



Council Meeting Minutes

13 December 2022

Council Chamber
Hobsons Bay Civic Centre
115 Civic Parade, Altona

HOBSONS
BAY CITY
COUNCIL



OUR MISSION

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

OUR VALUES

Respectful

Community driven and focused

Trusted and reliable

Efficient and responsible

Bold and innovative

Accountable and transparent

Recognised

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

Chairperson:

Cr Antoinette Briffa JP (Mayor)

Cherry Lake Ward

Councillors:

Cr Diana Grima (Deputy Mayor)

Wetlands Ward

Cr Daria Kellander

Cherry Lake Ward

Cr Peter Hemphill

Strand Ward

Cr Jonathon Marsden

Strand Ward

Cr Pamela Sutton-Legaud

Strand Ward

Cr Matt Tyler

Wetlands Ward

Aaron van Egmond
Chief Executive Officer
Hobsons Bay City Council

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**Minutes of the Council Meeting held on 13 December 2022 at
7.01pm.****Present****Chairperson**

Cr Antoinette Briffa JP (Mayor) Cherry Lake Ward

Councillors

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

Officers

Mr Aaron van Egmond	Chief Executive Officer
Mr Andrew McLeod	Director Corporate Services
Mr Sanjay Manivasagasivam	Director Infrastructure and City Services
Ms Penelope Winslade	Director Sustainable Communities
Ms Diane Eyckens	Manager Corporate Integrity (Legal Counsel)
Ms Briony Davis	Governance Officer and Minute Secretary

1 Council Welcome and Acknowledgement

The Chairperson welcomed members of the public and acknowledged the Bunurong People of the Kulin Nation as the Traditional Owners of these municipal lands and waterways.

2 Leaves of Absence

2.1 Leave of Absence Request - Cr Pamela Sutton-Legaud

Purpose

To consider a leave of absence from Council duties requested by Cr Pamela Sutton-Legaud for the period from 24 February 2023 to 30 March 2023 (provisional dates, subject to confirmation).

Motion

Moved Cr Peter Hemphill, seconded Cr Jonathon Marsden:

That Council:

1. Notes that the period of leave requested by Cr Pamela Sutton-Legaud is provisional and subject to change.
2. Acknowledges and supports Cr Pamela Sutton-Legaud's requested leave of absence.

Carried unanimously

Recommendation

That Council:

1. Notes that the period of leave requested by Cr Pamela Sutton-Legaud is provisional and subject to change.
2. Acknowledges and supports Cr Pamela Sutton-Legaud's requested leave of absence.

3 Apologies

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

Motion

Moved Cr Diana Grima, seconded Cr Pamela Sutton-Legaud:

That Council accepts an apology from Cr Matt Tyler.

Carried unanimously

4 Disclosure of Interest

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

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

Nil

5 Confirmation of Minutes

5.1 Confirmation of Minutes

Confirmation of the minutes of the Council Meetings of Hobsons Bay City Council held on 11 November 2022 and 15 November 2022 (copies previously circulated).

Motion

Moved Cr Pamela Sutton-Legaud, seconded Cr Jonathon Marsden:

That Council confirms the minutes of the Council Meetings of Hobsons Bay City Council held on 11 November 2022 and 15 November 2022.

Carried unanimously

6 Councillor Questions

Cr Daria Kellander noted that maternal and child health (MCH) nurses from Hobsons Bay have at times been providing support to growth areas such as Wyndham City Council which have experienced shortfalls in MCH services that led to services being cut for families whose child is past the newborn stage. Cr Kellander asked whether these issues had been resolved.

Ms Pene Winslade, Director Sustainable Communities, took the question on notice but stated that she believed the issues were ongoing and that she understood that a number of councils were assisting the councils experiencing high demand and staff shortages.

Cr Daria Kellander asked about the implications of the Victorian Government's announcement to increase the amount of hours for Council MCH nurse services.

Ms Pene Winslade, Director Sustainable Communities, responded that Council still doesn't have any real information regarding how those changes would be implemented. Ms Winslade stated that there is currently a staffing shortage for qualified MCH nurses and, although Hobsons Bay has managed reasonably well due to Council being proactive about recruiting graduates and students, the situation may become challenging if more demand is placed on the system, and there may be resulting costs and funding implications.

Cr Daria Kellander asked whether there was any funding for lifeguards to patrol the Altona Beach, noting that the volunteers only patrol on weekends and public holidays.

Mr Sanjay Manivasagasivam, Director Infrastructure and City Services, responded that there was funding through Lifesaving Victoria, and that paid lifeguards would be on both beaches from Monday to Friday while volunteers would patrol on weekends.

Cr Daria Kellander requested confirmation that the beaches would be patrolled every day through the school holiday period.

Mr Sanjay Manivasagasivam, Director Infrastructure and City Services, responded that they would.

Cr Daria Kellander requested an update on the bin calendars.

Ms Pene Winslade, Director Sustainable Communities, responded that updated bin calendars would be available early in the new year, but that the date was yet to be confirmed.

Cr Sutton-Legaud remarked on the enormous signage outside the new McDonald's on Kororoit Creek Road and asked whether Council has any regulations as to the size of the signage and if there would be any opportunity to reduce the size of the signage.

Ms Pene Winslade, Director Sustainable Communities, took the question on notice, noting that there are planning rules regarding signs and permits generally, but that she would need to take on notice the particulars of that specific sign.

7 Public Question Time

Alexander Ansalone (Freedom Party Victoria)

Q Given pending changes to the Victorian Planning Provisions that will allow legally allow sexual services to be operated as home-based businesses without being subject to specific planning restrictions such as proximity to schools, kindergartens or churches, can Council please advise what measures will be put into place (if any) to ensure that home-based sex services do not adversely affect the amenity of the area, and how complaints by residents will be handled in future?

A On 22 February 2022, the Victorian Government decriminalised sex work to achieve better public health and human rights outcomes for all Victorians.

To support the decriminalisation of sex work, the Victorian Planning Provisions will change through Amendment VC217 on 1 December 2023. The changes mean a sex services business will now be treated like any other business, subject to the same rules and regulations.

Under the new rules, anyone can undertake sex work from their home, subject to certain conditions. These include the home being the person's principal place of residence, and that the business does not adversely affect the amenity of the neighbourhood. As with any home-based business, if there are concerns about adverse effects on the amenity of the area, they can be reported to Council.

Penelope Watson

Q How were residents who were supportive of the proposed hockey stick line markings on Lenore Crescent consulted on the petition response?

A Letters were originally sent to all residents inviting feedback on proposed "hockey stick" line markings along the road in October 2022. Feedback received on the proposal was mixed. A total of 11 formal submissions were received, six being against the proposal.

The petition with 30 signatures was then received from a resident. The feedback and petition confirm that there are strong views both for and against the proposal, and that it is very unlikely that parking management measures could be implemented for the entirety of the road that would be supported by all.

Q Why does the Council response fail to mention that Lenore Crescent was marked with hockey stick marks prior to road resurfacing?

A Lenore Crescent was line marked prior to resurfacing works taking place. Council received strong feedback during this project to review the need for these line markings. This is why all residents were contacted in October 2022. Council officers will be in contact with the residents who would like hockey stick markings installed and assess them on a case-by-case basis.

Q Have Council officers verified that the signatories to the petition are residents of Lenore Crescent as the number of signatory properties (23) appears not to add up?

A The Hobsons Bay Governance Rules do not limit the number of people who may sign within a single household, and do not require that all signatories to a petition or joint letter live on the same street which is the subject of the petition or joint letter.

Rosa McKenna (Better West Inc)

Q Regarding the multiple bike paths indicated in Plan 6 of the Comprehensive Development Plan for Precinct 5, how will Council ensure the road connection opposite Watson Street will be a bike and pedestrian-only road, protecting these small streets from becoming rat runs for cars and allowing for the safe bike and pedestrian areas and part of Watson Street to be converted to green space?

A The Comprehensive Development Plan indicates a road and an off-road shared path to be constructed opposite Watson Street. The separation of the two uses will ensure safe passage for bike users and pedestrians.

There is no evidence to suggest Precinct 15 will become a “rat run” for drivers. The roads currently being constructed are narrow and have slow speeds with one main east-west thoroughfare connection identified in the Comprehensive Development Plan. Should this become a problem, traffic calming measures will be considered after a period of investigation.

Q On Better West's petition asking Council not to block off the bike connection to Aloha Street, why has Council reneged on its written promise to Better West to reinstate the requirement for a bike path in the area about 25 metres south of Aloha Street?

A Item 9.2.2 (Response to Petition – Don't Block Our Future Bike Path) in the current Council Meeting agenda responds to this question.

Judy Wilson

Q Why can't affordable housing be built near Bruce Comben Reserve, Altona Meadows (rather than in Epsom Street, Laverton)? Bruce Comben Reserve is on a wider road and close to schools, doctors, shops and bus stops.

A The land at Epsom Street was purchased in 2014 for potential open space and affordable housing. This site is Council's current priority due to local need and the significant investment that has been undertaken to date. Other Council sites across Hobsons Bay may also be considered for future development of affordable housing in the years ahead.

8 Variation of Business

8.1 Variation of Business - Paid Parking at Altona Foreshore

In accordance with rule 6.1.5 of the Hobsons Bay Governance Rules, the Chief Executive Officer has varied the normal order of business in order to allow the Response to Petition – Cease Installation of Parking Meters along Altona Foreshore and Paid Parking Consultation reports to be considered consecutively ahead of other Council business.

Motion

Moved Cr Peter Hemphill, seconded Cr Jonathon Marsden:

That Council considers and resolves upon Item 8.1.1 Response to Petition – Cease Installation of Parking Meters along Altona Foreshore and Item 8.1.2 Paid Parking Consultation as a single item of business.

Carried unanimously

Motion

Moved Cr Jonathon Marsden, seconded Cr Pamela Sutton-Legaud:

That Council:

1. Supports the introduction of parking meters and the parking management changes outlined in the revised Altona Beach and Surrounds Parking Management Strategy.
2. Notes that paid parking fees will not be payable by valid parking permit holders.
3. Notes the feedback received from the six-week period of community consultation regarding the introduction of paid parking on the Esplanade in Altona.
4. Documents the findings of parking surveys and observations undertaken before and after the introduction of the meters.
5. Investigates measures to address parking issues at the Louis Joel Arts and Community Centre private car park.
6. Writes to the lead petitioner advising of the outcome.

Division:

For: Cr Jonathon Marsden, Cr Pamela Sutton-Legaud, Cr Peter Hemphill,
Cr Antoinette Briffa, Cr Diana Grima

Against: Cr Daria Kellander

Carried

8.1.1 Response to Petition - Cease Installation of Parking Meters along Altona Foreshore

Directorate:	Corporate Services
Responsible Officer:	Coordinator Transport and Engineering Developments
Reviewer:	Director Corporate Services
Attachments:	1. What We Heard Report - Altona Beach Parking Precinct Strategy [8.1.1.1 - 1 page] 2. Revised Parking Management Strategy - Altona Beach and Surrounds [8.1.1.2 - 1 page] 3. Traffix Group Memorandum - Implementation of Altona Beach Parking Management Strategy Redacted [8.1.1.3 - 5 pages]

Purpose

To respond to the petition requesting that Council cease all plans to install parking meters along the Altona foreshore.

Recommendation

That Council:

1. **Notes the feedback from the six-week period of community consultation regarding the introduction of paid parking on the Esplanade in Altona.**
2. **Proceeds with works to implement parking meters and the parking management changes outlined in the revised Altona Beach and surrounds Parking Management Strategy.**
3. **Documents the findings of parking surveys and observations undertaken before and after the introduction of the meters.**
4. **Investigates measures to address parking issues at the Louis Joel Arts and Community Centre private car park.**
5. **Writes to the lead petitioner advising of the outcome.**

Summary

A paid parking system for visitors is currently established in parts of Williamstown. Residents are provided with free parking permits in these areas. Council has considered the expansion of paid parking to other locations with high car parking demand, such as the Esplanade in Altona.

The submitted petition outlines concerns about how the introduction of parking meters could exacerbate existing parking stresses and issues in residential streets in Altona and at the Louis Joel Arts and Community Centre. The petitioners request that the proposed parking meters be abandoned. These existing parking issues are a result of the finite supply of public parking in Altona and the increasing popularity of the beach. As the introduction of the

parking meters will help improve turnover of parking near the beach, and the measures in the revised management plan will protect and improve parking availability and access in residential streets, it is recommended that the introduction of the meters continues.

Background

Paid parking is designed to provide equitable and accessible parking spaces for residents and visitors at premium locations in the municipality.

Council resolved to introduce ticket machine parking into parts of Williamstown in August 1987, leading to the installation of 44 machines along Nelson Place and the Esplanade. These machines are still in use and the charges are set as part of Council's budget process, increasing in line with the Consumer Price Index (CPI). Residents are currently entitled to two ticket machine parking permits which are issued every two years at no cost to residents. These permits enable residents to park in metered parking spaces without having to pay the fees, but any time restriction would still apply.

Consultation engagement on the introduction of paid parking in Altona and the measures in the Altona Beach Precinct Parking Strategy Map was conducted in May and June 2022, with 1,476 letters sent to residents that may be impacted by this change. There were 335 social media comments and 2,575 visits to Participate Hobsons Bay resulting in 525 survey submissions. Hobsons Bay residents accounted for 89 per cent of responses while 11 per cent came from residents of other areas of Victoria.

In October 2022, a petition was received in relation to the parking meters which reads as follows:

Request for Council to cease all plans to install parking meters along the Altona foreshore.

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

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

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

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

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

Hobsons Bay City Council should advise the residents that parking metres will not be installed along the Altona foreshore.

Discussion

The petition raises two key concerns that the meters will have a detrimental impact on:

- local streets and residents due to visitors seeking to avoid parking in metered spaces
- the Louis Joel Arts and Community Centre due to motorists parking in their private parking area to avoid metered parking spaces

These concerns are discussed below, along with other matters related to the introduction of the parking meters.

Impact to local streets

Local streets in Altona currently experience high parking demands on hot summer days when beach visitation is highest and the parking along the foreshore reaches capacity.

As most of the parking in local streets near the beach is unrestricted (i.e. without any time limitation), visitors parking in these streets often park for several hours to enjoy the foreshore and beach. This high parking demand on the relatively narrow residential streets in Altona causes a range of issues for residents, including:

- blocked driveway access
- congestion within the streets
- reduced availability of on-street parking for residents' visitors

It was recognised that installing meters along the foreshore would risk exacerbating these existing parking and access issues on the surrounding residential streets. As a result, a management plan was developed including measures to manage the impact of any displaced parking demand as well as address existing parking issues that occur. This plan was developed by Council officers with assistance from an external traffic engineering consultancy with experience in contexts like this.

The management plans presented to the local community in July 2022 included the following measures to protect residential amenity and access:

- introduction of 1P parking restrictions with resident and visitor permit exemptions on:
 - The Esplanade from Bent Street to the bend between Millers Road and Surf Street
 - Sarros Street between the Esplanade and Queen Street
 - McBain Street between the Esplanade and Blyth Street
 - Sargood Street between the Esplanade and Blyth Street
 - Davies Street between the Esplanade and Blyth Street
 - Mount Street between the Esplanade and Queen Street
 - Bayview Street between the Esplanade and Queen Street
 - Seves Street between the Esplanade and Queen Street
- provision of "hockey stick" line marking at driveways on residential streets to guide motorists to park clear of parked vehicles

The feedback received on these measures was broadly positive, particularly from those that identified their address as within the 3018 postcode (Altona and Seaholme). However, there

were several recommended changes. As a result, the management plans was adjusted with the following changes:

- the proposed 1P (one hour) restriction in residential streets changed to 2P (two hour) between November and March (i.e. to only apply over the summer peak period)
- a modest extension of the area where parking restrictions are to be provided on residential streets to include parts of David Street, Davies Street and McBain Street
- provision of “hockey stick” markings on all local streets where parking restrictions are to be introduced, to encourage drivers to park clear of driveways

The revised Parking Management Strategy map and What We Heard report are attached for reference.

The proposed changed parking controls on local streets, coupled with increased patrols and enforcement over peak periods, would be expected to reduce parking demands on local streets, improving amenity and access for residents and their visitors, and would address the concerns raised in the petition about the impacts on local streets.

Impact to Louis Joel Arts and Community Centre

Council officers have met with representatives from the Louis Joel Arts and Community Centre and the lead petitioner to gain a further understanding of the current (and potential future) parking issues and the impact to their operation.

Currently, the centre has advised that on hot summer days when visitation to the beach is highest, some visitors park for extended periods in the centre’s private parking area, which reduces (and can eliminate) parking opportunities for the centre’s visitors, users and staff.

These visitors illegally use the car park by ignoring the signs that clearly indicate that it is private and for centre use only.

There are a range of options that are being contemplated in collaboration with the centre to help manage this issue, including:

- improved signage within the car park, including parking restriction signs
- changes to nearby on-street parking controls on Sargood Street to support their operation, including the potential introduction of a loading zone, shared with the Senior Citizens bus stop area.

Officers have made a commitment to remain in contact with the centre to further evaluate current parking issues over summer, and implement suitable changes to address parking issues in collaboration with the centre.

Parking supply

The issues described in the petition are existing problems in Altona that occur in summer when the finite supply of parking at the beach and foreshore reaches capacity on hot days.

Unfortunately, options to readily increase the amount of parking near the beach are not possible without prohibitive costs and the loss of open space; therefore, the finite supply of parking needs to be better managed.

The introduction of the parking meters and time controls would increase the availability of parking by increasing turnover of the spaces closest to the beach and encouraging transport mode shift.

The introduction of the 3P (three hour) parking controls and meters on the foreshore closest to the beach will result in increased turnover of the spaces, increasing the availability of the parking closest to the beach and commercial uses in Altona. Motorists are more likely to respect parking time limits more when they are coupled with parking meters than when not. The changes in parking behaviour would also be assessed as part of the surveys described below.

Altona Beach has excellent facilities for alternatives to private vehicle travel. This includes the Bay Trail for cyclists and multiple public transport options within walking distance, with trains and buses stopping at Altona Station or closer. The introduction of the parking meters would further encourage visitors to use these alternatives when visiting the beach.

The parking meters and management changes will help address the root cause of the parking stresses in Altona through improved management of the finite parking supply.

Parking observations and management changes

Any change to parking management has impacts by changing the way parking is used. A methodology has been developed which involves surveys and observations on hot summer days to document both the current conditions and the impact of the changes.

- surveys and observations in residential streets and off-street parking areas across Altona, including the Louis Joel Arts and Community Centre's parking area, to confirm and document parking conditions pre and post-implementation
- "time-of-duration" surveys for the parking along the foreshore, to document the length of time visitors are using the parking spaces closest to the beach

Results of the surveys would be used to evaluate the impact of the changes in two key ways:

- the nature and extent of parking issues on local streets and if the measures are effective in improve access and amenity for residents, or if there is a need to adjust the measures, such extending time restrictions further from the beach
- whether the average time that visitors park at the spaces along the beach reduces, therefore increasing the availability and turnover of parking, resulting in better sharing of the finite parking nearest the beach

The findings of the surveys will be documented in a report along with any changes to the management plan.

Income generation to manage increasing popularity

Visitors to Altona Beach foreshore currently benefit from free parking without contributing to the upkeep of the amenity Council provides. The introduction of paid parking meters along the foreshore would allow Council to recoup these costs and would also assist in improving parking turnover during peak periods.

8.1.2 Paid Parking Consultation

Directorate:	Corporate Services
Responsible Officer:	Manager Corporate Integrity and Legal Counsel
Reviewer:	Director Corporate Services
Attachments:	<ol style="list-style-type: none">1. What We Heard Report - Altona Beach Parking Precinct Strategy [8.1.2.1 - 1 page]2. Revised Parking Management Strategy - Altona Beach and Surrounds [8.1.2.2 - 1 page]3. Traffix Group Memorandum - Implementation of Altona Beach Parking Management Strategy [8.1.2.3 - 5 pages]

This report was deferred from the Council Meeting held on 13 September 2022 for debate and resolution by Council at a subsequent Council Meeting.

Purpose

To provide Council with the feedback received from the community engagement conducted regarding the expansion of paid parking for visitors on the Esplanade in Altona.

Recommendation

That Council:

- 1. Supports the introduction of parking meters and the parking management changes outlined in the revised Altona Beach and Surrounds Parking Management Strategy.**
- 2. Notes that paid parking fees will not be payable by valid parking permit holders.**
- 3. Notes the feedback from the six-week period of community consultation regarding the introduction of paid parking on the Esplanade in Altona.**

Summary

A paid parking system for visitors is currently established in parts of Williamstown. Residents are provided with free parking permits in these areas.

Council has considered the expansion of paid parking to other locations with high car parking demand, such as the Esplanade in Altona.

Background

Paid parking is designed to provide equitable and accessible parking spaces for residents and visitors at premium locations in the municipality.

Council resolved to introduce ticket machine parking into parts of Williamstown in August 1987, leading to the installation of 44 machines along Nelson Place and the Esplanade. These machines are still in use and the charges are set as part of Council's budget process, increasing in line with the Consumer Price Index (CPI). Residents are currently entitled to two ticket machine parking permits which are issued every two years at no cost to residents. These permits enable residents to park in metered parking spaces without having to pay the fees, but any time restriction would still apply.

Discussion

Visitors to Hobsons Bay's magnificent foreshore currently benefit from free parking without contributing to the upkeep of the amenity Council provides. The introduction of paid parking meters along the foreshore would allow Council to recoup these costs and would also assist in improving parking turnover during peak periods.

The Esplanade in Altona has been identified as having high car parking demand and visitor numbers. Paid parking assists with increasing the turnover of car parking spaces at premium locations, which assists local traders. It also encourages more environmentally sustainable methods of transport.

Paid parking is proposed to be introduced in Altona on the Esplanade between Sarros Street and Millers Road, comprising 195 spaces. The 129 angled parking spaces closest to Pier Street are proposed to be subject to 3P (three hour) 8am-8pm restrictions, with the remaining 66 spaces subject to P (all day) 8am-8pm restrictions.

Parking permit holders will not to be charged parking meter fees.

Community Consultation

As the introduction of the parking meters would result in changes to parking behaviour in Altona, the Altona Beach Precinct Parking Strategy Map has been developed to manage the impacts. The focus is on ensuring local residents' on-street parking and access would be protected. It involved:

- introduction of 1P parking restrictions with resident and visitor permit exemptions on:
 - The Esplanade from Bent Street to the bend between Millers Road and Surf Street
 - Sarros Street between the Esplanade and Queen Street
 - McBain Street between the Esplanade and Blyth Street
 - Sargood Street between the Esplanade and Blyth Street
 - Davies Street between the Esplanade and Blyth Street
 - Mount Street between the Esplanade and Queen Street
 - Bayview Street between the Esplanade and Queen Street
 - Seves Street between the Esplanade and Queen Street

- provision of “hockey stick” line marking at driveways on residential streets to guide motorists to park clear of parked vehicles
- introduction of 2P (9am-5pm Mon-Fri, 9am-12noon Sat) on Pier Street between the Esplanade and Queen Street, which matches other nearby restrictions on Pier Street
- introduction of two ¼P (8am-8pm) spaces at the southern end of Bent Street to support local businesses
- introduction of 2P (9am-5pm Mon-Fri, 9am-12noon Sat) on Millers Road between the Esplanade and Queen Street, which matches restrictions on Pier Street near the commercial precinct

Consultation engagement on the introduction of paid parking in Altona and the measures in the Altona Beach Precinct Parking Strategy Map was conducted in July 2022, with 1,476 letters sent to residents that may be impacted by this change. There were 335 social media comments and 2,575 visits to Participate Hobsons Bay resulting in 525 survey submissions. Hobsons Bay residents accounted for 89 per cent of responses while 11 per cent came from residents of other areas of Victoria.

Following the feedback, changes were made in response to suggestions and concerns from local residents. The changes include:

- the proposed 1P (one hour) restriction in residential streets changed to 2P (two hour) between November and March (i.e. to only apply over the summer peak period)
- a modest extension of the area where parking restrictions are to be provided on residential streets to include parts of David Street, Davies Street and McBain Street
- provision of “hockey stick” markings on all local streets where parking restrictions are to be introduced, to encourage drivers to park clear of driveways

Surveys and monitoring would occur over the first year of the meters’ introduction to understand impacts to local residents parking and access. Changes to the management approach would be implemented where suitable.

9 Petitions and Joint Letters

9.1 Petitions and Joint Letters Received

Nil

9.2 Responses to Petitions and Joint Letters

9.2.1 Response to Petition - Community Housing Development at Epsom Street, Laverton

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

Purpose

To respond to a petition requesting that Council reposition the proposed social housing development at 7-45 Epsom Street, Laverton.

Motion

Moved Cr Diana Grima, seconded Cr Peter Hemphill:

That Council:

- 1. Notes previous consultation and planning regarding the Epsom Street site which have highlighted and responded to topics raised in the petition, including through the endorsement of Design Guidelines for the Epsom Street Affordable Housing Project.**
- 2. Notes that further community consultation will be undertaken if the project receives Victorian Government funding and advances to the next stages.**
- 3. Writes to the lead petitioners advising of the outcome.**

Carried unanimously

Recommendation

That Council:

- 1. Notes previous consultation and planning regarding the Epsom Street site which have highlighted and responded to topics raised in the petition, including through the endorsement of Design Guidelines for the Epsom Street Affordable Housing Project.**
- 2. Notes that further community consultation will be undertaken if the project receives Victorian Government funding and advances to the next stages.**
- 3. Writes to the lead petitioners advising of the outcome.**

Summary

The issues raised in the petition have been addressed through previous consultation and planning in relation to the Epsom Street site, including through the Design Guidelines for the Epsom Street Affordable Housing Project. These were revised (and subsequently endorsed by Council) following community engagement in early 2022. However, it is recognised that some residents have ongoing concerns, and there will be further community consultation on the draft design of the project if it receives Victorian Government funding and advances to the next stages.

Background

In 2014, Council purchased the former Laverton Primary School site at 7-43 Epsom Street, Laverton for the purposes of providing open space and consideration of future provision of affordable housing. Council subsequently purchased a single residential lot at 45 Epsom Street to enable a more holistic design for the overall development.

In 2018, a master plan for the site was finalised which nominated the central portion for open space and allocated the northern and southern sections of the site for affordable housing. Various community consultation activities were undertaken to inform this master plan, as detailed in the Consultation and Communication section of this report. The first stage of the project was delivered with the opening of Curlew Community Park in December 2019.

With the formation of the Hobson Bay Affordable Housing Trust (the Trust) and the potential for Victorian Government funding, Council has continued work to realise the affordable housing component of the master plan. In early 2022, Council sought feedback through a community consultation process on the draft Epsom Street Affordable Housing Design Guidelines. The guidelines have subsequently been revised in response to community feedback on a range of elements including height, density, car parking, vehicle access, and delineation between the private (housing) and public (park) realms.

At the Council Meeting on 10 May 2022, Council formally received a petition objecting to the planned construction of social housing at the ends of Curlew Park, suggesting that it should remain as open space. At the Council Meeting on 9 August 2022, Council noted that previous planning, consultation and development of the site has sought feedback on open space needs and proposed affordable housing, as well as noting that further consultation will be undertaken to inform future stages of the project.

At the Council Meeting on 9 August 2022, Council also provided in-principle support for the Trust to seek Victorian Government funding to deliver the project. Additionally, it resolved to consider a proposal to transfer parcels of land to Housing Choices Australia (HCA) as the Trustee of the Trust, subject to it receiving funding and complying with its obligations under the *Local Government Act 2020*. Council also endorsed the Design Guidelines for the Epsom Street Affordable Housing Project (the design guidelines) that will guide future development on the site.

At the Council Meeting on 13 September 2022, Council formally received another petition stating the following:

We, the undersigned, petition Hobson's Bay Council to reposition the proposed social housing development, at Curlew Community Park, Epsom St, Laverton, on the following grounds:

1. 65 dwellings is a significantly high concentration of households, many with social issues, crammed into such a small space. Little, if any consideration, has been thus far made for the existing residents, park visitors and businesses in the surrounding area. (*Note: some pages of the petition refer to '80 dwellings'*)
2. Traffic congestion will ensue, with such a large development, impeding fire truck access for the station on Epsom Street and restricting parking for current residents and park visitors.
3. Noise will increase exponentially for current residents. The noise level is already at the point of being unbearable, given the proximity of the freeway and explosion of new nearby housing estates. With 65 new households on the block, there is no accounting for the extra noise these will generate and its effect on existing households.
4. The housing development will severely reduce access to light during the day and to a dark night sky, with 2-4 storey buildings blocking the sun and increased use of artificial light at night-time.
5. Curlew Park will no longer act as a 'public' park, social housing residents will undoubtedly take ownership, as it will be their front and backyard. The park has become popular with families, particularly with young children, from many surrounding suburbs as well, which is also a boom for new hospitality businesses in the area.
6. The character of Laverton as neighbourly, friendly, a 'small village' type of neighbourhood will be ruined by the monstrous size and scope of the development. Why not 'spread' social housing around the suburbs?
7. Crime will increase in the immediate area. We are already witnessing assaults, drug dealing, vandalism, car theft, burglary, in and around the park. This activity will only worsen with such a high density of people, with social issues, without adequate, 24/7 supports. Safety will be further compromised, especially for the aging population in the vicinity. Laverton Police station closed several years ago and we endure long response wait-times already.
8. New businesses are emerging and residents are also making an effort to 'uplift' the area, with their own building and renovation works. Several existing residents are attempting to add value to their homes. Such a development will undoubtedly decrease house/land value and also cause issues for local businesses.
9. There are several larger and well serviced tracts of council land, more suitable for such a development. Why cram it into such a popular, attractive and well-used public facility?

The petition was signed by 124 people of whom 107 identified as Laverton residents, 15 were from other suburbs of Hobsons Bay, and two lived outside of the municipality.

Discussion

The following information is provided in response to the points raised in the petition.

1. Height, dwelling density and tenancy management

A key focus for any future development on the site will be the provision of housing for lower income households with a connection to Hobsons Bay. Subject to funding, the project will be managed by HCA as the Trustee of the Trust. HCA has many years of experience in managing social and affordable housing developments. Their ongoing management of the project will include tenancy management, building maintenance and repair, ongoing amenity

and safety for residents and neighbours, and community development activities. HCA's tenancy allocation process also ensures a diverse tenant group to reduce potential issues between tenants and ensure access to support services, if required.

The draft design guidelines originally indicated maximum heights of four storeys for both buildings. This has been revised in response to community feedback, reducing the maximum height in the northern site to three storeys while the southern site (near the freeway) will have a maximum of four storeys. The built form will also step down in height towards the street and park edges of both sites. The reduction in height results in a reduction in dwelling numbers and thus dwelling density.

2. Traffic and car parking

The design guidelines require that all car parking for the development be accommodated onsite, including visitor and accessible parking spaces. The draft design guidelines originally specified that all vehicular access was to be via Epsom Street, but this has been revised in response to community feedback. It is proposed that vehicle access to the northern site will be via Fitzroy Street and vehicle access to the southern site will be via Epsom Street. These requirements are expected to minimise the impact of traffic and car parking on surrounding residents, businesses and essential services.

3. Noise

"A More Vibrant Place" is one of the key themes for the Better Places Laverton Place Guide. The proposed development will bring additional households to the area, thereby increasing local activity and vibrancy, as well as expanding the customer base for existing and future business. Additionally, the proposed southern building, being a continuous built form, could act as an acoustic barrier to the West Gate Freeway and improve amenity in the park. The design guidelines also provide for acoustic treatments to be incorporated into the building design to minimise the impact of external noise on future residents.

4. Overshadowing

Preliminary planning for the project considered the potential impact of shadows on the park and surrounding dwellings as a result of the proposal. This work found there will be no overshadowing of dwellings on Fitzroy Street or Epsom Street between 9am and 3pm at the March and September equinoxes (these times are typically used when assessing the impact of overshadowing). The design guidelines provide further protection by requiring that built form step down in height on street and park edges. While the proposed development will contribute to some use of artificial light at night, this is likely to increase passive surveillance and perceptions of safety.

5. Access to Curlew Community Park

Curlew Community Park will remain a public park. Since the site was purchased by Council, it has been consistently identified for use as both public open space and affordable housing. This was reflected in the initial planning for the site and was confirmed through consultation to inform the development of the master plan in 2018. The design guidelines also aim to ensure the "continued community enjoyment of Curlew Community Park" and provide clear guidance as to how this can be maintained, including by establishing "clear structural delineation between private and public realm with landscape and built form design".

Additionally, the design guidelines will contribute to improved community safety outcomes by maximising opportunities for passive surveillance of the park and surrounding streets.

6. Neighbourhood character

The proposed development will be designed so that it complements the existing character of Laverton. The bulk and mass of the development will be minimised via setbacks and a transition in building height to the street and the park, as well as through the use of high-quality building materials and landscaping.

This proposal, subject to the receipt of funding, would provide housing options for people with a connection to the area who have been priced out of the local housing market. It is also important to note that Laverton has a relatively low proportion (2.3 per cent) of households living in rented social housing, compared to other neighbourhoods such as Williamstown (4.9 per cent) and Altona North (4.0 per cent).

7. Crime

Data from the Crime Statistics Agency show that the criminal incident rate in Hobsons Bay has been relatively stable over the past five years, ranging between 4,600 and 5,000 incidents per 100,000 residents (consistently below the Victorian rate). Laverton does not appear in the “top five suburbs” for total criminal incidents in any year during this period.

The proposed development is not expected to contribute to the incidence of crime in the area. The design guidelines incorporate principles of Crime Prevention Through Environmental Design, which are built on an understanding that housing facing parks and other public spaces makes those spaces safer as it allows many people to keep a lookout over the space. Additionally, the design guidelines require the design and layout of buildings and public spaces to provide a safe environment and maximise opportunities for passive and active surveillance.

8. Property values

Many factors contribute to property values, and it is not possible to accurately anticipate the impact of any future development. However, it is noteworthy that Williamstown has Hobsons Bay’s highest number of households renting social housing, alongside its highest median house value (\$1.64 million in 2021).

Council is committed to building better places across the municipality through the Better Places program. The Better Places Laverton Place Guide was developed through a collaborative process with residents, businesses, property owners and visitors. The guide outlines 12 key place projects, including Place Project 7 (Housing Choice) which aims to ensure that diverse and high-quality affordable housing is provided in the area. These projects will complement the efforts of residents and businesses to make Laverton a great place to live, work and play.

9. Other Council land

Council land is used for a wide range of purposes, including open space, recreational facilities and community infrastructure. The site at 7-45 Epsom Street was purchased for the purpose of providing open space and consideration of future provision of affordable housing. A master plan was developed in 2018 which allocated portions of land at the northern and

southern ends of the site for affordable housing, following extensive community consultation over several years.

Other Council-owned sites may be considered for development as affordable housing in the years ahead, but this site remains Council's current priority due to local need and the significant investment that has been undertaken to date. Council also seeks to increase supply of affordable housing throughout the municipality by negotiating voluntary affordable housing contributions on appropriate planning permit applications and planning scheme amendments.

9.2.2 Response to Petition - Don't Block Our Future Bike Path

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

Purpose

To respond to the petition asking Council not to block a future bike path connection from Precinct 15 in Altona North to Aloha Street in South Kingsville.

Motion

Moved Cr Peter Hemphill, seconded Cr Pamela Sutton-Legaud:

That Council:

1. **Notes the approved shared path in Stage 3 of the Mirvac development.**
2. **Notes that the approved path does not preclude future opportunities for additional connections from Precinct 15 to New Street opposite Aloha Street.**
3. **Writes to the lead petitioner advising of the outcome.**

Carried unanimously

Recommendation

That Council:

1. **Notes the approved shared path in Stage 3 of the Mirvac development.**
2. **Notes that the approved path does not preclude future opportunities for additional connections from Precinct 15 to New Street opposite Aloha Street.**
3. **Writes to the lead petitioner advising of the outcome.**

Summary

Council received a petition from Better West Inc, including 65 signatories from Hobsons Bay residents which was tabled at the Council meeting held on 13 September 2022. The petitioners request that Council reserve the space for the future bike path that in the long term will connect pedestrian and cyclists to Aloha Street.

The Comprehensive Development Plan (CDP) incorporated into the Hobsons Bay Planning Scheme provides an overall vision for development within Precinct 15 in Altona North. The CDP also guides the delivery of bike and pedestrian connections within Precinct 15.

The approved development on the land being developed by Mirvac meets the overall vision of the CDP and provides suitable bike and pedestrian connections within and through Precinct 15. The approved shared path on the Mirvac site connecting Precinct 15 to New Street is 80m north of the initial location. This connection will be constructed and ready for use in the next 12-15 months.

It is still possible a direct connection can be provided from Precinct 15 to New Street and opposite Aloha Street in the longer term. This connection would depend on the businesses operating on New Street, and future Council decision making. These businesses have existing use rights and can continue to operate as they are. Should this land be redeveloped in the future, a shared path connection (opposite Aloha Street) can be discussed with the developer at that time.

Background

At its meeting of 13 September 2022, Council formally received a petition stating the following:

Dear Hobsons Bay City Council,

Please reserve the space for the future bike path, that will, in the long term connect pedestrians and cyclists to Aloha Street.

The incorporated Comprehensive Development Plan for Precinct 15 in Altona North, requires a future urban structure that includes a bike path connection linking directly to Aloha Street in South Kingsville.

A subdivision plan that blocks off that development's section of this public path will, in the long-term, result in Precinct 15 not being able to properly integrate with the surrounding cycling network, including the on-road bike path on Aloha Street that connects to Birmingham Street and Spotswood Station.

We understand that the properties currently on New Street may no redevelop for many years and that in the short-term an indirect cycling connection to Aloha Street from the path 90 meters north could be provided. But this is definitely not a long-term alternative to the safe, direct and connected link at Aloha Street that in the Comprehensive Development Plan.

This petition aims to secure that when the New St properties redevelop, sometime in the future, the direct and connected bike path link will not have been blocked off and can be completed to properly interconnect to the surrounding neighbourhood.

The Comprehensive Development Plan (CDP) for Precinct 15, incorporated in the Hobsons Bay Planning Scheme, guides the delivery of such connections and facilities.

There are two east-west bike paths planned for the Precinct 15 development to connect to New Street. The primary path connects to Brunel Street while the secondary path connects to Aloha Street. These paths will connect to the proposed GreenLine Project, which will take cyclists further east to Spotswood Station and beyond to Douglas Parade.

The Department of Transport's 2020 Strategic Cycling Corridors report shows Birmingham Street and Brunel Street as the cycling corridors for Hobsons Bay. This has been identified as the most direct route from Spotswood Station to Altona Gate Shopping Centre and through Precinct 15.

Discussion

Council's Industrial Land Management Strategy 2008 (ILMS) identified the land generally bounded by Blackshaws Road, Kyle Road, New Street and West Gate Freeway in Altona North and South Kingsville as Precinct 15 with the potential for most of the site to change from industrial uses to non-industrial uses including residential.

Council worked with landowners within Precinct 15 to rezone the site to facilitate redevelopment. The rezoning included, amongst other things, the incorporation of a CDP.

The CDP provides specific guidance on how Precinct 15 can be developed. The plan is incorporated in the Hobsons Bay Planning Scheme and includes a vision and objectives for Precinct 15 and requires consideration of built form and character, housing, employment and local centres, community facilities, open space or parks, transport, utilities and services and infrastructure delivery (such as roads).

There are two east-west bike paths planned for the Precinct 15 development to connect to New Street. The primary path connects to Brunel Street while the secondary path connects to Aloha Street. The initial shared path connection in the CDP was drawn through part of the site owned by Mirvac, with a portion of the connection through privately owned and currently operational businesses, which neither the Precinct 15 developers nor Council have control over. However, the properties from 70 to 80 New Street are individually owned and can continue operating into the future. Developer Mirvac designed an alternative bike path around these properties, 80 metres north of where it was initially indicated.

Mirvac will deliver this path for community use within 12-18 months, which is significantly sooner than the original connection that had been considered opposite Aloha Street.

A direct connection is unlikely to be provided in the short to medium term, although it is still possible it could be provided in the long term. This would be considered if the businesses operating on New Street decided to close or move to a different location, and that land is redeveloped.

The approved shared path location provides an immediate connection for residents moving into Precinct 15 to connect with the existing neighbourhoods of South Kingsville and Altona North given the above constraint.

9.2.3 Response to Petition - Proposed “Hockey Stick” Line Marking for Lenore Crescent, Williamstown

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

Purpose

To provide Council with a response to the petition requesting that Council abandon the proposal to paint “hockey stick” parking bay markings on Lenore Crescent, Williamstown.

Motion

Moved Cr Jonathon Marsden, seconded Cr Peter Hemphill:

That Council:

- 1. Not proceed with the proposed works to install “hockey stick” parking bay markings on Lenore Crescent, Williamstown.**
- 2. Manages concerns about specific vehicle access issues on Lenore Crescent on a case-by-case basis.**
- 3. Writes to the lead petitioner and residents of Lenore Crescent advising of the outcome.**

Carried unanimously

Recommendation

That Council:

- 1. Not proceed with the proposed works to install “hockey stick” parking bay markings on Lenore Crescent, Williamstown.**
- 2. Manages concerns about specific vehicle access issues on Lenore Crescent on a case-by-case basis.**
- 3. Writes to the lead petitioner and residents of Lenore Crescent advising of the outcome.**

Summary

The submitted petition outlined local community opposition to a proposal to install “hockey stick” parking bay markings on Lenore Crescent, Williamstown. The petition and direct feedback received from residents on Lenore Crescent confirmed that most residents oppose the proposed works.

However, feedback also showed that there are vehicular access issues for some residents. These issues are considered best addressed on a case-by-case basis without the need for the full extent of the proposed works.

Background

Plans about a proposal to install “hockey stick” white parking bay markings were presented to the residents of Lenore Crescent, Williamstown, in October 2022 via a letter. The proposal was developed in response to concerns raised by residents about vehicle access challenges when motorists park too close to residential driveways. This letter was sent to a total of 26 properties.

The letter invited feedback on the proposal and a total of 11 responses were received, with five (5) in favour and six (6) opposing.

Those in favour were supportive of measures to address access issues when parking demands were high. These were received from residents that lived at the southern end, closest to the Town Hall and Ferguson Street, where parking demands are generally highest, and those nearest the bend (about halfway between Ferguson Street and Stevedore Street) where the road alignment can constrain vehicle access when compounded with inappropriate on-street parking and the one-way control that applies to the road.

Those that opposed did so for a range of reasons, including:

- doubts about the necessity of the changes
- a belief that the changes may have adverse consequences by worsening parking conditions
- the impact on the visual appearance of the road

A formal petition opposing the proposed works outlined in the letter was received on 9 November 2022 with a total of 30 signatures from 23 different properties.

The petition reads as follows:

We, the undersigned, petition Hobsons Bay City Council to:-

Not proceed with the road markings as proposed in their letter as 18/10/22 Ref. A3789755 as outlined below.

‘To mitigate this issue and direct motorists to park clear of driveways, it is proposed to install “hockey stick” white line marking adjacent to driveways, and to demarcate parking spaces, on Lenore Crescent between Ferguson Street and Stevedore Street.’

Discussion

The feedback received from residents shows that the proposed works are not universally supported and are therefore unlikely to be effective.

However, the feedback shows that for some residents, specifically those at the southern end closest to the Town Hall and those near the bend in the street, may require measures to manage parking near and access to their driveways. These measures could include:

- changes to parking controls and signs, such as the introduction of “No Stopping” areas where there is insufficient room to park between driveways and maintain access
- increased enforcement of the 2P (two hour) parking control that applies, particularly during events at the Town Hall
- isolated “hockey stick” markings at driveways to guide visiting motorists to park appropriately.

These access issues are considered best investigated and addressed on a case-by-case basis without the implementation of the full extent of the proposed works.

10 Business

10.1 Office of the Chief Executive

10.1.1 Chief Executive Officer's Report on Operations

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 – November 2022 [10.1.1.1 - 45 pages]

Purpose

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

Motion

Moved Cr Pamela Sutton-Legaud, seconded Cr Diana Grima:

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

Carried unanimously

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 November 2022 and 30 November 2022 is provided in this month's report.

10.2 Corporate Services

10.2.1 2023 Council Meeting Timetable

Directorate:	Corporate Services
Responsible Officer:	Manager Corporate Integrity and Legal Counsel
Reviewer:	Director Corporate Services
Attachments:	Nil

Purpose

To adopt the 2023 Council Meeting Timetable.

Motion

Moved Cr Peter Hemphill, seconded Cr Pamela Sutton-Legaud:

That Council:

- 1. Adopts the Council Meeting Timetable to 31 December 2023 as listed in the report.**
- 2. Provides appropriate public notice of the Council meeting dates, including by publication on Council's website, in accordance with the Hobsons Bay Governance Rules.**

Carried unanimously

Recommendation

That Council:

- 1. Adopts the Council Meeting Timetable to 31 December 2023 as listed in the report.**
- 2. Provides appropriate public notice of the Council meeting dates, including by publication on Council's website, in accordance with the Hobsons Bay Governance Rules.**

Summary

This report proposes Council meeting dates for 2023 for Council's consideration.

Background

Council is required to fix the date, place and time of all Council meetings and reasonable notice must be provided to the public.

Discussion

The proposed Council Meeting Timetable for 2023 is listed in this report.

The 2023 timetable includes one Council meeting per month. It is proposed that Councillor Briefing Sessions and meetings of Council's Delegated Planning Committee continue to be held on the alternate weeks.

It is noted that no Council meeting is scheduled in 2023 for the hearing of budget submissions, as section 223 of the *Local Government Act 1989* is no longer a statutory requirement of the budget process. Instead, written submissions on the Proposed Annual Budget will be considered by Councillors at the Councillor Briefing Session scheduled on 23 May 2023.

All Council meetings will be held in the Council Chamber at the Hobsons Bay Civic Centre, unless otherwise notified. All Councillor Briefing Sessions will be held virtually unless otherwise notified. Any Councillor Briefing Session held in-person will be held at the Hobsons Bay Civic Centre and commence at 6.30pm.

2023 Council Meeting Timetable		
Tuesday 31 January	6pm	Councillor Briefing Session
Tuesday 7 February	7pm	Council Meeting
Tuesday 14 February	6pm	Councillor Briefing Session
Tuesday 21 February	6pm	Delegated Planning Committee
Tuesday 7 March	6pm	Councillor Briefing Session
Tuesday 14 March	7pm	Council Meeting
Wednesday 15 March	6pm	Councillor Briefing Session
Saturday 18 March	9am	Councillor Briefing Session
Tuesday 21 March	6pm	Councillor Briefing Session
Tuesday 28 March	6pm	Delegated Planning Committee
Tuesday 4 April	6pm	Councillor Briefing Session
Tuesday 11 April	7pm	Council Meeting Adoption of Proposed Budget 2023-24
Tuesday 18 April	6pm	Councillor Briefing Session
Thursday 20 April	6pm	Delegated Planning Committee
Tuesday 25 April	No meeting – ANZAC Day public holiday	
Tuesday 2 May	6pm	Councillor Briefing Session
Tuesday 9 May	7pm	Council Meeting
Tuesday 16 May	6pm	Delegated Planning Committee
Tuesday 23 May	6pm	Councillor Briefing Session

2023 Council Meeting Timetable		
Tuesday 30 May	No meeting – fifth Tuesday of the month	
Tuesday 6 June	6pm	Councillor Briefing Session
Tuesday 13 June	6pm	Delegated Planning Committee
Tuesday 20 June	7pm	Council Meeting Adoption of Budget 2023-24
Tuesday 27 June	No meeting	
Tuesday 4 July	6pm	Councillor Briefing Session
Tuesday 11 July	7pm	Council Meeting
Tuesday 18 July	6pm	Councillor Briefing Session
Tuesday 25 July	6pm	Delegated Planning Committee
Tuesday 1 August	6pm	Councillor Briefing Session
Tuesday 8 August	7pm	Council Meeting
Tuesday 15 August	6pm	Councillor Briefing Session
Tuesday 22 August	6pm	Delegated Planning Committee
Tuesday 29 August	No meeting – fifth Tuesday of the month	
Tuesday 5 September	6pm	Councillor Briefing Session
Tuesday 12 September	7pm	Council Meeting
Tuesday 19 September	6pm	Councillor Briefing Session
Tuesday 26 September	6pm	Delegated Planning Committee
Tuesday 3 October	6pm	Councillor Briefing Session
Tuesday 10 October	7pm	Council Meeting
Tuesday 17 October	6pm	Councillor Briefing Session
Tuesday 24 October	6pm	Delegated Planning Committee
Tuesday 31 October	6pm	Councillor Briefing Session
Tuesday 7 November	No meeting – Melbourne Cup public holiday	
Friday 10 November	7pm	Council Meeting Election of the Mayor and Deputy Mayor
Tuesday 14 November	7pm	Council Meeting
Tuesday 21 November	6pm	Councillor Briefing Session
Tuesday 28 November	6pm	Delegated Planning Committee
Tuesday 5 December	6pm	Councillor Briefing Session
Tuesday 12 December	7pm	Council Meeting
Thursday 14 December	6pm	Delegated Planning Committee

10.2.2 Appointment of Councillor Delegates and Proxies to Council and Community Committees

Directorate:	Corporate Services
Responsible Officer:	Manager Corporate Integrity and Legal Counsel
Reviewer:	Director Corporate Services
Attachments:	1. 2023 Council and Committee Delegates and Proxies [10.2.2.1 - 2 pages]

Purpose

To formally appoint Councillor delegates and proxies to Council, community and other committees and groups for 2023.

Motion

Moved Cr Pamela Sutton-Legaud, seconded Cr Peter Hemphill:

That Council:

- 1. Appoints Councillor delegates and proxies to Council, community and other committees and groups for 2023 as attached, subject to the addition below.**
- 2. Further appoints the Mayor to be the delegate for the RoadSafe Westgate Community Road Safety Council, if a Councillor delegate is required.**

Carried unanimously

Recommendation

That Council appoints Councillor delegates and proxies to Council, community and other committees and groups for 2023, as attached.

Summary

An annual review of Councillor delegates and proxies appointed to Council, community and other committees and groups has been undertaken in order for Council to appoint delegates and proxies for 2023.

Background

Council has a number of internal committees and also nominates representatives to various groups, both locally and regionally. Use of committees, advisory groups and representation on external groups is an effective way for Council to be well informed, enlist the expertise of independent members and represent Hobsons Bay City Council on strategic issues.

Discussion

The proposed committee delegate appointments for 2023 need to be determined by Council.

Where no delegate or proxy representative is specifically nominated for a committee, the appointment will default to the Mayor and Deputy Mayor without requiring resolution at a Council meeting.

The committees and groups are divided into the following categories:

- appointments for Mayor of the Day
- appointments for other Council and community committees and groups

The Hobsons Bay Local Safety Committee has been added to the list of committees for 2023.

Appointments are no longer required for the following groups, which have been removed from the list:

- Metropolitan Local Government Waste Forum
- Mobil Altona Refinery Community Liaison Committee
- Truganina Explosives Reserve Advisory Committee

The Truganina Explosives Reserve Advisory Committee managed and undertook the restoration of the historic Keeper's and Under Keeper's homesteads, gardens and yards of the Truganina Explosives Reserve. The buildings and grounds are now a valuable community asset thanks to the tireless work, dedication and commitment of all group members to bring these historic features back.

As the work has been completed the advisory group is no longer required. To celebrate the completion of the work and thank the group of volunteers, a morning tea was held at the Truganina Explosives Reserve on 6 September 2022 where Cr Hemphill addressed and thanked the group.

10.2.3 Audit and Risk Committee - Appointment of Independent Member

Directorate:	Corporate Services
Responsible Officer:	Manager Corporate Integrity and Legal Counsel
Reviewer:	Director Corporate Services
Attachments:	Nil

Purpose

To request that Council approve the appointment of an independent member to the Audit and Risk Committee.

Motion

Moved Cr Peter Hemphill, seconded Cr Jonathon Marsden:

That Council approves the reappointment of Mr John Watson as an independent member of the Audit and Risk Committee.

Carried unanimously

Recommendation

That Council approves the reappointment of Mr John Watson as an independent member of the Audit and Risk Committee.

Summary

This report provides Council with a recommended appointment for an independent member of the Audit and Risk Committee.

Background

The Hobsons Bay City Council Audit and Risk Committee is an independent Committee of Council. The Committee comprises three independent members and two Councillors.

The Committee meets at least quarterly throughout the year and has a Charter that addresses responsibilities that include risk management, control frameworks, external accountability, legislative compliance, and internal and external audits.

The Audit and Risk Committee Charter states that members shall be appointed for a term of three years, with the option of a second three-year appointment at the discretion of Council. The term of each member should be arranged so that there is an orderly rotation of membership to ensure the retention of knowledge and historical context.

Discussion

The term of one of the Committee's independent members, Mr John Watson, expired in November 2022. It is recommended that Mr Watson be reappointed to the Committee for a further period of three years in accordance with the terms outlined in the Audit and Risk Committee Charter.

It is recommended that the appointment of Mr John Watson commence immediately.

All audit fees will be paid in accordance with the Audit and Risk Committee Membership benchmarking in line with other Level 2 councils as defined on the Know Your Council website.

10.2.4 Council Policies for Adoption and Revocation

Directorate: Corporate Services

Responsible Officer: Manager Corporate Integrity and Legal Counsel

Reviewer: Director Corporate Services

Attachments:

1. Dogs in Public Places Policy 2022 [**10.2.4.1** - 9 pages]
2. Street Stalls and Collections Policy 2022 [**10.2.4.2** - 9 pages]
3. Zero Tolerance Illegal Parking Around Schools Policy 2022 [**10.2.4.3** - 7 pages]
4. Street Numbering Policy (adopted 27 February 2007) [**10.2.4.4** - 2 pages]

Purpose

To seek Council's endorsement of three revised policies and revocation of one outdated policy.

Motion

Moved Cr Pamela Sutton-Legaud, seconded Cr Peter Hemphill:

That Council:

1. Endorses the Dogs in Public Places Policy 2022 (Attachment 1) and revokes the previous version of the policy endorsed by Council on 12 June 2018.
2. Endorses the Street Stalls and Collections Policy 2022 (Attachment 2) and revokes the previous version endorsed by Council on 12 June 2018.
3. Endorses the Zero Tolerance – Illegal Parking Around Schools Policy 2022 (Attachment 3) and revokes the previous version endorsed by Council on 12 June 2018.
4. Revokes the Street Numbering Policy adopted 27 February 2007 (Attachment 4).

Carried unanimously

Recommendation

That Council:

1. Endorses the Dogs in Public Places Policy 2022 (Attachment 1) and revokes the previous version of the policy endorsed by Council on 12 June 2018.
2. Endorses the Street Stalls and Collections Policy 2022 (Attachment 2) and revokes the previous version endorsed by Council on 12 June 2018.

3. **Endorses the Zero Tolerance – Illegal Parking Around Schools Policy 2022 (Attachment 3) and revokes the previous version endorsed by Council on 12 June 2018.**
4. **Revokes the Street Numbering Policy adopted 27 February 2007 (Attachment 4).**

Summary

The following policies have been reviewed in accordance with Council's requirements to review policies three years from the date of endorsement or sooner if required:

- Dogs in Public Places Policy
- Street Stalls and Collections Policy
- Zero Tolerance – Illegal Parking Around Schools Policy

The following policy has been identified by the organisation as no longer required as it is redundant:

- Street Numbering Policy (adopted by Council on 27 February 2007)

Background

A Council endorsed policy is a set of principles guiding Council business and identifying formal expectations in accordance with legislative or other compliance requirements. The primary stakeholder group is external to Council.

Council maintains a centralised policy register. Policies are scheduled to be reviewed three years from the date of endorsement or sooner if required.

At the time a new version of a policy is endorsed by Council, the previous version of the policy should be revoked in the same resolution. If the policy becomes redundant or superseded without a direct update, Council will need to revoke the policy by a separate resolution of Council.

Discussion

Policies to be endorsed

The Dogs in Public Places Policy has been revised and updated. The previous version of this policy was endorsed by Council on 12 June 2018.

The Street Stalls and Collections Policy has been revised and updated. The previous version of this policy was endorsed by Council on 12 June 2018.

The Zero Tolerance – Illegal Parking Around Schools Policy has been revised and updated. The previous version of this policy was endorsed by Council on 12 June 2018.

Policy to be revoked

Council's Street Numbering Policy has been made redundant. Council now manages the street numbering and road naming process in accordance with the *Local Government Act 2020*, guidelines issued by the Office of Geographic Names under the *Geographic Place Names Act 1998*, and ancillary procedures.

10.2.5 Contract 2022.11 Community Relationship Management Solution

Directorate: Corporate Services
Responsible Officer: Manager Digital Services
Reviewer: Director Corporate Services
Attachments: Nil

Purpose

To seek Council's approval of a contract to deliver a modern Community Relationship Management (CRM) Solution for use by Council.

Motion

Moved Cr Pamela Sutton-Legaud, seconded Cr Jonathon Marsden:

That Council awards Contract 2022.11 for Microsoft Dynamics Community Relationship Management (CRM) Solution to Velrada Capital Pty Ltd at a lump sum of \$1,867,030 (one million, eight hundred and sixty-seven thousand, and thirty dollars) including GST over a period of three years commencing 23 January 2023.

Carried unanimously

Recommendation

That Council awards Contract 2022.11 for Microsoft Dynamics Community Relationship Management (CRM) Solution to Velrada Capital Pty Ltd at a lump sum of \$1,867,030 (one million, eight hundred and sixty-seven thousand, and thirty dollars) including GST over a period of three years commencing 23 January 2023.

Summary

Council's existing CRM system has served the organisation well for many years but lacks many contemporary CRM features that are expected and needed by the community. The existing CRM system doesn't support the Council Plan 2021-25 and is incompatible with Council's Community Experience (CX) 2.0 Strategy and Technology Strategy.

A new three-year contract is required to deliver a highly integrated and modern CRM solution that will align with these strategies and meet the Community's customer service needs and expectations, now and into the future.

Background

Council's existing CRM system lacks many contemporary features and functions such as an online customer portal and online forms and payments. The existing CRM system cannot support Council's CX 2.0 Strategy and the broader Technology Strategy to deliver secure end-to-end workflows (to close the loop on customer requests) and the integration required to improve operational efficiencies within Council and deliver customers' expectations.

The need for a modern CRM system was identified as a priority in the Council Plan 2021-25. The development of the Council Plan involved extensive community engagement, and Council sought feedback from the community on the draft plan via several different channels such as face-to-face workshops and online surveys.

Discussion

A modern CRM solution is needed to provide an innovative, high quality, and seamless customer experience across all digital channels and online service portfolios, to improve outcomes for its residents, ratepayers, visitors, businesses, and the organisation using efficient and easy to follow processes. The new CRM solution will be built to provide increased public transparency by sharing overall performance of Council in providing its services, as well as specific requests raised by community members, increased accountability to the community via improvements in customer request monitoring and follow up. The new solution will provide an easier online experience with Council enabling customers to access self-service information, complete online forms, submit payments and receive timely and relevant updates and communication throughout their journey with Council.

To deliver an advanced and secure CRM solution that will meet community expectations and the operational needs of the organisation, Council requires a significant investment in a new technology platform and expertise to implement the new CRM.

Council utilised the Victorian Government eServices Register via the Municipal Association of Victoria (MAV) Vendor Panel to engage an experienced and innovative supplier to deliver a CRM solution (based on Microsoft Dynamics 365) that includes ongoing support and further development for three years.

The procurement process was open for 28 days and closed on 11 August 2022. In the pursuit of best value, Council conducted a thorough evaluation of suppliers who submitted a response via the MAV Vendor Panel. A detailed Tender Evaluation Report was presented to and approved by Council's Tender Board on 1 December 2022 concluding that Velrada Capital Pty Ltd demonstrated best value to Council to deliver a new advanced and highly integrated CRM solution.

10.3 Sustainable Communities

10.3.1 Draft Spotswood Structure Plan and Land Use Planning near Major Hazard Facilities

Directorate:	Sustainable Communities
Responsible Officer:	Coordinator Social and Strategic Planning
Reviewer:	Director Sustainable Communities
Attachments:	1. Interim Management of Land Use Planning Around Major Hazard Facilities [10.3.1.1 - 3 pages]

Purpose

To outline the impacts of WorkSafe Victoria's new guidance for land use planning near Major Hazard Facilities on the Draft Spotswood Activity Centre Structure Plan and land use and development opportunities across the municipality.

Motion

Moved Cr Jonathon Marsden, seconded Cr Peter Hemphill:

That Council:

1. Notes WorkSafe Victoria's new, more conservative "Inner and Outer Safety Areas" guidance on land use planning near a Major Hazard Facility and the impact of this new guidance on thousands of properties within Hobsons Bay.
2. Notes the impact of the new WorkSafe Victoria guidance on the progress of the Spotswood Activity Centre Structure Plan.
3. Notes that Council will utilise the revised "Safety Areas" and associated distances published by WorkSafe Victoria to determine where to give notice to WorkSafe Victoria of planning applications near Major Hazard Facilities, in the absence of defined planning guidance by the Victorian Government.
4. Continues to advocate to the Victorian Government to implement a transparent Buffer Area Overlay (BAO) tool for Major Hazard Facilities via a rigorous and consultative planning scheme amendment process, which would replace the new WorkSafe Victoria Guidance (Inner and Outer Safety Areas) and provide detailed information to Council and the community on the safety measures and risk mitigation for each Major Hazard Facility.
5. Will continue the application notification process in line with the adopted 2014 Interim Management of Land Use Planning Around Major Hazard Facilities Guidelines, noting the WorkSafe Victoria safety area distances referenced have now increased, and that this is subject to ongoing discussions.

Carried unanimously

Recommendation

That Council:

1. **Notes WorkSafe Victoria’s new, more conservative “Inner and Outer Safety Areas” guidance on land use planning near a Major Hazard Facility and the impact of this new guidance on thousands of properties within Hobsons Bay.**
2. **Notes the impact of the new WorkSafe Victoria guidance on the progress of the Spotswood Activity Centre Structure Plan.**
3. **Notes that Council will utilise the revised “Safety Areas” and associated distances published by WorkSafe Victoria to determine where to give notice to WorkSafe Victoria of planning applications near Major Hazard Facilities, in the absence of defined planning guidance by the Victorian Government.**
4. **Continues to advocate to the Victorian Government to implement a transparent Buffer Area Overlay (BAO) tool for Major Hazard Facilities via a rigorous and consultative planning scheme amendment process, which would replace the new WorkSafe Victoria Guidance (Inner and Outer Safety Areas) and provide detailed information to Council and the community on the safety measures and risk mitigation for each Major Hazard Facility.**
5. **Will continue the application notification process in line with the adopted 2014 Interim Management of Land Use Planning Around Major Hazard Facilities Guidelines, noting the WorkSafe Victoria safety area distances referenced have now increased, and that this is subject to ongoing discussions.**

Summary

WorkSafe advised in their June 2022 submission to the Draft Spotswood Activity Centre Structure Plan that they have adopted new guidance around land use planning near Major Hazard Facilities (MHFs). The new guidance takes a more conservative approach to managing risk associated with a possible MHF incident by further restricting surrounding land use and development. The guidance is based on new “Inner and Outer Safety Areas” that impact the objectives of the draft Spotswood Activity Centre Structure Plan and affect thousands of properties across Hobsons Bay.

Council officers continue to seek and follow the advice of WorkSafe as the statutory authority with expertise on MHF risk, to be consistent with the objectives of the Hobsons Bay Planning Scheme. However, the new guidance has not been subject to any public consultation and has not been reflected in any transparent Buffer Area Overlay (BAO). Council continues to advocate to the Victorian Government to ensure an adequate and transparent process is followed to introduce a BAO for MHFs into the scheme.

Background

The Draft Spotswood Activity Centre Structure Plan and MHFs

The draft plan provides direction for future land use, growth and change in Spotswood and gives shape to the community’s vision for Spotswood as articulated through the Better Places Spotswood and South Kingsville (BPSSK) Place Guide. The vision supports a

diverse mix of industries and commercial businesses in Spotswood that are connected to the community, and new development that enhances and responds to existing local character.

The draft plan proposes revitalisation of industrial land to promote more employment-intensive and diverse industries consistent with the community's vision for Spotswood. In addition, new heritage and built form guidelines are proposed to inform development outcomes. The draft plan and associated planning controls are intended to be implemented into the Hobsons Bay Planning Scheme via a planning scheme amendment.

As Spotswood is in proximity to three MHFs, the draft plan was careful to consider risks associated with MHFs based on previous WorkSafe advice as outlined below.

History of land use planning near MHFs in Hobsons Bay

WorkSafe Victoria is the statutory authority involved in the registration and regulation of MHFs under the *Occupational Health and Safety Act 2017* and the *Dangerous Goods Act 1985*. WorkSafe issues MHF licences and helps Council understand any risks associated with a potential incident at an MHF. There are nine licensed MHFs located in Hobsons Bay, including three within proximity to the Spotswood activity centre.

Currently the areas that could be impacted by an MHF incident are not mapped or identified in the planning scheme. In the absence of direction from the Victorian Government, Council adopted its Interim Management of Land Use Planning Around Major Hazard Facilities Guidelines (the Council Guidelines) in 2013 to guide planning decisions near MHFs and updated them in 2014. WorkSafe is not a mandatory referral authority under the planning scheme for most planning applications. However, Council still notifies WorkSafe of applications in proximity to MHFs to ensure risks are considered by the relevant statutory authority (WorkSafe Victoria) pursuant to section 52 of the *Planning and Environment Act 1987* (the Act).

The Council Guidelines followed WorkSafe's previous definition of Inner Advisory Areas, meaning the area immediately surrounding an MHF, and Outer Advisory Areas, meaning areas not immediately near an MHF but still identified as an area of potential safety risk as included in WorkSafe's 2010 WorkSafe Advisory Note. These are areas where certain land use and development may be restricted to limit risks in the event of an incident at an MHF.

For properties in an Inner Area, WorkSafe generally advises against rezoning of land or new development that increases the population, would bring in vulnerable populations, or would set a precedent for future gradual increases in population. WorkSafe defines vulnerable populations as "people with limited mobility, children, the elderly, schools, hospitals, aged care facilities and prisons".

Historically in the Inner Area, WorkSafe has advised against applications that would result in an increase in residents such as multi-unit residential development or commercial uses that would result in an increase in workers or customers, retail and recreational facilities such as gyms or markets that would encourage more visitors to the area. This also includes any development that would result in an increase in bedrooms or an additional dwelling on a lot.

In the Outer Area, WorkSafe usually advises against a proposal where people are unable to safely respond to emergency situations, where there is an increase in vulnerable populations (e.g. a childcare centre), or where an amendment would result in an increase in population density or a gradual increase in population (although these applications are assessed on a case-by-case basis).

The section below outlines the consultation process that was undertaken on the draft plan and the implications of a submission from WorkSafe which will require significant changes to the draft plan and will impact land use and development opportunities across the municipality.

Discussion

Community engagement on the draft plan

Community engagement on the draft plan occurred between 21 April 2022 and 2 June 2022. A total of 23 online and email submissions were received during the consultation process. A short summary of the engagement outcomes has been posted on Council's website which highlights the following key themes:

- some submitters felt there should be further rezoning to support more commercial development and diverse industries in the industrial area
- some submitters were concerned with the proposed built form guidelines, heritage overlays and maximum building heights in the Draft Spotswood Structure Plan
- a few submitters raised concerns with the impact of MHFs on community and safety
- some submitters sought greater activation and use of underutilised or vacant industrial land in Spotswood and more open space
- truck traffic and movement issues were raised along with queries about the removal of car parking to support more bike lanes

WorkSafe provided feedback on the draft plan with reference to newly adopted WorkSafe guidance. The advice materially impacts both Council's and the community's aspirations for Spotswood and land use and development across the municipality.

Changes to WorkSafe Victoria guidance for land use planning near MHFs

WorkSafe advised in their submission to the draft plan that from April 2022 new guidance was in place that would be informing how WorkSafe responds to planning applications near MHFs. The revised approach by WorkSafe still applies similar definitions for Inner and Outer Advisory Areas (now called "Safety Areas") as before, but the approach to measuring these areas has changed.

Importantly, WorkSafe advises that the changes reflect a more conservative approach to providing planning advice near MHFs rather than any increase in risk to safety posed by these facilities.

The revised approach by WorkSafe expands the Inner and Outer Areas around MHFs as:

- the distances for the Inner and Outer Areas are now measured from the MHF property boundary rather than from the tank farm bund/location of the facility, thereby increasing the number of properties impacted in some areas
- for facilities characterised as "flammable" (e.g. that include storage of petroleum fuel) the distances are now 250m for the Inner Area and 500m for the Outer Area, an increase from the previous 185m for the Inner Area and 300m for the Outer Area
- for facilities characterised as "highly flammable" (e.g. that include petroleum refining) the distances are now 300m for the Inner Area and 1,000m for the Outer Area, compared to 300m and 500m previously

Implications of the revised WorkSafe Victoria guidance on the Draft Plan

WorkSafe advises against the following changes proposed by the plan that aim to attract diverse employment and encourage more commercial activity:

- any increase in population or the introduction of more vulnerable populations for land use within the Hall Street Mixed Use Retail area
- the proposed rezoning of land to Commercial 2 Zone within the Hall Street and Craig Street Industrial Area, as this is now within the Inner Area of the Viva Energy and Ampol MHF
- the redevelopment of part of 1 Hudsons Road for more commercial and employment use, as it now sits within the Inner Area of the Viva Energy and Ampol MHF

The advice would require significant changes to the draft plan and undermine aspirations for a more vibrant and diverse industrial precinct to evolve in Spotswood.

Implications of the revised WorkSafe Victoria guidance across the municipality

WorkSafe is yet to provide publicly accessible mapping that shows the impact of the revised guidance on properties within Hobsons Bay. Council has therefore undertaken preliminary mapping to identify the properties impacted and thus require referral to WorkSafe under the guidance. Based on the new guidance, the number of additional properties impacted by the Inner Area is estimated to be about 850 across the municipality (about 500 of those being within Spotswood) and about 2,000 in the Outer Area. The new WorkSafe guidance is also expected to impact properties in other municipalities which contain or are near to MHFs.

The expansion of the MHF Inner and Outer Areas will stifle development opportunities and infrastructure and service delivery in affected areas alongside potentially significant impacts on property valuations. The new guidance will undermine efforts to attract new industries and bring jobs and investment to Hobsons Bay, which is proposed to be a key focus of Council's revised Industrial Land Management Strategy and Economic Development Strategy.

New WorkSafe Victoria guidance – lack of transparency and consultation

Apart from informal discussions with Council officers there has been no formal notification or public consultation with the community or landowners on the new guidance, and no updated mapping provided by WorkSafe. The submission to the draft plan in June 2022 was the first formal notification given to Council that the new WorkSafe guidance was in place, published on the WorkSafe website in April 2022.

The changes have been introduced without any public process or consultation with the community on the impacts, and ahead of the introduction of a Buffer Area Overlay (BAO) or equivalent tool in the planning scheme that would ensure a transparent and coordinated approach to planning near MHFs. Council has continued to advocate for a Victorian Government-led process to introduce a BAO for MHFs to provide transparency for landowners and prospective purchasers in Hobsons Bay and to ensure a consistent approach across the state.

New WorkSafe Victoria guidance – lack of justification

WorkSafe advises in its submission that the changes reflect a more conservative approach to providing planning advice near MHFs rather than any increase in risk to safety posed by these facilities. While Council acknowledges the importance of safety considerations and safety areas or buffers are an important tool in managing safety risks, the approach to planning for and approving MHFs should be transparent and should consider the needs of the established community. There has been no detailed consideration of the risk for each MHF in Hobsons Bay that justifies the new distances in the guidance.

Implications of the revised WorkSafe Victoria guidance on planning permit processes

As previously outlined, Council had been giving notice of relevant planning permits to WorkSafe based on the Council Guidelines which were in line with previous WorkSafe Safety Area distances. Given the new WorkSafe guidance, Council has begun notifying WorkSafe of all relevant permits within the revised Safety Areas.

Since the new guidance was published in April 2022, WorkSafe has advised against numerous applications including a second dwelling on a lot in the Outer Safety Area, an application for a childcare centre at 31-69 McLister Street in the Outer Safety Area and Planning Permit applications PA220336 and PA220337 at 1 Hudsons Road that proposed new commercial and industrial development in the Inner and Outer Safety Area. It is anticipated that applications PA220336 and PA220337 at 1 Hudsons Road will be referred to the Victorian Civil and Administrative Tribunal (VCAT) for a decision.

Responses from WorkSafe Victoria and the Victorian Government to date

Council has written to the CEO of WorkSafe as well as relevant Victorian Government departments and Ministers requesting further justification for the new WorkSafe guidance and querying why no public consultation has been undertaken before the guidance was adopted. Council has not been provided with any additional information or justification for the new approach or the lack of consultation.

WorkSafe has advised that Council has the option not to adopt its advice as WorkSafe is not a mandatory referral authority under section 55 of the Act. Despite this, the planning scheme directs at Clause 13 that the Planning Authority “consider the risks associated with increasing the intensity of use and development within the threshold distance of an existing Major Hazard Facility”. WorkSafe Victoria is the statutory agency that issues licences for MHFs and advises on the potential risks from an MHF incident. Therefore, referral to WorkSafe is required to ensure risks from an MHF incident are appropriately considered in the planning permit application process.

Furthermore, if the Victorian Government does introduce a BAO for MHFs then it is expected that WorkSafe would become a mandatory referral authority under the scheme via the BAO.

Next Steps

It is recommended that Council continues to seek further justification from WorkSafe in regard to the reason for a more conservative approach that impacts significantly more properties in Hobson Bay and informs the community of the implications of this new guidance.

Council officers will continue to notify WorkSafe of applications within the safety areas to ensure safety is considered in the planning process.

Council will continue to progress the aspirations of the draft structure plan (e.g. heritage work) where possible and put the remainder of the plan on hold while the implications of the WorkSafe guidance are further considered.

Council will continue to advocate to the Victorian Government to introduce a transparent tool into the planning scheme such as a BAO that would include a public consultation and amendment process to ensure the Hobsons Bay community is informed and has an opportunity to provide feedback. Council will also advocate for provision of detailed information on the safety measures and risk mitigation for each Major Hazard Facility.

10.3.2 Spotswood Heritage Review Amendment C137 and Interim Heritage Overlay

Directorate:	Sustainable Communities
Responsible Officer:	Team Leader Strategic Planning
Reviewer:	Director Sustainable Communities
Attachments:	<ol style="list-style-type: none">1. Spotswood Activity Centre Structure Plan Heritage Review - RBA Architects [10.3.2.1 - 245 pages]2. C137 Draft Amendment Documentation [10.3.2.2 - 113 pages]3. C137 Draft Amendment Maps [10.3.2.3 - 4 pages]4. Map of Properties Proposed to be Included in Interim HO [10.3.2.4 - 1 page]

Purpose

To seek endorsement of the Spotswood Heritage Review and to recommend that Council request authorisation from the Minister for Planning to exhibit Amendment C137 and to prepare an amendment to introduce an interim heritage overlay.

Motion

Moved Cr Peter Hemphill, seconded Cr Pamela Sutton-Legaud:

That Council:

1. Endorses the Spotswood Heritage Review for the purpose of public exhibition and as the basis for Amendment C137.
2. Requests that the Minister for Planning grant authorisation under section 8A of the *Planning and Environment Act 1987* to prepare and exhibit Amendment C137 to the Hobsons Bay Planning Scheme to implement the Spotswood Heritage Review as per Attachment 2.
3. Requests that the Minister for Planning prepare and approve an amendment to the Hobsons Bay Planning Scheme pursuant to Section 20(4) of the *Planning and Environment Act 1987* to apply interim heritage overlays to properties identified as “significant” or “contributory” heritage places in accordance with the recommendations of the Spotswood Heritage Review and as shown in Attachment 4.
4. Notes the delegation of the Chief Executive Officer to make any necessary minor changes in seeking authorisation to prepare and exhibit Amendment C137 to the Hobsons Bay Planning Scheme to implement the Spotswood Heritage Review.

(continued next page)

5. Notes the delegation of the Chief Executive Officer to consider any submissions received about Amendment C137 in accordance with section 22 of the *Planning and Environment Act 1987* and refer any submissions that cannot be resolved to an independent panel appointed by the Minister for Planning in accordance with section 23 of the *Planning and Environment Act 1987*.
6. Notes that Amendment C137 will go on public exhibition, with the opportunity for community members to provide feedback and make a submission and to be heard at any future planning panel.

Carried unanimously

Recommendation

That Council:

1. Endorses the Spotswood Heritage Review for the purpose of public exhibition and as the basis for Amendment C137.
2. Requests that the Minister for Planning grant authorisation under section 8A of the *Planning and Environment Act 1987* to prepare and exhibit Amendment C137 to the Hobsons Bay Planning Scheme to implement the Spotswood Heritage Review as per Attachment 2.
3. Requests that the Minister for Planning prepare and approve an amendment to the Hobsons Bay Planning Scheme pursuant to Section 20(4) of the *Planning and Environment Act 1987* to apply interim heritage overlays to properties identified as “significant” or “contributory” heritage places in accordance with the recommendations of the Spotswood Heritage Review and as shown in Attachment 4.
4. Notes the delegation of the Chief Executive Officer to make any necessary minor changes in seeking authorisation to prepare and exhibit Amendment C137 to the Hobsons Bay Planning Scheme to implement the Spotswood Heritage Review.
5. Notes the delegation of the Chief Executive Officer to consider any submissions received about Amendment C137 in accordance with section 22 of the *Planning and Environment Act 1987* and refer any submissions that cannot be resolved to an independent panel appointed by the Minister for Planning in accordance with section 23 of the *Planning and Environment Act 1987*.
6. Notes that Amendment C137 will go on public exhibition, with the opportunity for community members to provide feedback and make a submission and to be heard at any future planning panel.

Summary

The Spotswood Heritage Review has been undertaken to identify sites of local heritage significance that should be protected within a heritage overlay. The recommendations of the review are proposed to be implemented into the Hobsons Bay Planning Scheme (the scheme) via Amendment C137.

It is recommended that Council request authorisation from the Minister for Planning to exhibit Amendment C137 (the amendment). It is recommended that Council also request that the Minister for Planning introduce interim heritage overlays into the scheme to protect heritage places while the amendment progresses.

Background

The Spotswood Heritage Review

Overview

Council commissioned heritage consultants to prepare the Spotswood Activity Centre Structure Plan Heritage Review (the Spotswood Heritage Review 2022) to identify sites of local heritage significance that should be protected within a Heritage Overlay (HO). This review was focused on assessing properties within the boundary of the Spotswood Activity Centre to inform where growth and change should occur and informed the Draft Spotswood Activity Centre Structure Plan (2022).

The Spotswood Heritage Review and draft citations are included at Attachment 1.

Methodology

The review assessed the heritage significance of places in accordance with the requirements of the Victorian Government's Planning Practice Note No.1 (PPN1) *Applying the Heritage Overlay*.

The first stage of the review involved an assessment of existing HO30 (Spotswood Residential Heritage Precinct) and adjacent residential and commercial areas to determine if any updates were required to existing heritage controls or overlay boundaries. The second stage of the review was undertaken to address potential gaps in the protection of built heritage fabric in the wider Spotswood Activity Centre Structure Plan Area.

As part of the review each heritage place was assessed to determine whether it was contributory, or non-contributory. Contributory heritage places are places that contribute to the heritage significance of a precinct. Non-contributory places have no identifiable heritage significance, but their redevelopment may impact on the significance of the heritage precinct or adjacent contributory heritage places and so they are included in the overlay.

Recommendations

In summary the Heritage Review recommends:

- 120 additional properties to be added to the existing HO30 Spotswood Residential Heritage Precinct
- changes to be made to existing HO46 AGM Factory Complex (former), now referred to as Melbourne Glass Bottle Works, and HO153 Hugh Lennon Agricultural Implement Works to accurately reflect the extent of historic built fabric at the site
- six new heritage overlays to be introduced:
 - HO323 War Service Homes Commission Precinct
 - HO324 Alloa Park Estate Precinct
 - HO325 Australian Glass Manufacturers Housing Heritage Precinct
 - HO326 Spotswood State School
 - HO327 Shops at Hudsons Road
 - HO328 Baco Food Products Factory

The Heritage Review includes draft citations for the revised and new HOs at Appendix 1 of the review (refer Attachment 1).

Discussion

Previous consultation on heritage work

Community consultation on the Draft Spotswood Structure Plan was undertaken between 21 April and 2 June 2022. The draft structure plan included the proposed new and revised heritage overlays from the Spotswood Heritage Review. Draft heritage citations were also provided for community feedback and comment during the consultation phase.

Council received four submissions during this consultation process that related to the proposed HOs. The submitters raised concern with the potential for new or expanded heritage controls to restrict demolition or alterations and additions to heritage properties. The properties identified in the submissions were reviewed and considered again and found to still warrant inclusion in the HO.

Submitters were advised that they would have an opportunity to make a further submission during the exhibition of the amendment. It was also noted that if a HO is introduced, some alterations such as rear extensions are still permitted to heritage dwellings subject to meeting Council's *Guidelines for Alterations and Additions to Dwellings in Heritage Areas in Hobsons Bay* (2006). The guidelines direct that rear extensions can be acceptable provided they are subservient to the heritage building and are not visible from the street.

Amendment C137

Amendment C137 proposes to make changes to heritage controls within the Hobsons Bay Planning Scheme to give statutory effect to the recommendations of the Spotswood Heritage Review. The amendment is summarised below, with full draft amendment documents and maps included at Attachment 2 and 3.

New heritage overlays

The amendment proposes to introduce six new HOs to protect a mix of historic industrial, commercial and civic buildings as well as residential precincts as outlined in the table below and as per maps at Attachment 3.

Proposed new HO	Properties proposed for inclusion in new HO
HO323 War Service Homes Commission Precinct	<ul style="list-style-type: none"> • 605-609 and 613-631 Melbourne Road (odds only) • 154-160 and 153-155 Hudsons Road • 28-36 Reed Street (evens only) and 25-33 Reed Street (odds only)
HO324 Alloa Park Estate Precinct	<ul style="list-style-type: none"> • 154-170 Hall Street (even only)
HO325 Australian Glass Manufacturers Housing Heritage Precinct	<ul style="list-style-type: none"> • 1-21 Bernard Street (odd only) • 36 Craig Street • 2-4, 18-26 Robb Street (even only)
HO326 Spotswood State School	<ul style="list-style-type: none"> • 598 Melbourne Road, Spotswood
HO327 Shops at Hudsons Road	<ul style="list-style-type: none"> • 87-89 Hudsons Road (odd only)
HO328 Baco Food Products Factory	<ul style="list-style-type: none"> • 121-129 Craig Street Spotswood 3015

Amend existing heritage overlays

The amendment proposes changes to existing HOs as per the table below and the maps included at Attachment 3.

Existing HO	Properties proposed for inclusion or deletion in existing HO
HO30 Spotswood Residential Heritage Precinct	<ul style="list-style-type: none"> • 120 additional properties to be added to HO30 • 24, 26 and 28 George Street to be removed from HO30 due to permits issued for demolition and construction of new dwellings or dwelling that does not have identifiable heritage significance • remove properties at 1-3 Hope Street from the statement of significance as they are already included in and protected by individual HOs (HO152 and HO151) and are not currently mapped in HO30
HO46 AGM Factory Complex (former)	<ul style="list-style-type: none"> • add 1 (part), 8 (part) and 21 (part) Simcock Avenue, Spotswood • remove 1 (part) and 8 (part) Simcock Avenue to reflect correct extent of heritage building • remove 21 (part) and 71 (part) Simcock Avenue to reflect planning permits PA1634912, PA1738468 and PA1634912 that allowed for demolition due to the buildings' poor structural integrity that meant they could no longer serve their intended purpose

Existing HO	Properties proposed for inclusion or deletion in existing HO
HO153 Hugh Lennon Agricultural Implement Works (part)	<ul style="list-style-type: none"> remove 71 (part) Simcock Avenue as building has been demolished pursuant to planning permit PA1634912 due to its poor structural integrity and the fact that it could no longer serve its intended purpose

Ordinance changes

Amendment C137 proposes the following planning scheme ordinance changes to implement the findings of the Spotswood Heritage Review:

- update the Schedule to Clause 43.01 Heritage Overlay to reflect the proposed heritage overlay changes identified above
- amend planning overlay maps 4HO and 5HO to reflect new and revised heritage overlays identified above
- amend Schedule to Clause 72.04 (Incorporated Documents) to include Statements of Significance for new and revised heritage overlays
- amend Schedule to Clause 72.08 (Background Documents) to include reference to “Spotswood Activity Centre Structure Plan Heritage Review 2022”

Ordinance corrections

In addition to the Newport heritage planning controls this amendment seeks to correct an administrative error that led to the heritage design guidelines not being listed as a reference in the Schedule to Clause 43.01 Heritage Overlays. This error is purely administrative and occurred as part of Amendment C131 (new residential zones and PPF translation) it does not introduce any additional planning requirements but will ensure all documentation is correctly referenced in the planning scheme

The amendment proposes to correct this administrative error by updating the Schedule to Clause 43.01 to include reference to the following incorporated heritage guidelines:

- Cox’s Garden Heritage Precinct Heritage Design Guidelines 2020
- Ferguson Street Civic and Commercial Heritage Precinct Heritage Design Guidelines 2020
- Government Survey Heritage Precinct Heritage Design Guidelines 2020
- Hannan’s Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines 2020
- Housing Commission of Victoria Estates Heritage Precincts Heritage Design Guidelines 2020
- Nelson Place Heritage Precinct Heritage Design Guidelines 2020
- Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines 2020
- Private Survey Heritage Precinct Heritage Design Guidelines 2020

Recommendations to be implemented via future planning scheme amendment

The Spotswood Heritage Review recommends that the Former Shell Newport Terminal and the Commonwealth Oil Refineries Co. Buildings at 39-81 (part) Burleigh Street Spotswood are of local significance and should be included in a HO. The review also recommends that the existing HO49 Commonwealth Oil Refinery Company Tank Farm at 39-81 (part) Burleigh Street is removed from the HO given the tanks have been demolished.

In preparing the amendment Council officers sought the views of DELWP who act on behalf of the Minister for Planning in relation to planning scheme amendments. DELWP officers advised that further heritage work was required to confirm whether the above buildings should be included in a new overlay or absorbed within the existing HO47 Shell Oil Complex. Council officers are proposing to pursue the protection of these buildings as part of a future planning scheme amendment to allow for the majority of the recommendations of the Spotswood Heritage Review to be implemented and progress to an amendment.

Proposed Interim Heritage Overlay

Properties within the amendment area have been subject to development pressure over the last five years in the form of applications lodged for demolition and alterations. If this development pressure continues this has the potential to undermine the integrity and intactness of proposed heritage precincts.

There is a concern that due to the time that it will take to progress permanent heritage controls through Amendment C137, more heritage places identified in the review could be at risk of demolition or unsympathetic alterations. A typical amendment process would take at least 12 months to complete. If heritage places are allowed to be demolished or significantly altered this could undermine the amendment and important heritage precincts.

To ensure that heritage values are protected in Spotswood it is recommended that Council request that interim heritage controls are introduced by the Minister for Planning until the amendment is exhibited and assessed.

The Minister for Planning can exercise their powers under the *Planning and Environment Act 1987* and introduce interim heritage overlays into the scheme. This will ensure that the significance of heritage places can be considered in the assessment of building and planning permits. An interim overlay would not prevent demolition or works outright, but rather trigger the requirement for a planning permit for demolition of works that change the appearance of the place to ensure heritage matters are considered.

The interim overlays would apply to properties of heritage significance which are those properties identified as “significant” and “contributory” in the relevant draft Statements of Significance (refer Attachment 2). The interim overlays would exclude “non-contributory” properties and those properties with active planning or building permits in place for demolition or alterations. Please refer to the map at Attachment 4 that identifies properties proposed to be included in an interim HO.

The proposed interim heritage controls would be requested via a separate planning scheme amendment process (Amendment C138) that would be introduced by the Minister for Planning. The amendment would be pursuant to section 20(4) of the Planning and Environment Act which would remove any requirement for further notification. This would mean the interim controls could be effective immediately once approved and gazetted. It is proposed that the interim controls would be in place for 12 months to allow progression of Amendment C137.

In addition, pursuant to section 29B of the *Building Act* 1993, once the request is made Council can ensure that heritage values are considered when assessing building permit applications for demolition.

Next steps

If supported by Council, the amendment documentation will be submitted to the Minister for Planning to seek authorisation to publicly exhibit the amendment.

Community and key stakeholders will have the opportunity to comment on the proposed heritage overlay changes during a six-week public exhibition process. There may be further refinements required to the proposed amendment documents and supporting information in response to matters raised during the authorisation and exhibition process.

At the same time as requesting authorisation from the Minister for Planning for Amendment C137, it is recommended that Council request that the Minister for Planning introduce interim HOs via an amendment to the planning scheme (Amendment C138) pursuant to section 20(4) of the Planning and Environment Act.

The interim heritage controls would be effective immediately if approved by the Minister and approval appears in the Victorian Government Gazette. The interim HO would assist in the conservation of local heritage sites pending the completion of the amendment process.

10.3.3 Suburb Boundary Realignment (Mirvac Land)

Directorate:	Sustainable Communities
Responsible Officer:	Manager Planning, Building and Health
Reviewer:	Director Sustainable Communities
Attachments:	1. Diagram of Existing and Proposed Suburb Boundaries [10.3.3.1 - 1 page]

Purpose

To consider a proposal by Mirvac for a minor alteration to the location of the suburb boundary between Altona North and South Kingsville so that all of the land that forms part of the Mirvac development is located in Altona North.

Motion

Moved Cr Daria Kellander, seconded Cr Pamela Sutton-Legaud:

That Council:

- 1. Adopts the proposal for the suburb boundary realignment in accordance with the *Naming rules for places in Victoria 2022*.**
- 2. Lodges the proposal with Geographic Names Victoria for approval and gazetting.**

Carried unanimously

Recommendation

That Council:

- 1. Adopts the proposal for the suburb boundary realignment in accordance with the *Naming rules for places in Victoria 2022*.**
- 2. Lodges the proposal with Geographic Names Victoria for approval and gazetting.**

Summary

Council has received a proposal from Mirvac to alter the location of the suburb boundary between Altona North and South Kingsville as it relates to the part of their land at 62-68 New Street, South Kingsville. The boundary change is sought as the current suburb boundary will no longer comply with the Geographic Names Victoria (GNV) *Naming rules for places in Victoria 2022* once the land is further subdivided.

Consultation on the boundary change was undertaken in accordance with the naming rules by notifying the affected site owner (Mirvac) and adjoining and nearby landowners and occupiers by letter, placing a newspaper advertisement in the *Star Weekly* newspaper and including a notice on Council's website. No submissions were received.

Given the limited scope of the proposed boundary change and it not impacting on anyone other than Mirvac, the request is appropriate and meets the relevant provisions of the naming rules. It is recommended that Council supports the proposal and, if approved, the proposal be lodged with GNV for final approval and implementation.

Background

Mirvac owns land at 188-198 Blackshaws Road, Altona North and 62-68 New Street, South Kingsville. The land is in "Precinct 15" which is a Strategic Redevelopment Area where former industrial land was rezoned in 2018 for largely residential purposes, as well as a new town centre and areas of public open space.

Mirvac has a planning permit for the staged subdivision of their land, as well as separate permits for the residential development of each stage. Approval has recently been issued for Stage 3 of the subdivision which is affected by the current suburb boundary location.

The existing suburb boundary between Altona North and South Kingsville currently runs along the rear boundaries of the properties on the western side of New Street.

Stage 3 of the subdivision includes a new road connection out to New Street (Basswood Boulevard) which will straddle the current suburb boundary. The proposed new residential lots will front Basswood Boulevard and two of the lots are partly located in both suburbs (refer to Figure 1 in Attachment 10.3.3.1).

From an addressing point of view, it is inappropriate for these lots to be partly located in two different suburbs as well as for a short street like Basswood Boulevard to pass through two suburbs.

To resolve this inconsistency, Mirvac submitted a proposal to Council to relocate the existing suburb boundary so all of the land it owns falls in Altona North (refer to Figure 2 in Attachment 10.3.3.1).

Officers reported on the request to the Executive Leadership Team (ELT) in July 2022, whereby it was resolved to proceed with the request, undertake public consultation in accordance with the naming rules and Council's *Community Engagement Framework 2021*, and to report the matter to Council for a decision following the completion of the consultation period.

Discussion

The naming rules require that a naming proposal must consider 13 naming principles. While all naming principles are equally important, only three are of relevance to the current naming proposal given its very confined nature as follows:

Principle A – Ensuring public safety

To protect our communities, geographic names and boundaries must not put public and operational safety for emergency response at risk; or cause confusion for transport, communication and mail services. Many emergency services and other public services (such as mail) are determined by locality boundaries or road extents, and naming proposals must ensure that operations will not be adversely affected.

For example, the boundary of a locality must be applied in a way that makes sense, not only for the local community but also for visitors. Similarly, the extent of a road name should ensure easy navigation for pedestrians and vehicles along the entire route, from one end to the other.

Given the new road connecting to New Street is only around 65 metres long, to avoid any confusion and ensure public safety, the full length of road should be within the one suburb.

Principle B – Recognising the public interest

To preserve our cultural heritage names should be enduring. When naming or adjusting the geographic boundary of a place, naming authorities must consider the long-term benefits and short-term effects on the wider community. Changes may affect current and future residents, emergency response zones and addresses, property owners, businesses and visitors.

A proposal will only be registered if the long-term benefits to the community can be shown to outweigh any private or corporate interests, or short-term effects.

Benefits include clear unambiguous names and addresses, leading to improved provision of emergency services and delivery of goods and services. Other benefits may include the opportunity to support Traditional Owner self-determination and gender equality in naming as well as the creation of communities with a strong link to place. Changing of names may have short term inconveniences but are outweighed by the long-term benefits.

Changing the suburb boundary location to accord with the proposed subdivision will ensure the unambiguous addressing of the new lots and provide benefits for emergency services and delivery of goods and postal services.

Principle M – Assigning extent to a road, feature or locality

When a proposal to name a road, feature or locality is being developed, the naming authority must clearly define the area and/or extent to which the name will apply. [...] For example, the name of a road should apply from one end of the road to the other, to the points where the road finishes or intersects with other roads.

Locating all the Mirvac land in Altona North will ensure the full length of the new road is within the one suburb. The relocated boundary will align with the northern and southern property boundaries of the Mirvac land and the centreline of New Street so will be clearly defined.

Other requirements

The naming rules also set out various statutory requirements that apply to naming localities (i.e. suburbs). These include ensuring the suburb boundaries align with cadastral fabric, such as property boundaries, or road centrelines. With the new road creating a “corner block” situation at the intersection with New Street, the requirements state that “if a property is situated on a corner and the block is subdivided with one or more of the new properties accessed from a road generally being addressed to a different locality, the locality boundary should be changed to incorporate the new subdivided properties.” This is the situation that applies in this instance as a result of the Mirvac subdivision.

Where a proposal involves changes to an existing suburb boundary the statutory requirements specify that “as communities grow there is a need to ensure that a locality’s name and boundaries reflect community needs. A locality boundary change might be considered due to changes in the distribution of homes or businesses, or other demographic changes.” This is essentially the situation that applies in this instance.

Mirvac’s proposal addresses the above principles and requirements and will ensure all the new lots will front and be addressed to proposed new road (Basswood Boulevard). The change to the suburb boundary will also align with the centre line of the New Street road reserve. Importantly, no other properties along New Street will be affected by the proposed boundary change or have their addresses altered.

The proposal has been discussed with officers from GNV who consider it to be of a minor nature, reasonably straightforward and have not raised any issues of concern.

Once approved by Council, the proposal is lodged with GNV for final approval and gazetting. The Registrar of Geographic Names will assess whether the proposal conforms to the naming rules and, if it complies, the GNV will proceed to gazette the proposal.

Council, in its role as naming authority, should approve the proposal based on its very confined nature, its compliance with the naming rules, the fact no objections or submissions were received and that no other property owners will be affected by the change.

10.3.4 Adoption of Amendment C134 (Errors and Anomalies)

Directorate:	Sustainable Communities
Responsible Officer:	Strategic Planner
Reviewer:	Director Sustainable Communities
Attachments:	1. Amendment C134 - Authorisation letter [10.3.4.1 - 2 pages] 2. Amendment C134 - Documentation for Adoption [10.3.4.2 - 60 pages]

Purpose

To update Council on Amendment C134 (anomalies amendment) and recommend adoption of the amendment with changes prior to submission to the Minister for Planning for approval.

Motion

Moved Cr Peter Hemphill, seconded Cr Jonathon Marsden:

That Council:

1. Considers the submission to Amendment C134 under section 23 of the *Planning and Environment Act 1987*.
2. Makes changes to Amendment C134 by removing the rezoning of the southern half of part of Craig Street in response to the submission pursuant to section 23(1) of the *Planning and Environment Act 1987*.
3. Adopts Amendment C134 with changes, in accordance with the amendment documentation included at Attachment 2 and section 29 of the *Planning and Environment Act 1987*.
4. Submits the amendment documentation as included at Attachment 2, together with the prescribed information, to the Minister for Planning for approval.
5. Notifies the submitter to Amendment C134 of Council's decision.

Carried unanimously

Recommendation

That Council:

1. Considers the submission to Amendment C134 under section 23 of the *Planning and Environment Act 1987*.

2. **Makes changes to Amendment C134 by removing the rezoning of the southern half of part of Craig Street in response to the submission pursuant to section 23(1) of the *Planning and Environment Act 1987*.**
3. **Adopts Amendment C134 with changes, in accordance with the amendment documentation included at Attachment 2 and section 29 of the *Planning and Environment Act 1987*.**
4. **Submits the amendment documentation as included at Attachment 2, together with the prescribed information, to the Minister for Planning for approval.**
5. **Notifies the submitter to Amendment C134 of Council's decision.**

Summary

Amendment C134 seeks to correct mapping and text anomalies within the Hobsons Bay Planning Scheme to ensure the planning scheme is accurate and up to date.

The amendment was publicly exhibited from 21 September until 3 November 2022 with one submission received. It is recommended that Council adopt the amendment with changes in response to the submission and submit the changed amendment to the Minister for Planning for approval.

Background

Every few years Council undertakes an amendment that seeks to correct minor anomalies or errors identified in the planning scheme. Amendment C134 has been prepared to correct 20 minor anomalies identified during the administration of the scheme in recent years.

Ten of these anomalies relate to the rezoning of Council land to reflect the current use of the land for public park and recreation purposes. The remaining anomalies require corrections or updates to either mapping or text in the planning scheme.

At the Council meeting on 12 July 2022, Council resolved to seek authorisation from the Minister for Planning to exhibit the amendment. The amendment was publicly exhibited from 21 September until 3 November 2022 with one submission received. The amendment proposed the following changes to the planning scheme:

Corrections to zoning and overlay maps

- rezone the following Council reserves to Public Park and Recreation Zone (PPRZ) to reflect their current use for public park and recreation (refer Maps at Attachment 2):
 - 49 Everingham Road, Altona Meadows (currently zoned Neighbourhood Residential Zone Schedule 5 or NRZ5)
 - 8A Pringle Place and 7A Trembath Court (Dickenson Street Walkway), Altona Meadows (currently NRZ5)
 - 6A Weeroona Terrace, Altona Meadows (currently NRZ5)
 - Hosie Street Reserve (Parcel RES2\LP209325), Altona Meadows (currently zoned Public Use Zone Schedule 1 or PUZ1)
 - Allan Street Reserve (Lot 1\TP915155), Altona North (currently NRZ5)

- Part of 21-31 Collins Avenue (RJ Cooper Reserve), Altona North (currently General Residential Zone Schedule 3 – GRZ3)
- 44-64 Primula Avenue (DN Duane Reserve), Brooklyn (currently NRZ5)
- Jamison Street Reserve (Lot 1\TP887523) and 17A North Avenue, Laverton (currently GRZ3)
- 23A Kokoda Road (Kokoda Road Reserve), Williamstown (currently NRZ5)
- rezone the following privately owned parcels to reflect the fact that they are in private ownership and to ensure one zone applies to the entire land parcel (refer maps at Attachment 2):
 - 7 and 8 Gaskell Court, Altona Meadows – rezone from Public Conservation and Resource Zone (PCRZ) to NRZ5 as the land is privately owned for residential use
 - Part of 351-381 Millers Road (Mobil Refinery), Altona North – rezone from Transport Zone 2 (TRZ2) to Special Use Zone Schedule 2 (SUZ2) to reflect that it is in private ownership and its underlying use
- rezone the southern half of Craig Street between Drake Street to the eastern end of 65 Craig Street, Spotswood, from Neighbourhood Residential Zone 7 (NRZ7) and Industrial 1 Zone (IN1Z) to Industrial 3 Zone (IN3Z) to ensure zoning consistent with the adjoining land at 87 and 65 Craig Street.
- remove 51 Cole Street, Williamstown from Heritage Overlay Schedule 12 (HO12) and apply the correct Heritage Overlay Schedule 8 (HO08) to the property as the dwelling is contributory to the Government Survey Heritage Precinct (HO08) (Refer Maps at Attachment 2).

Corrections to ordinances

- Schedule 4 to the Special Use Zone:
 - replace “shown with a Note 1 and Note 2” in the table to Clause 53.10 with the correct reference note – “listed in the table in Clause 53.10 with no threshold distance specified” – as per gazetted Amendment VC175
 - replace “Business 5 Zone” with “Commercial 1 Zone” to reflect gazetted Amendment VC100
- Schedule 2 to the Comprehensive Development Zone:
 - update section 2.2 to change references to the Social Impact Assessment Guidelines for Residential Development from the 2011 version to the 2022 version adopted by Council on 10 May 2022
 - update section 4.2 to include “apartment developments” as exempt from the requirements of Clause 55 Two or More Dwellings on a Lot and Residential Buildings to ensure consistency with Clause 58 Apartment Developments
- Schedule 10 to the Design and Development Overlay section 8 to reference the updated 2022 Social Impact Assessment Guidelines for residential development
- Schedule to Clause 52.28 Gaming and 72.08 Background Documents to reference the updated Social Impact Assessment Guidelines adopted by Council on 10 May 2022

Discussion

Authorisation of Amendment C134

Following the Council meeting on 12 July 2022, the amendment was submitted to the Minister for Planning for authorisation on 5 August 2022.

On 5 August 2022, under delegation of the Minister for Planning, the Department of Environment, Land, Water and Planning (DELWP) granted authorisation to exhibit the amendment subject to conditions. Council officers made the required changes prior to public exhibition as shown in Table 1 below.

Table 1: Summary of authorisation conditions and officer response

Condition	Officer response
1. The schedule to clause 72.08 Background Documents amended to list each background document in a separate row of the table	Clause 72.08 was amended accordingly.
2. The references to the updated Social Impact Assessment Guidelines must be named consistently within the ordinance and explanatory report	All reference to the background documents were updated to be consistent.
3. The Explanatory report revised to improve its effectiveness and clarity as agreed with Department of Environment, Land, Water and Planning (DELWP) officers	The explanatory report was revised as required by DELWP officers.

The authorisation letter is attached at Attachment 1.

Public exhibition

The amendment was publicly exhibited for six weeks from 21 September to 3 November 2022. Notification letters were sent to affected and adjoining landowners and occupiers impacted by the proposed amendment, prescribed Ministers and relevant agencies, in accordance with the notification requirements under the *Planning and Environment Act 1987* (the Act). Council also promoted the exhibition of the amendment via notification in the local *Star Weekly* newspaper, Council's website, Council's engagement website (Participate Hobsons Bay) and through Council's Facebook page.

Review of submission

During the consultation period one submission was received. Section 22 of the Act requires Council, as the Planning Authority, to consider all submissions made to the amendment.

The submission received relates to the proposed rezoning of the southern half of Craig Street between Drake Street to the eastern end of 65 Craig Street, Spotswood, from part Neighbourhood Residential Zone 7 (NRZ7) and part Industrial 1 Zone (IN1Z) to Industrial 3 Zone (IN3Z) as shown in Figure 1 below.



Figure 1: Proposed rezoning of southern part of Craig Street

The proposed rezoning aimed to ensure the local road is zoned consistently with the way that local roads are zoned within the planning scheme. Local roads typically adopt the zoning of the adjacent property (to the centreline of the road). Therefore, this section of Craig Street between Drake Street and the eastern end of 65 Craig Street should be IN3Z.

The submission highlights a similar discrepancy at the northern part of Drake Street between 87 and 65 Craig Street that has not been addressed. The submission also raises concerns with a rezoning of land within the threshold distance of a Major Hazard Facility (MHF) and requests that a Buffer Area Overlay be applied to appropriate areas within Hobsons Bay.

Council officer response

The concerns raised in the submission that relate to the proposed rezoning of land within the threshold distance of a MHF and the request for a Buffer Area Overlay are beyond the purpose and scope of this amendment. The amendment would not give rise to any potential risk from a MHF and WorkSafe Victoria has no objection to the amendment.

This amendment seeks to correct a minor discrepancy in the rezoning of the Council managed road reserve at Craig Street to be consistent with the way that local roads are typically zoned. It is acknowledged however that this anomaly exists throughout the municipality and a further review is needed to identify where else this anomaly should be corrected.

It is recommended that the amendment is changed so the rezoning of the southern half of Craig Street between Drake Street to the eastern end of 65 Craig Street, Spotswood, from Neighbourhood Residential Zone 7 (NRZ7) and Industrial 1 Zone (IN1Z) to Industrial 3 Zone (IN3Z) is removed from the amendment. This anomaly is minor and is not having any material impact on land use or development applications currently.

Amendment adoption and next steps

This amendment is intended to correct minor errors and anomalies in the planning scheme only. Typically, these types of amendments would not go to an independent planning panel as they contain only minor administrative changes. One submission has been received during the exhibition period. This submission raises matters that are outside of the scope of the amendment and that can be considered as part of a future review of the planning scheme.

Consistent with section 23(1) of the Act it is recommended that in response to the submission part of the amendment that relates to the rezoning of part of Craig Street is removed. It is recommended that Amendment C134 is then adopted with this change, as per the documentation included at Attachment 2. Once adopted the amendment would be submitted to the Minister for Planning for approval.

10.4 Infrastructure and City Services

10.4.1 Endorsement of Place Guide for Better Places Brooklyn and Altona North

Directorate:	Infrastructure and City Services
Responsible Officer:	Manager Active Communities and Assets
Reviewer:	Director Infrastructure and City Services
Attachments:	1. Better Places Brooklyn and Altona North - Place Guide [10.4.1.1 - 92 pages]

Purpose

To seek Council's endorsement of the Place Guide for Better Places Brooklyn and Altona North (Attachment 1).

Motion

Moved Cr Daria Kellander, seconded Cr Diana Grima:

That Council adopts the Place Guide for Better Places Brooklyn and Altona North.

Carried unanimously

Recommendation

That Council adopts the Place Guide for Better Places Brooklyn and Altona North.

Summary

Following the successes of Better Places Laverton and Better Places Spotswood and South Kingsville, the Better Places (BP) model has been applied to Brooklyn and Altona North (BAN). The aim of the BP model is to develop a shared vision with and for the BAN community.

The Place Guide for BP BAN has been developed to guide future investment into BAN and provide opportunities for the community to become more actively involved in the project delivery process. The Place Guide describes the consultation process undertaken throughout the project, how the vision, key themes and principles have been developed, and summarises the nine place projects that have been identified to achieve a shared vision for BAN.

The Draft Place Guide was adopted at the 13 September 2022 Council Meeting and was placed on public exhibition for four weeks. Following feedback received, the Draft Place Guide has been updated for Council's final consideration.

Background

The Better Places model is focused on a design-led and place-based approach to projects. It helps provide a clear vision and understanding of the elements required to make better places, and therefore provides better outcomes for the community.

It is about moving to a more collaborative and multi-disciplinary approach that moves away from the traditional model of delivering projects as “pieces” to an approach where the whole “place” is considered and driven by a community vision for the suburb. It focuses on innovation with the aim to deliver better outcomes for community.

BAN have an identity and character associated with the predominantly lower-scale, suburban style residential – but this is facing pressure through redevelopment and subdivision of older housing stock and introduction of new development parcels that are gradually increasing the local population and densities.

The BP model is an innovative approach to planning projects and working with community. This approach encourages the community to take greater ownership of their neighbourhoods by being actively involved in steering the future direction of their suburbs.

Discussion

At the 13 September 2022 Council Meeting, the Draft Place Guide was endorsed to be placed on public exhibition for four weeks from 15 September to 15 October 2022. This public exhibition period was also used to provide an opportunity for the community to nominate which of the nine “Place Projects” they would like to be involved with throughout future design stages.

A total of 10 comments and suggestions were received during the public exhibition period of the Draft Place Guide with the feedback being largely positive. The majority of comments received were minor details that can be addressed within the design stage of the relevant project, while others resulted in below amendments to the updated Place Guide:

- **Project 4 – Multi-Modal Network:** A new sub-project has been included to ensure alternative forms of transport are considered in the overall network plan including car share programs, small shuttle buses and improvement in active transport links to major public transport options.
- **Project 6 – Better Together:** Instead of forming a new community group, this project has been updated to meet with the existing well-established community groups throughout the planning, design and implementation of key place projects, and utilise them to help promote projects when on public exhibition.

Implementation timelines will be refined as projects evolve through ongoing consultation and design processes. All nine projects will either be delivered or fully designed and ready for further funding. Some larger projects such as 1.1 Brooklyn Oxygen Forest and 7.1 Upgrading Our Local Centres have budget allocations to undertake initial feasibility investigations, community consultation and design so that the projects are ready for future implementation subject to funding.

Key projects that will begin as part of Council's 2023-24 Capital Works Program include:

- 1.1 Brooklyn Oxygen Forest
- 1.4 Local Clean Up Program
- 6 Better Together Group
- 8.1 Creating Better Places and Spaces for Young People

10.4.2 Adoption of the McCormack Park Master Plan

Directorate:	Infrastructure and City Services
Responsible Officer:	Coordinator Sport and Recreation
Reviewer:	Director Infrastructure and City Services
Attachments:	1. McCormack Park Master Plan 2022 [10.4.2.1 - 1 page] 2. McCormack Park Master Plan Report 2022 [10.4.2.2 - 20 pages]

Purpose

To seek Council's endorsement of the McCormack Park Master Plan.

Motion

Moved Cr Diana Grima, seconded Cr Peter Hemphill:

That Council:

- 1. Adopts the McCormack Park Master Plan.**
- 2. Writes to all who submitted feedback on the draft master plan to thank them for their contribution.**

Carried unanimously

Recommendation

That Council:

- 1. Adopts the McCormack Park Master Plan.**
- 2. Writes to all who submitted feedback on the draft master plan to thank them for their contribution.**

Summary

The need to develop a master plan for McCormack Park in Laverton was initiated following the adoption of the Hobsons Bay Aquatic Strategy 2019-30, which recommended the decommissioning of the Laverton Swim and Fitness Centre.

A public exhibition period of the draft master plan was hosted on the Participate Hobsons Bay and a drop-in session was facilitated on Saturday 10 September. A hard copy survey was delivered to all residential properties in Laverton, Altona Meadows, Seabrook and the western areas of Altona.

At the completion of the public exhibition period, 84 surveys were received. All feedback has been reviewed and where supported, changes have been included in the updated master plan (Attachment 1). The master plan report (Attachment 2) describes the process undertaken to prepare the master plan including a summary of each consultation process, the staged implementation process and a cost estimate for the completion of works onsite.

The development of the McCormack Park Master Plan has been guided by three stages of community consultation and has now been finalised for Council's consideration.

Background

McCormack Park covers approximately 10ha and is located off Jennings Street in Laverton. The park is bordered by Jennings Street to the north, the M1 Princes Freeway to the east, Bladin Street and Laverton P-12 College to the west and predominantly residential housing to the south. Laverton Creek runs through the site.

McCormack Park is a valuable community asset that is used for a variety of purposes. It has large open space areas, an extensive path network, a play space, skate park area, public toilets and picnic facilities. These components provide a place for the community to play, exercise, walk their dog, relax, socialise and meet people from the local community

The Laverton Swim and Fitness Centre and a car park area that services it is located within McCormack Park. The Hobsons Bay Aquatic Strategy 2019-30 was endorsed by Council in July 2019. The Strategy recommended the construction of a new aquatic facility at Bruce Comben Reserve in Altona Meadows and the decommissioning of the Laverton Swim and Fitness Centre, which would be replaced by a new water play park and youth facilities.

As a result of the recommendation to decommission the Laverton Swim and Fitness Centre, the McCormack Park Master Plan has been developed to ensure a holistic planning approach that will guide the future use and upgrade of the site.

Discussion

Following Council approval at the August 2022 Council Meeting, the Draft McCormack Park Master Plan was on public exhibition for six weeks from 15 August to 23 September 2022.

The public exhibition period was hosted on Participate Hobsons Bay with an online survey included. In addition, the same survey was delivered to all residential properties in Laverton, Altona Meadows, Seabrook and parts of Altona. The hard copy survey pack also included information on the preliminary concept plan for the Western Aquatic and Early Years Centre that was on public exhibition at the same time. The public exhibition period of the draft master plan was widely promoted on Council's social media platforms, via local schools, club and community group networks.

An onsite drop-in session was held on 10 September 2022 where members of the community could discuss the draft master plan. In addition, separate drop-in sessions that occurred for the preliminary concept plan for the Western Aquatic and Early Years Centre were also opportunities for the community to discuss the draft master plan.

At the completion of the public exhibition period, 84 surveys were received on the Draft McCormack Park Master Plan. All feedback received has been reviewed with many comments relating to changes that would be considered as part of the detailed design of future upgrades onsite. At the master plan level though, the two main changes that have been included in the updated master plan are:

- moving the “storytelling river” further into the reserve in response to resident concerns that it was located too close to Jennings Street
- retention of the existing rock crossing beneath the new Thomas Street bridge once installed, and the investigation with relevant authorities on the installation of a new rock crossing in the location of the Williams Road bridge that will be removed

Throughout each of the consultation stages, including the public exhibition of the draft master plan, some members of the community have expressed their concerns about the loss of the Laverton Swim and Fitness Centre. All communication material throughout the consultation on the master plan clearly identified the intent of the Hobsons Bay Aquatic Strategy that was adopted in 2019, in that the Laverton Swim and Fitness Centre will be decommissioned following the opening of a new centre at Bruce Comben Reserve.

Throughout the consultation stages, surveys have asked for ideas from the community on how best to commemorate the Laverton Swim and Fitness Centre with future works onsite. Some of these key elements have been included in the final master plan (like the provision of water play activities) while other items (like a monument, sculpture, memory tree, photo wall or annual event) will be considered further throughout detailed design for these spaces.

The master plan has been developed to enable a staged implementation of works onsite. Stage 1 works will include all upgrades south of Laverton Creek and the new Thomas Street bridge. Stage 2 works include all upgrades north of Laverton Creek except for any works on the footprint of the Laverton Swim and Fitness Centre. Stage 3 will be works that will occur on the existing footprint of the Laverton Swim and Fitness Centre. Council has committed to keeping the Laverton Swim and Fitness Centre operational until the Western Aquatic and Early Years Centre opens at Bruce Comben Reserve.

10.4.3 Draft Hobsons Bay Public Toilet Strategy 2022-32

Directorate:	Infrastructure and City Services
Responsible Officer:	Manager Active Communities and Assets
Reviewer:	Director Infrastructure and City Services
Attachments:	1. Draft Hobsons Bay Public Toilet Strategy 2022-2032 [10.4.3.1 - 38 pages]

Purpose

To update Council on the development of the Draft Hobsons Bay Public Toilet Strategy and seek approval to place it on public exhibition for eight weeks.

Motion

Moved Cr Jonathon Marsden, seconded Cr Pamela Sutton-Legaud:

That Council:

- 1. Approves the Draft Hobsons Bay Public Toilet Strategy for public exhibition from 16 December 2022 to 10 February 2023.**
- 2. Receives a further report following the public exhibition period.**

Carried unanimously

Recommendation

That Council:

- 1. Approves the Draft Hobsons Bay Public Toilet Strategy for public exhibition from 16 December 2022 to 10 February 2023.**
- 2. Receives a further report following the public exhibition period.**

Summary

The Draft Hobsons Bay Public Toilet Strategy (Attachment 1) has been developed to guide future development and management of public toilets in Hobsons Bay.

Council recognises that the provision of public toilets is critical to enable all members of the community to use public spaces and participate in community life.

Council currently provides and manages 37 public toilet facilities that vary in age and condition. This stock comprises predominantly free-standing facilities located in parks, activity centres and along the Yarra River and Port Phillip Bay foreshores. Council also provides public toilets within many of its community facilities (e.g. libraries, senior citizens,

sports pavilions), although the Draft Hobsons Bay Public Toilet Strategy does not address the management of these.

The draft strategy will be hosted on Participate Hobsons Bay for eight weeks over the upcoming summer period. Opportunities to provide feedback will be promoted through Council's existing social media platforms. Following the closure of the public exhibition period, feedback will be reviewed, and the updated Strategy will be presented for Council's final adoption.

Background

The Public Toilet Strategy was first developed in 2011 and provided principles for the delivery of a public toilet implementation program. This implementation of Council's public toilet priorities from the 2011 strategy have been achieved and this has prompted the development of a new 10-year strategy.

While there is no statutory requirement for any council to provide public toilets, it is accepted that Hobsons Bay City Council has a role in providing public toilets to support active participation in community life. The location of most public toilets is in activity centres or neighbourhood to regional open space parks that service high volumes of visitors, particularly our foreshores in the warmer months.

The purpose of the strategy is to guide the provision and management of public toilet facilities in the appropriate places to encourage community health, participation and recreation while supporting economic development. The Draft Hobsons Bay Public Toilet Strategy includes:

- criteria for determining where to provide public toilets, and what types of toilets to provide
- An evaluation framework to guide decision making about the provision of public toilets
- a 10-year program of projects (upgrades, replacements, and new installations) prioritised according to the evaluation framework
- an additional program of Changing Places
- principles and guidelines for the planning and development of toilets
- an indication of the budgetary implications of these actions

The development of the draft strategy commenced in March 2021 and a preliminary background report was prepared in July 2022. At the same time Council was looking for trial projects to undertake Gender Impact Assessments (linked to Council's responsibilities under the *Gender Equality Act 2020*) and this strategy was nominated. Since then, the scope of works was recalibrated to include a Gender Impact Assessment and interviewed several advocacy and community-based organisations representing diverse communities.

Discussion

To inform the development of the draft strategy, a comprehensive review of Council's existing public toilets has been completed. This included an inspection of all facilities, a review of Council's development, maintenance and management standards currently in place. The review found that, while older facilities were of poor standard, the numerous newer facilities are providing much better service and amenity to the community.

Issues with design arise where sites are not fully compliant with Australian Standards and requirements under the *Disability Discrimination Act 1992*, including poor performance in access, luminance contrast, signage, and materials, fixtures, and fittings.

The draft strategy has also reviewed contemporary attitudes and practice in the achievement of equitable access to public toilets. Considerable progress has been made in ensuring that people of all abilities can access toilets. It is now legislated that toilets must conform to AS1428: Design for access and mobility signage, and particularly the “gendering” of facilities has emerged as an issue that presents access challenges to some people.

It is recommended that Council adopts a principle that signage should indicate the service and equipment that are provided in a facility, rather than the person expected to use it, and that an ongoing program focussed on compliance and signage be instituted to address these issues.

The draft strategy includes an implementation plan that has been developed using an evaluation framework that includes the following steps:

1. Determine whether there is an existing toilet that can service the area.
2. Evaluate and score the proposal against key decision-making criteria in the evaluation framework:
 - a. Demand
 - b. Strategic alignment
 - c. Context and siting analysis
3. Undertake a feasibility analysis and preliminary siting exercise to determine:
 - a. that a toilet can be sited safely
 - b. Amenity
 - c. that site services are available and accessible
4. Undertake community consultation
5. Depending on the findings of the community consultation, proceed with design development, documentation, tendering and construction.

The public exhibition period will commence on 16 December 2022 and will remain open throughout the summer period until 10 February 2023.

10.4.4 Contract 2022.14 WLJ Crofts Reserve - Landscape and Open Space Works

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

Purpose

To award Contract 2022.14 WLJ Crofts Reserve – Landscape and Open Space Works.

Motion

Moved Cr Daria Kellander, seconded Cr Peter Hemphill:

That Council awards Contract 2022.14 WLJ Crofts Reserve – Landscape and Open Space Works to Melbourne Landscape Group Pty Ltd at a fixed lump sum price of \$1,053,168 (one million, fifty-three thousand, one hundred and sixty-eight dollars) including GST.

Carried unanimously

Recommendation

That Council awards Contract 2022.14 WLJ Crofts Reserve – Landscape and Open Space Works to Melbourne Landscape Group Pty Ltd at a fixed lump sum price of \$1,053,168 (one million, fifty-three thousand, one hundred and sixty-eight dollars) including GST.

Summary

Contract 2022.14 is for landscape and open space works that are part of the final stage of works outlined in the WLJ Crofts Reserve Improvement Plan. A public tender process opened on 14 June 2022 and closed on 6 July 2022, attracting five submissions, three of which were interviewed. This report outlines the tender review process and recommends the contract be awarded to Melbourne Landscape Group Pty Ltd, in line with the recommendation of the Tender Board.

Background

The landscape and open space works are part of the final stage of works as outlined in the WLJ Crofts Improvement Plan. The other elements in the improvement plan include the two new northern sportsgrounds, cricket nets and the sporting pavilion which is currently nearing the end of construction.

The landscape and open space works comprise:

- a new play space
- a new path network to promote circulation around the reserve and connection to the nearby GJ Hosken Reserve
- new complementary landscaping around the reserve and the new car parks
- earthworks around the two new northern sportsgrounds

Discussion

A public tender process was conducted between 14 June 2022 and 6 July 2022. At the close of tenders, five submissions had been received.

The Tender Evaluation Panel met on 26 July 2022 to review and shortlist the tender submissions based on the pre-defined evaluation criteria. The panel determined to interview three tenderers who received an initial weighted score above 80 per cent.

Three tenderers were interviewed on 8 August 2022 and 11 August 2022, with each tenderer presenting their submission and providing responses to questions from the tender panel. Specifically, the panel sought to confirm the tenderers' experience in similar projects, value management, capacity to deliver the project and environmental sustainability outcomes.

Following the evaluation, a report was presented to the Tender Board on 16 November 2022 recommending the contract be awarded to Melbourne Landscape Group Pty Ltd.

Melbourne Landscape Group provided a clear understanding of the objectives of the project through their significant experience in similar projects and have assessed the resources required to meet the timelines.

10.4.5 West Gate Tunnel Project Update

Directorate: Infrastructure and City Services
Responsible Officer: Strategic Projects Specialist
Reviewer: Director Infrastructure and City Services
Attachments: Nil

Mayor Cr Briffa adjourned the meeting for a ten-minute break at 9.01pm. The meeting reopened at 9.13pm.

Purpose

To provide a quarterly status report on the West Gate Tunnel Project (the Project) and associated initiatives, projects and advocacy activities.

Motion

Moved Cr Pamela Sutton-Legaud, seconded Cr Peter Hemphill:

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

Carried unanimously

Recommendation

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

Summary

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

Background

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

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

Reports providing updates on various aspects of the Project have been tabled through Council Meetings since early 2018. The most recent previous report was presented at the July 2022 meeting. Previous reports can be accessed via the Council website at: www.hobsonsbay.vic.gov.au/Council/Council-Meetings/Minutes-and-Agendas

Discussion

Community Feedback and Advocacy

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

On 9 November 2022, Paringa Road was reopened at the Millers Road intersection as part of the recent construction works at the interchange (Figure 1). The main change to the original design is the removal of a section of noise wall, realigned road kerb alignment, shifting some intersection infrastructure and incorporating a signalised pedestrian crossing that is compliant with the *Disability Discrimination Act* 1992. Officers will monitor the operation of the final intersection layout, particularly the exit of the service road from the 16 Shops to Millers Road. Remaining works to be completed include fascia panel installations next to the path under the freeway bridges and the activation of the new pedestrian signals.

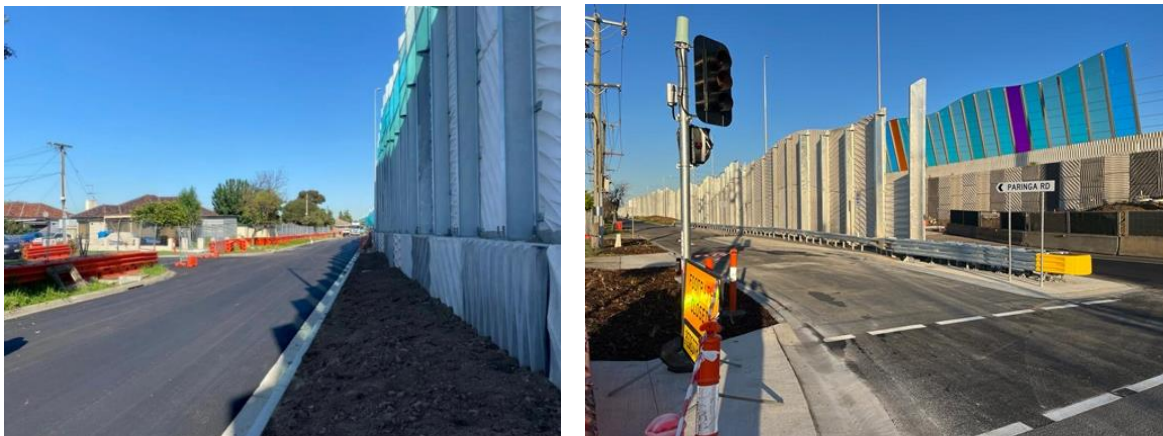


Figure 1: Paringa Road reopening and reinstatement

In October 2018, Council resolved to accept a request from the JV to install 66kV power lines overhead within the SP Ausnet easement between the Newport rail line and the Brooklyn Terminal Station, on the condition that the powerlines be placed underground by the JV prior to September 2022 (Figure 2). To date, this work has not occurred and the power lines remain overhead. Following several attempts by Council to obtain the JV's design and timing for the works, a letter has now been received from the Project Director advising that due to delays in the Project the JV are not in a position to confirm the alignment or timing of the works. The letter also advises that the final alignment of the Jemena-owned assets is dependent on circumstances beyond the control of the JV.

Council also agreed to the temporary occupation of The Avenue Reserve, South Kingsville by the JV for the temporary installation of cable head poles and wires only until a more appropriate permanent location could be established following some adjacent land transfers. This was also to occur by September 2022 but has not been progressed despite the adjacent land now being purchased for the Project. The JV entered into a licence with Council for the period of the temporary occupation of the Reserve, which expired on 31 August 2022.

Council will continue to pursue these matters with the JV and WGTP MTIA and will provide updates in future reports.



Figure 2: Overhead power lines and The Avenue Reserve, South Kingsville

The Community Liaison Group (CLG) was established at the commencement of the Project to provide an avenue for community representatives to learn more about the Project, share community insight with the project team and help support community engagement activities. CLG membership consists of active community members who represent various suburbs across Melbourne's west and inner west, as well as key community interest groups.

A CLG meeting was held on 27 October 2022 with discussion on the construction progress and disruptions in the west zone, the West Gate Neighbourhood Fund and upcoming works across the project. Key questions and issues raised by members included:

- traffic congestion and delays at some interchanges with the freeway
- suggested additional signage on traffic lanes near the M80 interchange
- concerns about some WGTP MTIA trucks using non-approved routes
- request that the dates of opening of Federation Trail be moved forward
- possible impact of the recently announced level crossing removals on the project.

CLG meeting documents can be obtained at:

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

Sports and Open Space Enhancement and Access Package

As part of the Project, the Victorian Government agreed to partner with Council to fund the delivery of capital improvements up to the value of \$5 million on Donald McLean Reserve in Spotswood, WLJ Crofts Reserve in Altona North and Brooklyn Reserve, DN Duane Reserve and Rowan Avenue Reserve in Brooklyn. In addition a contribution was made towards funding the W&M Couch Pavilion at Donald McLean Reserve.

Funded works in the package are now close to completion and the new sporting pavilions at WLJ Crofts Reserve and the W&M Couch Pavilion at Donald McLean Reserve officially opened on 22 October 2022 (Figure 3). The final landscaping and open space improvement works at these two reserves will be completed in coming months.



Figure 3: New W&M Couch Pavilion

West Gate Neighbourhood Fund

The West Gate Neighbourhood Fund is a \$10 million community grants program established by WGTP MTIA to support communities in Melbourne's inner west. This consists of four rounds of funding (two partnerships and two community grants rounds). Council entered into a Funding Administration Agreement with WGTP MTIA to facilitate the distribution of funding to the recipients. This has changed for Round 2 with WGTP MTIA solely managing the distribution of funding, monitoring and recipient reporting.

The first partnership round allocated over \$3 million to organisations in Hobsons Bay with additional funding from Council and other stakeholders. A number of projects and events have been successfully completed and others are close to being completed.

Successful applications for Round 2 Community Grants have now been announced, with \$499,765 in total granted to 22 recipients. Among these, the 12 successful applicants located within Hobsons Bay were granted \$314,072 in total. The next Partnership Round will open in early 2023.

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

In addition a \$2 million Sunbury & Bulla Neighbourhood Fund has been established by the Victorian Government to support local communities acknowledging the temporary disruption to the local area while soil is being transported during the boring of the West Gate Tunnel.

Project Works Update

Major works by the JV on widening the West Gate Freeway and strengthening bridges in Altona North, Brooklyn, South Kingsville and Spotswood continued throughout October and November.

Works continue at the inbound and outbound tunnel portals (Figure 4), the Williamstown Road and M80/Western Ring Road freeway interchange areas, the Hyde Street ramps (Figure 5) and the various paths and landscaping. Noise wall works to install acrylic panels along both sides of the freeway corridor are nearing completion.

Until July 2023, the remaining works along freeway verges will be carried out to reinstate roads and footpaths at the ends of local streets between The Avenue and Melbourne Road and local streets west of Millers Road.



Figure 4: Tower crane installed to construct southern outbound portal



Figure 5: Hyde Street Ramp beside Donald McLean Reserve

From late November 2022, the separated outbound carriageway on the West Gate Freeway will be extended from Millers Road to the M80 Interchange, with the two right lanes express towards Princes Freeway and M80 Ring Road with no exit to Millers Road or Grieve Parade. Drivers wishing to exit at Millers Road or Grieve Parade will need to be in the two left lanes. These lanes will also continue to the M80 Ring Road and Princes Freeway (Figure 6).

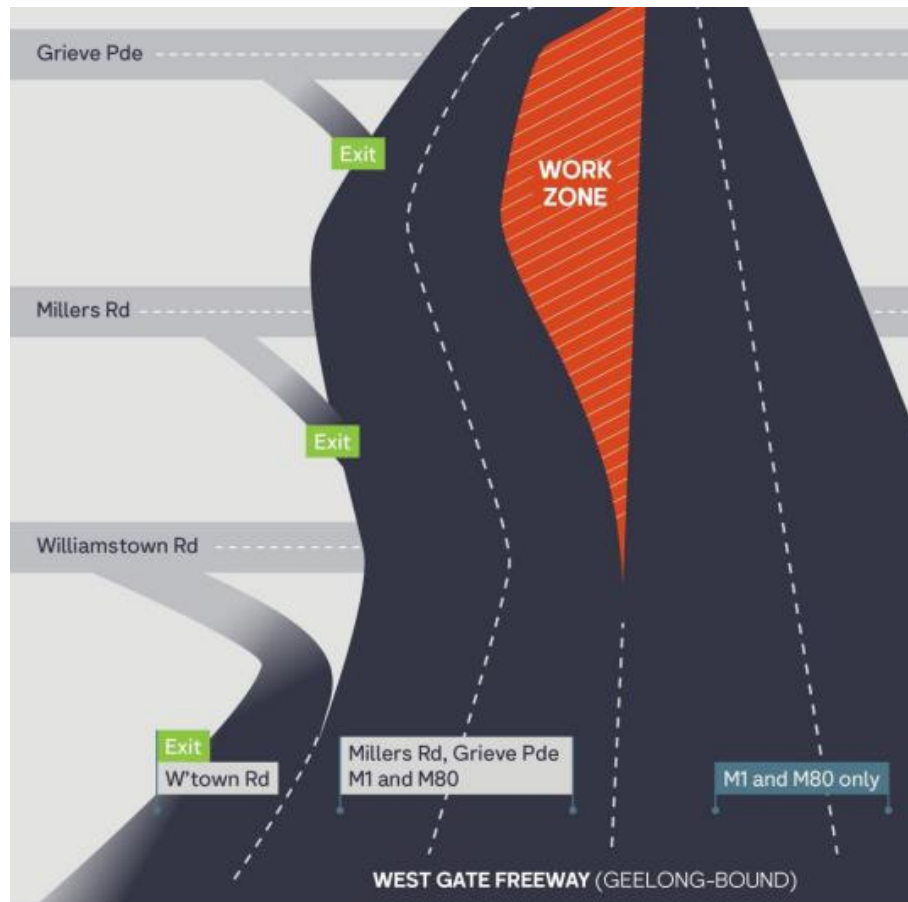


Figure 6: Grieve Parade early exit traffic switch

Both Google and Apple map traffic layers now include real-time alerts about road disruptions, including closures arising from the Project during the upcoming summer campaign works and closures.

Tunnel boring works for the twin tunnels between the Maribyrnong River and the West Gate Freeway are underway, and approximately 60 per cent of the tunnel length has been dug so far. At the city end of the Project, the last of the concrete segments are being installed for the elevated road above the centre of Footscray Road, running from the Maribyrnong River to CityLink connecting to Dynon Road, Footscray Road and the port.

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

Tree Planting and Trail Upgrades

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

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

11 Delegate Reports

Purpose

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

Motion

Moved Cr Peter Hemphill, seconded Cr Pamela Sutton-Legaud:

That Council receives and notes the recent Delegate Reports.

Carried unanimously

Recommendation

That Council receives and notes the recent Delegate Reports.

Truganina Explosives Reserve Advisory Committee

Directorate: Infrastructure and City Services

Councillor Delegate: Cr Pamela Sutton-Legaud

Date of Meeting: 11 October 2022

The Truganina Explosives Reserve Preservation Society (TERPS) is providing a sketched plan for the renewal of concrete paths around the Under Keeper's Quarters.

The concrete slab for the displayed windmill has been completed now providing safe access to approach and experience the old windmill structure during open days.

A fox control program has been completed inside the reserve. This program is aimed at reducing predatory pressures of arriving migratory shorebirds, which feed and roost in the adjoining Laverton Creek estuary.

The TERPS Annual General Meeting was held prior to the Advisory Committee meeting. There was a motion made around dissolving the preservation society due to the group achieving the aims of restoring the Keeper's Quarters, Under Keeper's Quarters, stables, outhouse, smoko hut, sheds/garage, and surrounding grounds.

There was support to formally continue with an incorporated Friends Group, although this will be assessed again in 12 months' time. There is also strong support to continue the group as an unincorporated Friends Group, if there is agreement in 12 months' time.

The TERPS AGM provided an opportunity to thank Council, stating: “We are grateful to Council for their continuing support, particularly through COVID-19. They have been very generous with allowing working bees as often as possible, and through additional support with materials and services not covered by the grants. Most notable of these was the provision of funds to restore the two former laboratory buildings, which will be used in future for interpretative displays.”

Metropolitan Transport Forum (1 of 2)

Directorate: Infrastructure and City Services

Councillor Delegate: Cr Jonathon Marsden

Date of Meeting: 5 October 2022

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

Presentation

Emily Colbeck, Emily Lodden, and Kate Stevenson from the Department of Transport presented a comprehensive overview of the Smarter Roads program. The program aims to reduce traffic congestion and minimise disruptions associated with Big Build Infrastructure projects. Over 700 cameras and 260 travel time sensors are in use in the seven metropolitan regions. Further, over 3000 traffic signals across the city will be reviewed over four years.

Council Updates

Each month a select number of councils are invited to present to the forum.

Glen Eira

Saskia Noakes outlined projects including the development of new cycling corridor infrastructure, walking projects, and better assessing safety and gender impacts as part of project planning.

Hume

Cr Jodi Jackson outlined walking advocacy including involvement in the “Walkable Communities” roundtable, working with Victoria Walks, and attending walking events.

Kingston

Luisiana Kingston outlined impacts to the municipality from major state government projects including level crossings removals, the Suburban Rail Loop, and Mordialloc Bypass.

An update was also given into Kingston’s Integrated Transport Strategy, EV charging, and Local Area Traffic Management projects.

Western Melbourne Tourism Board

Directorate: Sustainable Communities

Councillor Delegate: Cr Pamela Sutton-Legaud

Date of Meeting: 21 November 2022

The Western Melbourne Tourism (WMT) Board joint Annual General Meeting and general board meeting was held on Monday 21 November 2022.

The Annual General Meeting key agenda items included:

- Chair Report Highlights: update on WMT annual achievements, including successful recruitment for the PRIME Mentorship program, Victorian Government tourism advocacy efforts and ongoing marketing and promotion of western region
- Financial Report for 2021-22
- **Approval of Board Nominations and Election of Office Bearers**

The general board meeting key agenda items included:

- Outlook for 2023 and working arrangements for the WMT Board
 - the board discussed changes to meeting frequency for 2023 with an agreement that for 2023 the board will meet quarterly, with the addition of a joint Annual General Meeting and general meeting at the final session
- Executive report from Richard Ponsford, Executive Officer WMT:
 - PRIME Mentorship – Program is in its third phase and will run into 2023
 - Eat Drink Westside – ‘Westside Crawls’ continuing with input from all member councils
 - Commonwealth Games – opportunities for WMT member councils to advocate to host athlete training and touring camps in the leadup to the games
 - Board Focus 2023

RoadSafe Westgate Community Road Safety Council

Directorate: Infrastructure and City Services

Councillor Delegate: Cr Diana Grima

Date of Meeting: 19 October 2022

RoadSafe Westgate Updates

Updates were provided on the ongoing actions of the group, including road safety messages displayed on the mobile billboards and Fit to Drive (F2D) road safety training for young people.

Two new banner skins are being prepared for the mobile billboards, being “Speeding” and “Picking up the Phone”. The designs, once finalised, will proceed to the Department of Transport to be approved for use on the mobile billboards.

Hobsons Bay City Council Updates

Hobsons Bay provided updates on the progress of capital works projects throughout the municipality. This included updates on the planning and design works being undertaken for:

- Churchill Street, Williamstown North road safety project
- Streets for People in Spotswood
- Railway Avenue, Laverton road safety project

Other Council Updates

Other council delegates from Maribyrnong, Wyndham and Melton provided updates on local road safety works, with a focus on local area traffic management and footpath projects

Other Matters

RoadSafe Westgate Road Safety Council posted support online via a video on Facebook for Operation Furlong, a Victoria Police initiative which commenced late October and extended over the Melbourne Cup long weekend.

Metropolitan Transport Forum (2 of 2)

Directorate: Infrastructure and City Services

Councillor Delegate: Cr Jonathon Marsden

Date of Meeting: 2 November 2022

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

Presentation

Graham Smith from Kinetic (bus operator) provided an overview of the company's structure and its operations around the globe, including its values and how it is seeking to work closely with the community (on such projects as mobile supermarkets) and local charities.

Graham described how Kinetic is seeking to diversify its staff through active recruitment in underrepresented areas to better reflect the community their services operate within. Kinetic aims to have a minimum of 40 per cent female drivers by the end of the contract (nine years remaining).

Council Updates

Each month several participating councils provide a presentation to the forum.

Cr Jodi Jackson provided an update on transport matters in the city of Hume. This included pressures related to population growth and greenfield development, their new Transport Strategy and advocacy for improved public transport networks.

Cr Victor Franco spoke about Boroondara's transport projects, including their new Cycling Strategy, the importance of completing the Hawthorn to Box Hill trail, and other upgrades across the municipality.

Richard Smithers and Oscar Hayes presented issues from the City of Melbourne. These included the continued rollout and impact of protected bike lanes, ongoing transport behaviour change projects, e-scooter trials, and reduction of speed limits on local roads.

12 Notices of Motion

12.1 Notice of Motion No. 1242 - Condolence - the Late John Whittington

Cr Peter Hemphill has given notice of the following:

Motion

Moved Cr Peter Hemphill, seconded Cr Jonathon Marsden:

That Council:

- 1. Acknowledges the recent passing of former Hobsons Bay International Friendship Association president John Whittington.**
- 2. Sends a letter written under the signature of the Mayor to Mr Whittington's wife Marilyn, daughters Naomi and Michelle and son Scott expressing Council's sincerest condolences to them.**

Carried unanimously

Motion

Moved Cr Pamela Sutton-Legaud, seconded Cr Diana Grima

That Council extends the meeting by 30 minutes.

Carried

That Council:

- 1. Acknowledges the recent passing of former Hobsons Bay International Friendship Association president John Whittington.**
- 2. Sends a letter written under the signature of the Mayor to Mr Whittington's wife Marilyn, daughters Naomi and Michelle and son Scott expressing Council's sincerest condolences to them.**

John Whittington was a great supporter of the friendship alliance formed by the former City of Altona with Anjo City Council in Japan in 1988. He was a chaperone for a student visit to Japan in 1994 and later became president of the Hobsons Bay International Friendship Association, a position he held for about 10 years. After ending his term as president, he organised the annual student delegation visits between Hobsons Bay and Anjo.

13 Urgent Business

Nil

14 Supplementary Public Question Time

David DenElzen

Q In relation to the Draft Hobsons Bay Public Toilet Strategy report recommending that toilet signage indicate facilities rather than gender, why is this being recommended and has an impact assessment been undertaken to consider the effect of these changes?

The question was taken on notice and a written response will be provided.

Alexander Ansalone

Q What measures will be put in place to ensure that sex industry businesses will not adversely impact the amenity of the area, and how will complaints be handled in future?

A Sex industry businesses are subject to the same controls as other legal businesses in Hobsons Bay, so complaints will be handled consistently with planning, public health and local laws rules, depending on the nature of the complaint.

15 In Camera Business

Motion

Moved Cr Peter Hemphill, seconded Cr Jonathon Marsden:

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with section 66(2)(a) and section 3(1)(f) of the *Local Government Act 2020* as it relates to personal information:

15.1 Chief Executive Officer Performance Review and Employment Agreement

Carried unanimously

Recommendation

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with section 66(2)(a) and section 3(1)(f) of the *Local Government Act 2020* as it relates to personal information:

15.1 Chief Executive Officer Performance Review and Employment Agreement

Council considered the report and discussed the matter in camera.

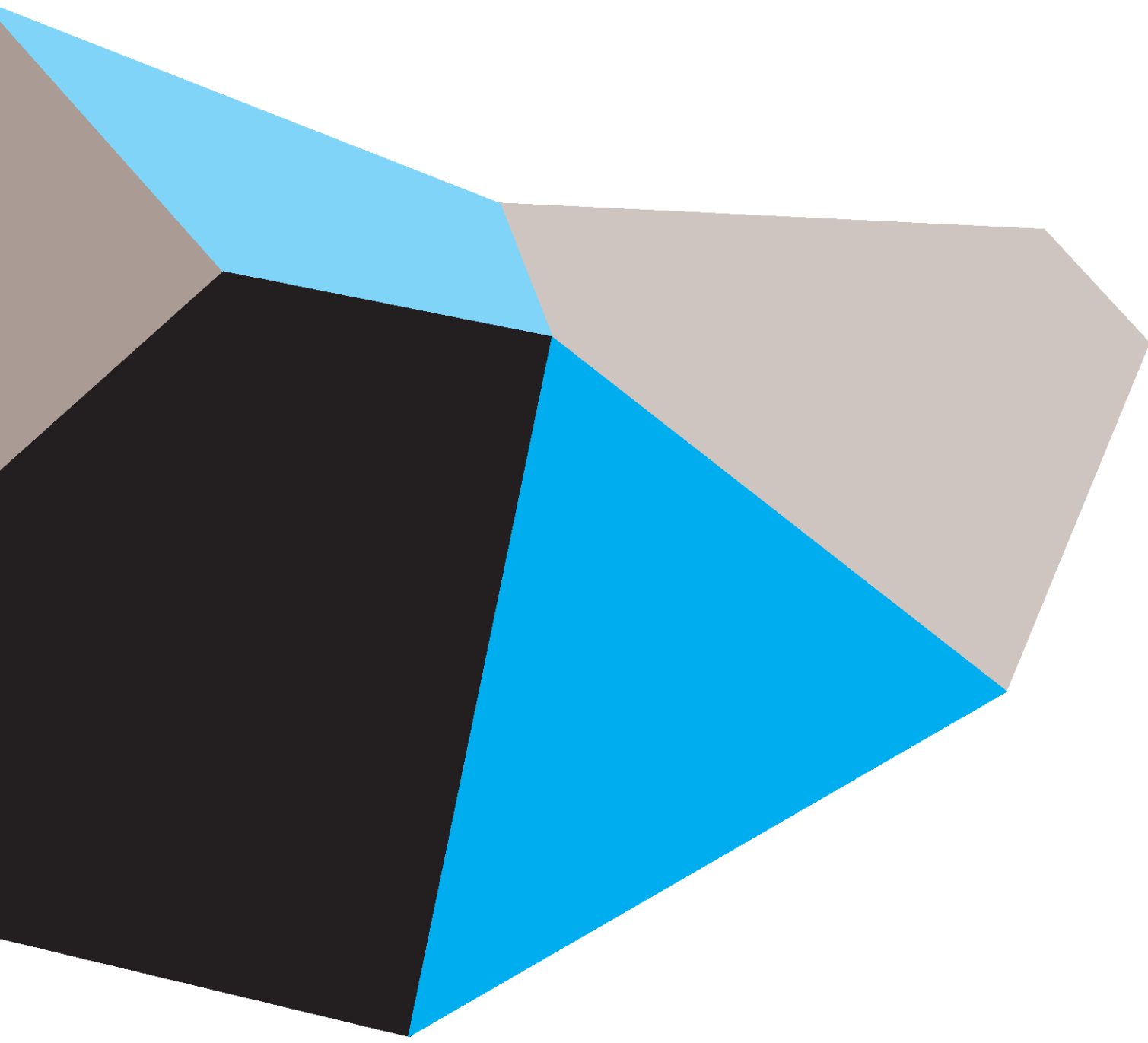
16 Close of Meeting

There being no further business, the Chairperson declared the meeting closed at 9.35pm.

Chairperson – Cr Antoinette Briffa

Signed and certified as having been confirmed.

7 February 2023



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



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