing the impending rate hike without compromising service quality or availability.”

Council considered the implications of rate increases throughout its 2024-25 budget deliberations.

Early budget briefings in relation to Council’s Annual Budget Framework and Financial Plan outlook were based on rates income calculated on a rate increase of 2.75 per cent, in accordance with the Victorian Government rate cap legislation.

Council received the Stage 3 revaluations in early March 2024. Further budget briefings considered the initial Stage 3 property revaluations at 1 January 2024 and the impact on average rates for each of the rating categories, and residential suburbs. Various rate models were considered before the preferred rating model was included in the Proposed Budget 2024-25. This was based on a rate increase of 2.75 per cent.

Council received the final Stage 4 revaluations in May 2024. The petition requesting Council to “Stop Hiking Our Rates” was received at the Council meeting held on 14 May 2024.

Further budget briefings were held to consider the final Stage 4 revaluations and the updated impact on rates, including the rate increase. Some minor adjustments were made to the rating structure used in the final version of the Annual Budget 2024-25.

Discussion

It is normal for general rates projections to increase in the final version of the Annual Budget.

Each year, rates income included in the Proposed Budget is based on Stage 3 property valuations received by Council in early March. The rates income included in the final version of the Annual Budget is based on Stage 4 property valuations received in May. There is usually additional property development during this period which leads to further supplementary rates and valuation increases, which increases the valuation and rates base applied to the rate cap.

Future rate predictions contained in Council’s Financial Plan continue to be considered in a conservative manner. This ensures that Council does not overcommit before rate income materialises and assists Council to remain financially sustainable in the short, medium and long term.

The additional rates included in the final version of the Annual Budget may seem like a windfall gain, but should be considered regarding other factors.

There is a significant shortfall in the funding available for the Ten Year Capital Works Program. The program has therefore been reduced in line with the current financial limitations. Council is working to reduce this funding gap, but some projects in future years remain unfunded. If Council did not raise rates, the shortfall to the Ten Year Capital Works Program would be increased by an estimated \$35.8 million over the next ten years.

Even with the rate increase and a restricted Capital Works Program, Council's cash and investment reserves are projected to decline by \$2.952 million during 2024-25 despite borrowing an additional \$7 million during the year.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

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

Council Plan 2021-25

Objective 5: A High Performing Organisation

Strategy 5.3: Deliver value for money – continuous improvement while safeguarding the long-term financial sustainability of Council

Policies and Related Council Documents

The rate increase of 2.75 per cent included in the Annual Budget 2024-25 has been determined within the ongoing financial constraints of Council.

The rate increase is also aligned with Council's Financial Plan 2021-22 to 2030-31, Revenue and Rating Plan 2021-22 to 2024-25, Hobsons Bay Asset Plan 2022-32 and the Ten Year Capital Works Program.

Legal/Statutory Obligations and Risk

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

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

Council declares rates and charges and adopt its annual budget each financial year by 30 June in accordance with section 94 of the *Local Government Act 2020*.

Financial and Resource Implications

Total revenue from rates and charges is projected to be \$137.252 million, which incorporates an average rate increase of 2.75 per cent in line with the rate cap.

The financial impact of a zero per cent rate increase would be an estimated \$3.2 million reduction in rate revenue during 2024-25. The cumulative impact of not applying the rate increase (in 2024-25 only) is estimated to be a reduction in rate revenue of \$35.8 million over the next ten years.

Environmental, Social and Economic Impacts

In developing the budget and setting the rate increase for 2024-25, Council was mindful of the increasing cost-of-living pressures on ratepayers and the impact of inflation on Council's Capital Works Program and community services.

While the rate increase for all properties is 2.75 per cent in line with the rate cap, this is reduced to 1.45 per cent for the average residential property. These average rate increases are lower than the current rate of inflation (All-Groups CPI of 3.6 per cent over the 12 months up to and including the March 2024 quarter).

Council has sought to minimise the impact of rate increases and included \$100,000 in the budget to provide financial assistance to ratepayers through Council's Financial Hardship Policy.

Consultation and Communication

Consultation with lead petitioner

No further consultation has occurred with the lead petitioner.

Consultation with other parties

The community was provided with an opportunity to consult with Council in relation to the rate increase when the Proposed Annual Budget 2024-25 was placed on public exhibition and made available for inspection and comment for four weeks until 12 May 2024. Any person could make written comment on any proposal contained in the budget. Thirty-seven responses were received, with no submissions suggesting that rates should not be increased.

Declaration of Conflict of Interest

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

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

8 Business

8.1 Office of the Chief Executive

8.1.1 Chief Executive Officer's Report on Operations - July 2024

Directorate:	Office of the Chief Executive
Responsible Officer:	Executive Assistant to the Chief Executive Officer
Reviewer:	Chief Executive Officer
Attachments:	1. CEO Report on Operations - July 2024 [8.1.1.1 - 52 pages]

Purpose

To present the Chief Executive Officer's (CEO's) Report on Operations for July 2024.

Recommendation

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

Summary

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

Discussion

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

In accordance with rule 10.7.1 of the Hobsons Bay Governance Rules, Council maintains records of meetings attended by Councillors in the CEO's Report on Operations to ensure transparency and equity of information. A summary of meetings for the period between 1 July 2024 and 31 July 2024 is provided in this month's report.

Strategic Alignment

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

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 2: Community wellbeing and inter-connection

Council Plan 2021-25

Objective 5: A High Performing Organisation

Strategy 5.4: Enhance transparency, accountability and good governance practice

Declaration of Conflict of Interest

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

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

8.2 Corporate Services

8.2.1 Annual Adjustment to Mayoral, Deputy Mayoral and Councillor Allowances 2024

Directorate:	Corporate Services
Responsible Officer:	Manager Corporate Integrity and Legal Counsel
Reviewer:	Director Corporate Services
Attachments:	1. Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Annual Adjustment Determination 2024 [8.2.1.1 - 42 pages]

Purpose

To note the annual adjustment to the Mayoral, Deputy Mayoral and Councillor allowances as set out in section 39 of the *Local Government Act 2020* (LG Act).

Recommendation

That Council:

1. Notes the *Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Annual Adjustment Determination 2024* of the Victorian Independent Remuneration Tribunal (the Determination).
2. Notes the 3.5 per cent increase in annual base allowances (inclusive of superannuation) in the Determination effective from 1 July 2024 to 17 Dec 2024, being:

a. Mayoral allowance	\$109,114
b. Deputy Mayoral allowance	\$54,558
c. Councillor allowance	\$34,028
3. Notes the future 3.5 per cent increases (inclusive of GST) to be applied to Mayoral and Deputy Mayoral allowances on 18 December 2024 and 18 December 2025.

Summary

The Victorian Independent Remuneration Tribunal has determined a 3.5 per cent increase in Mayoral, Deputy Mayoral and Councillor allowances from 1 July 2024, with further increases to Mayoral and Deputy Mayoral (but not Councillor) allowances to be implemented in December 2024 and 2025.

Background

Under section 39 of the LG Act, a Mayor, Deputy Mayor or Councillor is entitled to receive from Council an allowance in accordance with a Determination of the Victorian Independent Remuneration Tribunal (the Tribunal) under the *Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019* (the VIRTIPS Act).

On 7 March 2022, in accordance with section 23A of the VIRTIPS Act, the Tribunal made the *Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Determination No. 01/2022*, which applies to every Mayor, Deputy Mayor and Councillor in all 79 councils in Victoria.

The Tribunal is required to make an annual adjustment to the values of allowances.

Information about the Determination is available on the Victorian Government's website: www.vic.gov.au/allowances-mayors-deputy-mayors-and-councillors

Discussion

On 1 July 2024, the Tribunal made the *Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Annual Adjustment Determination 2024* (Attachment 1), which applies adjustments to the main Determination No. 01/2022. Both are referred to as the Determination and, as the annual Determination updates the main Determination, both contain the same information.

The Tribunal determined a 3.5% increase to the values of the base allowances payable to Mayors, Deputy Mayors and Councillors, effective from 1 July 2024. A 3.5% increase has also been applied to the base allowance values for Mayors and Deputy Mayors which take effect on 18 December 2024 and 18 December 2025.

The Determination also adjusted the value of the remote area travel allowance by 3.5%.

Hobsons Bay City Council has been assigned to the "Category 2" allowance category.

Table 1 below combines the Category 2 figures from Tables 1-7 of the Determination. Note that the Councillor allowance is not increasing in the later adjustments to the Mayoral and Deputy Mayoral allowances.

Table 1: Value of the base allowance for mayors, deputy mayors and councillors in the Category 2 allowance category of the Determination

Council allowance category	Value of allowance (\$ per annum)		
	1 July 2024 – 17 Dec 2024	18 Dec 2024 – 17 Dec 2025	From 18 Dec 2025
Mayor	109,114	111,987	114,857
Deputy Mayor	54,558	55,994	57,429
Councillor	34,028	34,028	34,028

The values are inclusive of superannuation.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

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

Council Plan 2021-25

Objective 5: A High Performing Organisation

Strategy 5.4: Enhance transparency, accountability and good governance practice

Policies and Related Council Documents

Council receives reports on adjustments to the Determination when they occur. The previous adjustment was noted at the 11 July 2023 Council Meeting.

Legal/Statutory Obligations and Risk

This report complies with section 39 of the *Local Government Act 2020* and the *Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019*.

Financial and Resource Implications

The increase in allowances has been accounted for in Council's Annual Budget.

Environmental, Social and Economic Impacts

There are no specific environmental, social or economic impacts arising from this report.

Consultation and Communication

This is not a decision made by Council, so no community consultation is required.

Before making the Determination, the Tribunal published notice of its intention to make a Determination, including details about the proposed Determination, and invited submissions.

Submissions received have been published on the Tribunal's website:

www.vic.gov.au/allowances-mayors-deputy-mayors-and-councillors-annual-adjustment

Declaration of Conflict of Interest

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

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

8.2.2 Contract 2024.21 Electricity Retail Supply

Directorate:	Corporate Services
Responsible Officer:	Chief Financial Officer
Reviewer:	Director Corporate Services
Attachments:	Nil

Purpose

To delegate authority to the Chief Executive Officer (CEO) to award and execute a contract for Electricity Retail Supply.

Delegated authority is required as the contract value is expected to be over the CEO's financial delegation of \$1 million, and the time to accept and sign an electricity retailer agreement is within approximately 48 hours from the offer being received.

Recommendation

That Council delegates authority to the Chief Executive Officer to award and execute Contract 2024.21 for Electricity Retail Supply after conducting a tender process compliant with Council's Procurement Policy 2021.

Summary

Contract 2024.21 for Electricity Retail Supply relates to the supply of electricity to all Council buildings where Council is responsible for paying the retail bill. The contract will also provide retailers with the opportunity to provide Council with Virtual Energy Network (VEN) services or other innovative ways to reduce energy consumption and costs.

Specific authorisation from Council is required for the CEO to award and execute the Electricity Retail Supply contract, as it is above the limit of his delegation. It is not possible for Council to award and execute the agreement under normal processes as the time to accept and sign an electricity retailer agreement is approximately 48 hours.

Council will conduct a Request For Tender process compliant with Council's Procurement Policy 2021. Leading Edge energy brokers will be engaged to assist in the process.

Background

Council engaged Leading Edge Energy (commercial energy brokers) to run a Request for Proposal (RFP) in December 2022 to secure a contract for electricity for Council's large sites and unmetered street lighting. The initial RFP returned four responses from electricity providers.

With the contract value expected to be over \$1 million, it was not possible for Council to award and execute the agreement. The process was placed on hold, pending a request for Council to delegate authority to the CEO to enter into an agreement.

At the Council meeting held on 20 June 2023, delegated authority was provided to the CEO to enter into a contract for the supply of electricity for large Council sites and unmetered street lighting.

Leading Edge then issued a price revalidation with the four tenderers and received three responses. Only one tenderer could offer VEN capability at that time. Their tendered price was reduced by the estimated savings of implementing the VEN so it could be compared to the other tender submissions. They still did not achieve the lowest price, so the contract was awarded to another tenderer.

Council was advised that a reduction in price may be achieved if more Council sites were committed to the contract and if other retailers started to offer VEN capability. The decision was made to award a 12-month contract to allow time for Council to make further sites available and in anticipation that there may be additional retailers offering VEN capability.

The existing 12-month contract (2023.07) in relation to Electricity for Large Sites and Unmetered Street Lighting expires on 31 August 2024.

Discussion

Contract 2024.21 for Electricity Retail Supply relates to the supply of electricity to all Council buildings where Council is responsible for paying the retail bill. A small number of council buildings have tenants who hold and manage the electricity bills independently. They are not part of this contract.

The nine accounts included in the previous contract, relating to the Commercial and Industrial (C&I) accounts, including Council Hubs, libraries and the Civic Centre, will again be included in the new contract. Additional sites will also be incorporated into the same contract to allow Council to gain the most competitive pricing in the market. Small and medium sites can be switched in and out of the contract at any time.

The previous contract (2023.07) was for nine C&I sites plus two unmetered street lighting accounts. Street lighting will not be part of Contract 2024.21; it is expected to be part of a separate contract developed by the Victorian Energy Collaboration (VECO), an existing collaboration with over 50 Victorian councils.

Contract 2024.21 will provide retailers with the opportunity to provide Council with VEN services or other innovative ways Council can reduce energy costs. These value-added services will be included in the evaluation and form the total cost of ownership price analysis.

Council will conduct a Request For Tender process compliant with Council's Procurement Policy 2021.

Leading Edge energy brokers will again be engaged to collect all site data and prepare the tender documents appropriate for the energy market. Leading Edge will also summarise the submissions so that the information can be easily compared. Once a preferred retailer is identified, Leading Edge will liaise with the retailer to provide the contracts to be signed.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 5: Activate sustainable practices

Council Plan 2021-25

Objective 4: Visionary community infrastructure

Strategy 4.2: Ensure that our assets are properly maintained now and into the future at the most economical cost to the community and the environment

Policies and Related Council Documents

Section 3.3.1 of the Hobsons Bay Procurement Policy 2021 states that that a public tender process must be used for all procurement valued at \$300,000 (GST inclusive) and above for goods, services or works. A public tender process will be used for Contract 2024.21 in relation to Electricity Retail Supply to ensure compliance with the Procurement Policy.

Section 3.4.2.1 of the Hobsons Bay Procurement Policy 2021 states that the Chief Executive Officer's delegation, (currently \$1 million including GST), is determined by Council annually under an Instrument of Delegation. The amount of \$1 million is consistent with the S5 Instrument of Delegation adopted by Council on 10 October 2023.

This report requests specific authorisation from Council for the CEO to award and execute contract 2024.21 for Electricity Retail Supply, which is above the limit of this delegation.

Legal/Statutory Obligations and Risk

Section 108 of the *Local Government Act 2020* outlines Council's responsibilities in relation to preparing and adopting a Procurement Policy including the contract value above which the Council must invite a tender or seek an expression of interest.

Financial and Resource Implications

The contract is expected to be for four years with an estimated value of approximately \$550,000 per annum, which has been included in Council's 2024-25 budget. The total contract value is therefore expected to be approximately \$2.2 million.

The new contract is anticipated to start date on 1 September 2024, in line with the date at which the existing contract expires. Awarding the contract by this date will ensure that Council avoids extra costs if all nine C&I sites were switched to the Victorian default rate, currently (approximately) \$0.30 per kW compared to the predicted contract rates of \$0.06 to \$0.12 per kW.

Environmental, Social and Economic Impacts

Moving Council's large scale electricity contracts to new and market responsive contracts will enable further utilisation of Council's VEN, realising significant environmental benefits through decarbonising Council's electricity as well as financial benefits to Council's operating costs.

Consultation and Communication

Council will conduct a Request For Tender process compliant with Council's Procurement Policy 2021 for Contract 2024.21.

The tender specification will provide retailers with the opportunity to provide Council with VEN services or other innovative ways to reduce energy costs. These value-added services will be included in the evaluation and form the total cost of ownership price analysis.

Leading Edge energy brokers will again be engaged in the process. They will provide a report to the Tender Evaluation Panel, comprising Council officers from City Works and Amenity department, Strategy, Economy and Sustainability department and Finance department. Council has also employed a subject matter expert to assist Council officers throughout the process.

Declaration of Conflict of Interest

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

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

8.3 Sustainable Communities

8.3.1 Plan for Victoria Submission Addendum - Victorian State Government Housing Targets

Directorate:	Sustainable Communities
Responsible Officer:	Manager Strategy, Economy and Sustainability
Reviewer:	Director Sustainable Communities
Attachments:	1. HBCC Submission to Plan for Victoria - Addendum to respond to housing targets [8.3.1.1 - 6 pages]

Purpose

To seek endorsement of an addendum to Council's submission to the Victorian Government's Draft Plan for Victoria consultation to include consideration of the State's draft future Housing Targets for Hobsons Bay.

Recommendation

That Council:

- 1. Endorses the Director Sustainable Communities to provide the attached written feedback to the current State consultation on the Victorian Draft Housing Targets (June 2024) in the form of an addendum to the previously endorsed submission to the draft Plan for Victoria from the resolution of Council on 11 June 2024.**
- 2. Notes that based on its current Housing Strategy work from 2019, there is not enough land planned to deliver the State Housing Target for Hobsons Bay.**
- 3. Notes that current and future Strategic Planning work is required with State Government to seek to agree suitable Housing Targets for Hobsons Bay in light of both the needs of the future community and the constraints of Hobsons Bay.**

Summary

Council endorsed a submission to Plan for Victoria on 11 June 2024.

On 16 June 2024, via an article in *The Age* newspaper, the Victorian State Government has released statewide draft housing targets to guide councils on where future homes should be built across Victoria.

The draft proposes a target of 31,000 additional dwellings in Hobsons Bay by the year 2051.

It is recommended that this submission is amended to respond to the new housing targets as attached.

Background

Following the earlier initial consultation on Plan for Victoria, the Victorian Government released draft housing targets for all councils on 16 June 2024.

Council has prepared the following addendum to its original Plan for Victoria submission (endorsed by Council at the 11 June 2024 Council Meeting) to provide a further response and feedback regarding the Housing Targets for Hobsons Bay.

In 2023, the Victorian Government issued a “Housing Statement” with the intention to drive the delivery of more homes across Melbourne and the state to address the fact that not enough housing is being delivered to meet the anticipated future need of all Victorians. The Housing Statement is the basis for the new proposed Housing Targets.

Council understands that the Department of Transport and Planning (DTP) is seeking feedback on the Year 2051 draft Housing Targets until 30 August 2024. The feedback is being sought to inform a more detailed review of the housing targets against the capacity of each local government area to accept housing growth.

DTP officers have informed Council officers that the final housing targets will be further refined by this additional modelling work and will be included in the draft Plan for Victoria document, anticipated to be released later in 2024.

Council looks forward to continuing to work collaboratively with the State Government to provide for housing and population growth, affordable and diverse housing to meet the needs of Hobsons Bay’s current and future communities.

Discussion

Housing Strategy 2019 – Council’s planned number of homes in Hobsons Bay

Council undertook a housing capacity analysis as part of the development of its Housing Strategy 2019.

This strategy identified that Hobsons Bay has a capacity for an additional 16,281 dwellings above the 2019 housing stock and supply. This is Council’s current planning position – planning to deliver land to provide an extra 16,281 homes between 2019 and 2051.

The adopted strategy for housing delivery is planned that approximately 60 per cent of housing opportunities were on or within identified strategic redevelopment sites and activity centres. This means that 40 per cent of new homes would be located in residential zones in existing suburbs.

Council implemented the strategic planning for the additional 16,281 homes through Amendment C131hbay on 24 February 2022.

Developer delivered housing in Hobsons Bay since 2019

In 2019, there were approximately 38,218 homes in Hobsons Bay; in 2023 this had increased to an estimated 40,600 homes.

This means the housing development industry delivered just 2,380 homes this period in Hobsons Bay.

What is challenging the delivery of the 2019 Strategy?

For the four-year period 1 July 2019 to 30 June 2023, over 5,030 new homes were approved through town planning permits and over 500 through private building permits in Hobsons Bay. This is almost 1,400 permits and approvals per year. Therefore, Council has demonstrated that at Hobsons Bay, the Planning and Building teams are currently approving far beyond the required number of dwellings each year, even through significant periods of economic uncertainty including COVID and interest rate rises. Delivery challenges at present are not related to Council's planning services.

Rather, the challenges are in the market and in impending state changes. Current housing planning does not take into account land use delivery factors that have changed since the Housing Capacity analysis in 2019.

For example, sea level rise models and upcoming flood models from the Victorian Government and Melbourne Water that take into account the effects of climate change will mean that as Hobsons Bay is on Port Phillip Bay with many waterways, much less of the city's land mass will be able to be developed for sensitive uses like housing (and child care), that as designated by the state as needing to be located in low hazard areas.

Also, in areas of Hobsons Bay zoned for Residential Growth, developers have not proposed the expected higher density homes such as in apartments. Rather, townhouses and lower density proposals are still being put forward by developers, and the current Victorian Planning Provisions and VCAT decisions do not support Council to refuse development that is not delivering enough homes. There is a need to control and incentivise the housing market and developers to deliver expected housing growth.

Therefore, the emerging and existing hazards, and the inability for Council to currently force developers to build higher density means that Council may not be on track to deliver the current Strategy.

State Housing statement and June 2024 NEW Draft Housing Targets

The Victorian Government's draft housing targets are new and the evidence base and state modelling for the targets has not yet been made public. They currently set out a housing target for Hobsons Bay of 31,000 additional dwellings to be delivered by 2051. This equates to approximately 1,107 additional dwellings being delivered per year.

This is a 14,719 extra homes on top of what is currently planned and land allocated in Hobsons Bay, or a 47% increase in planned homes from Council's current position.

There is no land planned to deliver this in the current 2019 Strategy.

Therefore in principle, Council cannot support the current Housing Targets for Hobsons Bay because councils have not been provided with the detailed DTP modelling information about the factors including location, dwelling mix, heights, impacts and delivery factors that have guided the targets.

Council understands this housing modelling for the City is in draft and once that information can be shared, Council will welcome the opportunity to have further discussions with State Government on where and how it will plan for the extra homes for Hobsons Bay's future community.

Where will Council plan for the extra homes between 2036 and 2051?

The Draft Housing Targets in essence require Council to find new development land.

Housing growth in Hobsons Bay has historically been underpinned by the process of rezoning underutilised industrial areas to support residential development. The current Melbourne-wide State document *Melbourne Industrial and Commercial Land Use Plan* (MICLUP) identifies that the majority of Hobsons Bay's industrial land is of State significance.

Accordingly, State policy seeks to protect industrial land for jobs and employment and Council's current 2023 Draft Industrial Land Management Strategy (ILMS) which received feedback from the community in 2023 reflects the State Plan – the ILMS does not propose to rezone existing land currently planned for jobs and convert the land for new homes. Furthermore, the buffers surrounding the 7 Major Hazard Facilities (MHFs) in Hobsons Bay additionally restrict the land area that will be suitable for future dwellings.

If the State Housing Targets to 2051 have been developed on the assumption that further industrial and commercial land will be rezoned for housing in the future near infrastructure and transport nodes, this will impact the conclusion of Council's ILMS.

There will be other factors in addition to land for jobs, and environmental constraints, that affect housing delivery in Hobsons Bay.

Put simply, the current Hobsons Bay housing plan may not be deliverable in the locality because of these existing constraints, Council will need to think about and plan differently if it is to be able to accommodate twice as much housing for future generations.

Hobsons Bay may have some strategic opportunities to plan for more homes in certain places where the current geographical and infrastructure opportunities allow. Council in its 2024-25 Annual Budget approved the expenditure to commence a desktop study to assess opportunities and constraints, the "City Futures - Planning Housing and Jobs for All (Stage 1 Desktop Review)".

Concurrently, officers are further considering the "Industrial Land Management Strategy (Stage 2 Revised Draft)" (ILMS) following the 2023 consultation to consult with the community for consideration at a future Council meeting. The first overarching Hobsons Bay Heritage Strategy (Stage 1 Desktop Review) is also commencing to understand both protection and potential housing opportunities and constraints in Hobsons Bay's varying heritage areas. Further work is needed by the State and Federal Governments in collaboration with Victorian Councils on planning for the new healthcare, schools, kindergartens, roads, bike and walking paths, train stations and other essential infrastructure needed to support such a significant increase in Hobsons Bay's population.

The cumulation of this work towards a new Housing Strategy which will align planning and delivery of affordable and market housing and incorporate the Council's Affordable Housing Strategy work into an overarching "City Futures - Planning Housing and Jobs for All (Strategy Stage 2 Consultation Paper)" in 2025-26 or after.

Hobsons Bay – feedback and submission addendum to Plan for Victoria regarding Housing Targets

Council urges the state government to provide further detail as to the location, dwelling mix and expectations of how the draft Housing Targets can be planned and delivered in Hobsons Bay and considers this submission following when preparing the final Plan for Victoria:

The current Hobsons Bay Planning Scheme and its zones and overlays for the municipality, based on the Housing Capacity assessment from 2019, has a significantly lower capacity than the State's June 2024 draft Housing Targets and at present, the Housing Targets cannot be accommodated in Hobsons Bay

There are further emerging housing land use constraints including but not limited to buffer zones to MHFs, sea level rise, flooding and lack of infrastructure that will inhibit the delivery of the existing housing targets if not addressed.

The State Housing Targets need to be supported by a framework for investment in appropriate infrastructure to deliver liveable and sustainable communities. The State also needs to show leadership and update the scheme to provide clarity as to where housing growth should be directed as it has the primary role in planning this infrastructure provision.

Immediate feedback is sought regarding the progression of Council's Draft Industrial Land Management Strategy (ILMS) and whether the State proposed to use its powers to rezone any land for housing that is currently planned for jobs.

There is a need to add other controls and incentivisation schemes into the housing market to encourage developers to deliver higher housing densities for land already planned for that purpose in Hobsons Bay.

Significant capacity and study work is needed by the State Government in collaboration with Hobsons Bay City Council across all land use types to identify areas where more homes could be accommodated and identify areas where new homes and other sensitive uses cannot be planned for in the future due to factors including heritage industrial hazards, environmental factors and climate change.

Next Steps

Provide the initial feedback to the Department of Transport and Planning by 30 August 2024.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 1: Visionary, vibrant, accountable urban planning

Priority 2: Community wellbeing and inter-connection

Council Plan 2021-25

Objective 3: Vibrant place and economy

Strategy 3.1: Support diversification and growth of our local economy in response to significant changes in land use and the ongoing impacts of the COVID-19 pandemic

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

Objective 4: Visionary community infrastructure

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

Policies and Related Council Documents

The submission has had regard to the Hobsons Bay Planning Scheme and relevant policies, plans and strategies including:

- Affordable Housing Strategy 2023
- Housing Strategy 2019
- Economic Development Strategy 2023
- Draft Industrial Land Management Strategy 2023 (in development)
- A Fair Hobsons Bay for All 2024
- Response to Climate Change Action Plan 2030
- Better Places Guides
- Open Space Strategy 2019
- Urban Forest Strategy 2020

Legal/Statutory Obligations and Risk

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

Submitting a response to the Department of Transport on the new Plan Victoria constitutes a key opportunity for Council to advocate at a state level to the benefit of the Hobsons Bay community.

Financial and Resource Implications

There are no direct financial implications to Council in presenting this submission to the Department of Transport.

Environmental, Social and Economic Impacts

The submission supports the enhancement of the built, natural, economic and social environment within Hobsons Bay and across Victoria.

Consultation and Communication

Advocacy and partnerships with other stakeholders, most importantly the Victorian and Australian governments, are vital to raise awareness on and advocate for issues that sit outside of Council's control.

The submission was developed in consultation with officers across multiple Council departments.

Declaration of Conflict of Interest

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

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

8.3.2 Hobsons Bay Women's Advisory Group - Terms of Reference

Directorate:	Sustainable Communities
Responsible Officer:	Coordinator Community Development
Reviewer:	Director Sustainable Communities
Attachments:	1. Terms of Reference 2024-25 Hobsons Bay Women's Advisory Group [8.3.2.1 - 2 pages]

Purpose

To seek Council endorsement of the Terms of Reference for the 2024-25 Hobsons Bay Women's Advisory Group.

Recommendation

That Council:

- 1. Endorses the Terms of Reference for the 2024-25 Hobsons Bay Women's Advisory Group (the Group).**
- 2. Notes Council's designated champions of the Victorian Local Government Association Women's Charter as the co-Chairs of the Group.**
- 3. Notes that the role of Chair or co-Chairs of the Group for 2025 may be determined by, and should be tabled as part of, future processes that inform Councillor Delegates and Proxies.**

Summary

Council is convening a Women's Advisory Group, with a recommendation for it to be co-chaired by Council's designated Women's Charter Champions, Cr Antoinette Briffa and Cr Pamela Sutton-Legaud.

Draft Terms of Reference have been developed to set out the expectations and governance of the Group. Council sought applications from the community to join the group, based on the Draft Terms. Applications were made via the Participate Hobsons Bay website, between 8 July and 6 August 2024.

The Terms of Reference, once adopted, will provide clarity for members regarding responsibilities as well as operational elements such as meeting frequency. The group will operate with an advisory function, with input into Council planning.

Background

Council resolved to form a women's advisory group at the Council Meeting on 12 December 2023. The group will be open for applications from women who live or work in Hobsons Bay, creating an avenue for input into Council's strategic consultative processes, participation in key civic and social justice initiatives such as International Women's Day, IDAHOBIT and 16 Days of Activism Against Gender-Based Violence or other local initiatives as identified by

the members and fostering dialogue and local action by the Group and into the broader community.

This group is a tangible response to Council's commitment to the Victorian Local Government Women's Charter – Supporting Women's Participation in Victorian Local Governments. The Charter recognises the need for increased women's participation in the key decision-making forums in the community and in democratic governance, supporting the following principles:

- **Gender Equity:** That women and men have an equal right to be representatives in local governments, committees and decision-making positions.
- **Diversity:** The inclusion of different experiences and perspectives in local governments and community decision-making strengthens local democratic governance and helps build cohesive communities. Councils and communities encourage and welcome the participation of all women.
- **Active Citizenship:** Local governments will work with the community to increase the numbers and participation of women in public life, so that decision-making more clearly represents and reflects the interests and demographics of communities.

Discussion

The draft Terms of Reference for the 2024-25 Hobsons Bay Women's Advisory Group were developed after reviewing the terms of reference from previous Council advisory committees and the 2023 and 2024 Hobsons Bay Pride Community Liaison Group.

The principles of the Terms of Reference underpinning the Group, being Gender Equity, Diversity and Active Citizenship, are based on the Victorian Local Government Women's Charter, to which Council is a signatory. It is planned that they will help inform the future priorities of the Group.

It is a recommendation that the Group be co-chaired by Council's designated Women's Charter Champions, Cr Antoinette Briffa and Cr Pamela Sutton-Legaud. Following the Local Government election on 26 October 2024, it is recommended that the appointment of the Chair or co-Chairs for the Group for 2025 be integrated into the normal annual process for Councillor delegation after the local election.

The process for convening the Group commenced in July, with an Expressions of Interest process open to the community, using draft Terms of Reference. It is proposed that the first meeting of the Group is in August 2024 with a workshop in September 2024 to explore the values, priorities and opportunities the group will engage with.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 2: Community wellbeing and inter-connection

The Group will create advocacy and raise awareness for the challenges faced within the Hobsons Bay community – in terms of services provided, equity of access and access to participate in community life.

Council Plan 2021-25

Objective 1: Healthy, equitable and thriving communities

Strategy 1.1: Celebrate the diversity of our community and provide equitable opportunities for all

Priority a) Implement A Fair Hobsons Bay for All 2019-23

Strategy 1.4: Enable participation and contribution to community life, learning and inter-connection

Priority b) Boost the profile and awareness of opportunities for people to participate and contribute to community life

Objective 5: A High Performing Organisation

Strategy 5.1: Improving the quality of our communication and engagement to ensure that our community is informed of and encouraged to contribute to issues in a diversity of ways most suited to them and to advocate for the areas of greatest need

Priority b) Increase targeted and relevant community engagement on key projects and initiatives of Council that will significantly impact the community

A Fair Hobsons Bay for All 2024-28

The purpose of A Fair Hobsons Bay for All 2024-28 is to ensure that fairness and equity are considered and embedded in all of Council's decisions and activities. The policy's vision – "a fair Hobsons Bay built on inclusion and belonging, where everyone can thrive, contribute, feel safe and valued" – outlines strong alignment with a women's advisory group.

It is proposed that the Group is to be co-chaired by Council's Victorian Local Government Women's Charter Champions, the Charter being a relevant document to which Hobsons Bay City Council is signatory.

Legal/Statutory Obligations and Risk

A terms of reference provides clarity for the role of a group and expectations around it. The Group is advisory in nature, with no Council directive or decision-making responsibilities.

Financial and Resource Implications

There is a resourcing and operational financial impact from the commencement of the Advisory Group as this Council resolution was not a budgeted matter. The convening of meetings and any use of facilitators will have a cost, able to be temporarily met by the Community Development ledger for Community Leadership.

The impact overall is estimated to be around \$10,000 and if the Terms of Reference and Group working is endorsed, the ongoing costs can be accommodated through the reallocation of budget.

Environmental, Social and Economic Impacts

The Group is likely to identify or amplify local issues that are creating environmental, social or economic inequities. These may lead to suggestions for Council responses or advocacy by Council or the Group itself.

Consultation and Communication

Expressions of Interest are sought from people who identify as women across Hobsons Bay, with membership being sought across ages, demographics and other measures of diversity within Hobsons Bay. This process has used Council's engagement website Participate Hobsons Bay as well as Council's other communication mechanisms such as e-newsletters, networks and community noticeboards.

Declaration of Conflict of Interest

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

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

8.3.3 Contract 2024.15 Provision of Meals (Hobsons Bay Meals on Wheels Service)

Directorate:	Sustainable Communities
Responsible Officer:	Manager Community Life
Reviewer:	Director Sustainable Communities
Attachments:	Nil

Purpose

To award Contract 2024.15 for Provision of Meals for the initial term of three years.

Recommendations

That Council:

- 1. Awards Contract 2024.15 for Provision of Meals (Hobsons Bay Meals on Wheels Service) to Ranahans Pty Ltd under their schedule of rates, with an estimated collective spend over five years of \$2,785,946 (two million, seven hundred and eight-five thousand, nine hundred and forty-six dollars) including GST for the contract period of three years, with two one-year options for further extension.**
- 2. Delegates to the Chief Executive Officer the ability to execute the formal agreement for Contract 2024.15.**
- 3. Delegates to the Chief Executive Officer the ability to vary the estimated annual value of Contract 2024.15 to align with the approved budget.**

Summary

Hobsons Bay City Council provides a delivered meal service (known as Meals on Wheels) to eligible residents who require support to remain living in their homes and active in their local community.

The meal service is part of the Commonwealth Home Support Program (CHSP) and State Home and Community Care Program for Younger People (HACC PYP), which Council delivers to approximately 400 clients across the municipality.

Council's Community Support Team undertook a review of the delivered meals service, including surveying current clients, before finalising a contract for tender. Tenders have been assessed and the recommendation is to award the contract to Ranahans Pty Ltd.

Background

In 2023-24, Council provided 24,770 meals to approximately 135 residents, the majority of whom are 80 years of age and older. Current provision includes a main meal, dessert and soup.

Pre-prepared meals are delivered to Council's dispatch centre at Williamstown Town Hall where they are sorted by Council staff for volunteers to deliver to clients' homes. The meals are currently provided to Council by Western Health under a contract which expired on 30 June 2024 but has been extended to cover the period until a new contract is awarded.

The key requirements of the new contract include:

- providing a choice of freshly cooked and chilled meal options to meet clients' dietary, cultural and health needs
- producing and delivering meals within specified timeframes
- providing meals to cover every day of the year including public holidays
- establishing contingency arrangements to ensure the provision of required meals is achieved
- complying with relevant Acts, regulations, standards, guidelines and policies, including the Food Standards Australia New Zealand (FSANZ)
- employing a qualified Trade Chef to oversee and monitor the day-to-day preparation and packaging of meals
- using a majority of quality fresh produce and limited frozen and convenience produce
- providing aesthetically pleasing meals.

Discussion

Prior to the formal tender process, initial market testing was undertaken to identify potential suppliers to maximise the chances of suitable tenders being received.

The public tender opened on 6 May 2024 and closed on 24 May 2024. Eight suppliers downloaded the tender documents and three responses were received.

Two suppliers were shortlisted for interview and were invited to provide meal samples for tasting.

The tender evaluation process, including the interviews and product testing, concluded that Ranahans Pty Ltd would provide the best value for money and service quality.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 2: Community wellbeing and inter-connection

Council Plan 2021-25

Objective 1: Healthy, equitable and thriving communities

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

Policies and Related Council Documents

The awarding of Contract 2024.15 through a public tender process complies with Council's Procurement Policy.

The provision of the Meals on Wheels service aligns with **A Fair Hobsons Bay For All 2024, Theme 2: Inclusive and supportive communities.**

Legal/Statutory Obligations and Risk

The contract will satisfy the requirements of Council's funding agreements with Australian and Victorian governments for delivered meals.

Financial and Resource Implications

Council manages and part-funds this service and receives funding contributions from the Australian and Victorian governments. Clients also contribute towards their meals.

Consultation and Communication

Current clients were surveyed in January 2024. Their responses regarding meal preferences helped inform the tender documents.

A letter introducing the new provider will be sent to all clients prior to their commencement.

Declaration of Conflict of Interest

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

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

8.4 Infrastructure and City Services

8.4.1 Pier Street, Altona - Endorsement of concept plans and consultation on options

Directorate:	Infrastructure and City Services
Responsible Officer:	Acting Manager Active Communities and Assets
Reviewer:	Director Infrastructure and City Services
Attachments:	1. 240813 Pier Street - Council Presentation [8.4.1.1 - 13 pages]

Purpose

To seek approval to place on public exhibition updated concept designs and activation options for the Pier Street Feature Site, including extended footpaths along Pier Street from Queen Street to Railway Street South.

Recommendation

That Council:

- 1. Endorse the concept designs for Pier Street for the purposes of public consultation for a period of four weeks from Friday 16 August 2024 until Friday 13 September 2024, that includes the following areas:**
 - a. Pier Street Feature Site from Queen Street to Blyth Street**
 - b. Extended footpaths from Blyth Street to Railway Street South**
- 2. Receives a future report following the public consultation period.**

Summary

At the 14 November 2023 Council Meeting, a revised Outdoor Trading Framework was endorsed by Council which included a future direction to be pursued for activations within Pier Street. The associated Hobsons Bay Parklet Guidelines and the Hobsons Bay Fixed Infrastructure Guidelines were also endorsed at the meeting.

An initial update on the progress work for designing of future activation work along Pier Street was provided to Council at the 4 June 2024 briefing session at the same time as the capital works budget.

This briefing is to present to Council the concept plans and images that, if supported, will proceed to community and trader consultation.

The plans cover Pier Street from Queen Street to Railway Street South with three main focuses: the Pier Street Feature Site, footpath crossings at Blyth Street and extended footpaths from Blyth Street to Railway Street South as shown in Figure 1.

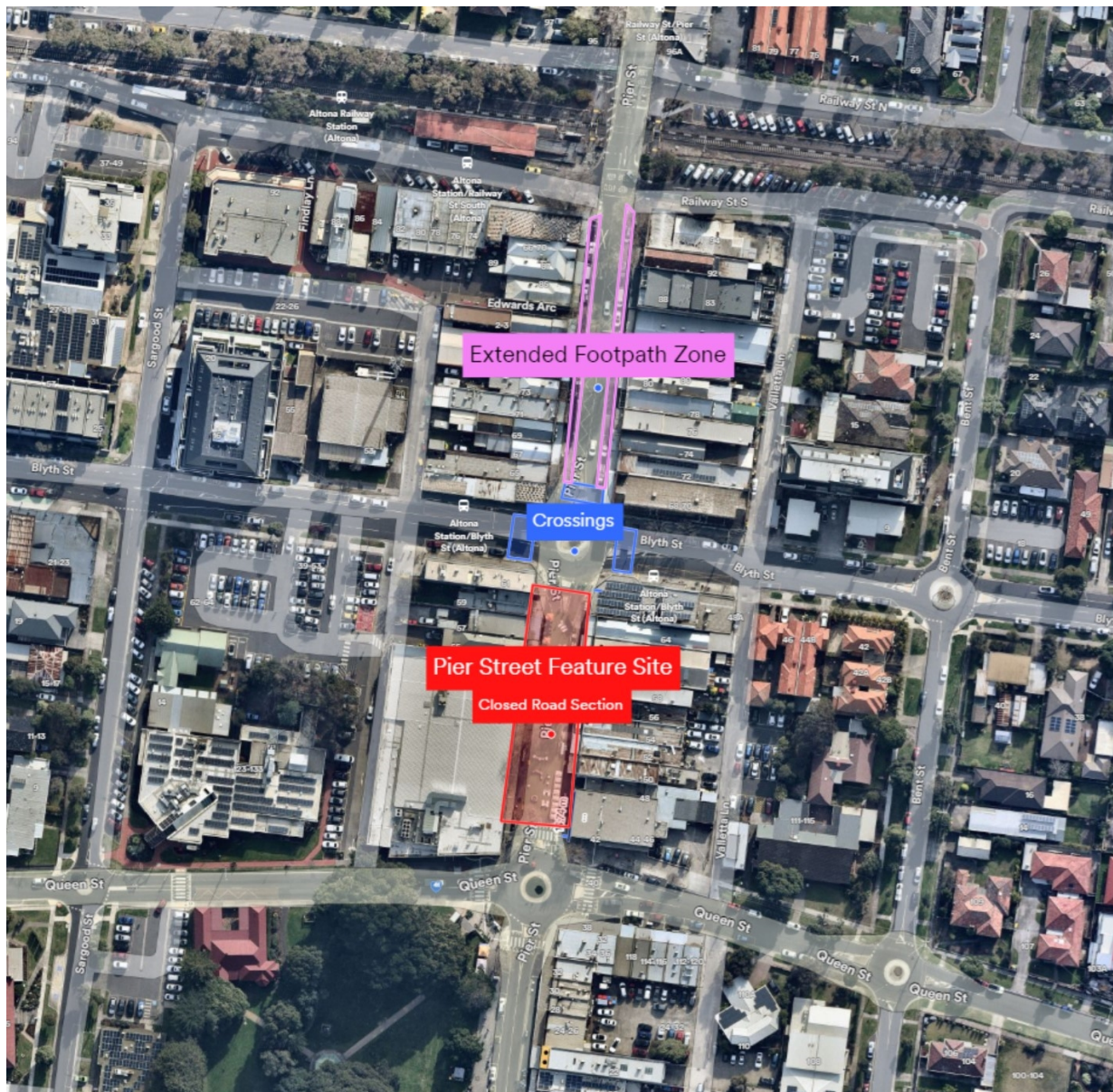


Figure 1: Map of the Pier Street site

Background

In November 2023 a Council report summarised the broad community survey that was undertaken to determine the future of Pier Street. The survey asked respondents to identify their preferred options for the closed section of Pier Street, known as the Pier Street Feature Site. The options were full road reopening, seasonal road closure, permanent extended footpaths and permanent road closure.

The community survey received 1500 responses, including 23 direct responses from local businesses. The most strongly supported option was a permanent extended footpath, followed closely by permanent road closure. A full reopening was the least supported option with only 14% of responses in favour of it. Results of the survey are provided below.

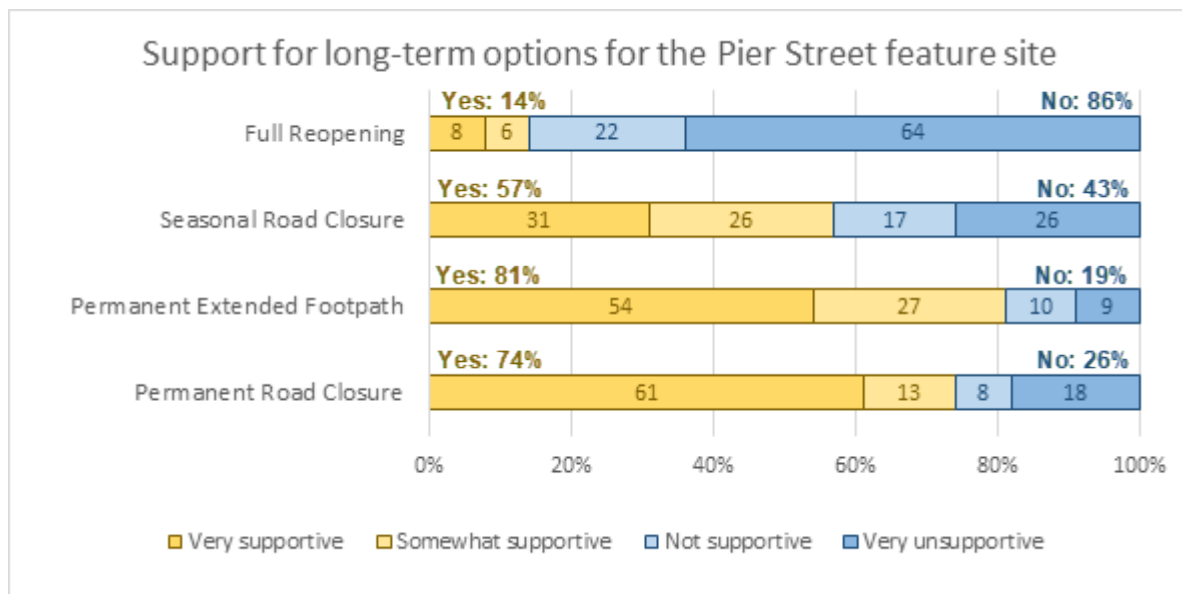


Figure 2: Extract of 2023 Future Framework for Outdoor Dining Council Report

Discussion

The permanent road closure of the feature site received overall broad support from the community as per the consultation carried out in late 2023, with 74% of people in support of the proposal. Whilst the extended footpaths received slightly higher support at 81%, the overall benefits to the community and improved infrastructure outcomes for outdoor dining from the permanent road closure (that also received significant community support) makes this option more favourable. Concept designs have been prepared on this basis. It is also noted that delivery of the extended footpath option in the feature site would by default lead to the reopening of the road which has the lowest level of support at 14%.

Base plan

The concept design incorporates a base plan with a full road closure in the feature site extended footpath to the north of the feature site, drainage, road surfaces, crossings and road carriageways. As these are technical items, it is not proposed to seek community feedback on these items.

Base plan – Pier Street Feature Site

A key feature of the design in the feature site is a raised roadway. The carriageway will be permanently closed. Therefore, it is proposed to raise the roadway through the feature site to level with the footpath as is done in many European piazzas. This will create a more walkable and inviting space for pedestrians. It will create a uniform surface treatment with no steps or transitions.

It is noted that this type of treatment will need to be validated as the design is further progressed to ensure the management of stormwater can be accommodated without increasing flood impacts to adjoining properties. Should this treatment not be deemed viable, alternative design treatments that deliver on the full closure requirements can be facilitated.

In the feature site the outdoor dining zone will continue in its current position and area. Traders will be able to utilise the space to the edge of the current car parking in the closed road. The public spaces and activations will occur and be constructed within the closed road. The carriageway will not be used for outdoor dining. The design also entails flexibility if any future changes to the trafficable area are required.

Extended footpaths

As part of the base plan, extended footpaths are included from Blyth Street to Railway Street South. The base plan proposes to raise these areas to level with the footpath, with a low rounded kerb at the roadside. When used for outdoor dining, no level or grade works will be required as the extended footpath section will already be level with the footpath. No build up in decking will be needed.

Traffic separation in the extended footpath zone

It is proposed to have a removable bollard system implemented in the section of Pier Street that will be subject to extended footpaths. The bollards will be able to be either removed or installed as required if outdoor dining is sought to be taken up by traders. The use of this type of treatment provides great flexibility for the traders along this precinct. Tactical barriers will also be implemented between the footpath extension and main pedestrian thoroughfare to deliver a safe pedestrian environment.

Activation options

The main area that community consultation is seeking to gain feedback on is in the activations of the public spaces. Closing the road in the Pier Street Feature Site creates a section of public space that, if activated well, will significantly enhance the local character and identity. All footings, fixings, power and water requirements will be built into the base plan, to allow these activations to be permanently fixed in place.

Potential activations of the closed road space that community input will be sought to prioritise include:

- inclusion of large, oversized shade canopy trees in large pot plants with integrated water systems
- fixed shade structures
- stages for performers including power
- purpose specific outdoor furniture with preset bolt-down locations
- play zones with premade sections of rubberised soft-fall
- art activation areas

Crossings

The crossings at the Blyth Street intersection are included in the base plan and will be raised zebra crossings (wombat crossing) like the crossing at Queen Street intersection.

Road closure requirements under the Local Government Act 1989

A separate council report has been prepared with a summary of the requirements under the *Local Government Act 1989* and a recommendation for endorsement on how to proceed.

Attachments

Plans, sections and reference images can be found attached for the proposed engagement.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 1: Visionary, vibrant, accountable urban planning

Priority 2: Community wellbeing and inter-connection

Priority 6: An accessible and connected community

Council Plan 2021-25

Objective 1: Healthy, equitable and thriving communities

Priority a) Strengthen Council's strategy to improve community safety through enhanced passive surveillance, better design and place activation

Objective 3: Vibrant place and economy

Priority b) Support existing and emerging local businesses through activation, promoting buying local and local business-to-business activity

Priority a) Deliver neighbourhood scale placemaking with projects identified within each of the Better Places Place Guides

Objective 4: Visionary community infrastructure

Priority a) Deliver improved cycling and walking infrastructure outcomes across the municipality along key strategic routes for improved safety and connectivity

Priority b) Increase value for money when delivering projects within the capital works program

Policies and Related Council Documents

- **Hobsons Bay City Council Community Engagement Policy 2023**
- **Future Framework for Outdoor Trading Report** (endorsed 14/11/23) – this report undertook the initial survey confirming the community's views in relation to the closed section of Pier Street.

Legal/Statutory Obligations and Risk

Officers have consulted with Council traffic engineers regarding the legal requirements for long term closure of this road. Validation of the design will need to be carried out to ensure the management of stormwater can be accommodated, without increasing flood impacts to adjoining properties.

Financial and Resource Implications

The final cost of the works will not be known until the consultation has been completed, at which time, the activation options will be known and the cost finalised. The delivery of the actual construction works for the project is to be considered in future budget cycles.

Currently there is \$100,000 allocated to this project in FY24-25. No further funds are allocated.

In consultation it will be made clear that implementation will be subject to Council approval in future budget cycles.

Environmental, Social and Economic Impacts

Drainage through the site is the main environmental concern. This issue will need to be further validated as the design work is progressed to ensure the management of stormwater can be accommodated, without increasing flood impacts to adjoining properties.

Consultation and Communication

It is proposed, subject to Council's support, to undertake a second round of community consultation as highlighted throughout this report.

Declaration of Conflict of Interest

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

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

8.4.2 Permanent Closure of Pier Street, Altona

Directorate:	Infrastructure and City Services
Responsible Officer:	Manager Capital Works
Reviewer:	Director Infrastructure and City Services
Attachments:	Nil

Purpose

To seek approval to commence the permanent closure of Pier Street between Queen Street and Blyth Street, Altona in line with the statutory process as set out in the *Local Government Act 1989*.

Recommendation

That Council:

- 1. Commences a Section 223 community consultation process for the permanent closure of Pier Street between Queen Street and Blyth Street pursuant to the statutory process as set out in Schedule 11, clause 9 of the *Local Government Act 1989*.**
- 2. Receives a further report following the completion of the community consultation process.**

Summary

It is proposed to permanently close this section of Pier Street, given the success of the closure that has been in place since COVID-19 shutdowns lead to the increase of outdoor dining areas through the repurposing of roadway areas. This section of Pier Street between Queen Street and Blyth Street has been subject to closure since 2020 and is broadly supported by the community to continue. Consultation will also be carried out in parallel on the concept design for activation elements of this proposed closed section of road to ensure the ongoing closure delivers strong social and economic benefits to the community.

This consultation process will be completed consistent with the relevant clauses and schedules as set out in the *Local Government Act 1989* (LGA 1989).

Background

During 2020, businesses were closed for in-house dining as a result of the COVID-19 pandemic, and later when reopened, limited numbers were permitted indoors. To respond to this issue, Council with the support of the Victorian State Government allocated funding to activate outdoor trading precincts to support businesses during this time.

As part of these activations, Pier Street between Queen Street and Blyth Street was closed to traffic and transformed into an outdoor trading zone with community activations.

In November 2023 a Council report summarised the broad community survey that was undertaken to determine the future of Pier Street. The survey asked respondents to identify

their preferred options for the closed section of Pier Street, known as the Pier Street Feature Site. The options were full road reopening, seasonal road closure, permanent extended footpaths and permanent road closure.

The community survey received 1500 responses, including 23 direct responses from local businesses. The most strongly supported option was a permanent extended footpath, followed closely by permanent road closure. A full reopening was the least supported option with only 14% of responses in favour of it. Results of the survey are provided below.

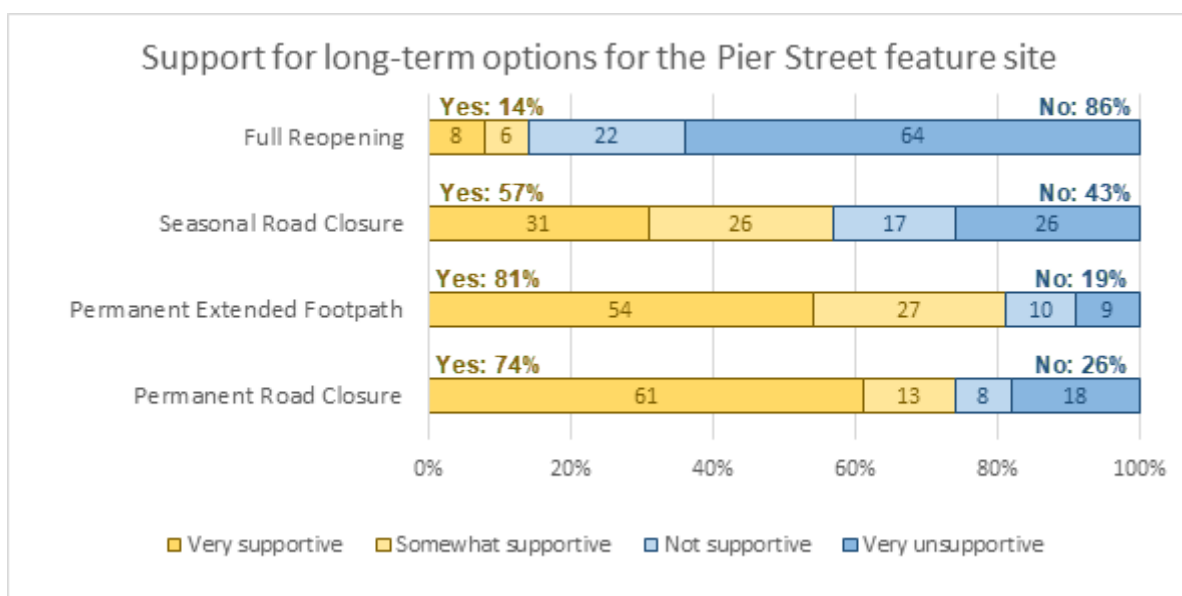


Figure 1: Extract of 2023 Future Framework for Outdoor Dining Council Report

Discussion

This road closure seeks to deliver on the overall strategic direction to enhance the trading experience along Pier Street through improved activation, increased pedestrianisation and greater outcomes for community and economic development.

The permanent road closure received overall broad support from the community as per the consultation carried out in late 2023, with 74% of people in support of the proposal. Although the extended footpaths received slightly higher support at 81%, the overall benefits to the community and improved infrastructure outcomes for outdoor dining from the permanent road closure (which also received significant community support) makes this option more favourable. It is also noted that delivery of the extended footpath option in the feature site would by default lead to the reopening of the road which has the lowest level of support at 14%.

Community consultation on the endorsed concept work is proposed to run in parallel with this section 223 consultation period, to gauge support for the activations within the feature site of Pier Street and refine the concept design so as it delivers on the needs of traders and the community. Further information on this element of the consultation is provided in a separate report to be considered at the same Council meeting.

The community consultation process to close the road detailed below will be completed in accordance with the requirements of section 223 of the LGA 1989.



Figure 2: Location of proposed permanent closure

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 1: Visionary, vibrant, accountable urban planning

Priority 2: Community wellbeing and inter-connection

Priority 6: An accessible and connected community

Council Plan 2021-25

Objective 1: Healthy, equitable and thriving communities

Priority a) Strengthen Council's strategy to improve community safety through enhanced passive surveillance, better design and place activation

Objective 3: Vibrant place and economy

Priority b) Support existing and emerging local businesses through activation, promoting buying local and local business-to-business activity

Objective 4: Visionary community infrastructure

Priority a) Deliver improved cycling and walking infrastructure outcomes across the municipality along key strategic routes for improved safety and connectivity

Policies and Related Council Documents

Hobsons Bay City Council Community Engagement Policy 2023

Legal/Statutory Obligations and Risk

There are no legal impediments to Council permanently closing the road pursuant to Schedule 11, clause 9 of the *Local Government Act 1989*.

The Act provides for the permanent closure of the road and gives Council power over traffic as follows:

9 Power to place obstructions or barriers on a road permanently

- (1) *A Council may block or restrict the passage or access of vehicles on a road by placing and maintaining any permanent barrier or other obstruction on the road.*
- (2) *A Council must not exercise this power unless it has considered a report from the Head, Transport for Victoria concerning the exercise of the power.*
- (3) *The exercise of this power is subject to any direction of the Minister.*

Council must also consider sections 207A and 223 of the LGA 1989 as outlined above, as part of the process to consider the permanent closure of a road.

As stated in the Act and quoted above, for Council to exercise the power to permanently close a road, it must first consider a report from the Head, Transport for Victoria, currently delegated to the Department of Transport and Planning (DTP). Council will seek DTP approval in accordance with Schedule 11, clause 9 for the permanent closure of the proposed section of Pier Street.

Financial and Resource Implications

There will be no direct financial implications to have the closure implemented as this infrastructure is already in place. Further enhancement to infrastructure which is subject to current design work will not be known until the consultation has been completed, at which time, the activation options will be known and the cost finalised. The delivery of the actual construction works for the project is to be considered in future budget cycles.

Currently there is \$100,000 allocated to this project in FY24-25. No further funds are allocated.

Environmental, Social and Economic Impacts

Environmental impacts

Environmental impacts have been considered. In this circumstance there are none that apply.

Social and Economic impacts

The closure of Pier Street in Altona between Queen Street and Blyth Street will deliver substantial safety benefits. By restricting vehicular access in this area, the risk of accidents is significantly reduced, ensuring a safer environment for pedestrians. This measure

promotes a secure and tranquil atmosphere, encouraging passive recreational activities and outdoor trading leading to improved community and economic outcomes.

Consultation and Communication

Community engagement

Council undertook detailed consultation to understand the level of support on the current closure of Pier Street. The results indicated support from the community as well as traders within the precinct.

Follow-up consultation in line with the requirements set out in section 223 of the LGA 1989 for the permanent closure of Pier Street will commence in August 2024.

Department of Transport and Planning

Council will seek approval from DTP for the permanent closure of the proposed section of Pier Street.

Emergency services

Emergency services have been consulted on the current closure. Victoria Police has supported the closure since the first year as it has reduced hooning activity in Pier Street. In addition, the temporary and future closure will still allow for access for emergency services.

Declaration of Conflict of Interest

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

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

8.4.3 Permanent Closure of the Esplanade, Altona - Hearing of Submissions

Directorate:	Infrastructure and City Services
Responsible Officer:	Acting Manager Capital Works
Reviewer:	Director Infrastructure and City Services
Attachments:	Community Consultation Submissions

Purpose

To receive submissions under section 223 of the *Local Government Act 1989* for the proposed road closure for part of the Esplanade, Altona and hear any person who seeks to present to Council on their submissions.

Recommendation

That Council:

- 1. Receives submissions on the proposed road closure for part of the Esplanade, Altona in accordance with section 223 of the *Local Government Act 1989*.**
- 2. Notes that no persons sought to make any verbal presentations to those submissions.**
- 3. Requests that a report come to the 10 September 2024 meeting to consider the proposed road closure for part of the Esplanade, Altona.**

Summary

Community consultation has been conducted under section 223 of the *Local Government Act 1989* for Council's Public Notice regarding the proposed closure of the Esplanade in Altona between Pier Street and Bent Street. In accordance with the Act and as part of Council's Community Engagement Policy, respondents who made submissions and requested to be heard in person will present their feedback at a Council Meeting.

The consultation period recorded 568 visits to the webpage dedicated to this proposal. Council received 50 submissions by the end of the 28-day submission period.

Background

Over the summers of 2018-19, 2019-20, 2020-21 and 2021-22, Council undertook a temporary closure to vehicles of the Esplanade between Bent Street and Pier Street in Altona. The closures commenced mid-December and ran through the summer holiday period to March the following year.

The closure of the road safely links the beachfront with nearby reserves, the Altona Life Saving Club and the cafés and shops on Pier Street. It has resulted in greatly improved safety outcomes for pedestrians from a transport perspective and provides additional space adjacent to the beach for visitors and locals to enjoy.

Following the preliminary consultation in July and August 2020, Council supported a final community consultation on the permanent road closure of the Esplanade, Altona, as stated in the 14 May 2024 Council meeting minutes.

Discussion

At the 14 May 2024 Council meeting, under section 223 and Schedule 11 of the *Local Government Act 1989*, Council resolved the following:

That Council:

1. Commences a Section 223 community consultation process for the permanent closure of the Esplanade between Pier Street and Bent Street pursuant to the statutory process as set out in Schedule 11, clause 9 of the *Local Government Act 1989*.
2. Receives a further report following the completion of the community consultation process.

Community consultation occurred between 29 May and 26 June 2024 through various channels including an online form, newspaper articles, social media, Council website and conrlute notices posted on poles at the site.

These communication channels generated 568 website visits and 50 written submissions (49 online and one direct to Council). Out of those, eight persons initially expressed a desire to be heard in person at a Council meeting.

Follow-up was carried out with each of those eight persons via the communication channels provided. Six persons confirmed that they no longer sought to be heard on the matter and two provided no response to continual follow-up on the matter. Officers made a final attempt two weeks out from the scheduled meeting to consider the submission, to confirm if the two persons whom had initially responded to be heard on the matter, still sought for this outcome. This communication advised that should no response be received, that it would be considered the persons were no longer seeking to be heard on the matter.

In accordance with the Local Government Act, all submissions will be considered regardless if the persons sought making the submissions seeks to be heard or not.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 6: An accessible and connected community

Council Plan 2021-25

Objective 4: Visionary community infrastructure

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

Policies and Related Council Documents

A Council report was presented at the 14 May 2024 Council Meeting to seek approval to commence the permanent closure of the Esplanade between Pier Street and Bent Street Altona, in line with the statutory process as set out in the *Local Government Act 1989*.

Legal/Statutory Obligations and Risk

Consultation has been undertaken in accordance with section 223 of the *Local Government Act 1989*.

Financial and Resource Implications

There will be no direct financial implications as all works related to the closure of the road will be completed as part of the Altona Foreshore Project.

Environmental, Social and Economic Impacts

The permanent road closure of the Esplanade has the potential to support decarbonisation of the transport system and improved social connectivity.

Consultation and Communication

As part of the community consultation plan following Council's Community Engagement Policy and section 223 of the *Local Government Act 1989*, officers undertook the following actions to engage the community and gather feedback:

- **online form** accessed via QR codes on on-site signage and through Council's digital platforms including the website and social media
- **newspaper article** published in the general notices section of *Star Weekly* on 29 May 2024, directing readers to the online form to make a submission
- **Council website** provided a link to the online form accessible via the project page on Council's website
- **on-site signage installed**, directing people to the online form via QR code and providing information about the project
- **emergency services informed** via emails about the impact of the road discontinuance, seeking their feedback
- **direct feedback** received through emails and phone calls to the project team

The complete detailed summary of the community responses including the recommendations will be presented at the Council Meeting on 10 September 2024.

Declaration of Conflict of Interest

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

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

8.4.4 Williamstown Swimming and Life Saving Club - Updated Concept Plans

Directorate:	Infrastructure and City Services
Responsible Officer:	Manager Active Communities and Assets
Reviewer:	Director Infrastructure and City Services
Attachments:	<ol style="list-style-type: none">2228 Williamstown Swimming and Life Saving Club Landscape Schematic Design - Reduced Size [8.4.4.1 - 5 pages]22017 WSLSC FINAL Community Consultation 070824 [8.4.4.2 - 10 pages]

Purpose

To seek Council endorsement for the public exhibition of updated concept plans for the Williamstown Swimming and Life Saving Club (WSLSC) redevelopment.

Recommendation

That Council:

- 1. Endorses the concept design for the Williamstown Swimming and Life Saving Club redevelopment for the purposes of public consultation, for four weeks from 14 August 2024 until 10 September 2024.**
- 2. Receives a future report following the public exhibition period.**

Summary

This is the second proposed public exhibition period to provide the community with the opportunity to comment on concept designs for the WSLSC redevelopment. It follows the initial public exhibition period which took place from 14 October 2023 to 10 December 2023. This concept design has been updated following feedback from the WSLSC, community and other project stakeholders including Life Saving Victoria.

The concept design presented represents the overall vision for the site, incorporating the feedback received from the club, community and other project stakeholders. While the estimated cost to implement this design, excluding major works to the existing pool, is \$17.373 million, the total available budget is \$14.529 million. To address this gap, value management options have been developed in consultation with WSLSC representatives, ensuring that the project can be delivered within the allocated funding. Any major works to the pool will be funded by the WSLSC.

The community will be encouraged to provide their feedback via Participate Hobsons Bay and can also discuss the project in more detail at a drop-in session.

Background

The WSLSC received a Victorian Government grant for \$11.349 million in 2021, to upgrade the ageing facilities on site. Council is contributing \$3 million as part of this project and is

managing its design and construction, consistent with the funding agreement it has with the Victorian Government (Department of Community Justice and Safety). The purpose of the project is to provide improved facilities for the WSLSC to fulfil its core life saving club functions now and into the future.

At the Council Meeting on 10 October 2023, Council approved a concept plan for the WSLSC redevelopment to be placed on public exhibition for a period of eight weeks. Public exhibition also occurred for two other precinct projects, being the Williamstown Foreshore Open Space upgrades and Rifle Range Planting Plan. Council's Participate Hobsons Bay website was utilised to gather community feedback through an online survey. There were two drop-in sessions and an additional members information session held at the WSLSC.

There was significant interest in the project during community consultation, with more than 600 individual pieces of feedback received. An estimated 500 people engaged with Council officers during the drop-in sessions, and approximately 90 WSLSC members attended the members information session.

There were several key themes articulated from first round of community consultation which include:

- retention of the swimming pool
- retention of the front lawn for members-only use
- the kiosk/café to be operated by the WSLSC
- more public amenities
- concerns about the loss of heritage, and the built form scale of the proposed buildings
- building inclusions (steam room, gymnasium, meeting spaces).

It is also noted at the June 11 2024 meeting, Council resolved to:

- Presents an updated Williamstown Swimming and Life Saving Club concept plan at the August Council meeting to immediately release for public consultation following authorisation from Council.
- Note that after discussion between Williamstown Swimming and Life Saving Club representatives and council officers, \$5.5 million has been included in the 2024-25 Proposed Council Budget to progress redevelopment of the Williamstown Swimming and Life Saving Club.
- Request council officers involve Strand Ward councillors in regular discussions on the redesign and progress of the project.
- Request council officers include a monthly update on the progress of the project in the CEO Operational Update Report.

Discussion

Following the first round of community consultation, the WSLSC appointed a member's representative to help consolidate member feedback. Officers have held regular meetings with the WSLSC through the member's representative and WSLSC committee members.

In addition to the meetings with WSLSC representatives, Council officers have facilitated monthly Project Reference Group meetings (incorporating attendees from Life Saving Victoria, State Government, architectural consultants, WSLSC and Council), regular Strand Ward Councillor briefings and meetings with key external authority stakeholders.

The updated concept design includes the retention of the swimming pool, improved storage areas and change room amenities, retention of the members' lawn, retention of the existing kiosk and public amenities, a new observation tower, gymnasium, meeting spaces and improved landscape treatments. The updated design also encroaches on the existing car park area with 19 existing car parking spaces removed.

The updated concept design also includes additional public amenities adjacent to the existing amenities block, complementing the existing provision of toilets in this area. It features two separate public shower areas: one accessible from the front (beach side) of the life saving club and another towards the rear of the club where the community access the beach from the car park. This access point from the car park has been enhanced with a wider entrance, more seating, and the addition of bike hoops. Urban design elements such as seating areas and towel hooks will be incorporated along the esplanade walkway to serve ocean swimmers and other beachgoers.

This design reflects the WSLSC's overall vision for the redevelopment which includes feedback from their members and the community. The total estimated cost for the WSLSC's overall vision exceeds the current funding allocated towards the redevelopment.

At the concept plan stage, the following value management options have been developed in consultation with the club and project stakeholders:

- convert a storage area into a secure open yard
- reduce second level floor area (reducing gymnasium/administration space)
- reduce second level balcony area
- retain and renew the McColl Building as a storage space

The total sum of these value management options reduces the project to be within the allocated budget. As the design is progressed, there will be more refinement of the cost plan in preparation for it being released to market for tender.

The concept design under consideration for public exhibition includes the retention of the swimming pool. Ongoing assessments will determine the necessary maintenance or renewal upgrades to extend its lifespan, along with the associated cost estimates. These costs are not currently included in the existing cost plan however the club has confirmed that it will cover any future costs associated with the renewal or upgrade of the swimming pool

Officers, in conjunction with the appointed architect, continue to prepare submissions to relevant authorities for approval. These include Melbourne Water and the Department of Energy, Environment and Climate Action (DEECA) who will need to provide consent prior to the works taking place. The project will also require a planning permit as part of the approvals process.

While the redevelopment project remains in the concept design and planning phase, it is widely acknowledged by the Project Reference Group that a number of project risks remain ongoing. These include:

- the project scope remaining within the funding envelope
- Melbourne Water approval
- Marine and Coastal Act consent through DEECA
- preservation of the heritage overlay on the site
- planning permit requirements

- ongoing swimming pool assessments
- utility service connections to the site

The ongoing management and mitigation of these risks is being undertaken which includes regular meetings with relevant authorities to provide project updates.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 2: Community wellbeing and inter-connection

Council Plan 2021-25

Objective 1: Healthy, equitable and thriving communities

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

Strategy 1.4: Enable participation and contribution to community life, learning and inter-connection

Objective 3: Vibrant place and economy

Strategy 3.4: Increase participation in recreation activities across the community

Priority c) Support increased participation opportunities by providing infrastructure which meets the needs of the sporting community

Policies and Related Council Documents

- Hobsons Bay Aquatic Strategy 2019-30
- Sports Facility Needs Analysis

Legal/Statutory Obligations and Risk

Council has met its statutory obligations at the time of the report through consultation with DEECA, specifically in relation to the *Marine and Coastal Act 2018*. Further approvals will be required from DEECA once detailed technical drawings have been developed. Preliminary advice from DEECA has been incorporated into the plans.

Council's statutory planning department has been consulted in the development of concept designs. They have reviewed the plans and provided preliminary advice which has been incorporated into the plans. Furthermore, consultation has occurred with Council's statutory heritage architect consultant, and their advice has been considered within the plans.

As the plans remain at concept level, this fulfils Council's statutory obligations at this stage. Further approvals will be required as part of the proceeding stages of works.

Financial and Resource Implications

Funding for the delivery of this project is in partnership with the Victorian State Government, Council and the WSLSC at a total cost of \$14.529 million, including \$11.39 million from the Victorian Government and \$3 million from Council. The WSLSC has committed to providing funding for a range of project elements, with the exact contribution to be confirmed as the project progresses.

The concept design for the WSLSC redevelopment, which reflects feedback from club members, the community, and stakeholders, is estimated to cost \$17.373 million, excluding major works to the existing pool. To align the project costs with the available budget, value management options have been developed in consultation with WSLSC representatives. Any major works to the pool will be funded by the WSLSC.

These options include converting a storage area into a secure open yard, reducing the second-level floor area and balcony space, and retaining and renewing the McColl Building as a storage space in lieu of creating a new storage space. These adjustments ensure the project can be delivered within the existing allocated budget while maintaining the overall vision for the site.

Environmental, Social and Economic Impacts

The concept designs have accommodated provisions for predicted sea level rise and the required building levels as indicated by Melbourne Water. However this aspect of the project is still subject to approval by Melbourne Water during the approval process.

Consultation and Communication

The development of the concept design has included consultation with relevant internal stakeholders at Council. Detailed consultation has taken place with WSLSC representatives, including the member's representative appointed to act on behalf of WSLSC members. External engagement has been ongoing with DEECA, the Department of Justice and Community Safety, and Life Saving Victoria.

The first round of public exhibition ran for a period of eight weeks from 14 October through until 10 December 2023. The community was encouraged to provide their feedback through Participate Hobsons Bay. Two community drop-in sessions were held and a members' information night was also facilitated for WSLSC members. A "What we heard" report has been developed and will be released via Participate Hobsons Bay during the second round of community consultation, including information on how that feedback has been considered with the update to the plans.

The WSLSC, Department of Justice and Community Safety and Life Saving Victoria have provided support for these designs proceeding to community consultation.

The public exhibition process for this concept plan will be hosted on Participate Hobsons Bay. It will be promoted via Council's social media platforms, via the WSLSC for their distribution to their member network, and will include a community drop-in session on Saturday 31 August 2024.

Declaration of Conflict of Interest

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

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

8.4.5 Renaming of Pavilion at HC Kim Reserve

Directorate:	Infrastructure and City Services
Responsible Officer:	Acting Manager Capital Works
Reviewer:	Director Infrastructure and City Services
Attachments:	Nil

Purpose

To inform Council of the recommendation to name the recently constructed pavilion at HC Kim Reserve, Seaholme.

Recommendation

That Council:

- 1. Supports the naming of the pavilion as “McIntosh Pavilion”.**
- 2. Supports an application to the Victorian Government via Geographic Names Victoria as per its naming protocols, to have the pavilion name formally recognised.**

Summary

Council received a proposal from the Altona City Soccer Club to name the newly constructed pavilion at HC Kim Reserve, Seaholme after the late Tony Cassar, a long time Club volunteer. Throughout the consultation period, it was obvious that the name of the previous pavilion “SG McIntosh” (named after the late Stanley Gordon McIntosh) still held great importance amongst the Club and greater community.

During the community consultation period further feedback was provided by the Club, advising Council that they wished to withdraw the suggestion of renaming to AF Cassar pavilion.

Following a review of all feedback received through the community consultation period, it is recommended that the pavilion remain named after Stanley McIntosh and application made to Geographic Names Victoria to have the new sports pavilion formally recognised as the McIntosh Pavilion.

Background

Council has recently constructed a new pavilion at HC Kim Reserve, funded through Council’s Capital Works Program and supported by funding from the Victorian State Government. The pavilion includes six unisex change rooms to cater for the three soccer fields onsite, two referee rooms, club storage, multi-purpose space and a kitchen.

Earlier this year, Council received a proposal from the Altona City Soccer Club to rename the new pavilion after a long serving club volunteer, Tony Cassar. Tony played a key role in the Club, joining as a player at ten years of age through to coaching and later a key volunteer until the year he passed in 2020.

The Shire of Altona named the pavilion at HC Kim Reserve after Stanley McIntosh following his passing in 1967. Stan was heavily involved in the community as a Councillor and founding member of the soccer club at Kim Reserve. At this time, it is not evident that Council applied to officially name the pavilion under the Victorian Government's naming protocols.

The process to approve formal naming of a facility requires endorsement by Council before an application can be lodged with the Victorian Government for final approval through its official naming protocols.

A community engagement process was undertaken by Council to seek feedback in relation to the naming of the new pavilion.

Discussion

Following the request from the Altona City Soccer Club, Council sought community submissions for the renaming of the pavilion at HC Kim Reserve. The process was hosted on Council's Participate page and was open from 12 June to 10 July 2024.

The Participate page received 831 views and 660 site visits from 495 individual site visitors during the engagement period and 109 Submissions were received.

Whilst there were a clear majority of submissions (64) requesting the "AF Cassar Pavilion", the Altona City Soccer Club requested Council remove that option from consideration via an email on 25 June 2024 at the request of the Cassar family.

Except for those submitters requesting the AF Cassar Pavilion, most remaining respondents (39) suggested the pavilion be named the "SG McIntosh Pavilion" which is consistent with the name of the previous pavilion onsite.

Stanley Gordon McIntosh was elected to the Shire of Altona in August 1960, he was Shire President in 1966-67 and passed away in November 1967. Stanley was a founding member of the Altona City Soccer Club, contributing to all aspects of the Club. Stanley was tragically killed in a car accident transporting soccer players following an event. The pavilion was named after him following his passing.

As the Naming Rules for Places in Victoria do not permit the use of initials within place names, the recommendation is to name the pavilion the "McIntosh Pavilion".

The McIntosh family are still involved in the community and would welcome the official naming of the new pavilion after Stanley McIntosh.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 2: Community wellbeing and inter-connection

Council Plan 2021-25

Objective 3: Vibrant place and economy

Priority c) Support increased participation opportunities by providing infrastructure which meets the needs of the sporting community.

Policies and Related Council Documents

This report relates to Council's Naming Policy (2011) and the Naming Rules for Places in Victoria.

Legal/Statutory Obligations and Risk

Council must adhere to the Naming Rules for Places in Victoria and register all endorsed names with the Registrar of Geographic Names.

The Naming Rules for Places in Victoria was updated in 2022 and does not permit the use of initials within place names to avoid confusion. Given this, the "SG" has been removed from the recommended name.

Financial and Resource Implications

There are no financial implications related to the pavilion naming process.

Environmental, Social and Economic Impacts

There are no environmental, social or economic impacts relating to the pavilion naming process.

Consultation and Communication

A community consultation process has been undertaken in accordance with the Naming Rules for Places in Victoria and Council's Naming Policy (2011). A Participate Hobsons Bay page was launched on Council's website on 12 June 2024.

A total of 109 submissions were received by the close of consultation period on 10 July 2024.

The Altona City Soccer Club formally advised Council that the Cassar family wished to withdraw the name "AF Cassar" from this process.

Declaration of Conflict of Interest

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

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

8.4.6 Contract 2023.24 Racecourse Road, Altona - Culvert and Ford Crossing Upgrade

Directorate:	Infrastructure and City Services
Responsible Officer:	Acting Manager Capital Works
Reviewer:	Director Infrastructure and City Services
Attachments:	Nil

Purpose

To award Contract 2023.24 for the Racecourse Road, Altona - Culvert & Ford Crossing Upgrade to SME Civil Construction Pty Ltd at a lump sum cost of \$2,433,042.70 (including GST).

Recommendation

That Council:

- 1. Awards Contract 2023.24 for the Racecourse Road Altona - Culvert & Ford Crossing Upgrade to SME Civil Construction Pty Ltd at a lump sum cost of \$2,433,043 (two million, four hundred and thirty-three thousand, forty-three dollars) including GST.**
- 2. Delegates authority to the Chief Executive Officer to execute the formal agreement for Contract 2023.24.**
- 3. Delegates authority to officers to approve variations in line with current approved financial delegations.**

Summary

The tender was launched via the eProcure portal on 9 April 2024 and during the market engagement phase. Thirty-four suppliers downloaded and viewed the tender.

At tender close, seven submissions were received and reviewed by the Evaluation Panel.

At the conclusion of the assessment process, the evaluation panel agreed to recommend SME Civil Construction Pty Ltd based on weighted score, best value price, capacity and resources to undertake the works within the timelines including favourable referee comments.

Background

The Racecourse Road ford crossing in Altona is located at the lower end of Kororoit Creek, just upstream of its discharge into Port Phillip Bay.

The road culvert crossing is notorious for overtopping during smaller rainfall events resulting in numerous road closures each year. Due to the frequent inundation, the road surface is in extremely poor condition with multiple potholes and exposed concrete.

The scope is to construct a new road culvert crossing that incorporates a new Shared User Path as part of the Bay Trail which links the Williamstown North industrial area to Seaholme and Altona.

The primary driver for this project is road safety. The road surface is at the point of failure and needs to be fixed and upgraded to ensure the road remains open.

Additionally, the Bay Trail shared path crossing on Racecourse Road over Kororoit Creek provides a crucial link for walkers and bike riders, connecting Altona and Altona Meadows to Williamstown and Newport, and extending further in both directions. It also links to Cherry Lake and will connect to the Kororoit Creek Trail in the future.

When the road and path are flooded, there are no safe alternatives nearby for crossing the creek. Walkers and bike riders must divert via Millers Road and Kororoit Creek Road, navigating a multi-lane roundabout with vehicles travelling at high speeds. This creates a significant barrier and exacerbates road safety risks at this intersection.

Discussion

Tender for these works opened on 9 April 2024 and closed on 24 May 2024 with seven tenders received.

A non-mandatory site inspection was held on 16 April 2024 at the project site. Eight tenderers attended this inspection. Minutes of the site inspection were taken and presented to suppliers as part of an addendum addressing questions raised during the inspection.

The three lowest priced tender submissions were reviewed and assessed by the Evaluation Panel. All tender submissions were over the budget, but one tender was within approximately \$200,000 of the budget allocation of \$2 million.

Reference checks were undertaken for the lowest tenderer, with the tenderer scoring high across all questions, with little or no comments regarding concerns, criticism or issues. The tender panel are of the opinion that the lowest priced tenderer can complete the works and are recommending the lowest priced tenderer for the award of contract.

The panel recommends awarding Contract 2023.24 Racecourse Road, Altona - Culvert & Ford Crossing Upgrade to SME Civil Construction Pty Ltd.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 6: An accessible and connected community

Council Plan 2021-25

Objective 4: Visionary community infrastructure

Priority b) Increase value for money when delivering projects within the capital works program

Priority e) Optimise the balance between encouraging active transport and facilities to support car users

Policies and Related Council Documents

The awarding of Contract 2023.24 through a public tender process complies with Council's Procurement Policy.

Legal/Statutory Obligations and Risk

The awarding of Contract 2023.24 through a public tender process complies with section 186 of the *Local Government Act 1989*, which stipulates that a Council must publicly advertise and invite tenders for services over the value of \$150,000 as fixed by an Order in Council.

Financial and Resource Implications

The works are funded through an allocation of \$2 million in the Capital Works Program in Financial Years 2023-24 and 2024-25. Additional funds of \$400,000 (to be sourced from unallocated funds within the annual capital works bridge and road renewal program) will be allocated to allow for additional expenditure above the project budget.

Environmental, Social and Economic Impacts

The works carried out through this contract will improve road accessibility and improve Hobsons Bay by assisting in renewing Council's assets and address community interests.

Consultation and Communication

The tender was publicly advertised from 9 April 2024 and closed on 24 May 2024. The Tender Evaluation Report for Contract 2023. 24 was presented to Council's Tender Board on 5 July 2024. The Tender Board endorsed the Tender Evaluation Panel's recommendation.

Declaration of Conflict of Interest

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

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

8.4.7 Contract 2023.32 Leo Hoffmann Reserve, Newport - Playground Upgrade

Directorate:	Infrastructure and City Services
Responsible Officer:	Acting Manager Capital Works
Reviewer:	Director Infrastructure and City Services
Attachments:	Nil

Purpose

To award Contract 2023.32 Leo Hoffmann Reserve – Playground Upgrade.

Recommendation

That Council:

- 1. Award Contract 2023.32 for Leo Hoffmann Reserve – Playground Upgrade to Rainscapes at final lump sum cost of \$1,157,046 (one million, one hundred and fifty-seven thousand and forty-six dollars) including GST.**
- 2. Delegates authority to the Chief Executive Officer to execute the formal agreement.**
- 3. Delegates authority to officers to approve variations of the lump sum (including GST) in line with current approved financial delegations.**

Summary

Contract 2023.32 is for landscape and open space works. A public tender process opened on 17 April 2024 and closed on 15 May 2024, attracting four submissions, three tenderers were interviewed. This report outlines the tender review process and recommends the contract be awarded to Rainscapes in line with the recommendation of the Tender Board.

Background

Leo Hoffmann Reserve is located at Newcastle Street, Newport. The upgrade will deliver an important project action with Council's 10-year Open Space Strategy.

Leo Hoffmann Reserve is surrounded by residential land and has several street frontages. It contains existing pathways and lighting and a picnic area. The current pathways linking to all street access will remain.

The proposed works that are subject to this tender process align with the master plan which was developed in 2023.

Discussion

A public tender process was conducted between 17 April 2024 and 15 May 2024. At the close of tenders, four submissions were received.

The Tender Evaluation Panel met on 25 May 2024 to review and shortlist the tender submissions based on the predefined evaluation criteria. The panel determined to interview the three tenderers that were within budget.

Three tenderers were interviewed on 1 July 2024, with each tenderer presenting their submission and providing responses to questions from the tender panel. Specifically, the panel sought to confirm each tenderer's experience in similar projects, the experience and qualifications of the contractor's staff and subcontractors, and best and final price.

Following the evaluation, a report was presented to the Tender Board on 9 July 2024 recommending the contract be awarded to Rainscapes.

Rainscapes provided a clear understanding of the objectives of this project through demonstrated similar experience in delivery of previous works. They are fully aware of the location and its challenges, and provided a clear methodology of how the works would be undertaken to complete within Council's timelines.

The upgrade of the existing pergola and the installation of the new Ninja Course will be undertaken with the grant funding from West Gate Neighbourhood Fund and Sport and Recreation Victoria.

The works will consist of:

- upgraded playground suitable for all ages and abilities
- increased pathway network throughout the reserve, providing accessible connections
- an extension to the playing area of the tennis rebound wall and half court for basketball and netball
- new community picnic area next to the playground including picnic shelter, picnic settings, barbecue, drinking fountain and bin surrounds
- additional seating throughout reserve
- landscaping including new tree planting and landscaped areas to provide shade and comfort to active and passive spaces throughout the reserve
- oval restoration with irrigation
- "ninja-style" agility circuit for teens and young adults (funded by \$80,000 external grant)
- Restoration of existing pergola (funded by \$95,000 external grant)

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

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

Council Plan 2021-25

Objective 4: Visionary community infrastructure

Priority b) Increase value for money when delivering projects within the capital works program

Policies and Related Council Documents

The need to update this playground was identified in the Open Space Strategy 2018-28.

Legal/Statutory Obligations and Risk

The awarding of Contract 2023.32 Leo Hoffmann Reserve – Playground Upgrade through a public tender process complies with section 108 of the *Local Government Act 2020*.

Financial and Resource Implications

The Leo Hoffmann Reserve – Playground Upgrade project is included in the 2024-25 Capital Works Program. This project has a total budget of \$1,530,000 (excluding GST), \$175,000 of which is grant funding. The recommended tender submission of \$1,051,860 (excluding GST) can be facilitated within the current available budget.

Environmental, Social and Economic Impacts

Environmental, social, and economic impacts have been taken into consideration throughout the development of the proposed scope of works and the tender evaluation process. The following environmentally sustainable design elements are planned to be incorporated in the project; low cement content concrete, the restoration of the existing pergola, the use of recycled rocks from Bruce Comben Reserve and logs from the municipality, and the addition of new trees and increased area of native plantings to reduce grass area.

Consultation and Communication

A two-stage community consultation process was undertaken in 2022. The first stage of consultation sought ideas to inform the concept design for the open space works and landscaping, while the second stage sought feedback as the design concept was developed.

Declaration of Conflict of Interest

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

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

8.4.8 Contract 2023.57 Laverton Football Club - Female Friendly Changerooms

Directorate:	Infrastructure and City Services
Responsible Officer:	Manager Capital Works
Reviewer:	Director Infrastructure and City Services
Attachments:	Nil

Purpose

To seek Council endorsement for the awarding of Contract 2023.57 for Laverton Football Club – Female Friendly Changerooms.

Recommendation

That Council:

- 1. Awards Contract 2023.57 for Laverton Football Club – Female Friendly Changerooms to WI Building Services Pty Ltd at a final lump sum cost of \$1,110,197 (one million, one hundred and ten thousand, one hundred and ninety-seven dollars) including GST.**
- 2. Delegates authority to the Chief Executive Officer to execute the formal agreement for Contract 2023.57.**
- 3. Delegates authority to officers to approve variations of the lump sum (including GST) for Contract 2023.57 in line with current approved financial delegations.**

Summary

Contract 2023.57 is for the design and construction of two additional modular changerooms with amenities and storage to service Laverton Park (located at the corner of Merton Street and Hall Avenue in Altona Meadows).

An open tender was held from 24 April 2024 to 24 May 2024 to seek a suitable supplier to design and deliver the new facilities, with four submissions received by the closing date.

At the conclusion of the evaluation process, the evaluation panel agreed to recommend WI Building Services Pty Ltd based on weighted score and best value price to undertake the works.

Background

The Council has received a grant from Sport and Recreation Victoria for \$1,300,000 (excluding GST) to upgrade the existing facilities at Laverton Park to provide additional female-friendly changerooms and a new electronic scoreboard. The grant which applies is “Community Sport and Recreation Grants – Laverton Football Club Pavilion Upgrades and Scoreboard”.

In 2023 Council conducted a feasibility study to assess priorities and design options achievable within the grant and provided a concept design to reflect these findings. The concept design incorporated a new modular building to be constructed beside the BF Jackson Pavilion, including two new all-gender changerooms with amenities, as well as storage rooms and DDA-compliant amenities. A modular approach was selected to reduce costs, reduce construction time and minimise disruption to the sporting calendar.

The potential for additional upgrades to the existing BF Jackson Pavilion were also explored as part of the study; however, due to various limitations of the services infrastructure on site, additional upgrades were flagged as not being viable within the allocated budget.

The project will allow the Laverton Magpies Football Club and the Laverton Cricket Club to operate with higher membership numbers and increased female participation in sport. The facilities will provide more amenity and better privacy than the existing facilities, allowing all users to feel safe and more welcome to participate in sport. The resident clubs currently utilise a portable electronic scoreboard which poses an OH&S risk so the inclusion of the new scoreboard will also improve safety for participants.

Discussion

A public tender was advertised via the eProcure portal and ran from 24 April 2024 to 24 May 2024. At tender close, four submissions were received and all but one were found to be conforming to specification.

A Tender Evaluation Panel was formed and met to review the tender submissions based on the pre-defined evaluation criteria. Following initial evaluation and scoring, the two most complete and suitable submissions were shortlisted and proceeded through a round of clarifications.

Due to tendered sums exceeding the initial projected cost of the tendered works, the clarifications aimed to identify opportunities for cost reductions and to clarify any items that might have been misunderstood in the tender documentation. Various efficiencies were identified in both shortlisted tenderers’ responses, and costs were able to be brought down without sacrificing amenity or project requirements.

Although both shortlisted candidates provided excellent responses, WI Building Services Pty Ltd scored highest, gaining an advantage mostly on the basis of tendered price. WI Building Services Pty Ltd provided a high-quality tender response, has a clear understanding of the objectives of the project through its significant past experience and has resources to complete the project.

The Tender Evaluation Panel compiled revised scoring and completed the tender evaluation process before presenting a report to the Tender Board on 8 July 2024 recommending the contract be awarded to WI Building Services Pty Ltd.

The Tender Evaluation Panel and the Tender Board recommends awarding Contract 2023.57 Laverton Football Club – Female Friendly Changerooms to WI Building Services Pty Ltd.

Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

Hobsons Bay 2030 Community Vision

Priority 2: Community wellbeing and inter-connection

Council Plan 2021-25

Objective 3: Vibrant place and economy

Strategy 3.4: Increase participation in recreation activities across the community

Priority c) Support increased participation opportunities by providing infrastructure which meets the needs of the sporting community

Objective 4: Visionary community infrastructure

Strategy 4.2: Ensure that our assets are properly maintained now and into the future at the most economical cost to the community and the environment

Priority b) Increase value for money when delivering projects within the capital works program

Policies and Related Council Documents

- **Universal Design Policy Statement 2017** – The new facility will increase amenities for all types of facility users and meet or exceed standards for universal design.
- **A Fair Hobsons Bay for All** – The new facility will increase amenities for all types of facility users and will allow priority populations to thrive, contribute, feel safe and valued.

Legal/Statutory Obligations and Risk

The awarding of Contract 2023.57 Laverton Football Club – Female Friendly Changerooms through a public tender process complies with section 108 of the *Local Government Act 2020*.

Financial and Resource Implications

The Laverton Football Club – Female Friendly Changerooms contract is included in the 2024-25 Capital Works Program. This project has project budget of \$1,300,000 (excluding GST). The recommended tender submission of \$1,009,270 (excluding GST) can be facilitated within the allocated budget.

Environmental, Social and Economic Impacts

The project will provide social benefit through improved public facilities which will aid in increased participation in sport by marginalised communities and increased safety and privacy for the existing facilities on site.

Environmental, social and economic impacts have been taken into consideration throughout the development of the proposed scope of works and the tender evaluation process. The following environmentally sustainable design elements are planned to be incorporated in the project: five-star WELS rated products, double-glazed windows, insulated walls, recycled materials, rainwater collection and reuse, avoidance of thermal bridging, natural lighting and ventilation, energy-efficient fixtures and fittings, prefabricated construction to minimise waste and site impacts, and an ESD consultant to increase sustainable outcomes throughout the remaining design process.

Consultation and Communication

The project was initiated by the Laverton Magpies Football Club who sought Council assistance in securing a Sport & Recreation Victoria grant. Consultation and communication has been conducted between the Laverton Magpies Football Club and various relevant teams within Hobsons Bay City Council. Club participation was pivotal in the development of the 2023 Feasibility Study and will continue to be engaged throughout the design portion of the contracted works under Contract 2023.57.

Council will utilise a webpage where information for this project will be published on a regular basis and will also be undertaking letter drops and project signage on site prior to the commencement of works.

Declaration of Conflict of Interest

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

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

9 Committee and Delegate Reports

9.1 Delegate Reports

Purpose

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

Recommendation

That Council receives and notes the recent Delegate Reports.

Metropolitan Transport Forum - 1 of 2

Directorate: Infrastructure and City Services

Councillor Delegate: Cr Pamela Sutton-Legaud

Date of Meeting: 5 June 2024

The Metropolitan Transport Forum (MTF) is a monthly gathering attended by representatives from 26 councils in Melbourne along with transport-related organisations and advocacy groups such as the Department of Transport and Planning (DTP), the Public Transport Users Association and Victoria Walks.

Presentation

Neil France and Matthew Raisbeck from Infrastructure Victoria presented on their 2023 bus reform study “Fast, Frequent, Fair”. The report identified four challenges within the current bus network and provided 10 recommendations to improve the network, including:

- increasing the frequency of bus services
- providing fast and direct routes
- extending hours of operation
- providing bus priority
- reducing fares relative to other modes.

The study found a strong appetite in the community for these improvements, noting that people would be willing to walk further to bus stops if the service was greatly improved.

Council updates

Emma Steele from Manningham City Council provided a comprehensive overview of transport policy and infrastructure projects within the municipality, including significant works associated with North East Link, Suburban Rail Loop (SRL) and buses.

Projects include interchanges at The Pines and Westfield, two new bridges over the Yarra for active transport connections, temporary bus routes to mimic the SRL route to build transport patronage, and improvements to Route 907 bus.

Manningham is also working on electric vehicle (EV) infrastructure, a road safety strategy, car share trial, and Templestowe Road duplication.

Alex Reid from Kingston City Council highlighted transport projects currently underway, with major Big Build projects including the SRL and Level Crossing Removal Project. Kingston is also progressing its EV policy and infrastructure, accessibility, and is working on its Local Area Traffic Management Policy and Wayfinding Guidelines.

Metropolitan Transport Forum - 2 of 2

Directorate: Infrastructure and City Services

Councillor Delegate: Cr Pamela Sutton-Legaud

Date of Meeting: 3 July 2024

The Metropolitan Transport Forum (MTF) is a monthly gathering attended by representatives from 26 councils in Melbourne, along with transport-related organisations and advocacy groups such as the Department of Transport and Planning (DTP), the Public Transport Users Association and Victoria Walks.

Presentation

Helen Rowe from Climateworks presented their “Decarbonising Transport” report. The report investigates actions necessary to achieve zero emissions in the transport sector, contributing meaningfully to Australia’s emissions target. Transport is the fastest growing source of emissions and is projected to become the largest source. The report emphasises the importance of increasing the uptake of sustainable transport modes, such as walking, cycling and public transport, alongside the shift to electric vehicles. It also highlights the need to shift much of aviation travel and freight movement to rail for reduced emissions.

Council Updates

Richard Smithers provided an update on the City of Melbourne’s micromobility infrastructure program, including the continued rollout of protected bike lanes. Upcoming projects include the upgrade of six tram stops for level boarding on La Trobe Street and the introduction of a permanent 20km/h speed limit on the “little” streets in the CBD. The council is looking to introduce e-bike incentives.

Sandra Worsnop from the City of Monash updated the forum on early works for the Suburban Rail Loop, a review of parking management, a refresh of the walking and cycling plan, and construction of a protected cycleway in Oakleigh.

Michael Smith from Melton Council outlined transport challenges including a \$240 million shortfall in transport infrastructure at the Toolern Vale greenfields development. The Council is advocating for upgrades to the Western and Calder freeways and seeking developer support to implement a road upgrade strategy.

LeadWest Committee

Directorate: Office of the Chief Executive

Councillor Delegate: Cr Diana Grima

Date of Meeting: 19 June 2024

The June meeting of the LeadWest Joint Delegated Committee was hosted by Brimbank City Council online via Zoom.

The following items were discussed:

Better Bus Network Advocacy

Recent advocacy efforts included meetings with MPs to gain support for improved bus networks and services in Melbourne's west. LeadWest representatives have met with 12 MPs, including Deputy Premier Ben Carroll and Minister Natalie Hutchins. Key achievements include the Victorian Government's announcement of \$150 million from the Growth Area Infrastructure Contribution fund for new and improved bus services in Melbourne's west, north, and south-east, with \$61 million allocated to Wyndham. LeadWest will continue advocating for better outcomes, especially noting that over 40,000 people in Melton have no bus access.

MP Roundtable event

A proposed advocacy roundtable event will be held at Wyndham City Council on 19 August from 2pm to 5pm. The committee discussed the guest list, format and purpose of the event.

Commissioning research data

LeadWest will commission research on government investments in Melbourne's west compared to other parts of Melbourne. This data will support advocacy efforts ahead of the next Federal election and in conversations with political decision-makers. A brief with costings and delivery timelines will be prepared.

Active Transport and Regional Cycle Connectivity working groups

An update was provided on the cycle connectivity project. A mapping exercise has been completed, and an action plan listing all sites in the region (including Moonee Valley) and the project scale of work was circulated.

Strategic Plan 2022-2024

The revised Strategic Plan was tabled for discussion. Changes include updates to the East Werribee Precinct section to reflect recent positive outcomes, a push for stronger results through the Greening the West Program, and references to the economic benefits of utilizing and converting industrial land in the inner west. The updated plan will be tabled for endorsement at the September meeting.

Western Interstate Freight Terminal

An update was provided regarding Victoria's interstate freight terminals. The 2021 joint investment case recommended a new interstate freight terminal in Truganina, known as the Western Interstate Freight Terminal (WIFT), and protecting land at Beveridge for a future terminal (BIFT).

However, the Victorian Government now supports the Australian Government's prioritisation of the BIFT in the short term and will defer WIFT development until additional capacity is needed. The WIFT remains a priority and land at Truganina will be protected for future development.

Position statements

Regular review of position statements is now a standing agenda item. Recent updates include statements on a Regional Youth Mental Health Program, Active and Public Transport Networks, Funding the Outer Metropolitan Ring, Sunshine Precinct (and Airport Rail), East Werribee Precinct, Funding a Wetlands Centre in Hobsons Bay, Creative West, and the WIFT.

A discussion was held on the Victorian Government's proposed new housing targets for local councils and the need for supporting infrastructure. Housing will be included in the suite of position statements.

Operations and Finance update

An update was provided on finance and other operational matters including YTD (31 May 2024), projected budget for 2024-25, and Trust Account transactions and balance.

10 Notices of Motion

10.1 Notice of Motion No. 1255: Condolence - The Late Cr Sarah Carter

Cr Antoinette Briffa has given notice of the following motion:

The Council expresses our sincerest condolences to the family and friends of the late Cr Sarah Carter. We acknowledge Cr Carter's service to the Maribyrnong community as Mayor on three occasions and during her four terms on Council. The Council also expresses our sincerest condolences to the City of Maribyrnong and authorises the Mayor to formally write to them on our behalf.

As a longtime councillor with more than 16 years on Council, including three terms as mayor, Cr Carter was known as a proud and passionate advocate for not only the Maribyrnong community, but the western suburbs generally.

Councillor Carter's achievements - serving a fourth consecutive term for Maribyrnong City Council after being first elected in 2008; in 2023 receiving the Mayor Emeritus Award which is presented to councillors who have served three terms as mayor; being elected as Mayor in 2011, 2020 and 2022; and working for the charity organisation Save The Children – are well known, as is the fact that she was a passionate advocate for initiatives that foster a thriving community.

Hobsons Bay councillors and staff have been fortunate to work closely with Cr Carter over the years, witnessing firsthand her leadership and tireless commitment to improving her community.

Her loss will be deeply felt across our region and on behalf of all at Hobsons Bay City Council, I extend our sincerest condolences to Cr Carter's family, friends and Council colleagues.

10.2 Notice of Motion No. 1256: Proposal to keep additional records of Council meetings and committees

Section 8.15.5 of the Hobsons Bay Governance Rules requires the Chief Executive Officer to inform Councillors about the legal and cost implications of any proposed notice of motion. Accordingly, the costs of implementing this notice of motion will be accommodated within the existing operational budget.

Cr Daria Kellander has given notice of the following motion:

That Council:

- 1. Resolves to prepare a record of all meetings of an advisory committee of the Council, if at least one Councillor is present, or a planned or unscheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be:
 - a. the subject of a decision of the Council; or**
 - b. subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee**—but does not include a meeting of the Council, a special committee of the Council, an audit and risk committee established under section 53 of the *Local Government Act 2020*, a club, association, peak body, political party, or other organisation.
The records must be included in the published Council Meeting papers as a line item in the agenda, and reports as an attachment.**
- 2. That officers prepare a report detailing any resource or cost implications and recommending an appropriate procedure to be tabled at the 10 September 2024 Council Meeting.**

11 Urgent Business

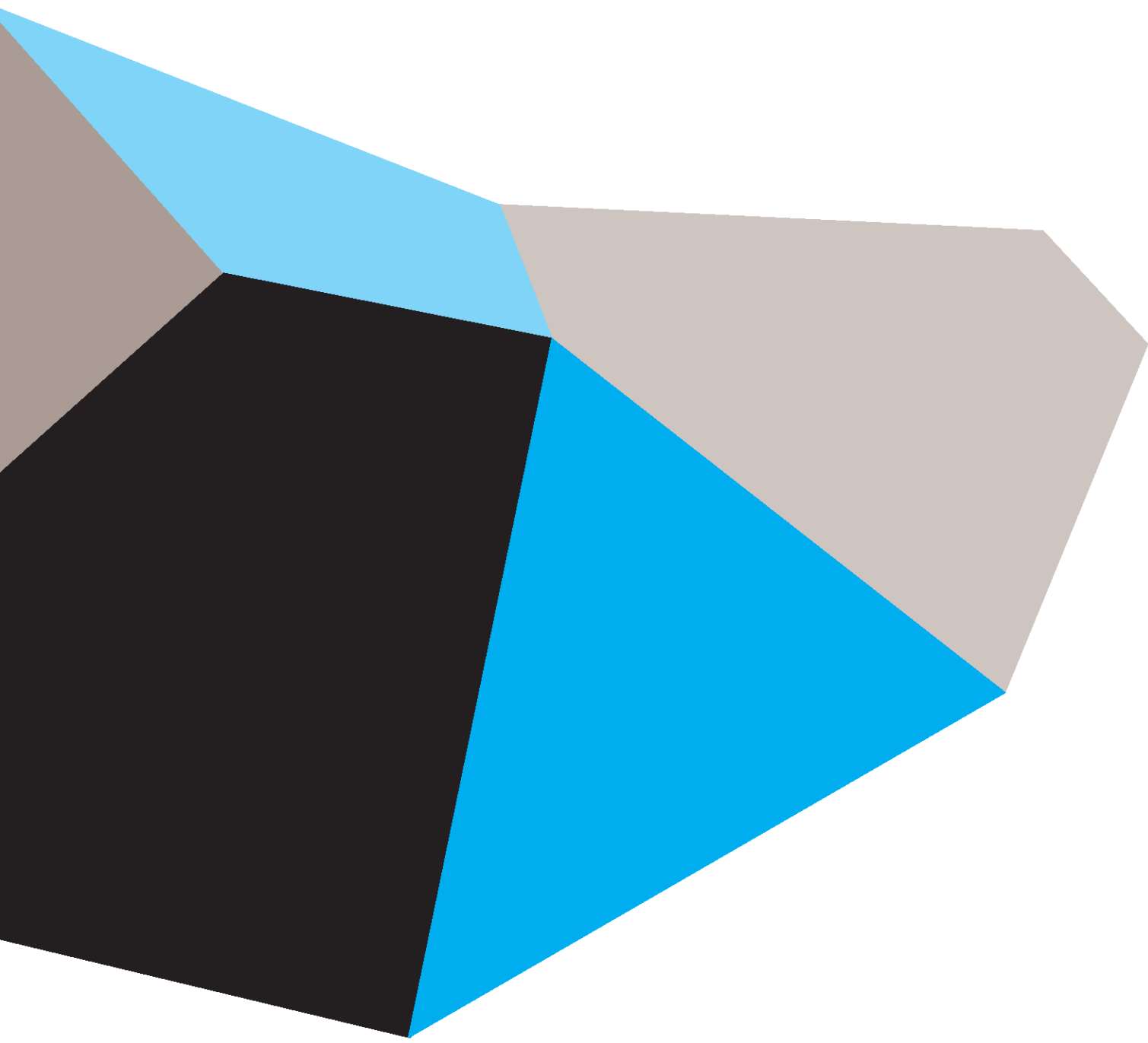
12 Supplementary Public Question Time

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

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

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

13 Close of Meeting



HOBSONS BAY CITY COUNCIL

115 Civic Parade, Altona

PO Box 21, Altona 3018

Phone 1300 179 944

Fax (03) 9932 1039

NRS phone 133 677 and quote 1300 179 944

Email customerservice@hobsonsbay.vic.gov.au

 www.twitter.com/HobsonsBayCC

 www.facebook.com/HobsonsBayCityCouncil

 www.hobsonsbay.vic.gov.au
