



MELTON CITY COUNCIL

**Notice is hereby given that the Meeting of the
Melton City Council will be held in the
Council Chamber, Civic Centre,
232 High Street, Melton on
29 May 2023 at 7.00pm.**

**THIS AGENDA CONTAINS REPORTS TO BE DEALT
WITH AT A CLOSED MEETING OF COUNCIL**

**Roslyn Wai
CHIEF EXECUTIVE**

Visitors to the Gallery please note:

Proceedings at Council meetings are controlled by the Chairperson. The Chairperson is empowered to enforce the provision of Council's Governance Rules, which includes the following aspects:

- Members of the public do not have a right to address Council and may only do so with the consent of the Chair or by prior arrangement.
- Any member of the public addressing Council must extend due courtesy and respect to Council and the processes under which it operates and must take direction from the Chair whenever called on to do so.
- A member of the public present at a Council meeting must not disrupt the meeting.
- The Chair may order and cause the removal of any person, other than a Councillor, who disrupts any meeting or fails to comply with a direction given under sub-Rule 67.2.
- If the Chair is of the opinion that disorder at the Council table or in the gallery makes it desirable to adjourn the Council meeting, he or she may adjourn the meeting to a later time on the same day or to some later day as he or she thinks proper.
- The Chair may ask the Chief Executive Officer or a member of the Victoria Police to remove from the Chamber any person who acts in breach of the Governance Rules and whom the Chair has ordered to be removed from the gallery under Rule 68.
- Members of the public in the gallery must not operate **recording equipment** at a Council or Committee Meeting without the prior written consent of Council.
- **Question time** is available at every Scheduled Meeting to enable members of the public to address questions to Council. All questions must be received by the Chief Executive Officer or other person nominated for this purpose no later than 12pm on the day of the Scheduled Meeting by submitting questions into the receptacle designated for public questions at the Customer Service Desk, or via electronic medium as per Council website directions.

A person must not submit more than two (2) individual questions at a meeting, inclusive of all parts and variants as interpreted by the Chairperson or other person authorised for this purpose by the Chairperson.

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18.	CLOSE OF BUSINESS	266

1. **OPENING PRAYER AND RECONCILIATION STATEMENT**

The Chairperson will read the opening prayer and reconciliation statement.

Prayer

‘Almighty God we humbly beseech Thee to vouchsafe Thy blessing upon this Council, direct and prosper its deliberations to the advancement of Thy glory and the welfare of the people whom we serve – Amen.’

Reconciliation Statement

Melton City Council acknowledges that the land it now occupies has a history that began with the Indigenous occupants, the Kulin Nation. Council pays its respects to the Kulin Nation people and their Elders and descendants past and present.

2. APOLOGIES AND LEAVE OF ABSENCE

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

3. CHANGES TO THE ORDER OF BUSINESS

4. DEPUTATIONS

**5. DECLARATION OF ANY PECUNIARY INTEREST, OTHER
INTEREST OR CONFLICT OF INTEREST OF ANY COUNCILLOR**

Pursuant to Part 6, Division 2 of the *Local Government Act 2020* and Council's Governance Rules, Councillors must declare any General Conflict of Interest or Material Conflict of Interest they have in any of the matters being considered at this meeting.

6. ADOPTION AND CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION:

That the Minutes of the Meeting of Council held on 24 April 2023 be confirmed as a true and correct record.

7. SUMMARY OF INFORMAL MEETING OF COUNCILLORS

7.1 SUMMARY OF INFORMAL MEETINGS OF COUNCILLORS IN ACCORDANCE WITH CHAPTER 6, RULE 1 OF THE COUNCIL'S GOVERNANCE RULES

- Monday 17 April 2023 Summary of Informal Meeting of Councillors
- Monday 24 April 2023 Summary of Informal Meeting of Councillors
- Monday 1 May 2023 Summary of Informal Meeting of Councillors
- Monday 15 May 2023 Summary of Information Meeting of Councillors

RECOMMENDATION:

That the Summaries of Informal Meetings of Councillors dated 17 April 2023, 24 April 2023, 1 May 2023 and 15 May 2023 provided as **Appendices 1 - 4** respectively to this report, be received and noted.

LIST OF APPENDICES

1. Summary of Informal Meeting of Councillors - 17 April 2023
2. Summary of Informal Meeting of Councillors - 24 April 2023
3. Summary of Informal Meeting of Councillors - 1 May 2023
4. Summary of Information Meeting of Councillors - 15 May 2023



INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

MEETING DETAILS:

Meeting Name:	Briefing of Councillors		
Meeting Date:	Monday 17 April 2023	Time Opened:	6.16 pm
		Time Closed:	8.38 pm
Councillors present:	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) Cr S Abboushi Cr G Kesic Cr K Majdlik Cr S Ramsey (online, departed 6.44pm) Cr A Vandenberg		
Officers present:	R Wai Chief Executive Officer S Romaszko Director City Futures T Scoble Director City Life (online, departed 8.38pm) N Whiteside Director City Delivery P Leersen Director Organisational Performance (CFO) L Shannon Executive Lead Strategic Initiatives M Kruger Head of Governance D Rudd Manager City Design and Strategy (departed 7.07pm) R Hodgson Governance Coordinator		
Guests	Nil		
Apologies	Cr J Farrugia Cr B Turner		
Matters discussed:	1. Council Meeting Agenda 2. Capital Budget Update 3. Governance debrief March Council Meeting 4. General Councillor and Officer discussion		

CONFLICT OF INTEREST DISCLOSURES:

Were there any conflict of interest disclosures by Councillors?	No
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REPORT PRODUCED BY:

Officer name:	Renee Hodgson	Date:	17 April 2023
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INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

MEETING DETAILS:

Meeting Name:	Briefing of Councillors		
Meeting Date:	Monday 24 April 2023	Time Opened:	6.14 pm
		Time Closed:	7.00 pm
Councillors present:	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) Cr J Farrugia Cr G Kesic Cr K Majdlik Cr S Ramsey Cr B Turner		
Officers present:	R Wai Chief Executive Officer S Romaszko Director City Futures T Scoble Director City Life N Whiteside Director City Delivery P Leersen Director Organisational Performance (CFO) L Shannon Executive Lead Strategic Initiatives M Kruger Head of Governance R Hodgson Governance Coordinator		
Guests	Nil		
Apologies	Cr S Abboushi Cr A Vandenberg		
Matters discussed:	1. Councillor Training 2. Council Meeting Agenda		

CONFLICT OF INTEREST DISCLOSURES:

Were there any conflict of interest disclosures by Councillors	No
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REPORT PRODUCED BY:

Officer name:	Renee Hodgson	Date:	Monday 24 April 2023
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INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

MEETING DETAILS:

Meeting Name:	Briefing of Councillors		
Meeting Date:	Monday 1 May 2023	Time Opened:	6.17 pm
		Time Closed:	9.20 pm
Councillors present:	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) Cr S Abboushi Cr J Farrugia Cr G Kesic Cr K Majdlik (arrived 6.23pm) Cr S Ramsey Cr B Turner Cr A Vandenberg (attended online)		
Officers present:	R Wai Chief Executive Officer S Romaszko Director City Futures T Scoble Director City Life N Whiteside Director City Delivery P Leersen Director Organisational Performance (CFO) L Shannon Executive Lead Strategic Initiatives S McManus Manager Engagement and Advocacy (departed 7.08pm) M Kruger Head of Governance (departed 7.25pm) N Marino Manager Finance R Hodgson Governance Coordinator (departed 7.25pm) P Hobbs Advocacy Coordinator (departed 7.08pm)		
Guests	Nil		
Apologies	Nil		
Matters discussed:	1. Realignment of Municipal Boundary – Eynesbury Township 2. Updated Advocacy Priorities 2023-2026 3. General Updates for Councillor Information and Awareness 4. Draft Budget 2023/24 – Part C		

CONFLICT OF INTEREST DISCLOSURES:

Were there any conflict of interest disclosures by Councillors	No
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REPORT PRODUCED BY:

Officer name:	Renee Hodgson	Date:	Monday 1 May 2023
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INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

MEETING DETAILS:			
Meeting Name:	Briefing of Councillors		
Meeting Date:	Monday 15 May 2023	Time Opened:	6.15 pm
		Time Closed:	9.25 pm
Councillors present:	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) Cr S Abboushi (joined online at 6.36pm, departed 9.06pm) Cr J Farrugia Cr G Kesic (joined online at 7.03pm, departed 9.06pm) Cr K Majdlik (arrived 6.27pm) Cr S Ramsey Cr B Turner Cr A Vandenberg		
Officers present:	R Wai Chief Executive Officer S Romaszko Director City Futures (departed 9.06pm) T Scoble Director City Life (departed 9.06pm) N Whiteside Director City Delivery (departed 9.06pm) P Leersen Director Organisational Performance (CFO) (joined online, departed 9.06pm) L Shannon Executive Lead Strategic Initiatives (joined online, departed 9.06pm) J Horne Manager Environment and Sustainability (departed 6.45pm) R Hodgson Governance Coordinator (departed 9.06pm)		
Guests	Melissa Scadden, Justitia Lawyers & Consultants (entered 7.15pm, departed 9.06pm)		
Apologies	Nil		
Matters discussed:	1. Notice of Motion 855 – Investigation into all accessible toilet amenities at Council major events. 2. Melton Recycling Facility Update 3. General Updates for Councillor Information and Awareness 4. Councillor Training Workshop 5. Councillor / CEO Discussion		
CONFLICT OF INTEREST DISCLOSURES:			
Were there any conflict of interest disclosures by Councillors		No	
REPORT PRODUCED BY:			
Officer name:	Renee Hodgson	Date:	Monday 15 May 2023

8. CORRESPONDENCE INWARD

Nil.

9. PETITIONS AND JOINT LETTERS

The Chief Executive will table any petitions and/or joint letters received prior to this meeting.

**10. RESUMPTION OF DEBATE OR OTHER BUSINESS CARRIED
OVER FROM A PREVIOUS MEETING**

Nil.

11. PUBLIC QUESTION TIME

12. PRESENTATION OF STAFF REPORTS

12.1 ADVISORY COMMITTEES OF COUNCIL - AGGREGATED MEETING MINUTES

Author: Renee Hodgson - Governance Coordinator

Presenter: Megan Kruger - Head of Governance

PURPOSE OF REPORT

To present the aggregated minutes of Advisory Committee meetings yet to be considered by Council.

RECOMMENDATION:

That Council receive the minutes of the following Advisory Committee meetings, provided as **Appendices 1 - 4** to this report, and adopt the recommendations arising within the respective Minutes:

- 1) Recreation Leisure Advisory Committee – 15 March 2023
 - 2) Youth Advisory Committee – 4 April 2023
 - 3) Disability Advisory Committee – 6 April 2023
 - 4) Arts and Culture Advisory Committee – 3 May 2023
-

REPORT

1. Executive Summary

Whilst not mentioned in the *Local Government Act 2020* (the 2020 Act), Council has the power to create Advisory Committees pursuant to its general power set out in section 10 of the 2020 Act.

The minutes of the Advisory Committees attached to this report form the written record of the committee meetings, including any matters considered and any conflicts of interest disclosed.

The minutes also serve as the advice/recommendations to Council for its consideration.

2. Background/Issues

An Advisory Committee is a committee established by Council to provide advice to it or its delegate. Whilst not mentioned in the 2020 Act, Council has the power to create Advisory Committees pursuant to its general power set out in section 10 of the 2020 Act.

All Advisory Committees are subject to their individual Terms of Reference. The membership varies depending upon the committee's specific role. Committee membership will generally comprise a Councillor(s), council staff and community representatives and may include key stakeholders, subject matter experts and/or community service providers and organisations.

Councillor representation on Advisory Committees is generally for one year and is reviewed annually. The composition of Advisory Committees for the 2022/23 municipal year was approved by Council at its Scheduled Meeting on 12 December 2022.

The minutes of the following Advisory Committees, attached to this report, form the written record of the committee meetings detailing matters considered and any conflicts of interest disclosed.

The minutes also serve as the advice/recommendations to Council.

Advisory Committee	Meeting Date	Appendix
Recreation Leisure Advisory Committee	15 March 2023	Appendix 1
Youth Advisory Committee	4 April 2023	Appendix 2
Disability Advisory Committee	6 April 2023	Appendix 3
Arts and Culture Advisory Committee	3 May 2023	Appendix 4

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

6. A high performing organisation that demonstrates civic leadership and organisational excellence

6.3 An organisation that demonstrates excellence in civic leadership and governance.

4. Financial Considerations

Advisory Committees are not responsible for operational expenditure and cannot direct Council officers to act without the consent of Council. Operational expenses and administrative actions arising from an Advisory Committee meeting are accommodated within Council's recurrent budgets, unless otherwise requested within the minutes of the meeting and detailed in a recommendation to Council for consideration.

5. Consultation/Public Submissions

Advisory Committees are one method of Council consulting and communicating with the community. Such a Committee may be established to provide strategic level input into a broad area of Council operations, such as community safety or arts and culture. An Advisory Committee may also be established for a specific time-limited project, such as a review of a Local Law.

6. Risk Analysis

With a mandatory responsibility to report to Council and being restricted to making recommendations for Council consideration, risks attached to Advisory Committee actions are substantially mitigated.

It is prudent for Council to carefully consider any and all recommendations arising from Advisory Committee minutes, as Advisory Committees may canvass significant issues and significant expenditure in their deliberations.

7. Options

Advisory Committees are a Committee of Council, therefore Council has the discretion to accept, reject, amend, or seek further information on any of the Committee minutes and/or recommendations.

LIST OF APPENDICES

1. Recreation Leisure Advisory Committee – 15 March 2023
2. Youth Advisory Committee – 4 April 2023
3. Disability Advisory Committee – 6 April 2023
4. Arts and Culture Advisory Committee – 3 May 2023



MINUTES

Recreation Leisure Advisory Committee

held on Wednesday 15 March 2023 at 6pm, in MacPherson Park Soccer Pavilion

Present: Anthony Dyke, Committee Member
Jack Harris, Committee Member
Emily Attard, Committee Member
Jack Dugonjic, Committee Member
Cr Bob Turner, Councillor, Melton City Council
Sebastian, Buccheri, Committee Member
Aaron Biscan, Acting Manager, Recreation and Leisure, Melton City Council
Nic Willis, Acting Recreation Development Coordinator, Melton City Council

Chairperson: Cr Bob Turner, Councillor, Melton City Council

Minute Taker: Nic Willis, Acting Recreation Development Coordinator, Melton City Council

1. Welcome

The Chairperson Cr Turner opened the meeting and welcomed all members

2. Apologies

Cr Steve Abboushi, Councillor, City of Melton
Cr Ashleigh Vandenberg, Councillor, City of Melton
Terry Azzopardi, Committee Member

3. Declaration of interests and/or conflict of interests

Nil

4. Confirmation of minutes of previous meeting

Minutes from the 14 November 2022 meeting will be noted at the Ordinary meeting of Council dated 24 April 2023.

5. Business Arising

Actions from 14 November, 2022, meeting completed:

- N. Willis to provide committee with survey on Sports Awards categories

6. General Business

6.1 Sport and Recreation Victoria - Fair Access Policy

N. Willis presented the committee with an overview of the Sport and Recreation Victoria Fair Access Policy.

This policy aims to develop a state-wide foundation to improve the access to, and use of, community sports infrastructure for women and girls.

From July 2024, all Victorian Councils will need to ensure gender equitable access to facilities to be eligible for funding. Council will engage with Sports Clubs in relation to implementing the policy at a club level.

MINUTES

6.2 Plumpton Aquatic Centre Update

A. Biscan informed the committee that the Business Case for the development of the Plumpton Aquatic Centre is under development.

A. Dyke asked what facility components were going to be included in the Aquatic Centre.

A. Biscan advised that this is still to be confirmed and the recently built Brimbank Aquatic and Wellness Centre is a regional aquatic facility that provides an example of the facility components that will be considered.

6.3 MacPherson Park Soccer and Rugby Precinct Tour and Discussion

A tour of the MacPherson Park Soccer Pavilion and overview of the project to develop the facility was provided by A. Biscan and N. Willis.

Comments were made by committee members that it was great to see a wonderful facility in full use by so many junior soccer players.

A. Biscan provided an update on the current project to improve the MacPherson Park Rugby/Gridiron Precinct. The project scope includes the development of a new community sports pavilion, 1 new and 1 redeveloped pitch, lighting upgrades, a new cricket pitch and associated infrastructure. Works are expected to commence by September 2023.

7. Other Business

- E. Attard asked when water damaged courts at Cobblebank would be ready for use
- A. Dyke commented that he saw an article in paper on Jet Boats wanting to start up again at MacPherson Park

8. Next Meeting

The next meeting is to be held on June 21, 2023. Venue TBC

9. Close of Business

The meeting closed at 7.05pm.



MINUTES

YOUTH ADVISORY COMMITTEE

Held on 4 April 2023 at 5.30pm at the Melton Youth Centre

Present

Name	Title	Time arrived	Time finished
Cr. Abboushi	Councillor	5.30pm	6.24pm
Cr. Kesic	Councillor	5.30pm	6.24pm
S Aye	YAC Member	5.30pm	6.24pm
K D'Souza	YAC Member	5.30pm	6.24pm
A Furtado	YAC Member	5.30pm	6.24pm
C Kennedy	YAC Member	5.30pm	6.24pm
N Pleitner	YAC Member	5.30pm	6.24pm
P Prakash	YAC Member	5.30pm	6.24pm
N Singh	YAC Member	5.30pm	6.24pm
D Tuyisabe	YAC Member	5.30pm	6.24pm
C Yeung	YAC Member	5.30pm	6.24pm
C Crameri	Manager, Community Care	5.30pm	6.24pm
F Newah-Jarfoi	Council Officer	5.30pm	6.24pm
Alexandra Salvatore	Council Officer	5.30pm	6.24pm
George Hatzimanolis	Youth Service's Representative- Odyssey House	5:30pm	6.24pm

Chairperson: Cr. Abboushi

Minute Taker: Alexandra Salvatore

1. Welcome

The Chairperson welcomed all attendees to the meeting and proceeded with the Acknowledgment of Country. *'Melton City Council acknowledges the Traditional Owners of this land, the people of the Kulin Nations, and pays respects to their Elders, past, present and emerging.'*

MINUTES

2. Apologies

Cr Turner	Councillor
Cr Vandenberg	Councillor
S Sharma	YAC Member

3. Declaration of interests and/or conflict of interests

Nil

4. Confirmation of minutes of previous meeting

Cr. Abboushi confirmed the minutes of the meeting of the December Youth Advisory Committee (YAC) were endorsed by Council meeting, held 27 February 2023.

5. Business arising from the previous meeting**5.1 Access Keys for the Melton Learning and Library Hub**

F. Newah Jarfoi informed the committee a link has been sent to Access Key for Melton Learning and Library. F. Newah-Jarfoi stated that photographs for new Access Keys for both Melton Youth Centre and Taylors Hill Youth Centre have been completed and expect to new Access Keys to be available to the community in May.

6. Official welcome of the 2023-2025 Committee

Cr. Abboushi officially welcomed the 2023-2025 Youth Advisory Committee (YAC) community representatives and service provider to their first meeting.

Cr Abboushi outlined the purpose of the Youth Advisory Committee and encouraged all the members to actively participate in the meetings Cr Abboushi stated that the Youth Forum, engagement with schools is a great platform to speak about issues relating to young people.

7. Odyssey House Service Overview

G. Hatzimanolis stated Odyssey House Victoria are pleased to be a member (YAC) as service provider representative.

G Hatzimanolis Manager of Youth and Family services provided the committee an overview of services Odyssey House Victoria. Odyssey House Victoria is a state-wide, specialist treatment organisation dedicated to improving the lives of individuals who experience significant or long-term problems from alcohol and other drug use. Odyssey House Victoria provide a range of services and programs for young people between the ages of 12-24 and their families within the Melton municipality.

8. General Business**8.1 Growing & Thriving Strategy**

F Newah-Jarfoi distributed a copy of Council's Growing and Thriving Strategy for All Abilities and All Ages informed committee it is available on our Melton City Council website. . .

T

The strategy aims to improving the quality of life of people with disabilities, children, young people, older people, carers and people who live, learn, work or play in the City of Melton. The Young Communities team have a total of fifty-six actions to deliver for the life of the strategy and have to date completed three (3) actions and have 52 on track. .

8.2 2023 Careers Expo



MINUTES

F Newah-Jarfoi informed the committee the 2023 Council Careers Expo is scheduled for Tuesday 23 May at Tabcorp Park from 9am – 2.30pm.. Council are expecting 40 plus exhibitors and upto1300 students to attend. F. Newah-Jarfoi encouraged YAC members to attend and participate in organising of this this annual event.

Action:

Newah-Jarfoi to speak with G Hatzimanolis from Odyssey House Victoria regarding being an exhibitor at the Careers Expo.

8.3 Youth Forum

F Newah-Jarfoi indicated that he will be sending out information to all YAC members to commence planning for the upcoming 2023 Youth Forum.

8.4 Western Region Youth Forum

F Newah-Jarfoi informed the committee the Western Region Youth Forum is scheduled for Thursday 10 August 2023. The forum will have include participation of 6 Local Government Councils and will be delivered at Fraser Rise Community and children 's Centre from 9:30am to 2:30pm.

Next Meeting

Date: 13 June 2023

Time: 5.30 – 6.30pm

Venue: Taylors Hill Youth Centre

Close of Business

The meeting closed at 6.24pm



MINUTES

DISABILITY ADVISORY COMMITTEE

Held on 6 April 2023 at 12.00pm at the Melton Library and Learning Hub

Present:

Name	Title	In	Out
Cr L Carli	Mayor	12:00 p.m.	1:53 p.m.
Cr K Majdlik	Councillor	12:00 p.m.	1:53 p.m.
Cr S Ramsey	Councillor	12:00 p.m.	1:53 p.m.
R. Wai	Council Officer – Chief Executive Officer	12:00 p.m.	1:53 p.m.
C. Crameri	Council Officer – Manager Community Care	12:00 p.m.	1:53 p.m.
A Tan	Council Officer – Housing Services Coordinator	12:30 p.m.	1:53 p.m.
N Migani-Roberts	Council Officer – Advocacy and Inclusion	12:00 p.m.	1:53 p.m.
M Hutchinson	Council Officer – Design and Infrastructure Coordinator	12:00 p.m.	1:53 p.m.
H Taylor	Council Officer – Manager Arts, Events and Economic Development	1:00 p.m.	1:30 p.m.
R Altair	Council Officer - Acting Coordinator - Economic Development & Tourism	1:00 p.m.	1:30 p.m.
M. Sidhu	Community representative	12:00 p.m.	1:53 p.m.
A Alfonzo	Community representative	12:00 p.m.	1:53 p.m.
H Sayers	Community representative	12:00 p.m.	1:53 p.m.
M Parker	Director/Co- Founder Access Ability Australia	12:00 p.m.	12:30 p.m.
J O'Conner	Director/Co- Founder Access Ability Australia	12:00 p.m.	12:30 p.m.

Chairperson: Cr L Carli

Minutes: N Migani-Roberts

1. Welcome

The Chairperson welcomed all attendees to the meeting and proceeded with the Acknowledgment of Country. *'Melton City Council acknowledges the Traditional Owners of this land, the people of the Kulin Nations, and pays respects to their Elders, past, present and emerging.'*

2. Apologies

T. Woof Community Representative
L. Campbell Community Representative



MINUTES

3. Declaration of interests and/or conflict of interests

C. Cramer declared to the committee that we have recently been made aware that a community representative of the Committee had employment with Council and should have declared potential conflict of interest in line with Council's employee code of conduct in meetings held in June, August, December 2022 and February 2023.

The staff member no longer is employed with Council, so the conflict no longer applies.

4. Confirmation of minutes of previous meeting

Cr L Carli confirmed the minutes of the December Disability Advisory Committee (DAC) meeting were endorsed at the Council meeting, held 27 February 2023.

5. Actions from previous minutes

Nil

6. Access Ability Australia

M. Parker and J. O'Conner, Director/Co-Founders presented to the committee an overview of their services.

M. Parker provided examples of Melton City Council's Access Keys and announced that they are collaborating with Melton City Council on the development of a Communication Board for the Atherstone Traffic School.

7. Melton Business Excellence Awards

H. Taylor, Manager of Arts, Events and Economic Development and R. Altair, Acting Coordinator of Economic Development and Tourism updated the committee of proposed changes to the Melton Business Excellence Awards categories.

R. Altair thanked N. Migani-Roberts for her assistance with the 2022 Business Excellence Awards. N. Migani-Roberts's involvement included development of the category description, judging of the finalists and attending the venue prior to the event to ensure it was accessible.

In 2023 the Awards categories for the Melton Business Excellence Awards will increase from nine in 2022 to thirteen in 2023.

The Disability Advisory Committee will continue with its sponsorship of the newly titled, The Award for Disability Inclusion Initiative Excellence. The category and title have been updated to encourage more diverse entrants.

H. Taylor invited the Committee to comment on the category name and category description change.

M. Sidhu suggested 'Raising the bar' to be included in the description of the category.

H. Sayers questioned clarity around if an entrant who is an NDIS provider but not NDIA registered, which category do they enter. H. Taylor will investigate further for clarity.

The 2023 Award Evening will be held at the Windmill Gardens Reception, on September 6th.

Action:

N. Migani-Roberts to email the committee a copy of the presentation.



MINUTES

8. Advocacy and Inclusion Officer Update

Community Grants Policy

N. Migani-Roberts informed the committee that she has been working in collaboration with the Community Grants and Awards Officer in reviewing and updating their policy to ensure the process is inclusive and accessible.

N. Migani-Roberts advocated for more inclusive images and wording to be used throughout the application process.

Changing Places

N. Migani-Roberts updated the Committee on Changing Places, Caroline Springs. A builder has been appointed and we are awaiting the building permit. The expected commencement date for construction is Thursday 27 April 2023.

N. Migani-Roberts informed the Committee that a new round of Changing Places funding opportunity has recently been made available from the Department of Families, Fairness and Housing.

Council will apply for the funding, and if successful, the grant would be used to purchase a portable Changing Place for the City of Melton.

A portable Changing Place would be used at all major Melton City Council events, providing accessible toileting, and changing opportunities for people with disability.

N. Migani-Roberts will submit the funding application on behalf of Melton City Council, which closes on Friday, 14 April 2023.

Disability Awareness Training

N. Migani-Roberts provided an update to the Committee on the Disability awareness Training for Council staff.

A. Tan, N. Migani-Roberts and R. Gretch (Learning and Development Officer) have met with several training providers to explore the various training options that each of the providers deliver. Officers will review the training options to ascertain which providers are best suited to our training needs.

Action:

N. Migani-Roberts to continue to provide updates to the Committee on the Changing Places Project for Caroline Springs and the outcome to the funding application.



MINUTES

9. Business Arising

Nil

10. General Business

H. Sayers provided the Committee with an overview of a premiere she had attended on behalf of the Committee. The premiere was titled, Marcella's Interview.

Marcella's Interview is a story produced collaboratively by students from Jackson School, Melton Specialist School, Keilor Downs College and Lakeview Senior College. It is a short film about employing someone with a disability.

Link to Marcella's Interview: <https://www.youtube.com/watch?v=6FdJCYNf004>

11. Next Meeting

Date: 1 June, 2023

Time: 12.00p.m. – 2.00p.m

Venue: Melton Library and Learning Hub, Pyke Room, Ground Floor

12. Close of business

The meeting closed at 1:53 p.m.



MINUTES

ARTS AND CULTURE ADVISORY COMMITTEE

held on Wednesday 3 May at 5.30pm.

Present:

Cr Bob Turner	Councillor
Cr Kathy Majdlik	Councillor
John Bentley	Community Member
Geoff Hogg	Community Member
Bec Carey-Grieve	Community Member
Jacinta Sciusco	Community Member
Heidi Taylor	Interim Manager Arts, Events and Economic Development
Jason Sanderson	Acting Coordinator Arts and Events
Laura Kolaric	Interim Team Leader Arts and Events

Guests:

Rebecca Hickey Events Officer

Quorum: *A minimum attendance of seven committee members is required for a meeting to proceed.*

Chairperson: Cr Bob Turner

1. Welcome

The Chairperson welcomed all attendees to the meeting and proceeded with the Acknowledgment of Country. *'Melton City Council acknowledges the Traditional Owners of this land, the people of the Kulin Nations, and pays respects to their Elders, past, present and emerging.'*

2. Apologies

Autumn Tansey	Arts Activation Officer
Cr Ashleigh Vandenberg	Councillor
Lucy Webster	Community Member

3. Declaration of interests and/or conflict of interests

NA

MINUTES

4. Confirmation of minutes of previous meeting**Motion/Noted**

Moved by John Bentley, seconded by Bec Carey-Grieve

5. Business Arising

NA

6. General Business**6.1 Introduction of new staff members (H. Taylor)**

H Taylor advised the committee of the changes to the Arts team structure, now being the Arts & Events team.

Action: Meetings to be rescheduled to being in person

6.2 Update on completed projects (J. Sanderson)

J Sanderson provided an update on projects which have been completed since the committee last met, the CS Gallery Windows Commission & Second Nature permanent public art installation.

Cr Majdlik enquired as to whether there are lights on the outside of CS Gallery to light up the windows. To be taken on notice.

Christmas windows for CS Gallery may be run through Arts committee in future, previously by graphic designers. H Taylor to report back as this is currently managed by the Economic Development team.

Action: Arts team to investigate whether there are lights on the outside of CS Gallery.

H Taylor to investigate process for CS Gallery Christmas windows.

6.3 Current Exhibitions & Programs (L. Kolaric)

L Kolaric provided an update on the current exhibitions on display, Conversations with Birds by Naomi Leeder & Pyrrhic Victory by Adelai van Loggenberg, The Edge Exhibition, on display at CS Gallery until 9 July and BIG SOIL, on display at Melton Botanic Garden.

L Kolaric thanked John and Friends of Melton Botanic Garden for their hard work in getting this project delivered.

L Kolaric provided an overview of the upcoming exhibitions for the remainder of 2023.

Cr Majdlik enquired as to the process of artists being selected. L Kolaric advised of the process that is used for exhibitions at Melton Library & Learning Hub, Melton Civic Centre, and CS Gallery. H Taylor also noted that the intention is to provide the Committee with the opportunity to comment on briefs prior to advertising.

Cr Majdlik asked if local and/or artists with disabilities are approached and utilized within the Arts programs. L Kolaric advised the Groundwork Program is for local artists. Cr Turner advised there has not been specific briefs for artists with a disability.



MINUTES

Recommendation: G Hogg recommended that the Arts team connect with an Arts Access organisation whose aim is to increase accessibility to art, making it ongoing rather than one off project.

Recommendation: J Bentley advised that this year is the 20th Anniversary of the Friends of Melton Botanic Garden and that a Botanic Art could be considered for future exhibitions.

6.4 Melton South Mural (L. Kolaric)

L Kolaric provided an update on the Melton South Mural which is set to commence Monday 8 May, has been on hold since 2021. Will be painted at Coles Express on Station Rd in Melton South. Design has been updated to reflect artists skill and style. Theme is "Stories that Connect Us".

J Bentley asked the time frame for completion, Laura advised it should be finished by May 19 should weather conditions allow.

6.5 MTC Arts Event (H. Taylor)

H Taylor provided an update on the Melton Town Centre Event planned for October this year. A professional curator / producer has been engaged to assess the MTC and develop the art activations within the event. Objective is to engage the community and drive visitation for economic uplift. Arts, Events, and the Economic Development teams are all working on this event. Once the concept is finalized it will be presented to the Arts Advisory Committee for feedback.

Cr Turner asked what the timeline will be. H Taylor advised October 7.

7. Other business

- a) G Hogg questioned asked what the program for Public Art will be. Heidi advised we will add it to the next meeting's agenda.

Action: Discussion around suggestions for future art programs and exhibitions be discussed in next meeting.

8. Next Meeting

The next meeting is to be held on Wednesday 16 August 2023 commencing at 5.30pm.

To be held in person, venue to be confirmed.

9. Close of Business

The meeting closed at 6:27pm.

12.2 COUNCIL AND WELLBEING PLAN 2021-2025 ANNUAL ACTION PLAN 2022/23 THIRD QUARTER PROGRESS REPORT

Author: Bob Baker – Corporate Planning and Performance Coordinator

Presenter: Peter Leersen – Director Organisational Performance

PURPOSE OF REPORT

To provide the third quarter update on the progressive achievement of the Council and Wellbeing 2021-2025 Annual Action Plan Progress Report for 2022/23.

RECOMMENDATION:

That Council receive and note the Council and Wellbeing Plan 2021-2025 Annual Action Plan 2022/23 Third Quarter Progress Report (1 July 2022 – 31 March 2023) as presented at **Appendix 1**.

REPORT

1. Executive Summary

The Melton City Council and Wellbeing Plan 2021-2025 is prepared in accordance with the *Local Government Act 2020*. The Plan will be reviewed on an annual basis to adapt to the evolving needs of our growing community.

Each year, Council produces an Annual Action Plan identifying the activities and initiatives that Council will work towards achieving, which respond to the strategic outcomes and strategies identified in the Council and Wellbeing Plan. This is aligned with the Council's annual budget development process.

The progressive achievement of the Annual Action Plan is reported at the conclusion of each quarter of the financial year, with a final summary provided at the conclusion of each financial year and through the production of Council's Annual Report.

Appendix 1 provides detail on the activity for the third quarter (1 July 2022 - 31 March 2023), in the progressive achievement of the Annual Action Plan 2022/23.

2. Background/Issues

The Council and Wellbeing Plan is Council's primary vision and strategic planning document that establishes the direction Council has committed to for its term of office (4 years). The Council and Wellbeing Plan contains objectives, strategies and performance indicators.

Each year Council provides a range of services, activities and initiatives for the community. The key strategic activities and new initiatives are included in the development of an Annual Action Plan.

The 2022/23 Council and Wellbeing Annual Action Plan provides 59 actions that Council has committed to deliver. Council provides the community with quarterly progress reports that support Council's commitment in providing transparency, through public access to relevant information, decision making and strategic documents.

Appendix 1 provides a detailed summary on the status of each action in the Annual Action Plan 2022/23, inclusive of the period from 1 July 2022 - 31 March 2023. The areas with a stronger link to health and wellbeing are displayed with a heart icon ♥

The following table provides a summary of progress against actions.

Status	Description	Number of actions
Achieved	The Action is completed	11
On track	The action is on track and expected to be completed by the current timeline	44
Not on Track	The Action has been delayed impacting on the designated timeline. An explanation, any remedial action and revised due date, where appropriate, will be provided in the 'Year to Date Comments' column	4
Postponed	The Action has been deferred for the financial year. An explanation will be provided in the 'Year to Date Comments' column	0
Total		59

Eleven actions have been completed to the end of the third quarter including the following actions completed during the third quarter:

- Development and improvement of the reach, impact and accessibility of Council's Community Grants Program to empower community action on local initiatives.
- Development of a scoping report for Council on the need and opportunity for a future, Aboriginal controlled, Aboriginal Community Hub in the City of Melton.
- Development of a report for Council investigating the adoption of a chemical free and environmentally friendly 'GrazeAway' managed weed control program and presentation to Council in Jan 2023.
- Completion of the review of the Toolern Precinct Structure Plan and Development Contributions Plan. Council is awaiting authorisation (approval) from the Minister for Planning to commence a planning scheme amendment process to implement the review into the Melton Planning Scheme.
- Development of a report for Council on opportunities to help reduce the number of single use coffee cups being sent to landfill.
- Delivery of a community education program for community sport, recreation and leisure in the City of Melton.
- Investment in education and training opportunities for community sporting groups to enhance governance and sustainability.
- Implementation of an Automated Approvals Pilot in collaboration with Service Victoria, a State Government initiative to streamline permit approvals for Skip Bin & Goods on Footpath Permits.

Four actions are Not on Track to the end of the third quarter:

- Action 3: Develop the Affordable Housing Policy - The development of the policy is ongoing, with a draft scheduled for completion by the end of the financial year which will inform Council's position on affordable housing during 2023/24.

- Action 16: Develop a masterplan for Lake Caroline - A consultant has been appointed and has commenced stakeholder consultation, with broader community consultation to occur later this year.
- Action 43: Prepare an Employment and Industrial Land Strategy for the municipality - The background report for the Employment and Industrial Land Strategy has been completed and work has commenced on the draft strategy. The background report has shown complex supply and demand issues for employment land, which will see the strategy scheduled for completion in early 2024.
- Action 46: Develop a Council work placement program for our local community inclusive of people with a disability. The exploration of options for the provision of the work placement program are underway.

Upon Council receipt of this update, the Progress Report will be published on Council's website.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

6. A high performing organisation that demonstrates civic leadership and organisational excellence

6.3 An organisation that demonstrates excellence in civic leadership and governance.

4. Financial Considerations

Initiatives and activities delivered from the Annual Action Plan 2022/23 are contained within the Council approved 2022/23 Budget.

5. Consultation/Public Submissions

The Council and Wellbeing 2021-2025 planning process was undertaken in response to the deliberative engagement requirements of the *Local Government Act 2020*. The process involved extensive consultation with stakeholders including the community, Council staff, government agencies, community organisations and private industry.

Council also initiated a Community Panel to support the development of the Plan. This process resulted in the publication of the Melton City Council and Wellbeing Plan 2021-2025.

The Annual Action Plan 2022/23 was prepared with internal consultation of Council staff and management.

6. Risk Analysis

Nil

7. Options

Nil

LIST OF APPENDICES

1. Council and Wellbeing Plan 2021-2025 Annual Action Plan 2022/23 Third Quarter Progress Report



Council and Wellbeing Plan 2021-2025 Annual Action Plan
3rd Quarter Progress Report
1 July 2022 to 31 March 2023

Council's Annual Action Plan demonstrates how Melton City Council's activities are being delivered against the Council and Wellbeing Plan's objectives and strategies.

The Annual Report provides additional data including Council Plan strategic measures results, financial statements and capital works program.

This report provides a detailed breakdown of all actions in Council's 2022/23 Annual Action Plan. The Action Plan contains 59 actions. There are 52 strategies without actions in the 22/23 financial year. Across the first two years of the Council and Wellbeing Plan 2021-2025, 4 strategies have not had an action deployed over them.

Health and wellbeing is embedded throughout the Council and Wellbeing Plan, cutting through each theme, outcome, objective, strategy and indicator. The areas with a stronger link to health and wellbeing are displayed with a heart icon ♥

Strategies highlighted in green are those determined by the Community Engagement Panel to be a priority for delivery across the four years of the Council and Wellbeing Plan

Completion dates for all actions are 30 June 2023 unless specified differently.

Status		Symbol	Number of Actions	% of Actions
Achieved	The Action has been achieved for the year.	✓	11	18.6%
On Track	The action is on track and expected to be completed by the designated timeline	●	44	74.6%
Not On Track	The Action has been delayed impacting on the designated timeline. An explanation, any remedial action and revised due date, where appropriate, will be provided in the 'Year to Date Comments' column	●	4	6.8%
Postponed	The Action has been deferred for the financial year. An explanation will be provided in the 'Year to Date Comments' column.	●	0	
		Total	59	100.0%

Theme 1: A safe City that is socially and culturally connected**Objective 1.1:** A community that celebrates diversity and is inclusive of all ♥**Strategies:**

1.1.1 Drive initiatives that promote gender equity ♥

1.1.2 Contribute to a welcoming community which embraces diversity ♥

1.1.3 Contribute to reducing inequalities among people living with disability, seniors, diverse faith and cultural groups, Aboriginal and/or Torres Strait Islander communities and LGBTIQ+ people ♥

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
1	1.1.3	Deliver on the Growing and Thriving: A Strategy for All Abilities and All Ages	●	The first 9 months implementation plan actions have been completed and remaining actions are on track and/or achieved. The first internal evaluation session has been completed for aged and disability cohorts and will be presented in October 2023. The final designed version of the document was completed and promoted on 1 February 2023 with versions for internal use, web, and external use. An accessible version of the document was also developed, which is Council's first version of an Easy English document.	
2	1.1.3	Development of the Changing Places facility Caroline Springs Leisure Centre	●	Contractor appointed to commence mid-May 2023.	
3	1.1.3	Develop the Affordable Housing Policy	●	The development of the policy is ongoing, with a draft scheduled for completion by the end of the financial year. Please note a strategy to inform Council's position on affordable housing into the future is scheduled to occur in 2023/24.	
4	1.1.3	Delivery of externally funded programs to support health and wellbeing of the community	●	<ul style="list-style-type: none"> •Phase 4 of the Local Partnership Grant Project for vulnerable and isolated community members access to bi-cultural workers to assist with COVID health information has been successfully completed. •The Empowering Communities, Free from Violence, and VicHealth Partnership funded programs continue to be implemented. •Seven sessions of the Hospitality Pathways program with 58 participants is completed. •Sons of the West 10 week program on track for completion by 17 May to 55 community members •Sons of the West Syriac Community Pilot program on track for completion by 14 June to 25 community members. •Delivery of a novel vaping prevention project in collaboration with Western Health across 5 Melton High Schools funded through the VicHealth Local Government Partnership. •Delivery of the Ubara African Youth-focused Sons of the West program. •The Preschool Field Officer (PSFO) program is in progress with 55 clients, •In partnership with Victoria University, Libraries delivered 'Your Career, Your Way.' a free, 9-week program to enable women to build skills awareness, networks, understanding of career and training opportunities, and •A Craftivism workshop for 16 Days of Activism with grant funding received from Safe and Equal Victoria. •The Vic Health This Girl Can Campaign initiative was run in conjunction with the Health and Wellbeing team. Nine sports clubs received \$500 each for hosting female friendly 'Come and Try' days. 	

Objective 1.2: A safe community where people feel proud to live ♥**Strategies:**

1.2.1 Invest in initiatives that promote road and community safety ♥

1.2.2 Empower the community to strengthen civic pride, social cohesion and a sense of belonging ♥

1.2.3 Work in partnership with emergency services ♥

1.2.4 Enhance the City's reputation with the broader community

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
5	1.2.1	Deliver initiatives under the Safe City, Proud Communities Plan	●	All 20 actions are on track for delivery. Some highlights include, temporary opening of the Atherstone traffic School to the public, interim data collection of Lake Caroline CCTV trial, implementation of five Crime Prevention through environmental design audits in partnership with Victoria Police, strong engagement and relationship development with community safety stakeholders.	
6	1.2.2	Develop and improve the reach, impact and accessibility of Council's Community Grants Program to empower community action on local initiatives.	✓	The Community Grants and Awards team have improved program reach and delivery through revising application forms, expanding our grants program communication plan, new grant stream research and development, and improving the monthly Community Involvement Newsletter content. A review of the Community Grants program has commenced which will also focus on these outcomes. The team has also assisted in an external program Audit under the Audit and Risk Committee.	

Objective 1.3: Local neighbourhoods are socially and culturally connected ♥**Strategies:**

- 1.3.1 Provide opportunities for arts participation and appreciation ♥
- 1.3.2 Promote opportunities for social connection ♥
- 1.3.3 Build community resilience through COVID recovery initiatives ♥
- 1.3.4 Support community programs delivered by local organisations and community groups ♥
- 1.3.5 Invest in festivals and celebrations in partnership with the community and local business ♥

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
7	1.3.2	Review Council's Major Event Program	●	The Review is on track to occur in the April to June quarter. External consultant has been appointed.	31/12/2023
8	1.3.3	Address social isolation challenges for those who access programs, events, services, and facilities	●	<ul style="list-style-type: none"> •Delivered 119 community learning programs from Council's community centres and Neighbourhood Houses in term 1 2023. Programs include digital literacy, social connection, health and wellbeing, seniors programs, school holidays programs, arts and crafts, sustainability and mental health/ resilience. To date, 3,500 residents have engaged in these programs. •Facilitated the tenancy of St Vinnies to start operating from Kurunjang Community Hub on a weekly basis. •Council distributed the budget for the Mayoral Charitable Fund to eight local emergency food relief services. •Sons of the West 10 week program on track for completion by 17 May to 55 community members •Sons of the West Syriac Community Pilot program on track for completion by 14 June to 25 community members. •The Family Day Care (FDC) Intergenerational program has been operational since Jan 2023 on every second Tuesday at Willowbrae Retirement home and FDC educators and their children. •The Access to Early Learning (AEL) Program transitioned 16 children out of the 2022 program and onboarded 12 new eligible children and their families, and working with a further 6 in the 2023 program. •Libraries continue to support community craft groups to meet, socialise and learn, and host weekly in person and online English Conversation Clubs that are facilitated by community volunteers. •A strong Home Library and Click+Deliver program offers house-bound community members access to Library collections delivered directly to their door, along with a strong digital e-Collection providing a wide-range of resources for our community to access at home and away. 	
9	1.3.3	Report on community and business recovery and resilience initiatives developed in response to COVID-19	●	<p>The following activities were delivered across a range of areas:</p> <p>Libraries & Arts:</p> <ul style="list-style-type: none"> - Digital Support Booth at Melton Library - dedicated 1:1 community support with everyday tech tasks, including using email, printing, filling in online forms, accessing eResources, accessing vaccination certificates and navigating eGov services. - Click and Deliver- additional home delivery available at no cost. <p>City Strategy:</p> <p>The Melton Town Centre Revitalisation Project continues to support economic uplift to the precinct.</p> <p>Economic Development & Tourism:</p> <ul style="list-style-type: none"> - Melton Jobs Hub 	
10	1.3.4	Undertake a review of the existing Community grants programs to identify efficiencies including greater access for the community	●	The Community Grants Review scoping workshop was undertaken at a Councillor Briefing in February 2023. Key stakeholder feedback has been obtained to help inform recommendations on improvements to community grants programs, with a focus on grant streams that can deliver improved access for new groups. Officers have conducted benchmarking research on other organisational grants programs. Councillor briefing planned for June 2023. Internal Audit on Community Grants program nearing completion for presentation to the May Audit and Risk Committee meeting.	31/12/2023

Objective 1.4: A City that promotes positive public health and wellbeing outcomes to our community ▼**Strategies:**

- 1.4.1 Work in partnership with health and community service providers to deliver initiatives that meet the needs of the community ▼
- 1.4.2 Invest in the mental wellbeing, healthy eating and physical activity of all our community with an emphasis on children and young people ▼
- 1.4.3 Improve community health and wellbeing outcomes related to sexual and reproductive health and harm caused by tobacco, alcohol and drug use ▼
- 1.4.4 Raise community awareness and deliver programs to prevent family violence ▼
- 1.4.5 Support children and young people to learn, develop and reach their full potential ▼

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
11	1.4.2	Plan, develop and provide opportunities for increased provision of recreation and leisure opportunities	●	The City of Melton Cricket Strategy, City of Melton Football (AFL) Strategy and Rugby in the City of Melton Strategy Paper was completed and noted by Council. The development of a City of Melton Tennis Strategy is currently underway. The final draft of the Plumpton Leisure and Aquatic Centre Business Case has been completed with the approved consultant engaged to conduct further addendums to the work, final report completed by end of May. Group/Personal Training - Use of Public Open Space Policy was adopted by Council in 2022. Officers have updated Council's Website Guidelines and Application Form to reflect the changes to the policy.	
12	1.4.4	Identify and deliver family violence intervention to support families and children at risk of family violence	●	There have been 291 family violence consultations & 52 Multi-Agency Risk Assessment Management (MARAM) assessments conducted by the Maternal and Child Health Family Violence & Service Navigation Social Worker to date this year. A further 3,979 family violence screening assessments were conducted by Maternal & Child Health Nurses during Key Ages & Stages consultations.	
13	1.4.4	Deliver initiatives under the Equality and Respect Strategy	●	Action plan implementation is well underway, with only one quarter remaining for the length of the plan. 53 actions have been completed, 31 actions are all on track for completion by 30 June 2023, 14 actions are not on track, 1 action will be deferred for consideration in the next iteration of the action Plan.	

Objective 1.5: A City that celebrates Aboriginal and/or Torres Strait Islander cultures, knowledge and right to self-determination ▼**Strategies:**

- 1.5.1 Provide and promote opportunities for the celebration and recognition of Aboriginal and/or Torres Strait Islander history and culture ▼
- 1.5.2 Incorporate Aboriginal culture into the built environment
- 1.5.3 Identify and protect Aboriginal places of significance
- 1.5.4 Provide leadership in reconciliation, build positive partnerships and community relationships, and support culturally appropriate activities, services and places ▼

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
14	1.5.4	Work with stakeholders and community to strengthen Aboriginal and Torres Strait Islander Reconciliation and Aboriginal Controlled Community organisations and services locally.	●	Community engagement for a new Reconciliation Action Plan was completed at the end of March which involved one-on-one meetings with Traditional Owners, Aboriginal Controlled Community Organisations and local community as well as a community wide survey (approximately 450 responses were received). The next steps will be to conduct internal engagement and deliver a draft strategy / plan for consideration over June - August 2023. As a part of the community engagement related to developing the Reconciliation Strategy, Council worked with Kirrip to host a First Nations community engagement day on 25 November 2022 to provide a face-to-face engagement opportunity with local community. Approximately 35 people attended the activity and were able to share their personal insights and experiences as a resident of Melton and their ideas for future reconciliation action. Council is supporting the Kirrip Aboriginal Corporation to expand their services into the Arnolds Creek Community Centre. Reconciliation and Aboriginal stakeholder participation was a focus of the Harmony Day 2023 event.	
15	1.5.4	Develop a scoping report for Council on the need and opportunity for a future, Aboriginal controlled, Aboriginal Community Hub in the City of Melton	✓	The Aboriginal Community Controlled Hub Scoping Report was noted by Council in March 2023. The report explored the needs of local First Nation community with regards to accessing services and programs locally. Council worked closely with members of the Reconciliation Advisory Committee, including Traditional Owners, and engaged local First Nations community stakeholders and Aboriginal Controlled Community Organisations on the Aboriginal Community Centre Scoping Report development and consultation.	31/12/2022

Theme 2: A vibrant and healthy natural and built environment**Objective 2.1: A City with healthy waterways, biodiversity and ecosystems ♥****Strategies:**

- 2.1.1 Ensure that new waterways are developed in a way that balances biodiversity enhancement with education and leisure ♥
- 2.1.2 Ensure the maintenance and protection of waterway ecosystems
- 2.1.3 Ensure biodiversity is well managed and protected, both on Council's land and on private land
- 2.1.4 Advocate to the State Government to complete the acquisition of the Western Grassland Reserve and other biodiversity conservation reserves

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
16	2.1.1	Develop a masterplan for Lake Caroline	●	A consultant has been appointed and has commenced stakeholder consultation, with broader community consultation to occur later this year.	30/09/2023

Objective 2.2: A City resilient to the impacts of a changing environment ♥**Strategies:**

- 2.2.1 Provide an integrated approach to land management that addresses risks, such as bushfire, uncontrolled weeds, flooding and storm events
- 2.2.2 Employ the principles of climate change adaptation in Council infrastructure
- 2.2.3 Support initiatives that promote cooling of the urban environment ♥
- 2.2.4 Ensure assets are adequately renewed, maintained, fit for purpose and resilient to changing climate conditions

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
17	2.2.1	Develop a report for Council investigating the adoption of a chemical free and environmentally friendly 'GrazeAway' managed weed control program	✓	Officers have completed work on reviewing the 'GrazeAway' program, consulting with industry, and evaluating alternatives for chemically and environmentally friendly weed control methods. While goats (and other grazing animals) can be effective in the management of some weed species, the use of goats cannot be used for the management of serrated tussock, as the plant can be potentially fatal to grazing animals.	
18	2.2.2	Implement actions from Councils Climate Change Adaptation Plan in line with council's pledge under the Climate Change Act.	●	Assessment of six Council facilities was completed as part of the Heat Wave Spaces Project. This was completed in partnership with the Western Alliance for Greenhouse Action (WAGA) and the Department of Environment, Land, Water and Planning (DEWLP). Council officers are reviewing the findings and will be incorporating these assessments into the development of the ESD Guidelines scheduled to be completed this financial year.	

Objective 2.3: A City growing and developing sustainably ♥**Strategies:**

- 2.3.1 Ensure land development practices minimise environmental harm and damage
- 2.3.2 Promote the efficient use of resources in the development of the City
- 2.3.3 Promote the use of Environmentally Sustainable Design guidelines in all aspects of the development of the City
- 2.3.4 Support the conservation and restoration of heritage places

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
19	2.3.1	Finalise the Western Plains South Green Wedge Management Plan	●	The Plan has been drafted and will proceed to community consultation in May 2023.	
20	2.3.2	Complete the review of the Toolern Precinct Structure Plan and Development Contributions Plan	✓	The review has been completed and was adopted at the Council Meeting on 15 August 2022. The Development Contributions Plan planning scheme amendment has been submitted to the Department of Environment, Land, Water and Planning in August, and is awaiting authorisation by the Minister for Planning.	
21	2.3.3	Develop and publish Environmentally Sustainable Design (ESD) guidelines for Melton	●	The development of Environmentally Sustainable Design (ESD) guidelines for Melton is currently underway, with completion scheduled by February 2024.	

Objective 2.4: A City that mitigates and adapts to climate change, and is environmentally aware ♥**Strategies:**

- 2.4.1 Educate and engage the community in local environmental and sustainability issues and decision making ♥
- 2.4.2 Maximise the use of alternative water sources and reduce Council's reliance on potable water
- 2.4.3 Advocate and lead in moving to a low carbon economy
- 2.4.4 Reduce the amount of waste being sent to landfill
- 2.4.5 Facilitate access to and appreciation of local natural landscapes and places of cultural heritage

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
22	2.4.4	Develop a Resource Recovery & Circular Economy Strategy	●	Proposals for the development of a Resource Recovery & Circular Economy Strategy have been received and currently being evaluated. The strategy is scheduled to commence in May 2023.	30/06/2024
23	2.4.4	Develop a report for Council on opportunities to help reduce the number of single use coffee cups being sent to landfill	✓	Officers have prepared a report that was presented to the Council Meeting on 27 March 2023. Council has supported a trial of recycling options at key facilities within the City of Melton, that has been referred to the annual budget process for consideration.	

Theme 3: A fast growing, innovative and well planned City**Objective 3.1: A City of 20 minute neighbourhoods ♥****Strategies:**

- 3.1.1 Advocate to and work with the State Government and other stakeholders in planning for the City
- 3.1.2 Investigate opportunities to enhance the connectivity and activity of existing urban areas ♥
- 3.1.3 Appropriately plan for future development of greenfield land and ensure linkages to existing communities and assets ♥
- 3.1.4 Undertake integrated open space planning to ensure all neighbourhoods have access to reserves, parks, gardens, heritage places and natural assets ♥
- 3.1.5 Support local place making and buy local initiatives ♥
- 3.1.6 Promote the take up of smart* technology to connect people, enhance safety and improve liveability

* smart technology includes devices such as a sensor which can help make the delivery of Council services more efficient, QR codes on public art to provide information or digital models of the municipality to aid with planning decisions.

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
24	3.1.1	Advocate for minimal adverse impact in our community and where appropriate, make submissions on the proposed Western Victoria Transmission Network Project.	●	Council officers continue to review technical reports and respond to draft documentation for the upcoming Environmental Effects Statement process being prepared by Ausnet Services for the Western Transmission Network Project (now known as the Western Renewables Link Project). Council's response aligns with its adopted position to support the consideration of (transmission) options that have less impact on the community.	30/06/2024
25	3.1.1	Complete a review of the Melton Planning Scheme	●	Consultation has been completed with key internal and external stakeholders identifying issues and improvement opportunities for the review of the Melton Planning Scheme. Outcomes from the consultation process are informing a written report that will be completed in late 2023.	30/06/2024
26	3.1.3	In partnership with the Victorian Planning Authority, lead and progress good planning and community outcomes through the preparation of Precinct Structure Plans and Infrastructure Contributions Plans.	●	Council officers are actively working with the Victorian Planning Authority (VPA) who prepare Precinct Structure Plans (PSPs) to guide development in our growth areas. The Victorian Planning Authority have placed Rockbank South and Kororoit Part 2 Precinct Structure Plan development on hold until further notice. Development of the Melton East Precinct Structure Plan is currently underway.	
27	3.1.4	Prepare a Dog Park Strategy including an implementation plan	●	A draft strategy and implementation plan has been completed and will be released for public consultation and submissions in May 2023.	
28	3.1.4	Undertake a review of the 2005 Masterplan for the Melton Weir.	●	Following the appointment of a consultant in September 2022, stakeholder consultation has been completed and public consultation is scheduled to commence in April 2023. A draft report is likely to be received in June 2023.	30/06/2024
29	3.1.5	Deliver projects under Melton Revitalisation Project	●	Projects funded under fourth round are on track. Digital Strategy is currently underway, with expected completion in May. Planning for Winter Arts events is on track for event to be delivered in October. Buy Local seasonal campaigns and business trader engagement is underway, with a series of Easter activations completed and Mothers Day approaching. Social campaigns for all major holidays has been delivered. Shop Front Improvement, Improving Accessibility projects have been completed and acquitted.	

Objective 3.2: Health and community services accessible locally ♥**Strategies:**

3.2.1 Advocate for and facilitate for the provision of health and community services and facilities to be within close proximity and safe access to public transport ♥

3.2.2 Plan and design Council facilities to accommodate health and community services ♥

3.2.3 Advocate for and support the development of the Melton Hospital and associated services ♥

3.2.4 Strengthen the health and community service system by working in partnership with providers and state government to attract additional services and support the expansion of existing services ♥

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
30	3.2.1	Facilitate the acquisition of land for the Plumpton Aquatic Centre	●	Amendment C236 was approved by the Minister for Planning on 30 March 2023. The Amendment is awaiting gazettal into the Melton Planning Scheme. Following the gazettal of the Amendment, Council will facilitate the next phase of the compulsory land acquisition process.	
31	3.2.1	Implement Council's advocacy priorities	●	The State and Federal Budget submissions were completed and sent to all relevant Ministers and local members. From this, meetings have been held with the Hon. Brendan O'Connor and Sam Rae (Federal Government members of parliament) and the Hon. Ingrid Stitt, Steve McGhie, Josh Bull, Luba Grigorovitch (State Government members). Meetings have been scheduled with the Hon. Natalie Hutchins Member for Sydenham and Joe McCracken Member for Western Victoria. During these meetings, our advocacy priorities are highlighted and opportunities to work in partnership identified. We now await the May budgets for any outcomes.	
32	3.2.1	Advocate for support to build the capacity of the Maternal and Child Health service.	●	Officers are informally advised that Government commitments relating to Maternal and Child Health (MCH) made prior to the election will be fulfilled, including Melton City Council advocacy priorities such as extending Key Age and Stage visits, support for multi-cultural and indigenous communities, strengthening father engagement. Advocacy continues through the Victorian Local Government Interface Councils network.	
33	3.2.3	Continue to advocate for the timely delivery of the Melton Hospital and support the Victorian Health Building Authority in planning and delivering the supporting infrastructure	●	Council continues to support the Victorian Health Building Authority (VHBA) in the timely delivery of the Melton Hospital and continues to meet regularly to engage in conversations about the early activation of the precinct. The tender for the construction of Bridge Road within the Cobblebank Precinct is underway with co-investment from the VHBA. Council continues to work collaboratively with land owners within the Cobblebank precinct to ensure the delivery of the surrounding road network and supporting infrastructure is coordinated in a strategic and timely manner.	
34	3.2.4	Finalise planning for the Cobblebank Community Services Hub	●	Planning is on track to be completed within the overall completion date for the action.	30/06/2024

35	3.2.4	Strengthen relationships with and between existing and new health, education, community and social support services	<p>The Melton New and Emerging Communities Network (MNECN) met this quarter.</p> <p>Council has worked to increase the presence of mental health service provision at Kurunjang Community Hub.</p> <p>Council is delivering the Pathways to the hospitality industry project and has partnered with the Jesuit Community College and Djerriwarrh Community and Education Services to deliver the program.</p> <p>The White Card training program has commenced with three sessions already delivered to 38 community members.</p> <p>The annual expression of interest period for ongoing hire of community facilities in 2023 yielded a total of 268 applications for use of council facilities by community groups, registered agencies, registered not-for-profit entities and commercial businesses.</p> <p>The Empowering Communities (Victorian Government funded) programs continue to be implemented with 12 Stakeholder organisations and included an onsite visit for stakeholders in March 2023.</p> <p>Know Your City Orientation on 23 Nov 2023 provided local service organisation representatives, community leaders, and Council staff with an opportunity to learn about the services and venues that cater for our local residents. The participants visited Melton Central Community Centre, Western BACE, and Melton City Council's Youth Services.</p> <p>The Major Cobblebank Community Services Hub project held it's first stakeholder engagement session in March 2023 with over 20 organisations and services who have expressed interest in a tenancy at the site.</p> <p>Through the Safe City Community Advisory Committee and the Preventing Family Violence Advisory Committee, Council holds regular stakeholder engagements with 15 external stakeholder organisations and agencies.</p>	
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Objective 3.3: A City with accessible infrastructure that meets the needs of all ♥**Strategies:**

- 3.3.1 Ensure infrastructure and open space are designed, built and maintained to accommodate safety, growth, diverse needs and adaptability
- 3.3.2 Advocate for and support the development of diverse and affordable housing ♥
- 3.3.3 Advocate to and work with the State Government for the timely delivery of State infrastructure to service the City
- 3.3.4 Design, build and maintain the public realm to enable the promotion of physical activity ♥
- 3.3.5 Embrace new technology with the potential to revolutionise how city infrastructure are planned and managed sustainably

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
36	3.3.1	Complete a review of the Parks Development Program.	●	A review of the Parks Development Program commenced in August 2022, with anticipated completion by June 2023.	
37	3.3.2	Review Council's Housing Strategy and Character Design Guidelines	●	City Strategy is preparing scoping documentation and budget estimates to review Council's Housing Strategy and Character Design Guidelines by 30 June 2023.	
38	3.3.5	Establishment of a Digital Twin (3D Model) for the Melton CBD Town Centre Revitalisation.	●	It is expected the 3D concept designs will be completed by 30th August 2023, in time for community consultation for Melton re-vitalisation project.	

Objective 3.4: An integrated transport network that enables people to move around ♥**Strategies:**

- 3.4.1 Advocate to the State and Federal Governments to deliver new and upgraded transport infrastructure to meet the needs of our growing community
- 3.4.2 Improve connectivity between existing and new communities ♥
- 3.4.3 Ensure road networks are adequate, safe and contribute to the wellbeing of our community ♥
- 3.4.4 Improve accessibility, comfort and connectivity of key active transport routes ♥
- 3.4.5 Support the creation of a connected and active community through the design and delivery of safe walking and cycling networks ♥

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
39	3.4.1	Execute and complete the Fix Our Roads Advocacy campaign	✓	The Fix our Roads campaign was successfully delivered from April to December 2022. \$10 million was committed from both the State and Federal Governments to conduct a business case into upgrading the Western Highway and \$14.9 million committed from the Victorian Government to duplicate the Melton Highway between Crown Drive and The Regency in Plumpton.	31/12/2022
40	3.4.3	Develop a report for Council on the feasibility and benefits of a heavy vehicle parking facility in the City of Melton	✓	A report has been prepared on the feasibility and benefits of a heavy vehicle parking facility in the City of Melton.	
41	3.4.4	Develop a Pedestrian and Cycling Plan for the City	✓	The plan was presented to a briefing of Councillors in September 2022. This is now integrated in to the Moving Melton website and Council's long term capital plan. This can be viewed online here; https://www.movingmelton.com.au/active .	

Theme 4: A City that promotes greater education and employment**Objective 4.1: A strong local economy that attracts business growth and encourages new investment****Strategies:**

- 4.1.1 Invest in programs that support local business to start, grow, connect and thrive
- 4.1.2 Support initiatives that create opportunities for new business, jobs and investment in the City
- 4.1.3 Plan for key employment precincts within Precinct Structure Plans
- 4.1.4 Advocate to state government to undertake the Precinct Structure Plans which are employment focussed to facilitate the creation of local jobs

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
42	4.1.2	Implement a range of investment attraction initiatives	●	A Developer Forum is planned for May with invitations issued. Development of a Comms Strategy for Economic Development targeting Investment Attraction is under way, with an expected completion date of June 30. Investment Attraction forms a key part of engagement with local members of parliament.	
43	4.1.2	Prepare an Employment and Industrial Land Strategy for the municipality	●	The background report for the Employment and Industrial Land Strategy has been completed and work has commenced on the draft strategy. The background report has shown complex supply and demand issues for employment land, which will see the strategy scheduled for completion in early 2024.	
44	4.1.3	Prepare and endorse relevant Urban Design Frameworks for employment areas within approved Precinct Structure Plans.	●	The Hopkins Road Business Precinct Urban Design Framework was completed and adopted by Council at its meeting on 12 December 2022 and has been approved by the Board of the Victorian Planning Authority. The Mt Atkinson Major Town Centre South and Western Freeway Commercial Area Urban Design Frameworks (UDFs) are being prepared in consultation with key agencies such as the Department of Transport and Planning. These two UDFs are multi year projects. The Mt Atkinson Major Town Centre South Urban Design Framework is being drafted following consultation with the developer and is awaiting further guidance from the Department of Transport and Planning in regards to the future train station. The Western Freeway Commercial Area and Mt Atkinson Major Town Centre North Urban Design Framework has commenced. A draft Urban Design Framework planned to be submitted by March 2023 for review by officers.	

Objective 4.2: A City with a variety of education facilities accessible locally ♥**Strategies:**

- 4.2.1 Advocate for the timely delivery of primary, special and secondary schools
- 4.2.2 Maximise the use of existing Council facilities by external providers of educational programs ♥
- 4.2.3 Advocate for the delivery of TAFE and tertiary education facilities and opportunities in the City
- 4.2.4 Support local pathways between education, training and employment ♥

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
45	4.2.3	Work in partnership with Victoria University under the MOU to enhance learning and education opportunities for the Melton community	●	The Your Career Your Way program is being delivered again from the Melton Library and commenced in Term 1. Components of Victoria University's Bachelor of Early Childhood Education are scheduled to be delivered from the Melton Library in May 2023. Planning is underway to deliver the Western Melbourne English Program in the City of Melton in 2024.	

Objective 4.3: A City with a diversity of local job opportunities with an increasing number of residents locally employed ♥**Strategies:**

4.3.1 Encourage access to diverse and quality local employment opportunities

4.3.2 Advocate to State and Federal government and private industry for increased and diverse local employment opportunities

4.3.3 Partner with community organisations and the employment and education sectors to identify skill shortages and advocate for employment pathways ♥

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
46	4.3.1	Develop a Council work placement program for our local community inclusive of people with a disability	●	Exploration of options for the provision of the work placement program are underway.	30/06/2024

Objective 4.4: Lifelong learning opportunities that bring local communities together ♥**Strategies:**

4.4.1 Invest in programs and activities for all ages and stages of life that promote lifelong learning ♥

4.4.2 Help close the digital-divide by improving the community's digital literacy ♥

4.4.3 Create a learning culture in the City through early engagement with and support for children, young people and families ♥

4.4.4 Partner with education providers to facilitate the delivery of education and training programs

4.4.5 Advocate for the provision of digital technologies accessible to all

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
47	4.4.1	Deliver community capacity building, learning, and community leadership programs	●	<p>This is an ongoing action throughout the 2022/23 reporting period. To date a number of Community Learning and Capacity Building programs have been delivered including:</p> <ul style="list-style-type: none"> - Kindergarten Readiness Month in March. - The Empowering Communities, Free from Violence, and VicHealth Partnership funded programs - 119 community learning programs from Council's community centres and neighbourhood houses in term 1 2023. - Hospitality Pathways program with 58 participants was completed. - Sons of the West 10 week program - Delivery of the Ubora African Youth-focused Sons of the West program. - Council supported the Kirrip Aboriginal Corporation to expand their services into the Arnolds Creek Community Centre. - Know Your City Orientation on 23 Nov 2023 provided local service organisation representatives, community leaders, and Council staff with an opportunity to learn about the services and venues that cater for our local residents. 	

Theme 5: A community that is actively engaged in the City**Objective 5.1:** Deliberative engagement and communication with the community informs planning and decision making**Strategies:**

- 5.1.1 Position the organisation to deliver robust deliberative engagement
- 5.1.2 Invest in Council's capacity to design and conduct meaningful community engagement activities
- 5.1.3 Provide the community with balanced, transparent and objective information

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
48	5.1.1	Deliver a community education program for community sport, recreation and leisure in the City of Melton	✓	The Women in Sports Leadership Program was completed (12 participants across 7 clubs). A Women in Sports Breakfast was held in December at Tabcorp Park where local and elite athletes showcased their triumphs and challenges on their sports journeys. Over 80 people attended with a focus on female umpiring. A Responsible Serving of Alcohol course was held to support clubs to gain qualifications to host events and club functions (9 attendees). A Grant Writing session was conducted to assist all clubs upskill committee members.	28/02/2023

Objective 5.2: A range of platforms, including digital, that cater for accessible community engagement and consultation ♥**Strategies:**

- 5.2.1 Streamline customer access to Council by investing in new technology while maintaining non digital channels for people with access constraints
- 5.2.2 Increase participation in online community engagement platforms
- 5.2.3 Provide opportunities for meaningful community engagement, especially with diverse faith and cultural groups ♥

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
49	5.2.1	Enhance citizen engagement and experience through digitally accessible Council services	●	Quarter three (Jan - Mar 2023) new online services outcomes include: 1. Maternal Child Health (MCH) Sleep Session Bookings enabling parents to book into sleep and settling educations sessions at Hillside or Kurunjang Community Centres or online sessions 2. Payment Self Service Kiosks rollout at Melton Civic Centre, Melton Library and Learning Hub and Caroline Springs Library and Learning Hub 3. Enhancements to Swimming Pool and Spas online registrations, including reports allowing council to confirm resident compliance with Victorian Building regulations 4. Residential Waste online forms including Requesting a new bin, reporting a missed, stolen or broken bin build complete for deployment in April	

Objective 5.3: Increased volunteerism in the City ♥**Strategies:**

5.3.1 Invest in establishing systems and structures to enable strong volunteerism in the City ♥

5.3.2 Establish partnerships to promote volunteerism ♥

5.3.3 Promote the benefits of volunteerism ♥

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
50	5.3.1	Invest in education and training opportunities for community sporting groups to enhance governance and sustainability	✓	Council has partnered with the local community, leagues and association to establish a new junior football (AFL) club in Aintree. The Club will compete in the 2023 season. Council also supported a new Soccer club in Aintree with governance support. A training session was conducted for sporting clubs to attend a "Running a Committee" course. This was well supported and assisted new committee members to understand the importance of governance and requirements of their roles.	
51	5.3.2	Develop a Volunteer Promotion Plan in partnership with local agencies and groups to promote volunteerism and its benefits	●	The Volunteer Plan is still being drafted and scheduled for completion in the April to June quarter of 2022/23.	
52	5.3.3	Through the implementation of the volunteer Promotion Plan promote volunteer opportunities and benefits at Council and within the local community	●	The plan is scheduled to commence promotion and implementation in June 2023.	

Theme 6: A high performing organisation that demonstrates civic leadership and organisational excellence**Objective 6.1:** An organisation that demonstrates excellence in customer and community service**Strategies:**

6.1.1 Provide high quality, consistent and responsive customer service throughout all areas of Council

6.1.2 Establish an organisational approach to strategic planning for children and young people

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
53	6.1.1	Enhance cyber security within the organisation	●	Quarter three Cybersecurity outcomes: 1) Implementation of Security Operations Centre monitoring on all Melton City Council devices and servers is in progress. This will improve threat detection and early identification of cyber threats for actioning. 2) A new vendor for a Security Awareness and Training platform has been selected. This will help with organisation cyber security threat training for council staff. 3) Security rectifications recommendations from a recent Department Of Transport security audit have been actioned. The rectifications have improved Council's information security.	
54	6.1.2	Implement the Roadmap for new Victorian Child Safe standards across Council	●	Progress has continued in the implementation of the Child Safe Standards including training and process improvement activities.	
55	6.1.2	Implement findings of the Child Safe Audit 2021	●	Actions to respond to audit findings has continued with delivery of training to key workgroups and process improvement activities.	

Objective 6.2: An adaptive, innovative and creative organisation**Strategies:**

6.2.1 Invest in a skilled, motivated and high performing workforce through leadership and staff development programs

6.2.2 Invest in new and emerging technology that supports innovation

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
56	6.2.1	Implement Strategic Workforce Planning across Council	●	A Workforce Plan will be updated to work in alignment with the workforce focused GEAP. Aspects of workforce planning are being addressed through the EBA negotiations and localised workforce planning initiatives are in development in priority workgroups such as Maternal and Child Health	
57	6.2.2	Implement an Automated Approvals Pilot for Skip Bin & Goods on Footpath Permits	✓	The Goods on Footpath (Outdoor Trading) Automated Approvals was implemented on 11 July 2022 and the Skip Bins (Bulk Waste) Automated Approvals was implemented in January 2023.	

Objective 6.3: An organisation that demonstrates excellence in civic leadership and governance**Strategies:**

- 6.3.1 Maintain a high level of transparent, accountable, unbiased and representative governance
 6.3.2 Engage with all levels of government to support Council's capacity to deliver outcomes in response to changes in legislation
 6.3.3 Improve the transparency of organisational performance to our community
 6.3.4 Invest in professional development opportunities for Councillors relevant to their civic responsibilities
 6.3.5 Advocate to, and partner with all levels of government, community organisations and the private sector

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date
58	6.3.1	Ensure that Council policies are developed and reviewed as required	●	Policy review efforts at Council are ongoing. The 2022 Implementation Plan for Policy Review expired in December 2022. A new Implementation Plan will be prepared with input from Executive and will form the basis for continued efforts in respect to the development, review and rationalisation of policies throughout 2023. There are 22 Council policies that require review by 30 June 2023. A meeting schedule for the Policy Review Panel for 2023 will be developed once the new Implementation Plan is endorsed by Executive.	
59	6.3.4	Ensure Councillors are supported in undertaking professional development opportunities relevant to their responsibilities to Council and kept appraised of their civic and regulatory responsibilities via a series of 'Good Governance' briefings, seminars and initiatives.	●	Councillors continue to be advised of upcoming professional development opportunities via the Councillor E-News and continue to be appraised of their civic and regulatory responsibilities via a series of 'Good Governance' briefings, seminars and initiatives.	

12.3 MELTON CITY COUNCIL BUDGET 2023/2024

Author: Natalie Marino - Manager Finance

Presenter: Peter Leersen - Director Organisational Performance

PURPOSE OF REPORT

To adopt for the purpose of public exhibition the proposed 2023/24 Draft Council Budget prepared in accordance with Section 94 of the *Local Government Act 2020*.

RECOMMENDATION:

That Council, in accordance with Section 94 of the *Local Government Act 2020*:

1. Adopts in principle the proposed budget for 2023/24, and places the proposed budget for 2023/24 on public exhibition having considered the details of the 2023/24 recurrent and capital budget appended to this report, which includes;
 - Section 1 – Link to the Integrated Planning and Reporting Framework
 - Section 2 – Services and service performance indicators
 - Section 3 – Financial Statements
 - Section 4 – Notes to the financial statements
 - Section 5 – Financial performance indicators
 - Section 6 – Schedule of fees and charges
2. Requests that, following the conclusion of the public exhibition period of 14 days, the proposed 2023/24 Draft Council Budget again be tabled for Council consideration and adoption at the 26 June 2023 Council Meeting.

REPORT

1. Executive Summary

Melton City Council's proposed budget for 2023/24 has been prepared with consideration of the community vision and the objectives as set out in the Council and Wellbeing Plan 2021-2025 and in accordance with Council's 10 Year Financial Plan and legislative obligations.

It seeks to add, enhance, improve and maintain infrastructure within the Melton municipality as well as deliver projects and services that are valued and needed by our community. The community has had an opportunity to make budget submissions at the commencement of the budget preparation process in November 2022. The proposed budget is presented following extensive internal review in consultation with officers and Councillors.

2. Background/Issues

Council commenced the budget preparation process for 2023/24 in November 2022. The budget has been prepared in line with the 10 Year Financial Plan and gives consideration to the growing needs of the community, service delivery demands, and initiatives put forward by the community and Councillors.

The *Local Government Act 2020* ('the Act') requires that Council prepare a budget for each financial year, and that the budget contains the following information:

- Financial statements in the form and containing the information required by the regulations
- A description of the services and initiatives to be funded in the budget
- A statement as to how the services and initiatives will contribute to achieving the strategic objectives specified in the Council Plan
- Major initiatives to be undertaken during the financial year
- For services to be funded in the budget, the prescribed indicators of service performance that are required to be reported against in the performance statement
- The amount which Council intends to raise by general rates, municipal charges, service rates and service charges
- Whether the general rates will be raised by uniform rate or differential rate and information required relating to differential rates; and
- Any other information required by the regulations.

Appendix 1 is a full copy of the 2023/24 Draft Council Budget document and includes the proposed schedule of fees and charges.

In preparing the budget, Council has taken into consideration the proposed rates increase, operating costs and capital projects and provides detailed information with regard to the major impacts for 2023/24. It also provides details about Council's financial management principles to ensure a financially sustainable future.

Council has revalued all properties in the Melton municipality in accordance with its statutory obligations. The value of all properties within the Melton municipality has increased by 10.1% based on the Valuer General data.

The Victorian Government established the Fair Go Rates System (FGRS), which is a framework limiting the maximum amount councils may increase rates in a year without seeking additional approval. The Minister for Local Government set a rate cap of 3.50% for all councils for the 2023/24 year. Officers sought the full rate cap of 3.50%, with Council approving a 3.25% increase which has been applied across all classes of properties. This budget has been prepared with the 3.25% rate cap in expanding its facilities while continuing to deliver high quality services to the community.

Council's total revenue from general rates and charges revenue will increase to \$178.7 million. This level of rate income will ensure Council is able to continue to deliver a high level of services and infrastructure to the community as well as assist in delivering a capital works program of \$114.4 million which will enable Council to respond to the growth in demand across the municipality.

The adjusted underlying result, which is a measure of financial sustainability, shows steady improvement over the four financial years from 2023/24 to 2026/27 inclusive.

The budget contains operating income of \$608.9 million and operating expenditure of \$239.6 million in 2023/24, generating an operating surplus of \$369.4 million, which is an increase of \$58.6 million over the forecast result for 2022/23 predominantly due to the continued strong development activity and interest earned on investments.

Key elements of the 2023/24 Draft Council Budget include:

- The average general rate and municipal charge will increase for 2023/24 by 3.25%, below the rate cap of 3.5% set by the Victorian Government.
- This will equate to an average rate increase for Melton City Council residents of around \$1.05 per week, with nearly half of all households seeing an increase less than that.

- Fees and charges have generally been increased by 2-3% or based on full cost recovery. Some fees are fixed by legislation while others are set on a user pays basis.
- An \$85 pensioner rebate will again be available to eligible property owners.
- Additional resources have been included to support and care for ratepayers needing financial assistance.
- The net cost of services delivered to the community in 2023/24 year is expected to be \$187.1 million. Council will continue to work with the community over the coming years to align community priorities and expectations with Council's service delivery model.
- Cash and investments are expected to increase by \$119.0 million during the year to \$695.6 million as at 30 June 2024. The increase in cash and investments is in line with Council's projections and the expected capital work spend in 2023/24 and beyond. The majority of cash held by Council includes general and restricted investments representing developer contributions received for future capital works, carry forward expenditure and employee entitlements.
- A total of 29 community submissions were received with Council proposing to fund or partially fund 18 submissions in, with a further 5 submissions to be supported in a future year. Projects range from road, parking and intersection improvements, recreation reserve infrastructure improvements and facility upgrades for sporting clubs and community groups, park upgrades and support for community events.
- An exhaustive infrastructure and needs analysis process has occurred which identified a number of key projects which need to be delivered in 2023/24. As a result of Council's strong financial position, \$114.4 million has been committed towards capital works of which \$48.7 million relates to projects which will be carried forward from the 2022/23 financial year. The carried forward component is fully funded from the 2022/23 Budget.
- The total capital works program equates to an average of \$1,735 per ratepayer.
- Key capital works projects to be delivered, or commenced in the coming year include:
 - ✓ \$32.3 million in road and bridge infrastructure and renewals
 - ✓ \$27.3 million in building improvements and renewals
 - ✓ \$15.2 million in traffic management devices like roundabouts and signalised intersections
 - ✓ \$14.6 million in parks, open space and streetscapes and renewals
 - ✓ \$14.1 million in recreational, leisure & community facilities and renewals
 - ✓ \$6.2 million in footpaths and cycleways
 - ✓ \$3.1 million in plant and equipment and \$1.3 million in drainage
 - ✓ Finalise the masterplan and schematic design and commence the detailed design for the Plumpton Aquatic Centre.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

6.3 An organisation that demonstrates excellence in civic leadership and governance.

6.3.1 Maintain a high level of transparent, accountable, unbiased and representative governance.

4. Financial Considerations

The costs associated with preparing the 2023/24 Municipal Budget, including the associated advertising and community engagement have been provided for in the current financial year budget.

The revenue impact of charging 0.25% below the full 3.50% rate cap is approximately \$492.1k in the 2023/24 financial year and \$5.16 million over a ten-year period.

With property revaluations occurring annually, the amount of the rate increase will not be consistent across all properties with some properties experiencing varying levels of capital appreciation/depreciation whilst others have remained little changed.

Overall values have increased by 10.1%, with residential property values having increased in the Melton municipality by approximately 7.9%. Some of the worst performing suburbs have been Melton South, Thornhill Park and Melton West which have increased by 3.1%, 3.5% and 4.9% respectively, whereas some of the better performing suburbs have been Mount Cottrell, Toolern Vale, Kurunjang and Brookfield have increased by 29.5%, 21.6%, 13.9% and 11.6% respectively.

5. Consultation/Public Submissions

Following the introduction of the Act obligations for engagement changed, including obligations associated with annual Council budget preparation.

Council's annual budget engagement process for preparation of the 2023/24 Draft Council Budget commenced in November 2022 inviting community members and community groups to make a budget submission to help inform the framing of the budget and associated capital works program. This opportunity was promoted through multiple mediums including City of Melton Conversations online engagement portal and was also promoted via social media, newspaper advertisements, Council's website and through Council community email networks. The opportunity for community submissions was open from Monday 21 November 2022 to Friday 16 December 2022.

Two budget drop-in sessions were held within this time to give the community the opportunity to ask questions about the process and discuss ideas with Councillors and Council officers.

In total 29 submissions were received from individuals, community groups and sporting clubs. The opportunity for each submitter to present to Council was provided on 16 February 2023, with 12 submitters presenting. These presentations took place at the commencement of the budget process rather than historically at the end. This enabled early consideration of initiatives as part of the preparation of the budget presented with this report.

Following the adoption of the draft Council Budget, it will be on public exhibition for 14 days where the community can provide feedback prior to Council consideration and adoption at the 26 June 2023 Council meeting.

6. Risk Analysis

Council's process of preparing and endorsing the 2023/24 Budget is in accordance with Section 96 of the *Local Government Act 2020*.

7. Options

Council must adopt a budget by 30 June 2023 as it is a legislative requirement under section 94 of the *Local Government Act 2020*.

LIST OF APPENDICES

1. Proposed Budget 2023/24

Melton City Council Draft Budget 2023/24

A vibrant, safe and liveable
City accessible to all



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Mayors and CEO's Introduction

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Disclaimer

The information contained in this document is for general guidance only. It is not professional advice and should not be used, relied upon or treated as a substitute for specific professional advice. Given the changing nature of laws, rules and regulations, and the inherent hazards of electronic communication, there may be delays, omissions or inaccuracies in information contained in this document.

The model budget, including financial statements, has been prepared in accordance with the requirements of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*. While every effort has been made to ensure that the information contained in this document has been accurate and complies with relevant Victorian legislation, each Council remains responsible to ensure that the budget they prepare is compliant with all statutory requirements.

Mayor's Foreword

On behalf of Melton City Council, it's a pleasure to present our 2023/2024 Budget.

This budget recognises and responds to the rapid growth of our City, with commitments to provide high quality infrastructure, programs, services, and facilities for our community.

Council has focussed on strengthening our community by maintaining and upgrading existing assets, as well as preparing our City for the future with new infrastructure to support increasing development and population.

This budget demonstrates Council's continued commitment to responsible and responsive governance. As such, it has been framed around an average rate increase of 3.25 per cent, which is under the State Government's rate cap amount for this financial year. This clearly illustrates that we are a sustainable Council that's responsive to community needs and will help us deliver on the community's expectations for valuable, high-quality services, programs, and facilities by investing in new and renewal infrastructure projects.

In the upcoming financial year, our Capital Works Budget will total \$114.35 million and include roads (\$29.4 million); recreational, leisure and community facilities (\$14.1 million); footpaths and cycleways (\$6.2 million); bridges (\$2.9 million); library books (\$559,000); street tree planting program (\$500,000); street lighting improvement program (\$231,000); and park upgrades and improvements (\$14.2 million).

These remarkable achievements have been made possible by Council's grant funding success, revenue stream diversification, debt reduction and forward planning.

Highlights of the 2023/24 capital works program include:

- \$10.35 million for construction of Bridge Road, Cobblebank
- \$5.7 million for construction of Bridge Road Community Hub, Strathtulloh
- \$4.5 million for construction of a roundabout at Mount Cottrell and Greigs Roads, Strathtulloh
- \$4 million for duplication of Hume Drive (Stage 2) Calder Park Drive to Gourlay Road
- \$3.7 million for signalisation of Caroline Springs Boulevard and Rockbank Middle Road
- \$3.75 million for urbanisation of Bulmans Road, West Melton
- \$3.3 million for construction of Diggers Rest Community Pavilion and Oval 2
- \$2.7 million for construction of Mt Atkinson East Sports Reserve
- \$2.7 million for construction of Aintree Children's and Community Centre
- \$2.7 million for construction of Plumpton Community Centre and Neighbourhood House
- \$2.7 million for construction of Weir Views Children's and Community Centre
- \$2.17 million for upgrades to Burnside Heights Recreation Reserve
- \$2.1 million for construction of Macpherson Park Rugby Pavilion and Pitch (Stage 3)
- \$1.8 million for Kurunjang Recreation Reserve Synthetic Turf Renewal
- \$1.02 million for Caroline Springs Town Centre Oval Redevelopment
- \$600,000 for bridge construction, Sinclairs Road, Deanside
- \$572,000 for Banchory Green Park Rejuvenation
- \$250,000 construction of new public convenience facility at Toolern Vale Recreation Reserve

An \$85 pensioner rebate will again be available to eligible property owners.



Once again, community consultation informed Council's 2023/2024 Budget deliberations. I'd like to extend my personal thanks to all the residents and community groups who shared their ideas and visions for the City during the budget engagement sessions.

Your insight has been invaluable and has enabled us to prepare a budget that's not only fair and equitable, but also strives to achieve the timely delivery of infrastructure, programs and services for our community.

Cr Lara Carli

Mayor, City of Melton

CEO's Introduction

Executive summary

Melton City Council's proposed budget for 2023/24 has been prepared in alignment with our Council and Wellbeing Plan and in accordance with our 10 Year Financial Plan.

Council officers have developed this plan with guidance from our Council to ensure it balances with what's important today as well as the decision-making that supports infrastructure and services for future generations.

The key objective of the Budget (a rolling four-year plan) is financial sustainability in the medium term, and to enable achievement of Council's strategic objectives as specified in the Council and Wellbeing Plan. The budget sits within a longer term prudent financial framework (The Financial Plan) as adopted in 2022, alongside the Council and Wellbeing Plan.



The Annual Budget includes a range of services and initiatives to be funded that will contribute to achieving the strategic objectives specified in the Council and Wellbeing Plan.

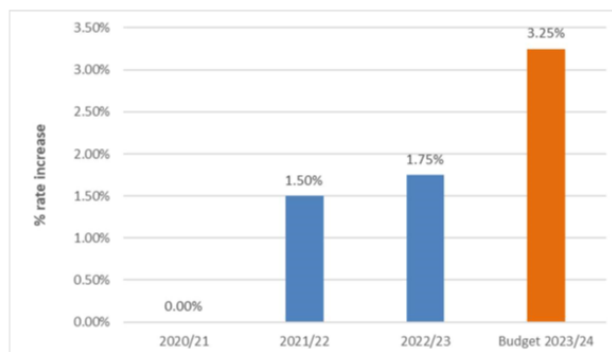
Melton City Council has a strong track record of sound management of the fiscal resources of the community of Melton. Council has a heavy responsibility for the stewardship and governance of the assets entrusted to it by the community. I believe that the 2023/24 Budget represents a continuation of those efforts.

The 2023/24 proposed budget highlights Council's key priorities for the upcoming financial year. We encourage everyone to look through the document and see the wide variety of infrastructure projects, initiatives and services proposed for 2023/24 at City of Melton.

Key budget information is provided below about the rate increase, comprehensive result, service levels, cash and investments, capital works, financial position, financial sustainability, and strategic objectives of the Council.

This Budget projects an operating surplus of \$369.37 million and an adjusted underlying surplus of \$24.38 million after adjusting for capital grants, developer contributions, gifted assets and asset sales.

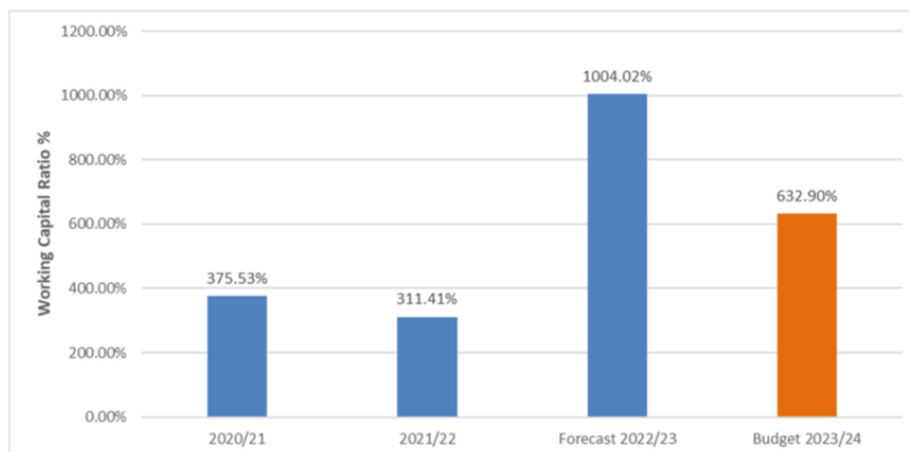
1. Rates



Total revenue from rates and charges is projected to be \$178.729 million. The 2023/24 Council budget includes a 3.25% rate increase that is below the Victorian Government's Fair Go Rates System (FGRS) which caps rates increases by Victorian councils to the forecast movement in the Consumer Price Index (CPI) of 3.50%. (see section 4.1.1 for further information on the application of the FGRS).

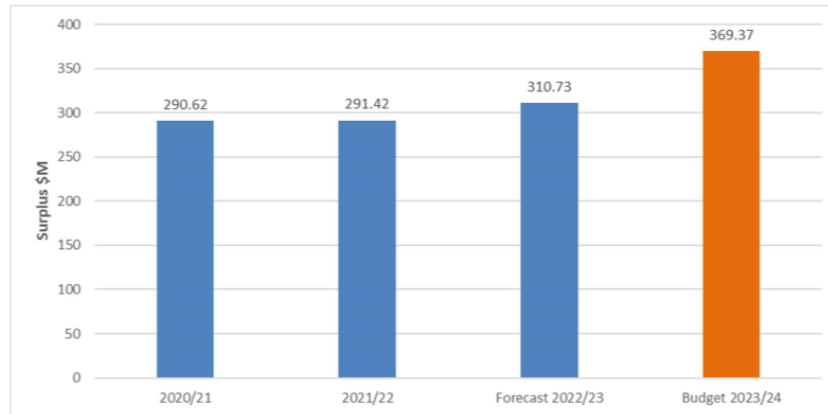
This rate increase will go towards maintaining service levels, meeting the cost of several internal and external influences affecting the operating Budget and towards capital works to address the asset renewal needs of the municipality. (The rate cap increase for the 2022/23 year was 1.75%). It is important to note, the actual rate increases experienced by individual ratepayers may differ from the 3.25% increase due to revaluations. Rate increases are impacted by the average rate increase (3.25%) and the property valuation increases (or decreases) of individual properties relative to the average across the municipality.

2. Financial Position



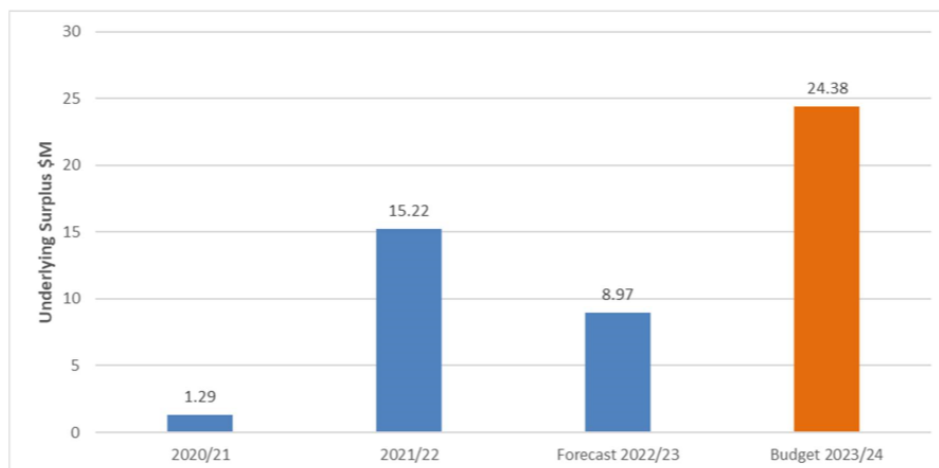
The budget working capital ratio (net current assets) is projected to be 632.90% for 2023/24 that reflects a healthy cash position with the majority of funds held in reserves to complete future development contribution capital programs.

3. Operating result



The expected operating result for the 2023/24 year is a surplus of \$369.37 million, which is an increase of \$58.64 million over the forecast result for 2022/23 predominantly due to strong development activity and supplementary rates revenue.

4. Financial sustainability



A budget has been prepared for the four-year period ending 30 June 2027. The Budget is in turn set within the Financial Plan to assist Council to adopt a budget within a longer-term financial framework. The key objective of the Financial Plan is financial sustainability in the medium to long term, while still achieving the Council's strategic objectives.

The adjusted underlying result, which is a measure of financial sustainability, shows steady improvement over the four financial years from 2023/24 to 2026/27 inclusive.

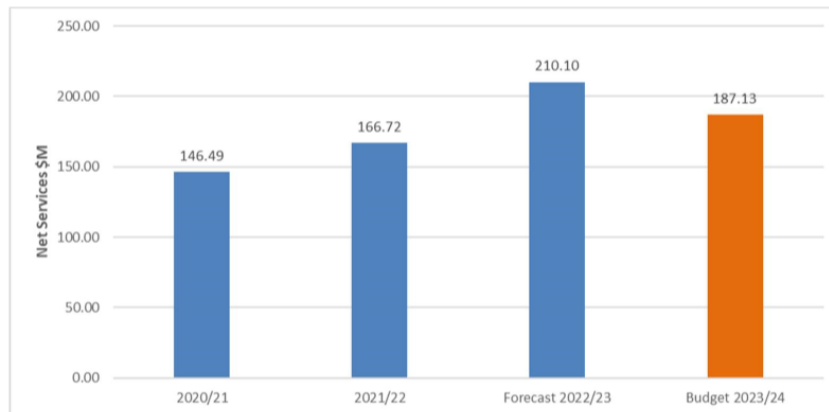
Council will continue to work with the community to:

- Review and prioritise the services that we provide;
- Determine the level of service that can be afforded;

- Determine which assets are required to undertake the prioritised services;
- Determine any surplus assets that can be decommissioned or rationalised;
- Determine where staffing resources may need to be realigned to deliver the shift in prioritised services.

This budget has been developed through a rigorous process. More detailed budget information is available throughout this document.

5. Services

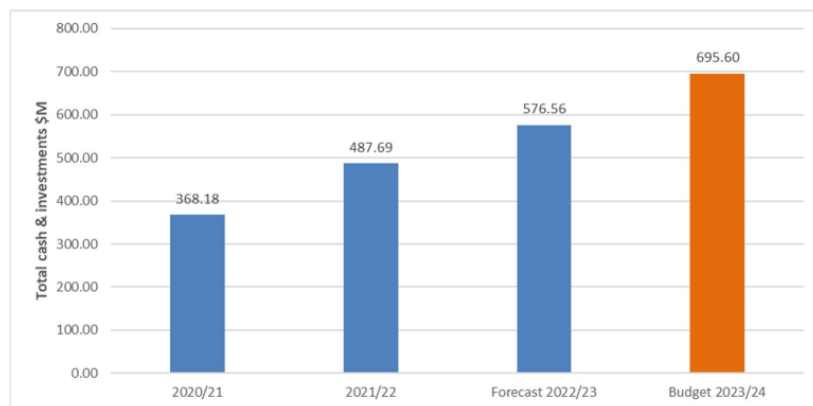


The cost of services delivered to the community in 2023/24 year is expected to be \$187.13 million which shows a decrease of \$22.97 million over the forecast cost for 2022/23.

Council will continue to work with the community over the coming years to align community priorities and expectations with Council's service delivery model. This needs to be set within a financially sustainable framework.

Further detail in relation to the cost of Council's services can be found in section 2 of this document.

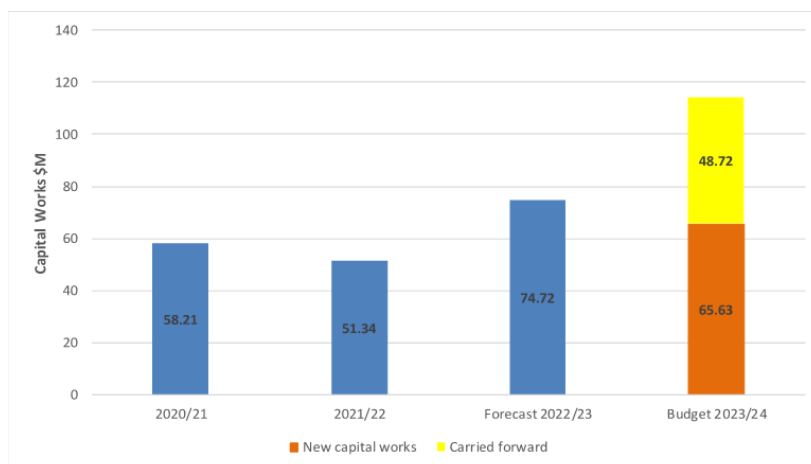
6. Cash and Investments



Cash and investments are expected to increase by \$119.04 million during the year to \$695.60 million as at 30 June 2024. The increase in cash and investments is in line with Council's projections and the need to fund ongoing service delivery and invest in new infrastructure particularly in the growth regions of the municipality.

Council maintains a minimum of around \$320 million in cash and investments to meet the day to day requirements of Council business. This target needs to be in addition to funds held for reserves, i.e. Developer Contributions, trusts funds and the like. This ensures all reserves can be accessed at any time to fund the purpose of the reserve.

7. Capital works



The capital works program for the 2023/24 year is expected to be \$114.35 million of which \$48.72 million relates to projects which will be carried forward from the prior 2022/23 year. The carried forward component is fully funded from the 2022/23 Budget. The \$114.35 million capital works program is funded by:

- \$13.87 million from grants;
- \$4.65 million from developer contributions;
- \$36.25 million from Council capital reserves; and
- \$59.57 million cash generated from operations.

Please refer to section 4.5 for the entire listing of the 2023/24 capital works program.

Budget Influences

This section sets out the key budget influences arising from the external environment within which Council operates.

External Influences

The four years represented within the Budget are 2023/24 through to 2026/27. In preparing the 2023/24 budget, several external influences have been taken into consideration. These are outlined below:

- **Location** – The Western Highway, an important national freight route runs through the City. The City of Melton is within a comfortable driving distance north west of the Melbourne Central Business District (CBD). The Melton Township comprises the suburbs of Melton, Melton West, Harkness, Melton South, Kurunjang and Brookfield and is centred on the Melton major activity centre, around 35 kilometres north west of the Melbourne CBD. The City of Melton's eastern corridor is centred on the major activity centre of Caroline Springs, approximately 19 kilometres north west of the Melbourne CBD. The eastern corridor includes the suburbs of Burnside, Burnside Heights, Caroline Springs, Hillside and Taylors Hill.
- **Population Growth** – The City of Melton is one of the fastest growing municipalities in Australia. It is home to more than 190,000 residents in 2022.
- **Superannuation** – Council has an ongoing obligation to fund any investment shortfalls in the Defined Benefits Scheme. The amount and timing of any liability is dependent on the global investment market. At present the actuarial ratios are at a level that additional calls from Local Government are not expected in the next 12 months.
- **Financial Assistance Grants** – The largest source of government funding to Council is through the annual Victorian Local Government Grants Commission allocation. The overall state allocation is determined by the Federal Financial Assistance Grant.
- **Capital Grant Funding** – Capital grant opportunities arise continually.
- **Cost shifting** - this occurs where Local Government provides a service to the community on behalf of the State and/or Federal Government. Over time, the funds received by Local Governments' do not increase in line with real cost increases, such as school crossing or library services, resulting in a further reliance on rate revenue to meet service delivery expectations.
- **Enterprise Bargaining Agreement (EBA)** – Council's current EBA ended 30 June 2022. The EBA provides certainty around salary increases over this period whilst delivering greater flexibility in working arrangements to enhance working conditions and service provision.
- **Rate Capping** – The Victorian State Government continues with a cap on rate increases. The cap for 2023/24 has been set at 3.25%.
- **Supplementary Rates** – Supplementary rates are additional rates received after the budget is adopted each year, for the part of the year when a property value increases in value (eg. due

to improvements made or change in land class), or new residents become assessable. Importantly, supplementary rates recognises that new residents require services on the day they move into the Council and Council is committed to providing these. Supplementary rates income is based on historical and forecast data and is set at anticipated levels.

- **Waste Disposal Costs** – The Environment Protection Authority (EPA) regulation has a sustained impact on Council with regards to compliance with existing and past landfills sites. Waste disposal costs are also impacted by industry changes such as increasing EPA landfill levies and negotiation of contracts eg. recycling, sorting and acceptance.
- **Development Contributions** – The rate of growth and flow of development contributions income depends on land sales and the desire of developers to construct new developments within the municipality. A change in this could result in contributions received by Council.

Internal Influences

- **Adjusted underlying result** – Council's underlying result is impacted by the rate cap and the continued growth in servicing the community. Surplus from operations ensures Council has the financial capacity to invest in long term Council assets.
- **Cash** – Council has cash holdings to a sustainable level and will remain conscious of holding adequate funds to cover reserves, trusts and working capital. This in turn will generate additional interest income to benefit the community.
- **Working capital** – Council requires a certain level of cash to be able to meet its daily obligations (working capital) in times of low income and high expenditure. During 2023/24 cash levels are adequate in ensuring Council covers short-term obligations.

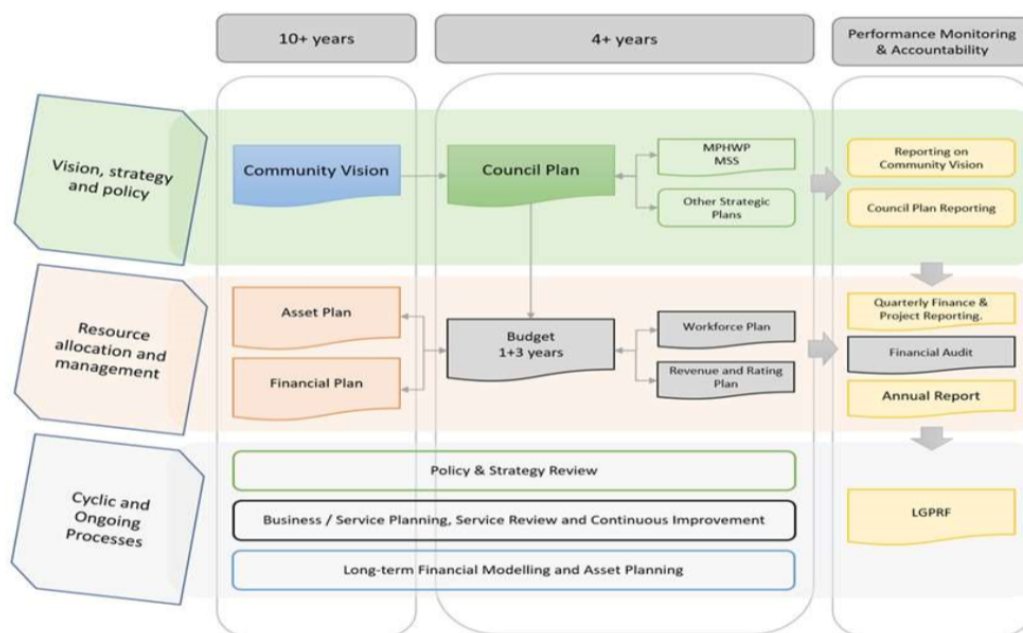
Roslyn Wai
Chief Executive

1. Link to the Integrated Strategic Planning and Reporting Framework

This section describes how the Budget links to the achievement of the Community Vision and Council Plan within an overall integrated strategic planning and reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term (Community Vision and Financial Plan), medium term (Council Plan, Workforce Plan, and Revenue and Rating Plan) and short term (Budget) and then holding itself accountable (Annual Report).

1.1 Legislative planning and accountability framework

The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The diagram below depicts the integrated strategic planning and reporting framework that applies to local government in Victoria. At each stage of the integrated strategic planning and reporting framework there are opportunities for community and stakeholder input. This is important to ensure transparency and accountability to both residents and ratepayers.



Source: Department of Jobs, Precincts and Regions

The timing of each component of the integrated strategic planning and reporting framework is critical to the successful achievement of the planned outcomes.

1.1.2 Key planning considerations

Service level planning

Although councils have a legal obligation to provide some services—such as animal management, local roads, food safety and statutory planning—most council services are not legally mandated, including some services closely associated with councils, such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities can change. Therefore councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works.

Community consultation needs to be in line with a councils adopted Community Engagement Policy and Public Transparency Policy.

1.2 Our purpose

Our Vision

A Thriving Community Where Everyone Belongs

Our mission

Support the growth, wellbeing and aspirations of our community through leadership, excellence and inclusion.

Our values

Motivate

We are motivated by:

Our essential responsibility to strive and to deliver the best possible outcomes for community.
Creativity, innovation and co-design approaches, with people at the heart of everything we do.
Our commitment to continuous improvement.
Our ability to maximise our time and resources.
The pride we take in our work and the quality of our outcomes.

Empower

We are empowered to:

Involve others in solving problems, making decisions, and celebrate success.
Encourage and recognise the contributions of others.
Build capacity of staff and community.
Take responsibility and be accountable for our decisions and actions.
Be curious, think differently and try new things.

Lead

We lead by:

Demonstrating our Vibrant MELTON Values.
Embracing challenges and seeking to understand the drivers of future change.
Encouraging creativity, innovation, design thinking and continuous improvement.
Welcoming new ideas and ways of working from all levels of the organisation and community.

Trust

We build trust by:

Demonstrating kindness, respecting all people and valuing differences.
Learning from others experiences and perspectives.
Dealing with others fairly and equitably by actively listening and responding appropriately.

Nurture

We nurture by:

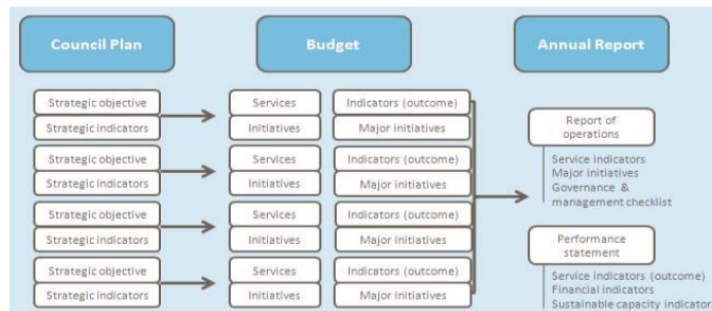
Supporting growth and learning to achieve organisational and community goals.
Being responsible for the way we treat others, and the natural environment.
Encouraging a sense of belonging by sharing knowledge and actively supporting colleagues and community.
Enriching the wellbeing and needs of current and future communities.
Recognising people and projects that exceed expectations, celebrating achievements individually and together.

1.3 Strategic objectives

Strategic Objective	Description
1. A safe City that is socially and culturally connected - a diverse, equitable, safe and connected City that people are proud to be a part of	Our community is at the heart of everything we do. Council is committed to supporting a diverse, equitable and connected community that people are proud to be a part of. Our community has told us they value a sense of belonging, want to feel safe in their homes and neighbourhoods, and want opportunities to come together. A safe City that is socially and culturally connected is created through local leadership, strong partnerships, accessible services, tailored programs and welcoming places that promote community health and wellbeing.
2. A vibrant and healthy natural and built environment	Council is committed to protecting and enhancing the City's natural environment - its grasslands, forests, waterways, flora and fauna. People in our City have told us that the bushfires in early 2020 refined their focus on global warming and renewed their commitment to environmental sustainability whilst heightening their awareness of our community's vulnerability to climate change. They also recognise the health and wellbeing benefits of having close access to green open space, especially on their mental wellbeing during the COVID-19 pandemic. A whole-of-community commitment is required to combat climate change to ensure a thriving natural environment for current and future generations.
3. A fast growing, innovative and well-planned City - a City where growth and development occur in a strategic, fair and sustainable way	Council is committed to ensuring that the growth and development of our City occurs in a strategic, fair and sustainable way. Our community has told us that they want well-planned neighbourhoods that promote walking and cycling, efficient public transport and a free-flowing road network. They want public spaces that foster connection as well as a state-of-the-art hospital, and local health and community services. Council will partner with and advocate to service providers and all tiers of government to work towards achieving this.
4. A City that promotes greater education and employment - A City rich in local employment and education opportunities	Our community has told us that they want to be known as a learning City, for our pioneering innovation and a place with abundant employment opportunities. Council is committed to advocating for local tertiary education, ensuring that as our community grows there is equitable access to schools and training opportunities, as well as providing lifelong learning programs for all stages of life. In addition to this, Council will work closely with local businesses and invest in attracting new business ventures to enable more residents to be locally employed. We will work in partnership with the community, private sector and all tiers of government to achieve this.
5. A community that is actively engaged in the City - a community that embraces volunteering and is encouraged and able to engage with Council	Council is committed to working in collaboration with our community to better understand and represent their diverse needs. Our community has told us that they want to contribute to the development of Council projects that affect their lives so we will encourage our community to engage with us through accessible and transparent consultation. People in our City have also shared that they want to be actively engaged in the community and want to contribute to making their City great through volunteering.
6. A high performing organisation that demonstrates civic leadership and organisational excellence - an innovative, transparent, accountable and sustainable organisation	Council is committed to providing strategic leadership and striving for innovation, transparency, accountability and sustainability. We will manage the City in a socially responsible way and ensure our services and facilities are efficient and equitable. We will work in partnership with our community, stakeholders and all tiers of government to meet the needs and aspirations of our growing City.

2. Services and service performance indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2023/24 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council's operations. Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below



Source: Department of Jobs, Precincts and Regions

2.1 Strategic Objective 1

A safe City that is socially and culturally connected - a diverse, equitable, safe and connected City that people are proud to be a part of

Services

Service area	Description of services provided		2021/22 Actual \$'000	2022/23 Forecast \$'000	2023/24 Budget \$'000
Community Safety	Community Safety is responsible for the implementation of Council's General Local Laws, including amenity protection, local laws, parking, litter prevention and management of school crossings program. Community Safety are also responsible for building services, environmental health and animal management, including ranger services and management of Council's Pound.	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	6,353 6,613 (260)	8,258 9,570 (1,312)	8,639 9,388 (749)
Child, Family and Youth	Provision of services for children 0-25 years and their families. Programs include Child Care services, Kindergarten enrolment, playgroup and children's programs, family parenting programs, preschool field officer program, best start program). The service also facilitates Council's Early Years Partnership committee delivering Melton's Municipal Early Years Plan and the provision of all programs and services related to young people aged 12-25 through the Council Young Communities portfolio.	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	2,547 4,118 (1,571)	2,629 3,900 (1,271)	2,779 4,457 (1,678)
Community and Active Living	Provision of services and programs for older people, people with a disability and their carers including delivered and centre-based meals, personal care, domestic assistance, community transport property maintenance, community and centre based respite and Men's Shed. Also, includes provision of Integrated Family Support Services and Housing Services that provide homelessness support services and manage Council's affordable housing properties. The service area also facilitates Council's Disability Advisory and Youth Advisory Committees.	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	5,557 7,461 (1,904)	5,801 7,591 (1,790)	5,415 8,327 (2,912)
Recreation and Community Activation	Plans and manages the provision of all community sport, recreation and leisure based (including aquatics) infrastructure across the municipality. The service also provides advice to Council on open space planning, sport development, leisure needs and access to recreation activities. The Business unit provides Council's cafe services and manages the activation and bookings of all community facilities and infrastructure.	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	3,118 6,181 (3,063)	2,069 6,238 (4,169)	1,498 5,022 (3,524)
Healthy Connected Communities	Plans, promotes and supports a more inclusive, engaged, healthy, and safe community through a range of community capacity initiatives and programs. This is delivered through the provision of community centre and neighbourhood facilities and programs, social and health policy planning and research, health promotion, community safety, the prevention of violence against women, reconciliation and First Nations community engagement, and culturally and linguistically diverse communities engagement along with community grants and awards programs. Plans and delivers Council's major events (civic and community) program.	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	2,561 6,213 (3,652)	1,822 7,389 (5,567)	1,753 6,814 (5,061)
Maternal & Child Health	Provision of all Maternal Child Health Services and programs including Universal and Enhanced MCH services, parental education support services and programs.	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	3,694 5,783 (2,089)	3,989 7,360 (3,371)	4,196 8,104 (3,908)

Major Initiatives

- 1) Increased Airconditioning, Internet and Repair of flooring (courts 4/5) - Cobblebank Basketball Stadium (Net cost \$500,000)

Other Initiatives

- 2) Upgrade to LED lighting on main soccer pitches - Springside Recreational Reserve Caroline Springs (Net cost \$165,000)
- 3) Upgrade of Kitchen Blackwood Drive Reserve, Reynolds Place, Melton (Net cost \$160,000)
- 4) Pavilion upgrades - Blackwood Drive Recreation Reserve (Net cost \$160,000)
- 5) Coaches Box - Reserve Rd Melton (Net cost \$150,000)
- 6) Extension of Cricket practice nets, and replace synthetic pitch Blackwood Drive Reserve Melton South (Net cost \$150,000)
- 7) Upgrade toilets and kitchen at Melton Bowling Club (Net cost \$120,000)
- 8) Hillside Tennis Club - Resurfacing of Tennis Courts and perimeter fencing around Tennis Club (Net cost \$120,000)
- 9) Car Park Extension - City Vista Sports Precinct (Net cost \$100,000)
- 10) Concept planning for a local community space and other needed facilities - Kurunjang Recreation Reserve & Pavilion (Net cost \$80,000)
- 11) Electronic Scoreboard Upgrade at Diggers Rest Recreation Reserve (Net cost \$79,500)
- 12) Special Housing Project - City of Melton (Net cost \$65,000)
- 13) Carpark asphaltting, lighting, line marking of parking bays at West Melton Tennis Centre (Net cost \$45,000)
- 14) Caroline Springs Carols by Candlelight (Net cost \$40,000)
- 15) Improvement of the practice net areas - Hillside Recreation Reserve (Net cost \$40,000)
- 16) Outdoor undercover viewing area Diggers Rest Bowling Club (Net cost \$20,000)
- 17) Repair Service Facility - Possible location Melton Recycling or similar facility (Net cost \$20,000)
- 18) Diggers Rest Community Carols (Net cost \$10,000)
- 19) Upgrade Melton South Community Centre - Exford Road Melton (Net cost \$10,000)
- 20) Willows Homestead - Reserve Road Melton (Net cost \$10,000)
- 21) Extending hours of Taylors Hill Men's Shed Taylors Hill - 6 month trial (Net cost \$0)

Service Performance Outcome Indicators

Service	Indicator
Maternal and Child	Participation
Aquatic Facilities*	Participation
Animal Management*	Health and Safety
Food Safety*	Health and Safety

* refer to table at end of section 2.2 for information on the calculation of Service Performance Outcome Indicators

2.2 Strategic Objective 2

A vibrant and healthy natural and built environment: A City that protects and enhances its natural environment for future generations

Services

Service area	Description of services provided		2021/22 Actual \$'000	2022/23 Forecast \$'000	2023/24 Budget \$'000
Operations	Operations are responsible for the maintenance of the City's assets, including Council's roads, footpaths, drainage, parks, open spaces, sportsgrounds, trees and responsible for Council's waste and recycling services. Operations also coordinate Council's municipal emergency management arrangements (planning, preparedness and recovery) and organisational business continuity planning.	<i>Inc</i>	1,537	2,509	1,152
		<i>Exp</i>	47,139	56,871	42,281
		<i>Surplus/ (deficit)</i>	(45,602)	(54,362)	(41,129)
City Environment and Sustainability	Provision of environmental planning and administering Council's Environmental Enhancement Program. Creating, maintaining and implementing council's environment, climate change, sustainability and integrated water management policies and plans. Delivery of Council's environmental outreach activities to the community.	<i>Inc</i>	2,353	3,397	2,874
		<i>Exp</i>	32,436	39,274	42,150
		<i>Surplus/ (deficit)</i>	(30,083)	(35,877)	(39,276)

Other Initiatives

- 22) Local park improvements (trees) at St Genevieve "Central Park" on Kipling Circuit Diggers Rest (Net cost \$50,000)
- 23) Development and maintenance of the Melton Botanic Garden by Friends of Melton Botanic Garden (Net cost \$36,000)
- 24) Path safety lighting at Norm Raven Reserve, Glitter Road Diggers Rest (Net cost \$30,000)
- 25) Upgrade to Stage 1 park in Eynesbury (Net cost \$20,000)

Service Performance Outcome Indicators

Service	Indicator
Waste Management*	Waste Diversion

* refer to table at end of section 2.2 for information on the calculation of Service Performance Outcome Indicators

2.2 Strategic Objective 3

A fast growing, innovative and well-planned City: A City where growth and development occur in a strategic, fair and sustainable way
Services

Service area	Description of services provided		2021/22 Actual \$'000	2022/23 Forecast \$'000	2023/24 Budget \$'000
City Strategy	Provision of strategic planning and administration of the Melton Planning Scheme, urban design and landscape architecture for assessment of planning permits, community and open space planning, and heritage services.	<i>Inc</i>	1,940	5,409	845
		<i>Exp</i>	3,794	8,231	3,347
		<i>Surplus / (deficit)</i>	(1,854)	(2,822)	(2,502)
Engineering and Asset Services	Engineering and Asset Services are responsible for engineering investigations and permits, traffic and transport planning, asset services, including geographic information systems and facilities maintenance.	<i>Inc</i>	3,091	7,099	1,175
		<i>Exp</i>	10,271	6,797	2,971
		<i>Surplus / (deficit)</i>	(7,180)	302	(1,796)
City Infrastructure Planning	Provision of strategic infrastructure planning activities including long term capital pipeline management, land acquisition activities, transport network planning, engineering assessment of planning permit applications and monitoring of development construction activity.	<i>Inc</i>	8,412	6,980	8,160
		<i>Exp</i>	2,474	2,426	2,114
		<i>Surplus / (deficit)</i>	5,938	4,554	6,046
Capital Delivery	Capital Delivery is responsible for the delivery of Council's Capital Works Program, including management of design, approvals, procurement of works and co-ordination and contract management of construction.	<i>Inc</i>	-	-	-
		<i>Exp</i>	2,702	659	1,010
		<i>Surplus / (deficit)</i>	(2,702)	(659)	(1,010)
City Growth and Development	Provision of assessment of planning and subdivision proposals under the relevant planning and subdivision legislation and ensuring compliance with the planning controls. Services provided include the assessment of Planning and Subdivision Applications, pre-application consultation, planning advice, post permit approvals, issue of Statements of Compliance, and collection, monitoring and reporting of development contributions.	<i>Inc</i>	1,968	1,891	2,605
		<i>Exp</i>	3,143	3,489	3,981
		<i>Surplus / (deficit)</i>	(1,175)	(1,598)	(1,376)
Executive Lead Strategic Initiatives	Provision of services facilitating major public and private investments in the municipality, strategic acquisition and disposal of Council land, strategic development of key Council owned properties.	<i>Inc</i>	181	1,231	195
		<i>Exp</i>	4,593	1,173	467
		<i>Surplus / (deficit)</i>	(4,412)	58	(272)
Enterprise Project Management Office	Provision of leadership, support and improvement capability with setting priorities, standards and goals for Council's portfolio of programs and projects.	<i>Exp</i>	-	621	32
		<i>Surplus / (deficit)</i>	-	(621)	(32)
Economy and Place	Economy and Place is responsible for supporting local businesses through business engagement, place activations and training and development programs, including the annual Business Awards. This department also has a major focus on investment attraction and place management, working at a strategic level with internal and external stakeholders to attract jobs and investment to the City's existing and growing commercial and industrial precincts. This department plays a major role in exploring, developing and leading transformative place based interventions through urban design and investment attraction projects within key activity centres.	<i>Inc</i>	1,154	592	253
		<i>Exp</i>	3,499	4,703	3,559
		<i>Surplus / (deficit)</i>	(2,345)	(4,111)	(3,306)

Major Initiatives

- 26) Taylors Road duplication from Westwood Drive to Aintree (Net cost \$4,000,000)
27) Exford Road, Melton South - intersection and bridge safety upgrade (Net cost \$683,841)

Service Performance Outcome Indicators

Service	Indicator
Planning Services*	Decision making
Roads*	Satisfaction

* refer to table at end of section 2.2 for information on the calculation of Service Performance Outcome Indicators

2.2 Strategic Objective 4

A City that promotes greater education and employment: A City rich in local employment and education opportunities
Services

Service area	Description of services provided		2021/22 Actual \$'000	2022/23 Forecast \$'000	2023/24 Budget \$'000
Libraries & Learning	Provision of public library services from Council's two library facilities, four Library Access Points and online library to promote reading culture, lifelong learning and literacy in all its forms. Council is supported in part by the State to provide physical and e-collections for loan, learning programs, and public access to technology through annual funding allocations from Local Government Victoria.	<i>Inc</i>	1,161	1,387	1,390
		<i>Exp</i>	4,468	5,269	4,912
		<i>Surplus / (deficit)</i>	(3,307)	(3,882)	(3,522)

Other Initiatives

- 28) Reinstating outdoor landscaping and dining/seating arrangements, Central Shopping Centre Caroline Springs Town Centre - Design (Net cost \$50,000)

Service Performance Outcome Indicators

Service	Indicator
Libraries*	Participation

* refer to table at end of section 2.2 for information on the calculation of Service Performance Outcome Indicators

2.2 Strategic Objective 5

A community that is actively engaged in the City: A community that embraces volunteering and is encouraged and able to engage with Council

Services

Service area	Description of services provided		2021/22 Actual \$'000	2022/23 Forecast \$'000	2023/24 Budget \$'000
Engagement and Advocacy	Provision of inbound call handling, online and counter services, communication campaigns and media management, and coordinating government relations and Council's advocacy priorities.	Inc	189	215	152
		Exp	3,723	4,254	4,346
		Surplus / (deficit)	(3,534)	(4,039)	(4,194)

2.2 Strategic Objective 6

A high performing organisation that demonstrates civic leadership and organisational excellence: An innovative, transparent, accountable and sustainable organisation

Services

Service area	Description of services provided		2021/22 \$'000	2022/23 \$'000	2023/24 \$'000
Finance	Provision of financial services to both internal and external customers including the management of Council's finances, raising and collection of rates and charges and property valuation.	Inc	3,250	18,404	20,441
		Exp	(9,063)	3,779	3,607
		Surplus / (deficit)	12,313	14,625	16,834
Technology	Provision of leadership, support and improvement capability in the area of information and technology so that the organisation can deliver effective services.	Inc	46	70	80
		Exp	10,750	14,720	10,697
		Surplus / (deficit)	(10,704)	(14,650)	(10,617)
People & Culture	Provision of human resources, learning and development payroll, industrial relations. Provides occupational health and safety programs, workers' compensation services, health and wellbeing initiatives.	Inc	106	-	-
		Exp	2,657	3,461	3,575
		Surplus / (deficit)	(2,551)	(3,461)	(3,575)
Executive & Council	This area of governance includes the Mayor, Councillors, Chief Executive Officer and Executive Management Team and associated support which cannot be easily attributed to the direct service provision areas. Responsible for providing strategic direction and operational leadership of Council and its results.	Inc	-	-	-
		Exp	2,667	3,493	6,213
		Surplus / (deficit)	(2,667)	(3,493)	(6,213)
Governance	Provision of a range of internal services to Council including governance, legal, contractual and internal audit services. Also administrative support to the Mayor and Councillors. Provides risk management services and fraud and corruption control.	Inc	813	669	696
		Exp	4,102	5,198	5,529
		Surplus / (deficit)	(3,289)	(4,529)	(4,833)
Procurement	Provision of procurement, credit cards, fleet management and insurance services to both internal and external customers including strategic sourcing, frameworks, policies and procedures, compliance and capability development.	Inc	760	352	412
		Exp	851	3,381	3,323
		Surplus / (deficit)	(91)	(3,029)	(2,911)
Organisational Performance	Provision of Council's Corporate Planning and Performance functions including the development and revision of the Council and Wellbeing Plan, Annual Report and Council's non-financial end-of-year reporting.	Inc	-	-	-
		Exp	144	249	441
		Surplus / (deficit)	(144)	(249)	(441)
Contract Management	The Contract Management Office are responsible for overseeing the management, performance and compliance of Council's large outsourced contracts.	Inc	-	-	462
		Exp	-	-	-
		Surplus / (deficit)	-	-	(462)

Service Performance Outcome Indicators

Service	Indicator
Governance*	Satisfaction

* refer to table at end of section 2.2 for information on the calculation of Service Performance Outcome Indicators

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Governance	Consultation and engagement	Satisfaction with community consultation and engagement. (Community satisfaction rating out of 100 with the consultation and engagement efforts of Council)	Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement
Statutory planning	Service standard	Planning applications decided within required timeframes (percentage of regular and VicSmart planning application decisions made within legislated timeframes)	[Number of planning application decisions made within 60 days for regular permits and 10 days for VicSmart permits / Number of planning application decisions made] x100
Roads	Condition	Sealed local roads below the intervention level (percentage of sealed local roads that are below the renewal intervention level set by Council and not requiring renewal)	[Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100
Libraries	Participation	Library membership (Percentage of the population that are registered library members)	[Number of registered library members / Population] x100
Waste management	Waste diversion	Kerbside collection waste diverted from landfill. (Percentage of recyclables and green organics collected from kerbside bins that is diverted from landfill)	[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities. (Number of visits to aquatic facilities per head of population)	Number of visits to aquatic facilities / Population
Animal Management	Health and safety	Animal management prosecutions. (Percentage of animal management prosecutions which are successful)	Number of successful animal management prosecutions / Total number of animal management prosecutions
Food safety	Health and safety	Critical and major non-compliance outcome notifications. (Percentage of critical and major non-compliance outcome notifications that are followed up by Council)	[Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about food premises] x100
Maternal and Child Health	Participation	Participation in the MCH service. (Percentage of children enrolled who participate in the MCH service)	[Number of children who attend the MCH service at least once (in the financial year) / Number of children enrolled in the MCH service] x100
		Participation in the MCH service by Aboriginal children. (Percentage of Aboriginal children enrolled who participate in the MCH service)	[Number of Aboriginal children who attend the MCH service at least once (in the financial year) / Number of Aboriginal children enrolled in the MCH service] x100

2.3 Reconciliation with budgeted operating result

	Surplus/ (Deficit)	Expenditure	Income / Revenue
	\$'000	\$'000	\$'000
Strategic Objective 1	(17,832)	42,112	24,280
Strategic Objective 2	(80,405)	84,431	4,026
Strategic Objective 3	(4,248)	17,481	13,233
Strategic Objective 4	(3,522)	4,912	1,390
Strategic Objective 5	(4,194)	4,346	152
Strategic Objective 6	(12,218)	33,847	21,629
Total	(122,419)	187,129	64,710
Expenses added in:			
Depreciation		52,407	
Finance costs		190	
Surplus/(Deficit) before funding sources	(175,016)	239,726	64,710
Funding sources added in:			
Rates and charges revenue			178,729
Victoria Grants Commission			20,670
Capital grants			13,867
Contributions			314,681
Net gain (loss) on disposal of property, infrastructure, plant and equipment			16,442
Total funding sources			544,389
Operating surplus/(deficit) for the year	369,373	239,726	609,099

3. Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2023/24 has been supplemented with projections to 2026/27

This section includes the following financial statements prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

Comprehensive Income Statement

Balance Sheet

Statement of Changes in Equity

Statement of Cash Flows

Statement of Capital Works

Statement of Human Resources

Comprehensive Income Statement

For the four years ending 30 June 2027

		Forecast Actual	Budget	Projections		
		2022/23	2023/24	2024/25	2025/26	2026/27
	NOTES	\$'000	\$'000	\$'000	\$'000	\$'000
Income / Revenue						
Rates and charges	4.1.1	161,665	178,729	191,345	205,115	219,386
Statutory fees and fines	4.1.2	13,017	13,563	14,354	15,156	16,484
User fees	4.1.3	10,799	12,792	13,272	13,736	14,217
Grants - operating	4.1.4	35,263	34,680	36,067	37,420	38,823
Grants - capital	4.1.4	21,576	13,867	13,573	14,704	9,921
Contributions - monetary	4.1.5	94,622	133,016	87,901	58,751	47,408
Contributions - non-monetary	4.1.5	189,580	181,665	175,763	158,162	168,324
Net gain (or loss) on disposal of property, infrastructure, plant and equipment	4.1.6	(3,701)	16,442	15,065	3,770	3,770
Other income	4.1.7	22,045	24,195	26,426	28,820	30,640
Total income / revenue		544,866	608,949	573,766	535,634	548,973
Expenses						
Employee costs	4.1.8	68,413	77,934	81,476	86,839	91,888
Materials and services	4.1.9	112,278	107,798	115,291	125,670	136,800
Depreciation	4.1.10	50,163	51,715	53,525	55,398	57,337
Amortisation - intangible assets	4.1.11	327	327	327	327	327
Amortisation - right of use assets	4.1.12	462	365	346	173	-
Bad and doubtful debts - allowance for impairment losses		2,184	1,220	1,125	1,118	1,174
Borrowing costs		295	190	74	19	-
Finance costs - leases		13	27	12	11	22
Total expenses		234,135	239,576	252,176	269,555	287,548
Surplus/(deficit) for the year						
		310,731	369,373	321,591	266,079	261,425
Other comprehensive income						
Net asset revaluation increment /(decrement)		150,701	55,097	60,607	66,667	73,334
Total other comprehensive income		150,701	55,097	60,607	66,667	73,334
Total comprehensive result						
		461,432	424,470	382,198	332,746	334,759

Balance Sheet

For the four years ending 30 June 2027

		Forecast Actual 2022/23	Budget 2023/24	2024/25	Projections 2025/26 2026/27	
	NOTES	\$'000	\$'000	\$'000	\$'000	\$'000
Assets						
Current assets						
Cash and cash equivalents		576,560	695,604	742,426	701,529	717,662
Trade and other receivables		34,770	32,259	30,262	29,663	29,314
Inventories		6	6	6	6	6
Other assets		27,509	27,509	27,509	27,509	27,509
Total current assets	4.2.1	638,845	755,378	800,203	758,707	774,491
Non-current assets						
Inventories		17	11	5	-	-
Property, infrastructure, plant & equipment		3,390,944	3,752,731	4,083,406	4,492,227	4,799,997
Right-of-use assets	4.2.4	865	510	197	795	511
Investment property		7,170	7,170	7,170	7,170	7,170
Intangible assets		2,050	1,723	1,396	1,069	816
Total non-current assets	4.2.1	3,401,046	3,762,145	4,092,174	4,501,261	4,808,494
Total assets		4,039,891	4,517,523	4,892,377	5,259,968	5,582,985
Liabilities						
Current liabilities						
Trade and other payables		30,224	85,932	80,257	114,517	102,115
Trust funds and deposits		16,565	16,979	17,404	17,839	18,285
Provisions		13,881	13,881	14,297	14,726	15,166
Interest-bearing liabilities	4.2.3	2,607	2,241	922	-	-
Lease liabilities	4.2.4	352	319	205	278	286
Total current liabilities	4.2.2	63,629	119,352	113,085	147,360	135,852
Non-current liabilities						
Provisions		1,633	1,633	1,682	1,732	1,784
Trust funds and deposits		22,146	22,146	22,146	22,146	22,146
Interest-bearing liabilities	4.2.3	3,163	922	-	-	-
Lease liabilities	4.2.4	524	204	-	521	235
Total non-current liabilities	4.2.2	27,466	24,905	23,828	24,399	24,165
Total liabilities		91,095	144,258	136,913	171,759	160,017
Net assets		3,948,796	4,373,265	4,755,464	5,088,209	5,422,968
Equity						
Accumulated surplus		2,188,571	2,472,395	2,694,447	2,959,312	3,161,285
Reserves		1,760,225	1,900,870	2,061,016	2,128,896	2,261,683
Total equity		3,948,796	4,373,265	4,755,464	5,088,209	5,422,968

Statement of Changes in Equity

For the four years ending 30 June 2027

	NOTES	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2023 Forecast Actual					
Balance at beginning of the financial year		3,487,364	1,989,825	1,086,870	410,669
Surplus/(deficit) for the year		310,731	310,731	-	-
Net asset revaluation increment/(decrement)		150,701	-	150,701	-
Transfers to other reserves		-	(186,600)	-	186,600
Transfers from other reserves		-	74,615	-	(74,615)
Balance at end of the financial year		3,948,796	2,188,571	1,237,571	522,654
2024 Budget					
Balance at beginning of the financial year		3,948,796	2,188,571	1,237,571	522,654
Surplus/(deficit) for the year		369,373	369,373	-	-
Net asset revaluation increment/(decrement)		55,097	-	55,097	-
Transfers to other reserves	4.3.1	-	(199,603)	-	199,603
Transfers from other reserves	4.3.1	-	114,055	-	(114,055)
Balance at end of the financial year	4.3.2	4,373,266	2,472,396	1,292,668	608,202
2025					
Balance at beginning of the financial year		4,373,266	2,472,396	1,292,668	608,202
Surplus/(deficit) for the year		321,591	321,591	-	-
Net asset revaluation increment/(decrement)		60,607	-	60,607	-
Transfers to other reserves		-	(150,003)	-	150,003
Transfers from other reserves		-	50,464	-	(50,464)
Balance at end of the financial year		4,755,463	2,694,447	1,353,275	707,741
2026					
Balance at beginning of the financial year		4,755,463	2,694,447	1,353,275	707,741
Surplus/(deficit) for the year		266,079	266,079	-	-
Net asset revaluation increment/(decrement)		66,667	-	66,667	-
Transfers to other reserves		-	(120,382)	-	120,382
Transfers from other reserves		-	119,169	-	(119,169)
Balance at end of the financial year		5,088,209	2,959,313	1,419,942	708,954
2027					
Balance at beginning of the financial year		5,088,209	2,959,313	1,419,942	708,954
Surplus/(deficit) for the year		261,425	261,425	-	-
Net asset revaluation increment/(decrement)		73,334	-	73,334	-
Transfers to other reserves		-	(107,190)	-	107,190
Transfers from other reserves		-	47,737	-	(47,737)
Balance at end of the financial year		5,422,968	3,161,285	1,493,276	768,407

Statement of Cash Flows

For the four years ending 30 June 2027

Notes	Forecast Actual 2022/23 \$'000	Budget 2023/24 \$'000	Projections		
	Inflows (Outflows)	Inflows (Outflows)	2024/25 \$'000 Inflows (Outflows)	2025/26 \$'000 Inflows (Outflows)	2026/27 \$'000 Inflows (Outflows)
Cash flows from operating activities					
Rates and charges	161,123	178,217	189,612	203,407	217,619
Statutory fees and fines	12,110	14,975	15,669	16,552	17,964
User fees	11,793	14,124	14,510	15,024	15,551
Grants - operating	33,813	34,809	35,841	37,200	38,599
Grants - capital	15,273	13,467	13,743	14,158	14,585
Contributions - monetary	94,622	133,016	87,901	58,751	47,408
Interest received	10,037	20,719	20,719	20,719	20,719
Trust funds and deposits taken	2,685	415	424	435	446
Other receipts	18,666	18,980	17,493	13,318	10,678
Net GST refund / payment	(4,250)	2,439	7,865	14,464	13,917
Employee costs	(71,292)	(69,225)	(80,682)	(85,652)	(91,086)
Materials and services	(110,744)	(105,883)	(124,030)	(134,747)	(146,785)
Short-term, low value and variable lease payments	-	-	-	-	-
Other payments	(13,957)	(36,095)	(44,177)	(45,260)	(50,406)
Net cash provided by/(used in) operating activities	4.4.1 159,879	219,957	154,888	128,369	109,209
Cash flows from investing activities					
Payments for property, infrastructure, plant and	(82,748)	(124,535)	(129,095)	(174,043)	(99,000)
Proceeds from sale of property, infrastructure,	14,674	26,784	23,674	5,924	5,924
Payments for investments	470,487	-	-	-	-
Proceeds from sale of investments	-	-	-	-	-
Net cash provided by/ (used in) investing activities	4.4.2 402,413	(97,751)	(105,421)	(168,119)	(93,077)
Cash flows from financing activities					
Finance costs	(304)	(179)	(74)	(19)	-
Proceeds from borrowings	-	-	-	-	-
Repayment of borrowings	(2,502)	(2,607)	(2,240)	(922)	-
Interest paid - lease liability	(13)	(23)	(12)	(2)	-
Repayment of lease liabilities	(117)	(352)	(319)	(205)	-
Net cash provided by/(used in) financing activities	4.4.3 (2,936)	(3,161)	(2,645)	(1,148)	-
Net increase/(decrease) in cash & cash equivalents	559,356	119,044	46,822	(40,897)	16,133
Cash and cash equivalents at the beginning of the financial year	17,204	576,560	695,604	742,426	701,529
Cash and cash equivalents at the end of the financial year	576,560	695,604	742,426	701,529	717,662

Statement of Capital Works

For the four years ending 30 June 2027

		Forecast Actual	Budget	Projections		
		2022/23	2023/24	2024/25	2025/26	2026/27
	NOTES	\$'000	\$'000	\$'000	\$'000	\$'000
Property						
Land		-	-	7,821	39,078	26,364
Total land		-	-	7,821	39,078	26,364
Buildings		-	20,379	46,817	53,974	36,413
Building improvements		4,120	6,964	-	-	-
Total buildings		4,120	27,343	46,817	53,974	36,413
Total property		4,120	27,343	54,638	93,052	62,777
Plant and equipment						
Fixtures, fittings and furniture		173	101	190	206	139
Computers and telecommunications		601	2,458	367	398	269
Library books		539	559	592	642	433
Total plant and equipment		1,314	3,118	1,149	1,246	841
Infrastructure						
Roads		11,368	29,440	31,741	34,386	23,198
Bridges		692	2,896	1,665	1,804	1,216
Footpaths and cycleways		2,235	6,237	3,133	3,395	2,290
Drainage		232	1,396	1,283	1,390	937
Recreational, leisure and community facilities		30,291	14,149	17,142	18,571	12,529
Waste management		1,091	-	-	-	-
Parks, Open Space and Streetscapes		14,514	14,174	553	600	404
Car Parks		4,151	-	2,680	2,903	1,959
Kerb & Channel		151	134	162	176	119
Traffic Management Devices		4,559	15,238	1,860	2,015	1,359
Other infrastructure		-	222	2,064	2,235	1,507
Total infrastructure		69,286	83,887	62,283	67,475	45,518
Total capital works expenditure	4.5.1	74,719	114,348	118,070	161,773	109,136
Represented by:						
New asset expenditure		40,854	63,523	73,021	112,970	76,213
Asset renewal expenditure		8,602	13,239	12,591	13,642	9,202
Asset expansion expenditure		1,530	5,417	20,343	22,039	14,869
Asset upgrade expenditure		23,732	32,170	12,115	13,122	8,852
Total capital works expenditure	4.5.1	74,719	114,348	118,070	161,773	109,136
Funding sources represented by:						
Grants		21,261	13,867	13,573	14,704	9,921
Developer Contributions & Other Reserves		17,013	4,665	31,175	64,378	43,433
Council cash		36,445	95,816	73,322	82,691	55,782
Total capital works expenditure	4.5.1	74,719	114,348	118,070	161,773	109,136

Statement of Human Resources

For the four years ending 30 June 2027

	Forecast	Budget	Projections		
	Actual				
	2022/23	2023/24	2024/25	2025/26	2026/27
	\$'000	\$'000	\$'000	\$'000	\$'000
Staff expenditure					
Employee costs - operating	68,414	77,933	81,476	86,839	91,888
Employee costs - capital	4,362	12,208	12,758	13,604	14,393
Total staff expenditure	72,777	90,141	94,234	100,444	106,281
	FTE	FTE	FTE	FTE	FTE
Staff numbers					
Employees	648.7	758.3	777.2	796.5	816.2
Total staff numbers	648.7	758.3	777.2	796.5	816.2

A summary of human resources expenditure categorised according to the organisational structure of Council is included below:

Department	Budget	Comprises			
		Permanent		Casual	Temporary
		Full Time	Part time		
	2023/24				
	\$'000	\$'000	\$'000	\$'000	\$'000
Office of CEO	10,631	9,658	778	62	134
Organisational Performance	9,941	9,625	227	-	89
City Delivery	15,252	12,556	2,206	360	129
City Life	32,455	20,473	10,445	1,135	402
City Futures	12,152	11,078	873	47	154
Total permanent staff expenditure	80,431	63,390	14,529	1,604	908
Capitalised labour costs	12,208				
Labour Efficiencies	(2,498)				
Total expenditure	90,141				

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

Department	Budget	Comprises			
		Permanent		Casual	Temporary
		Full Time	Part time		
	2023/24				
Office of CEO	83.0	71.8	9.1	0.6	1.5
Organisational Performance	77.2	74.0	2.2	-	1.0
City Delivery	141.1	108.4	27.5	3.9	1.3
City Life	290.6	174.7	101.3	10.7	3.9
City Futures	99.8	90.8	7.5	0.4	1.1
Total staff	691.7	519.7	147.6	15.6	8.8
Capitalised labour	88.6				
Labour Efficiencies	(22.0)				
Total	758.3				

**Summary of Planned Human Resources Expenditure
For the four years ended 30 June 2027**

	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000
Office of CEO					
Permanent - Full time	8,244	9,658	10,098	10,760	11,390
Women	5,029	5,892	6,160	6,564	6,954
Men	3,215	3,766	3,938	4,195	4,434
Permanent - Part time	664	778	811	861	908
Women	664	778	811	861	908
Men	-	-	-	-	-
Total Office of CEO	8,908	10,436	10,909	11,621	12,298
Organisational Performance					
Permanent - Full time	8,186	9,625	10,070	10,736	11,371
Women	6,206	7,297	7,642	8,141	8,619
Men	1,980	2,328	2,428	2,594	2,750
Permanent - Part time	193	227	242	252	260
Women	149	176	190	197	204
Men	44	52	53	55	57
Total Organisational Performance	8,379	9,852	10,312	10,988	11,631
City Delivery					
Permanent - Full time	10,676	12,556	13,126	13,996	14,807
Women	4,619	5,432	5,671	6,045	6,394
Men	6,057	7,124	7,455	7,950	8,411
Permanent - Part time	1,876	2,206	2,308	2,460	2,601
Women	1,392	1,637	1,711	1,822	1,925
Men	484	570	597	638	677
Total City Delivery	12,553	14,762	15,434	16,456	17,409
City Life					
Permanent - Full time	17,480	20,473	21,397	22,812	24,131
Women	13,498	15,809	16,532	17,628	18,650
Men	3,862	4,524	4,722	5,035	5,327
Persons of self-described gender	120	141	143	149	154
Permanent - Part time	8,918	10,445	10,927	11,649	12,332
Women	8,293	9,713	10,160	10,829	11,463
Men	625	732	768	820	870
Total City Life	26,398	30,918	32,324	34,461	36,463
City Futures					
Permanent - Full time	9,458	11,078	11,573	12,334	13,057
Women	3,375	3,953	4,131	4,400	4,663
Men	6,083	7,125	7,442	7,933	8,392
Permanent - Part time	746	873	914	976	1,033
Women	636	745	784	840	893
Men	109	128	131	136	140
Total City Futures	10,203	11,951	12,487	13,310	14,090
Casuals, temporary and other expenditure	1,974	2,512	2,628	2,798	2,957
Capitalised labour costs	4,362	12,208	12,758	13,604	14,393
Labour Efficiencies	-	(2,498)	(2,618)	(2,795)	(2,960)
Total staff expenditure	72,777	90,141	94,234	100,444	106,281

	2022/23 FTE	2023/24 FTE	2024/25 FTE	2025/26 FTE	2026/27 FTE
Office of CEO					
Permanent - Full time	63.8	71.8	73.6	75.4	77.3
Women	38.9	43.8	44.9	46.0	47.2
Men	24.9	28.0	28.7	29.4	30.1
Permanent - Part time	8.1	9.1	9.3	9.5	9.7
Women	8.1	9.1	9.3	9.5	9.7
Men	-	-	-	-	-
Total Office of CEO	71.9	80.9	82.9	84.9	87.0
Organisational Performance					
Permanent - Full time	65.4	74.0	75.9	77.8	79.8
Women	49.6	56.1	57.6	59.0	60.5
Men	15.8	17.9	18.3	18.8	19.3
Permanent - Part time	1.9	2.2	2.3	2.3	2.3
Women	1.5	1.7	1.8	1.8	1.8
Men	0.4	0.5	0.5	0.5	0.5
Total Organisational Performance	67.3	76.2	78.2	80.1	82.1
City Delivery					
Permanent - Full time	95.9	108.4	111.1	113.9	116.7
Women	41.5	46.9	48.0	49.2	50.4
Men	54.4	61.5	63.1	64.7	66.3
Permanent - Part time	24.3	27.5	28.2	28.9	29.6
Women	18.0	20.4	20.9	21.4	21.9
Men	6.3	7.1	7.3	7.5	7.7
Total City Delivery	120.2	135.9	139.3	142.8	146.3
City Life					
Permanent - Full time	155.2	174.7	179.0	183.5	188.0
Women	119.8	134.9	138.3	141.8	145.3
Men	34.3	38.6	39.5	40.5	41.5
Persons of self-described gender	1.1	1.2	1.2	1.2	1.2
Permanent - Part time	89.9	101.3	103.9	106.5	109.2
Women	83.6	94.2	96.6	99.0	101.5
Men	6.3	7.1	7.3	7.5	7.7
Total City Life	245.1	276.0	282.9	290.0	297.2
City Futures					
Permanent - Full time	83.9	90.8	93.0	95.3	97.7
Women	29.9	32.4	33.2	34.0	34.9
Men	54.0	58.4	59.8	61.3	62.8
Permanent - Part time	7.5	7.5	7.7	7.9	8.1
Women	6.4	6.4	6.6	6.8	7.0
Men	1.1	1.1	1.1	1.1	1.1
Total City Futures	91.4	98.3	100.7	103.2	105.8
Casuals and temporary staff	19.9	24.4	25.0	25.6	26.2
Capitalised labour	32.9	88.6	90.8	93.1	95.4
Labour Efficiencies	-	(22.0)	(22.6)	(23.2)	(23.8)
Total staff numbers	648.7	758.3	777.2	796.5	816.2

4. Notes to the financial statements

This section presents detailed information on material components of the financial statements. Council needs to assess which components are material, considering the dollar amounts and nature of these components.

4.1 Comprehensive Income Statement

4.1.1 Rates and charges

Rates and charges are required by the Act and the Regulations to be disclosed in Council's budget.

As per the *Local Government Act 2020*, Council is required to have a Revenue and Rating Plan which is a four year plan for how Council will generate income to deliver the Council Plan, program and services and capital works commitments over a four-year period.

In developing the Budget, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2023/24 the FGRS cap has been set at 3.50%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate and the municipal charge will increase by 3.25% in line with the rate cap.

This will raise total rates and charges for 2023/24 to \$178,731 million.

4.1.1(a) The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

	2022/23 Forecast Actual \$'000	2023/24 Budget \$'000	Change \$'000	%
General rates*	122,551	135,113	12,562	10.25%
Municipal charge*	11,955	13,321	1,366	11.43%
Waste management charge	22,473	23,472	999	4.45%
Environmental enhancement rebate	(1,580)	(1,753)	(173)	10.95%
Council pensioner rebate	(668)	(687)	(19)	2.84%
Supplementary rates and rate adjustments	6,100	8,090	1,990	32.62%
Interest on rates and charges	834	1,173	339	40.65%
Total rates and charges	161,665	178,729	17,064	10.56%

*These items are subject to the rate cap established under the FGRS

4.1.1(b) The rate in the dollar to be levied as general rates under section 158 of the Act for each type or class of land compared with the previous financial year

Type or class of land	2022/23 cents/\$CIV*	2023/24 cents/\$CIV*	Change
General Rate	0.23390	0.21789	-6.84%
Vacant Land	0.35085	0.32684	-6.84%
Extractive Industry Land	0.67363	0.62752	-6.85%
Commercial / Industrial Developed Land	0.37424	0.34862	-6.85%
Commercial / Industrial Vacant Land	0.46780	0.43578	-6.84%
Retirement Village Land	0.19882	0.18521	-6.85%
Rural Living Land	0.21051	0.19610	-6.85%
Rural Land	0.16841	0.15688	-6.85%
Urban Growth Land	0.17543	0.16342	-6.85%

4.1.1(c) The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year

Type or class of land	2022/23	2023/24	Change	
	\$'000	\$'000	\$'000	%
General Rate	87,735	95,345	7,610	8.67%
Vacant Land	14,801	15,670	869	5.87%
Extractive Industry Land	320	306	(14)	-4.38%
Commercial / Industrial Developed Land	13,378	15,239	1,861	13.91%
Commercial / Industrial Vacant Land	2,292	4,116	1,824	79.58%
Retirement Village Land	440	435	(5)	-1.14%
Rural Living Land	634	664	30	4.73%
Rural Land	1,758	2,093	335	19.06%
Urban Growth Land	1,193	1,246	53	4.44%
Sub-Total	122,551	135,114	12,563	10.25%
Less EER Rebate	(1,580)	(1,753)	(173)	10.95%
Less Pension Rebate	(668)	(687)	(19)	2.84%
Total amount to be raised by general rates	120,303	132,674	24,934	20.73%

4.1.1(d) The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year

Type or class of land	2022/23	2023/24	Change	
	Number	Number	Number	%
General Rate	60,583	66,054	5,471	9.03%
Vacant Land	11,470	11,935	465	4.05%
Extractive Industry Land	8	8	-	0.00%
Commercial / Industrial Developed Land	3,185	3,337	152	4.77%
Commercial / Industrial Vacant Land	347	384	37	10.66%
Retirement Village Land	560	560	-	0.00%
Rural Living Land	224	227	3	1.34%
Rural Land	549	546	(3)	-0.55%
Urban Growth Land	203	203	-	0.00%
Total number of assessments	77,129	83,254	6,125	7.94%

4.1.1(e) The basis of valuation to be used is the Capital Improved Value (CIV)

4.1.1(f) The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year

Type or class of land	2022/23	2023/24	Change	
	\$'000	\$'000	\$'000	%
General Rate	37,509,655	43,758,158	6,248,503	16.66%
Vacant Land	4,218,470	4,794,250	575,780	13.65%
Extractive Industry Land	47,495	48,830	1,335	2.81%
Commercial / Industrial Developed Land	3,574,698	4,371,225	796,527	22.28%
Commercial / Industrial Vacant Land	490,089	944,398	454,309	92.70%
Retirement Village Land	221,205	234,740	13,535	6.12%
Rural Living Land	301,185	338,610	37,425	12.43%
Rural Land	1,043,940	1,333,920	289,980	27.78%
Urban Growth Land	680,215	762,745	82,530	12.13%
Total value of land	48,086,952	56,586,876	8,499,924	17.68%

4.1.1(g) The municipal charge under Section 159 of the Act compared with the previous financial year

Type of Charge	Per Rateable Property 2022/23 \$	Per Rateable Property 2023/24 \$	Change \$	%
Municipal	155	160	5	3.23%

4.1.1(h) The estimated total amount to be raised by municipal charges compared with the previous financial year

Type of Charge	2022/23 \$	2023/24 \$	Change \$	%
Municipal	11,955	13,184	1,229	10.28%

4.1.1(i) The rate or unit amount to be levied for each type of service rate or charge under Section 162 of the Act compared with the previous financial year

Type of Charge	Per Rateable Property 2022/23 \$	Per Rateable Property 2023/24 \$	Change \$	%
Waste Service – Option A 120L Garbage, 240L Recycling, 240L Green	332	319	(13)	-3.92%
Waste Service – Option C 120L Garbage, 240L Recycling, 120L Green	332	319	(13)	-3.92%
Waste Service – Option E 120L Garbage, 240L Recycling	332	319	(13)	-3.92%
Waste Service – Additional bin	177	170	(7)	-3.95%
Waste Service – Option B *	332	319	(13)	-3.92%
80L Garbage, 240L Recycling, 240L Green				
Waste Service – Option D *	332	319	(13)	-3.92%
80L Garbage, 240L Recycling, 120L Green				
Waste Service – Option F *	332	319	(13)	-3.92%
80L Garbage, 240L Recycling			-	

* These Waste Services are no longer offered. Council has one standard Waste Service including 120L Garbage, 240L Recycling. A 120L or 240L Green bin can be provided free of charge.

4.1.1(j) The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year

Type of Charge	2022/23 \$	2023/24 \$	Change \$	%
Waste Service	22,473	23,472	999	4.45%

4.1.1(k) The estimated total amount to be raised by all rates and charges compared with the previous financial year

	2022/23 \$'000	2023/24 \$'000	Change \$'000	%
Rates and charges after rebates	109,793	132,674	22,881	20.84%
Municipal charge	10,713	13,321	2,608	24.34%
Waste service charge	19,500	23,472	3,972	20.37%
Supplementary rates (including new Waste Services)	5,900	8,090	2,190	37.12%
Total Rates and charges	145,906	177,557	31,651	21.69%

4.1.1(l) Fair Go Rates System Compliance

Victoria City Council is required to comply with the State Government's Fair Go Rates System (FGRS). The table below details the budget assumptions consistent with the requirements of the Fair Go Rates System.

	2022/23	2023/24
Total Rates	\$ 132,199,083	\$ 143,766,466
Number of rateable properties	77,129	83,254
Base Average Rate	\$ 1,714	\$ 1,727
Maximum Rate Increase (set by the State Government)	1.75%	3.50%
Capped Average Rate	\$ 1,744	\$ 1,787
Maximum General Rates and Municipal Charges Revenue	\$ 134,512,567	\$ 148,798,292
Budgeted General Rates and Municipal Charges Revenue	\$ 134,506,263	\$ 148,433,524
Budgeted Supplementary Rates	\$ 7,844,000	\$ 8,091,780
Budgeted Total Rates and Municipal Charges Revenue	\$ 142,350,263	\$ 156,525,304

4.1.1(m) Any significant changes that may affect the estimated amounts to be raised by rates and charges

There are no known significant changes which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- The making of supplementary valuations (2023/24: estimated \$8,091,780 and 2022/23: \$5,900,000)
- The variation of returned levels of value (e.g. valuation appeals)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa
- Changes of use of land such that residential land becomes business land and vice versa.

4.1.1(n) Differential rates

Each differential rate will be determined by multiplying the Capital Improved Value of rateable land (categorised by the characteristics described below) by the relevant percentages indicated above.

Council believe each differential rate will contribute to the equitable and efficient carrying out of council functions. Details of the objectives of each differential rate, the types of classes of land, which are subject to each differential rate and the uses of each differential rate are set out below.

General Rate

General Rate is any land which does not have the characteristics of:

1. Vacant Land;
2. Extractive Industry Land;
3. Commercial/Industrial Developed Land;
4. Commercial/Industrial Vacant Land;
5. Retirement Village Land;
6. Rural Living Land;
7. Rural Land; or
8. Urban Growth Land.

The objective of this differential is to ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. These include the:

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district.

The types and classes of rateable land within this differential are those having the relevant characteristics described above.

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever it is located within the municipal district, without reference to ward boundaries.

The use of the land within this differential rate, in the case of improvement, is any use of land.

The planning scheme zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

The types of buildings on the land within this differential rate are all buildings already constructed on the land or which will be constructed prior to the expiry of the financial year.

Vacant Land

Vacant Land is any land:

1. on which no building with an approved occupancy permit is erected; and
2. located in a precinct structure plan, and with an approved planning permit for residential subdivision; and
3. which does not have the characteristics of:
 - 3.1 Commercial/Industrial Vacant Land;
 - 3.2 Rural Living Land;
 - 3.3 Rural Land; or
 - 3.4 Urban Growth Land.

The objective of this differential is to encourage the development of land for non-commercial and non-industrial purposes, and ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. These include the:

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district; and
6. To discourage land banking, and ensure an adequate supply of residential zoned land to the market demand.

The types and classes of rateable land within this differential are those having the relevant characteristics described above.

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever it is located within the municipal district, without reference to ward boundaries.

The use of the land within this differential rate, in the case of improvement, is any use of land.

The planning scheme zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

Extractive Industry Land

Extractive Industry Land is any land which is:

1. used primarily for the extraction or removal of stone, including the treatment of stone; and
2. located within a Special Use Zone 1 under the Melton Planning Scheme.

The objective of this differential is to ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. These include the:

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district.

The types and classes of rateable land within this differential are those having the relevant characteristics described above.

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever it is located within the municipal district, without reference to ward boundaries.

The use of the land within this differential rate, in the case of improvement, is any use of land.

The planning scheme zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

The types of buildings on the land within this differential rate are all buildings already constructed on the land or which will be constructed prior to the expiry of the financial year.

Commercial/Industrial Developed Land

Commercial/Industrial Developed land is any land which:

1. is used or adapted or designed to be used primarily for commercial or industrial purposes; or
2. does not have the characteristics of Extractive Industry Land.

The objective of this differential is to ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, having regard to the capacity of such land to be used to yield income and the demands such land make on Council's infrastructure.

These include the:

1. Implementation of good governance and sound financial stewardship; and

2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district.

The types and classes of rateable land within this differential are those having the relevant characteristics described above.

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever it is located within the municipal district, without reference to ward boundaries.

The use of the land within this differential rate, in the case of improvement, is any use of land.

The planning scheme zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

The types of buildings on the land within this differential rate are all buildings already constructed on the land or which will be constructed prior to the expiry of the financial year.

Commercial/Industrial Vacant Land

Commercial/Industrial Vacant Land is any land:

1. on which no building with an approved occupancy permit is erected; and
2. which is located within:
 - 2.1 a Business 1 Zone
 - 2.2 a Comprehensive Development Zone;
 - 2.3 a Mixed Use Zone;
 - 2.4 an Industrial Zone 1;
 - 2.5 an Industrial Zone 3;
 - 2.6 Special Use Zone 4;
 - 2.7 Special Use Zone 3;
 - 2.8 Special Use Zone 6;
 - 2.9 Special Use Zone 7; or
 - 2.10 Urban Growth Zone located in a precinct structure plan, and with an approved planning permit for commercial/industrial use under the Melton Planning Scheme.

The objective of this differential is to encourage the commercial/industrial development and ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. These include the:

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district; and
6. To discourage land banking, and ensure an adequate supply of commercial/industrial zoned land to the market demand.

The types and classes of rateable land within this differential are those having the relevant characteristics described above.

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever it is located within the municipal district, without reference to ward boundaries.

The use of the land within this differential rate, in the case of improvement, is any use of land.

The planning scheme zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

Retirement Village Land

Retirement Village Land is any land which is located within a retirement village land under the Retirement Villages Act 1986.

The objective of this differential is to ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. These include the:

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district; and
6. Recognition of the services undertaken by the retirement village sector.

The types and classes of rateable land within this differential are those having the relevant characteristics described above.

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever it is located within the municipal district, without reference to ward boundaries.

The use of the land within this differential rate, in the case of improvement, is any use of land.

The planning scheme zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

The types of buildings on the land within this differential rate are all buildings already constructed on the land or which will be constructed prior to the expiry of the financial year.

Rural Living Land

Rural Living Land is any land which is:

1. two (2) or more hectares but less than ten (10) hectares in area; and
2. located within:
 - 2.1 a Green Wedge A Zone;
 - 2.2 a Green Wedge Zone;
 - 2.3 a Rural Conservation Zone;
 - 2.4 a Farming Zone; or
 - 2.5 Special Use Zone 5.under the Melton Planning Scheme.

The objective of this differential is to ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. These include the:

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district; and
6. To assist in the maintenance of rural properties.

The types and classes of rateable land within this differential are those having the relevant characteristics described above.

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever it is located within the municipal district, without reference to ward boundaries.

The use of the land within this differential rate, in the case of improvement, is any use of land.

The planning scheme zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

The types of buildings on the land within this differential rate are all buildings already constructed on the land or which will be constructed prior to the expiry of the financial year.

Rural Land

Rural Land is any land which is:

1. ten (10) hectares or more in area; and
2. located within:
 - 2.1 a Green Wedge A Zone;
 - 2.2 a Green Wedge Zone;
 - 2.3 a Rural Conservation Zone;
 - 2.4 a Farming Zone; or
 - 2.5 Special Use Zone 5.under the Melton Planning Scheme.

The objective of this differential is to ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. These include the:

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district; and
6. To recognise the impact of urban land speculation on the valuation of farm land; and
7. To encourage agricultural activity.

The types and classes of rateable land within this differential are those having the relevant characteristics described above.

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever it is located within the municipal district, without reference to ward boundaries.

The use of the land within this differential rate, in the case of improvement, is any use of land.

The planning scheme zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

The types of buildings on the land within this differential rate are all buildings already constructed on the land or which will be constructed prior to the expiry of the financial year.

Urban Growth Land

Urban Growth Land is any land which is:

1. two (2) or more hectares in area; and
2. located within an Urban Growth Zone under the Melton Planning Scheme in respect of which no precinct structure plan has been

The objective of this differential is to ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, having regard to the capacity of such land to be developed (or future developed) and the demands that such land make on Council's infrastructure. These include the:

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district; and
6. Planning & preparation of Precinct Structure Plan.

The types and classes of rateable land within this differential are those having the relevant characteristics described above.

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever it is located within the municipal district, without reference to ward boundaries.

The use of the land within this differential rate, in the case of improvement, is any use of land.

The planning scheme zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

The types of buildings on the land within this differential rate are all buildings already constructed on the land or which will be constructed prior to the expiry of the financial year.

4.1.2 Statutory fees and fines

	Forecast Actual	Budget	Change	
	2022/23	2023/24		
	\$'000	\$'000	\$'000	%
Infringements and costs	3,600	3,688	88	2.44%
Court recoveries	274	426	152	55.47%
Land information certificates	271	226	(45)	-16.61%
Permits	6,020	6,593	573	9.52%
Other	1,279	1,051	(228)	-17.83%
Property information requests	1,573	1,579	6	0.38%
Total statutory fees and fines	13,017	13,563	546	4.19%

4.1.2 Statutory fees and fines (\$0.546 million increase)

Statutory fees relate mainly to fees and fines levied in accordance with legislation and include animal registrations, Health Act registrations and parking infringement fines. Increases in statutory fees are made in accordance with legislative requirements.

Statutory fees are projected to increase by \$0.546 million or 4.2% compared to the 2022/23 forecast. The increase is mainly attributable to an increase in compliance fees driven by higher animal registrations as well as additional town planning permit and registration fees.

4.1.3 User fees

	Forecast Actual	Budget	Change	
	2022/23	2023/24		
	\$'000	\$'000	\$'000	%
Aged and health services	422	449	27	6.40%
Family services	569	695	126	22.14%
Leisure centre and recreation	61	58	(3)	-4.92%
Registration and other permits	1,736	2,212	476	27.42%
Rental	2,324	2,340	16	0.69%
Other fees and charges	607	588	(19)	-3.13%
Subdivision fees	5,080	6,450	1,370	26.97%
Total user fees	10,799	12,792	1,993	18.46%

4.1.3 User fees (\$1.993 million increase)

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. In setting the budget, the key principle for determining the level of user charges has been to ensure that increases are in line with the increases in the cost of providing the services and/or market pricing levels.

User fees and charges are projected to increase by \$1.993 million or 18.5% over the 2022/23 forecast. This budget amount is due to an anticipated increase in development activity across the municipality resulting in a significant increase in revenue from infrastructure planning supervision fees. In addition registration and permit fees are expected to increase mainly due to additional asset protection and town planning permit fees.

4.1.4 Grants

Grants are required by the Act and the Regulations to be disclosed in Council's budget.

	Forecast Actual 2022/23 \$'000	Budget 2023/24 \$'000	Change	
			\$'000	%
Grants were received in respect of the following:				
Summary of grants				
Commonwealth funded grants	24,735	27,431	2,696	10.9%
State funded grants	27,684	21,116	(6,568)	-23.7%
Net recognition in unearned income	4,420	-	(4,420)	-100.0%
Total grants received	56,839	48,547	(8,292)	-14.6%
(a) Operating Grants				
Recurrent - Commonwealth Government				
Financial Assistance Grants	15,321	20,670	5,349	34.9%
Family day care	1,048	1,043	(5)	-0.5%
Families and Children	12	8	(4)	-33.3%
Community support and development	3,425	3,077	(348)	-10.2%
Youth services	231	211	(20)	-8.7%
Recurrent - State Government				
Buildings	60	64	4	6.7%
Aged care	607	618	11	1.8%
Community support and development	1,491	1,506	15	1.0%
Children's services	4,874	4,794	(80)	-1.6%
Environment	14	14	-	0.0%
Families and Children	67	121	54	80.6%
Libraries	1,009	1,058	49	4.9%
Other	88	87	(1)	-1.1%
Youth services	177	71	(106)	-59.9%
Total recurrent grants	28,424	33,342	4,918	17.3%
Non-recurrent - Commonwealth Government				
Non-recurrent - State Government				
Buildings	88	-	(88)	-100.0%
Children's services	460	460	-	0.0%
Community support and development	887	296	(591)	-66.6%
Environment	635	52	(583)	-91.8%
Family and children	330	530	200	60.6%
Family, youth and housing	302	-	(302)	-100.0%
Recreational, leisure and community facilities	32	-	(32)	-100.0%
Total non-recurrent grants	2,734	1,338	(1,396)	-51.1%
Net recognition in operating unearned income	4,105	-	(4,105)	-100.0%
Total operating grants	35,263	34,680	(583)	-1.7%
(b) Capital Grants				
Recurrent - Commonwealth Government				
Roads to recovery	795	-	(795)	-100.0%
Recurrent - State Government				
Total recurrent grants	795	-	(795)	-100.0%
Non-recurrent - Commonwealth Government				
Buildings	175	-	(175)	-100.0%
Roads	2,803	1,761	(1,042)	-37.2%
Recreational, leisure and community facilities	925	661	(264)	-28.5%
Non-recurrent - State Government				
Buildings	3,950	9,145	5,195	131.5%
Roads	18	-	(18)	-100.0%
Library books	23	500	477	2073.9%
Recreational, leisure and community facilities	12,314	0	(12,314)	-100.0%
Parks, open space and streetscapes	-	1,800	1,800	0.0%
Traffic management	180	-	(180)	100.0%
Other assets	78	-	(78)	200.0%
Total non-recurrent grants	20,466	13,867	(6,599)	-32.2%
Net recognition in capital unearned income	315	-	(315)	-100.0%
Total capital grants	21,576	13,867	(7,709)	-35.7%
Total Grants	56,839	48,547	(8,292)	-14.6%

4.1.4 Operating Grants (\$0.583 million decrease)

Operating grants include all monies received from state and federal sources for the purposes of funding the delivery of Council's services to ratepayers. The level of operating grants is projected to decrease by \$0.583 million or 1.7% compared to the 2022/23 forecast. This is mainly due to grants which were predominantly single application, non-reoccurring grants received in 2022/23, that was partly offset by an increase to recurrent operating grants.

The recognition of prior year's unearned income relating to both operating and capital grants is forecasted to be \$4.420 million. This funding relates to grant funds received in years prior to 2022/23 with expenditure expected to occur in the 2022/23 year.

2021/22, however it is expected that there will be no balance sheet liability relating to operating grants at year end, hence no funds to recognise as income in 2022/23.

4.1.4 Capital Grants (\$7.709 million decrease)

Capital grants include all monies received from State, Federal and community sources for the purpose of funding the capital works program. The 2023/24 budget is \$7.709 million or 35.7% lower than the 2022/23 forecast. The level of capital grants varies from year to year depending on the range of the Council's capital works programs and projects that are supported by funding agencies. The 2023/24 capital grants of \$13.867 million are for the following projects:

- \$0.60m Macpherson Park, Toolern Vale Redevelopment-Stg 3
- \$0.45m Toolern Creek Linear Reserve Strathtulloh
- \$0.50m Road Construction - Bridge Road, Cobblebank
- \$0.36m Caroline Springs Town Centre-Oval Redevelopment
- \$0.63m Hume Drive Stage 2-Calder Park Dr- Gourlay Rd 8896
- \$0.63m Bulmans Road, West Melton - Urbanisation
- \$0.30m Kurunjang Recreation Reserve Synthetic Renewal
- \$0.25m Burnside Heights Recreation Reserve Upgrades
- \$2.70m Aintree Kindergarten Expansion
- \$2.70m Weir Views Childrens and Community Centre
- \$2.70m Plumpton Community Centre & Neighbourhood House
- \$0.355m Deanside Children's and Community Centre
- \$0.07m Childrens Centre Amenity Upgrades
- \$0.02m Melton Recreation Reserve CFA Building
- \$0.65m The Parkway Reserve Upgrade
- \$0.45m Earlington Square Upgrade
- \$0.50m Library Collection

4.1.5 Contributions

	Forecast Actual	Budget	Change	
	2022/23	2023/24		
	\$'000	\$'000	\$'000	%
Monetary	94,622	133,016	38,394	40.58%
Non-monetary	189,580	181,665	(7,915)	-4.18%
Total contributions	284,202	314,681	30,479	10.72%

4.1.5 Contributions (\$30.479 million increase)

Monetary contributions relate to monies paid by developers in regard to Precinct Structure Plan (PSP), Developer Contributions Plans (DCP) and Infrastructure Contribution Plans (ICP) agreements for public open space and construction of infrastructure in accordance with planning permits issued for property development. Monetary developer contributions are projected to increase in 2023/24 by \$30.479 million or 10.7%.

Monetary contribution receipts are expected to increase to \$133.016 million due to the level of growth and development that is underway in the municipality. Monetary contributions are set aside in Council reserves to fund future capital works.

Non-monetary contributions reflect the value of infrastructure assets completed by developers with control passed to Council. The value of assets is expected to remain relatively steady at \$181.665 million. Non-monetary contributions include gifted assets from subdivision activity as well as in-kind assets provided by developers to offset their DCP contributions payable to Council.

4.1.6 Net gain (loss) on disposal of property, infrastructure, plant and equipment

	Forecast Actual	Budget	Change	
	2022/23	2023/24		
	\$'000	\$'000	\$'000	%
Land Held for Sale				
Proceeds of Sale	1,027	24,199	23,172	2256.28%
Written down value of assets disposed	(3,828)	(7,757)	(3,929)	-102.64%
Net Gain / (loss) on Disposal of Land	(2,801)	16,442	19,243	-687.00%
Plant, Machinery & Equipment				
Proceeds of Sale	100	150	50	50.00%
Written down value of assets disposed	(1,000)	(150)	850	85.00%
Net Gain on Disposal of Plant, Machinery & Equipment	(900)	-	900	100.00%
Total Net Gain / (Loss) on Disposals	(3,701)	16,442	20,143	-544.26%

4.1.6 Net Gain on Disposal of Assets (\$20.143 million increase)

The net gain on disposal of assets in 2023/24 is higher than 2022/23 forecast by \$20.143 million or 544.3%.

Proceeds from the sale of Council assets are budgeted at \$24.348 million for 2023/24 of which \$24.199 million relates to income from sale of Council land assets which are under joint development agreement with Lend Lease Communities. The value of assets sold is also projected to be higher than 2022/23 forecast which is consistent with the level of land sales.

The remaining \$0.150 million of proceeds from sale of Council assets relates to Plant Machinery & Equipment sales relate mostly to the sale of Council's fleet as it transitions to a fleet leasing model.

4.1.7 Other income

	Forecast Actual	Budget	Change	
	2022/23 \$'000	2023/24 \$'000	\$'000	%
Interest	16,952	19,546	2,594	15.30%
Investment property rental	1,314	1,242	(72)	-5.48%
Waste facility	3,187	2,795	(392)	-12.30%
Program revenue	235	213	(22)	-9.36%
Festivals & events	217	253	36	16.59%
Other	140	146	6	4.29%
Total other income	22,045	24,195	2,150	9.75%

4.1.7 Other Income (\$2.150 million increase)

Other income relates to a range of items such as interest revenue on investments (excluding interest on rate arrears), and other miscellaneous income items.

Other income is projected to increase by \$2.150 million or 9.8% compared to the prior year mainly due to increased interest from Council investments generated by higher interest rates. This result is partly offset by lower income from waste disposal costs at Council's transfer station and a reduction to leisure services program revenue.

4.1.8 Employee costs

	Forecast Actual	Budget	Change	
	2022/23 \$'000	2023/24 \$'000	\$'000	%
Wages and salaries	57,312	65,101	7,789	13.59%
WorkCover	1,375	1,633	258	18.77%
Casual staff	1,355	1,571	216	15.94%
Superannuation	6,778	8,077	1,299	19.17%
Fringe Benefits Tax	75	60	(15)	-20.00%
Other	1,517	1,491	(26)	-1.71%
Total employee costs	68,413	77,934	9,521	13.92%

4.1.8 Employee costs (\$9.521 million increase)

Employee costs include all labour related expenditure such as wages and salaries and on-costs such as allowances, annual leave loading, long service leave, superannuation and work cover premium. Payments to contract employees are not included in this cost category.

Employee costs are projected to increase by \$9.521 million or 13.9% compared to the 2022/23 forecast result. This increase relates to:

- The impact of unfilled vacancies across Council during the 2022/23 financial year. The budget for 2023/24 of \$77.934m included \$2.5 million of efficiently savings expected mainly due to vacant positions. Much of the vacancies in 2022/23 were backfilled by contract labour (forecasted as contract labour in materials and services).
- Increase in operating funded full time equivalent (FTE) staff of 53.9 from 620.7 in 2022/23 (after accounting for vacancies) to 669.7 in 2023/24. A significant portion of the proposed increase relates to an increase in direct service positions in response to community demand.
- An expected increase to salary costs in line with the Enterprise Bargaining Agreement (EBA)
- Increase in the Superannuation Guarantee from 10.5% in 2022/23 to 11.0% in 2023/24;
- The balance of the increase is attributable to reclassification of existing staff positions and band movements; and
- Other increase in costs related to employee oncosts expenditure such as, annual leave loading, long service leave, workcover premium and maternity leave back pay.

4.1.9 Materials and services

	Forecast Actual	Budget	Change	
	2022/23 \$'000	2023/24 \$'000	\$'000	%
Contract payments	52,189	53,575	1,386	2.66%
General maintenance	7,118	7,573	455	6.39%
Utilities	10,301	9,063	(1,238)	-12.02%
Information technology	4,129	3,677	(452)	-10.95%
Insurance	1,793	1,883	90	5.02%
Legal Fees	1,828	1,442	(386)	-21.12%
Other	5,776	4,856	(920)	-15.93%
Waste management	9,234	9,544	310	3.36%
Contract labour	3,368	175	(3,193)	-94.80%
Administrative support	5,346	6,397	1,051	19.66%
Program expenses	6,230	5,231	(999)	-16.04%
Professional fees	3,471	2,826	(645)	-18.58%
Auditors' remuneration	64	65	1	1.56%
Councillors allowance	590	522	(68)	-11.53%
Contributions and donations	705	733	28	3.97%
Auditors' remuneration - internal	136	236	100	73.53%
Total materials and services	112,278	107,798	(4,480)	-3.99%

4.1.9 Materials and services (\$4.48 million decrease)

Materials and services include the purchases of consumables and payments to contractors for the provision of services, and include contract employees.

Materials and services are projected to decrease by \$4.48 million or 3.99% compared to the prior year due to:

- \$3.193m reduction for contract labour costs that are now fully allocated to service areas.
- \$1.238m reduction relating to utility charges.
- \$0.999m reduction for program expenses and
- \$0.645m lower than prior year professional fees.

Contract payments is budgeted to increase by \$1.386m or 2.7% mainly due to:

- \$0.600m to operate the transfr station due to increased activity.
- \$0.460m for waste collection due to increased collections.
- \$0.362m for the collection of recyclables.
- A range of other contract payments are expected to incur either an increase, due to CPI movements, that are mainly offset by some cost reductions to to service improvements.

- 0.440m net decrease in the remaining line items.

4.1.10 Depreciation

	Forecast Actual	Budget	Change	
	2022/23 \$'000	2023/24 \$'000	\$'000	%
Property	7,338	8,130	792	10.79%
Plant & equipment	1,026	694	(332)	-32.36%
Infrastructure	41,799	42,891	1,092	2.61%
Total depreciation	50,163	51,715	1,552	3.09%

4.1.10 Depreciation (\$1.552 million increase)

Depreciation charge is projected to increase by \$1.552 million or 3.09% from 2022/23 levels. The increase in is mainly due to the increase in the value of Council's infrastructure assets. This is due to increasing levels of capital expenditure, the impact of asset revaluations as well as ongoing acquisition of substantial levels of contributed assets from Precinct Structure Plan in-kind assets transferred over to Council each year from completed development works within the municipality.

4.1.11 Amortisation - Intangible assets

	Forecast Actual	Budget	Change	
	2022/23 \$'000	2023/24 \$'000	\$'000	%
Intangible assets	327	327	-	0.00%
Total amortisation - intangible assets	327	327	-	0.00%

4.1.11 Amortisation of Intangible Assets (\$nil increase)

The Amortisation charge is applicable to non-exclusive licence granted to Melton City Council by Department of Education and the Caroline Springs College for the use of CS College Creekside Campus and the Spring side Children's and Childcare facility built on DOE land and Kororoit Creek Learning Centre.

4.1.12 Amortisation - Right of use assets

	Forecast Actual	Budget	Change	
	2022/23 \$'000	2023/24 \$'000	\$'000	%
Furniture & Equipment	248	151	(97)	-39.21%
Vehicles	214	214	-	0.00%
Total amortisation - right of use assets	462	365	(97)	-21.06%

4.1.12 Amortisation – Right of Use Assets and Finance cost of Lease (\$0.097 million decrease)

The amortisation of the right of use assets of existing lease arrangements are reported in accordance with current legislation, and is set to decrease due to the expiry of lease arrangements for Council's fleet.

4.2 Balance Sheet

4.2.1 Assets

4.2.1.1 Current Assets (\$116.533 million increase)

The current assets in 2023/24 are projected to increase by \$116.533 million compared to the prior year forecast. This increase relates to an increase in cash and cash equivalents mainly due to the expected receipt of monetary contributions from developers. .

4.2.1.2 Non-Current Assets (\$361.099 million increase)

This is mainly attributable to the increase in property plant and equipment resulting from developer contributed assets and the planned capital works program. The net increase of assets is partly offset by the depreciation of non-current assets plus the written down value of assets disposed during the year through sale of assets.

4.2.2 Liabilities

4.2.2.1 Current Liabilities (\$55.723 million increase)

The current liabilities (that is, obligations Council must pay within the next year) are expected to increase by \$55.723 million. The increase is primarily due to an increase in Precinct Structure Plan (PSP) creditors relating to Works in Kind and Land in Kind as valued in 2022. These are assets provided in kind by developers that are higher than their developer contributions liability and are budgeted to be delivered as per the schedules provided by developers.

4.2.2.2 Non-Current Liabilities (\$2.561 million decrease)

Non-current liabilities (that is, obligations Council must pay beyond the next year) is expected to decrease by \$2.561 million. This is primarily due to a reduction in non-current loan borrowings as Council pays down existing debt without new borrowings.

4.2.3 Borrowings

4.2.3 Interest Bearing Loans & Borrowings

Council has borrowed in the past to finance large infrastructure projects and recently has been in a phase of debt reduction. This has resulted in a reduction in debt servicing costs and is expected to continue into future years. Council has resolved to not take out new borrowings in 2023/24 as it is in a position to achieve the desired capital works investments expected by the community with a mixture of internally generated funds and external grants and contributions. The following table sets out future loan repayments, and total loan balances until 2026/27 based on the forecast financial position of Council as at 30 June 2027.

The table below shows information on borrowings specifically required by the Regulations.

	Forecast Actual	Budget	Projections		
	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000
Amount borrowed as at 30 June of the prior year	8,272	5,770	3,163	923	-
Amount proposed to be borrowed	-	-	-	-	-
Amount projected to be redeemed	(2,502)	(2,607)	(2,240)	(922)	-
Amount of borrowings as at 30 June	5,770	3,163	923	1	-

4.2.4 Leases by category

As a result of the introduction of AASB 16 Leases, right-of-use assets and lease liabilities have been recognised as outlined in the table below.

	Forecast Actual	Budget	Projections		
	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000
Right-of-use assets					
Furniture & Equipment	699	439	179	795	511
Vehicles	166	71	18	-	-
Total right-of-use assets	865	510	197	795	511
Lease liabilities					
Current lease Liabilities					
Furniture & Equipment	255	263	185	278	286
Vehicles	97	56	20	-	-
Total current lease liabilities	352	319	205	278	286
Non-current lease liabilities					
Furniture & Equipment	448	185	-	521	235
Vehicles	75	19	-	-	-
Total non-current lease liabilities	523	204	-	521	235
Total lease liabilities	875	523	205	799	521

4.3 Statement of changes in Equity

4.3.1 Reserves

	Opening Balance 1-Jul-23	Transfers In	Transfers out	Closing Balance 30-Jun-24
Restricted Reserves				
Street Trees & Drainage	956	-	-	956
Community Infrastructure	330,306	175,255	(74,329)	431,232
Discretionary Reserves				
Perpetual Maintenance	133	-	-	133
Infrastructure & Strategic Investment	123,530	24,348	(3,472)	144,406
Defined Benefit Call	378	-	-	378
Capital Program	67,351	-	(36,254)	31,097
Total Other Reserves	522,654	199,603	(114,055)	608,202

Street Trees & Drainage

Developer contributions for provision of drainage assets and street beautification.

Community Infrastructure

Developer contributions collected to deliver community infrastructure within PSP and non-PSP areas in accordance with the Planning and Environment Act and section 173 agreements.

Perpetual Maintenance

Provision for perpetual maintenance of Melton Cemetery.

Public Art

Provision for installation and maintenance of public art throughout the municipality

Infrastructure & strategic investment (Previously Atherstone Investment)

Income generated from Atherstone estate set aside for major capital works and investments to diversify Council's income streams.

Defined Benefit Call

Provision for potential future funding call under the Defined Benefits Superannuation scheme.

Capital Program

Provision for undelivered projects from the 2022/23 Capital Program which are expected to be delivered in the years commencing from 2023/24.

4.3.2 Equity

Total equity always equals net assets and is made up of the following components:

- Accumulated surplus, which is the value of all net assets, less reserves that have accumulated over time plus the increase in equity (or net assets) which is the net effect of operating surplus for the year plus the net transfers to/from reserves. The accumulated surplus at the end of 2023/24 is budgeted at \$2.474 billion.
- Asset revaluation reserve, which represents the difference between the previously recorded values of assets and their current valuations. The asset revaluation reserve balance as at the end of 2023/24 is budgeted at \$1.293 billion.
- Other reserves are mainly funds that Council wishes to separately identify as being set aside to meet a specific purpose. This includes developer contributions reserves set aside for future capital works. Other reserve balances as at the end of 2023/24 are budgeted to be \$608.202 million. These reserves are detailed in table 4.3.1 above.

4.4 Statement of Cash Flows

4.4.1 Net cash flows provided by/used in operating activities (\$60.078 million increase)

Cash flow from operating activities refers to the cash generated or used in the normal service delivery functions of Council. The net cash flows from operating activities does not equal the surplus (deficit) for the year as the expected revenues and expenses of the Council include non-cash items which have been excluded from the Cash Flow Statement.

The 2023/24 budget for net cash provided by operating activities is \$60.078 million higher than 2022/23 forecast. This comprises an increase in cash receipts of \$71.039 million that is partly offset by a decrease in cash operating expenditure of \$15.210 million.

Receipts

Contributions are projected to increase by \$38.394 , as are cash collections from rates and charges of \$17.094 million. User charges, and Statutory fees & fines are expected to increase by \$5.196 million. Cash receipts from interest income are expected to be higher by \$10.682 million. However, these will be partially offset by a \$2.27 million payout of Trust funds and deposits, and reduction to grants receipts of \$0.810m.

Outflows

Operating payments are higher than 2022/23 forecast by \$10.96 million. This is attributable to projected increases in other payments of \$22.138 million mainly due to the scheduled payout to developers where the assets provided in kind exceed the developers liability. Operating payments for employee costs and materials and services have decreased by \$2.067 million and \$4.861 million respectively.

4.4.2 Net cash flows provided by/used in investing activities (\$500.164 million decrease)

The net cash used for investing activities is projected to be lower than current year forecast by \$500.164 million. This variance primarily relates to the assumption that going forward Council's investments as at 30 June 2024 will be invested in term deposits with less than 90 days to maturity, causing the funds previously classified within 'Other financial asset' to be reclassified to 'Cash and cash equivalents', resulting in a \$470.487 million increase.

Total capital expenditure, including carry forwards, spending down balances of unearned income, as well as reimbursements to developers is anticipated to be higher than 2022/23 by \$41.787 million.

Cash receipts from the sale of assets are budgeted to increase by \$12.110 million compared to the current year forecast.

4.4.3 Net cash flows provided by/used in financing activities (\$0.225 decrease)

Financing activities refer to cash generated or used in the financing of Council activities which include borrowings from financial institutions. These activities also include repayment of the principal component of loan repayments for the year.

Repayment of borrowing and lease liabilities are expected to increase by a total of \$0.340 million as Council pays down its existing loans and leases for fleet are not renewed. No new borrowings are budgeted in 2023/24.

4.4.4 Cash and cash equivalents at the end of the financial year (\$119.044 million increase)

Overall cash and cash equivalent at year end is expected to be higher by \$119.044 million from \$576.560 million in 2021/22 to \$695.604 million in 2023/24.

The cash and investment balances at balance date is significant, however a major portion of the Council's cash balances are statutory reserves representing developer contributions for specific future capital works and projects which must be applied in accordance with legislative and contractual requirements and will need to remain in short to medium term investments for this reason.

4.5 Capital works program

This section presents a listing of the capital works projects that will be undertaken for the 2023/24 year, classified by expenditure type and funding source. Works are also disclosed as current budget or carried forward from prior year.

4.5.1 Summary

	Forecast Actual 2022/23 \$'000	Budget 2023/24 \$'000	Change \$'000	%
Property	4,120	27,343	23,223	563.74%
Plant and equipment	1,314	3,118	1,804	137.35%
Infrastructure	69,286	83,887	14,601	21.07%
Total	74,719	114,348	39,629	53.04%

	Project Cost	Asset expenditure types				Summary of Funding Sources			
	\$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contrib. \$'000	Council cash \$'000	Borrowings \$'000
Property	27,343	19,950	1,381	5,686	326	9,145	-	18,198	-
Plant and equipment	3,118	968	1,150	1,000	-	500	-	2,618	-
Infrastructure	83,887	42,605	10,708	25,484	5,091	4,222	4,665	75,001	-
Total	114,348	63,523	13,239	32,170	5,417	13,867	4,665	95,816	-

4.5.2 Current Budget Program

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contrib. \$'000	Council cash \$'000	Borrowings \$'000
PROPERTY									
Buildings									
Public Convenience Upgrade - Toolern Vale Recreation Reserve, Toolern Vale	250	250	-	-	-	-	-	250	-
Melton Recreation Reserve CFA Building	170	170	-	-	-	20	-	150	-
Cobblebank Community Services Hub, Cobblebank	1,000	1,000	-	-	-	-	-	1,000	-
Bridge Road Community Hub, Strathulloh	5,762	5,762	-	-	-	-	-	5,762	-
Aintree Kindergarten Expansion	2,700	2,700	-	-	-	2,700	-	-	-
Plumpton Community Centre & Neighbourhood House, Plumpton	2,700	2,700	-	-	-	2,700	-	-	-
Weir Views North Community Hub, Weir Views	2,700	2,700	-	-	-	2,700	-	-	-
Deanside Childrens and Community Centre, Deanside	355	355	-	-	-	355	-	-	-
Cambrian Way Kindergarten Extension	226	-	-	226	-	-	-	226	-
Melton Central Children's Community Centre reconfiguration	100	-	-	100	-	-	-	100	-
Rockbank East Children's and Community Centre	30	30	-	-	-	-	-	30	-
Melton Central Community Centre carpark improvements	100	-	-	-	100	-	-	100	-
Mt Carberry Childrens and Community Centre	226	-	-	-	226	-	-	226	-
Diggers Rest Community Hub, Diggers Rest	3,340	3,340	-	-	-	-	-	3,340	-
Botanica Springs Community Centre; Spoil removal	8	8	-	-	-	-	-	8	-
Mount Atkinson East Community Hub, Mount Atkinson	100	100	-	-	-	-	-	100	-
Thornhill Park Childrens and Community Centre	550	550	-	-	-	-	-	550	-
Tenterfield Park Public Toilet	12	-	-	12	-	-	-	12	-
Capitalised Labour Buildings	50	50	-	-	-	-	-	50	-
Total Buildings	20,379	19,715	-	338	326	8,475	-	11,904	-
Building Improvements									
Childrens Centre Amenity Upgrades	95	-	-	95	-	70	-	25	-
Cobblebank Indoor Stadium	500	-	-	500	-	-	-	500	-
Renewal Program (Buildings) Building Components	1,381	-	1,381	-	-	-	-	1,381	-
Macpherson Park, Toolern Vale Redevelopment - Stage 3	2,136	-	-	2,136	-	600	-	1,536	-
Melton Recreation Reserve Pavilion, Melton	2,572	-	-	2,572	-	-	-	2,572	-
Morton Homestead works	45	-	-	45	-	-	-	45	-
Capitalised Labour Building Improvements	235	235	-	-	-	-	-	235	-
Total Buildings Improvements	6,964	235	1,381	5,348	-	670	-	6,294	-
TOTAL PROPERTY	27,343	19,950	1,381	5,686	326	9,145	-	18,198	-
PLANT AND EQUIPMENT									
Fixtures, Fittings and Furniture									
Renewal Program (Other) Library Furniture	90	-	90	-	-	-	-	90	-
Capitalised Labour Fixtures, Fittings and Furniture	11	11	-	-	-	-	-	11	-
Total Fixtures, Fittings and Furniture	101	11	90	-	-	-	-	101	-
Computers and Telecommunications									
Computer Replacement Program	637	637	-	-	-	-	-	637	-
Audio Visual Equipment Upgrade Program	560	-	560	-	-	-	-	560	-
Authority Business System Upgrade	1,000	-	-	1,000	-	-	-	1,000	-
Capitalised Labour Computers and Telecommunications	261	261	-	-	-	-	-	261	-
Total Computers and Telecommunications	2,458	898	560	1,000	-	-	-	2,458	-
Library books									
Renewal Program (Other) Library Collections	500	-	500	-	-	500	-	-	-
Capitalised Labour Library books	59	59	-	-	-	-	-	59	-
Total Library books	559	59	500	-	-	500	-	59	-
TOTAL PLANT AND EQUIPMENT	3,118	968	1,150	1,000	-	500	-	2,618	-

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contrib. \$'000	Council cash \$'000	Borrowings \$'000
INFRASTRUCTURE									
Roads									
Road Construction - Bridge Road, Cobblebank	10,353	10,353	-	-	-	500	3,472	6,381	-
Road Construction - Bulmans Road, Melton West	3,753	-	-	3,753	-	630	-	3,123	-
Road Construction - Hume Drive, Taylors Hill	4,000	-	-	-	4,000	630	-	3,370	-
Taylors Rd Duplication & Intersection upgrade of Gourlay Rd from roundabout to signalised intersection	1,000	-	-	1,000	-	-	-	1,000	-
Hopkins Road Corridor, Deanside	360	360	-	-	-	-	100	260	-
Eynesbury Active Open Space to Logan Street, Eynesbury	89	89	-	-	-	-	-	89	-
Kingston Drive, Taylors Hill - indented parking	90	90	-	-	-	-	-	90	-
Brooklyn Road, Melton South design	250	-	-	250	-	-	-	250	-
Mount Cottrell Road, Mount Cottrell - road construction	600	-	-	600	-	-	-	600	-
Ferris Road, Cobblebank signalised intersection	50	-	-	50	-	-	50	-	-
Exford Road and Wilson Road, Melton South signalised intersection	50	-	-	50	-	-	-	50	-
Coburns Road and Centenary Avenue Roundabout	300	-	-	300	-	-	-	300	-
Boundary Road, Mount Cottrell road construction	300	-	-	300	-	-	-	300	-
Rees Road, Melton South road construction	42	-	-	42	-	-	-	42	-
Middle Road, Truganina road upgrade	80	-	-	80	-	-	-	80	-
Faulkners Road, Mount Cottrell Road upgrade	50	-	-	50	-	-	-	50	-
Melton Valley Drive, Melton - Road Upgrade (Design allocation)	42	-	-	42	-	-	-	42	-
Coburns Road, Melton - road duplication	50	-	-	-	50	-	-	50	-
Renewal Program (Transport) Sealed Roads	4,257	-	4,257	-	-	-	-	4,257	-
Roadside Hazard Safety Improvement Program	236	-	-	236	-	-	-	236	-
Path Lighting Improvement Program	396	396	-	-	-	-	-	396	-
Capitalised Labour Roads	3,091	3,091	-	-	-	-	-	3,091	-
Total Roads	29,440	14,379	4,257	6,753	4,050	1,761	3,622	24,057	-
Bridges									
Bridge Construction - Sinclairs Road, Deanside	600	-	-	600	-	-	-	600	-
Hopkins Road Corridor, Deanside	50	50	-	-	-	-	-	50	-
Pedestrian Bridge - Hannah Watts Park, Melton	1,085	1,085	-	-	-	-	-	1,085	-
Bridge Upgrades - Exford Road and Greigs Road, Exford	190	-	-	190	-	-	-	190	-
Pedestrian Bridge over Toolern Creek, Strathulloh	462	462	-	-	-	-	372	90	-
Toolern Creek Pedestrian Bridge, (western crossing near High Street) Melton	50	50	-	-	-	-	-	50	-
Renewal Program (Transport) Bridges	157	-	157	-	-	-	-	157	-
Capitalised Labour Bridges	302	302	-	-	-	-	-	302	-
Total Bridges	2,896	1,950	157	790	-	-	372	2,524	-
Footpaths and Cycleways									
Sugargum Estate, Hillside; Paths	1,500	1,500	-	-	-	-	-	1,500	-
Bridge Road, Strathulloh pedestrian crossing	80	80	-	-	-	-	-	80	-
Path upgrade - Civic Centre, Melton	885	-	-	885	-	-	-	885	-
Alfred Road, Cobblebank improvements	60	60	-	-	-	-	-	60	-
Renewal Program (Transport) Footpaths	1,805	-	1,805	-	-	-	-	1,805	-
DDA Works Program	50	-	-	50	-	-	-	50	-
Pedestrian and Cycling Infrastructure Program	1,171	1,171	-	-	-	-	-	1,171	-
Capitalised Labour Footpaths and Cycleways	686	686	-	-	-	-	-	686	-
Total Footpaths and Cycleways	6,237	3,497	1,805	935	-	-	-	6,237	-
Drainage									
Culvert Upgrade - Little Blind Creek, Kurunjang	140	140	-	-	-	-	-	140	-
Water Sensitive Urban Design Program	547	547	-	-	-	-	-	547	-
Drainage Infrastructure Program	560	-	-	560	-	-	-	560	-
Capitalised Labour Drainage	148	148	-	-	-	-	-	148	-
Total Drainage	1,396	836	-	560	-	-	-	1,396	-

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contrib. \$'000	Council cash \$'000	Borrowings \$'000
Recreational, Leisure & Community Facilities									
Brookfield Licenced Playspace Upgrade Project	318	-	-	318	-	-	-	318	-
Melton Recreation Reserve - Netball/tennis court and public convenience upgrade	521	-	-	521	-	-	-	521	-
Mt Atkinson East Sports Reserve, Mt Atkinson	2,704	2,704	-	-	-	-	-	2,704	-
Oval redevelopment - Caroline Springs Town Centre, Caroline Springs	1,026	-	-	1,026	-	361	-	666	-
Macpherson Park, Toolern Vale; Oval 1 (design)	79	-	-	79	-	-	-	79	-
Deanside Sports Reserve, Deanside	30	30	-	-	-	-	30	-	-
Kurunjang Recreation Reserve synthetic renewal	1,800	-	1,800	-	-	300	-	1,500	-
Plumpton North Sports Reserve, Plumpton	30	30	-	-	-	-	30	-	-
Rockbank North Sports Reserve, Rockbank North	30	30	-	-	-	-	30	-	-
Taylors Hill Recreation Reserve sportsground	100	-	-	100	-	-	-	100	-
Weir Views East Sports Reserve, Weir Views	30	30	-	-	-	-	30	-	-
Bridge Road, Cobblebank Stage 3	1,041	-	-	-	1,041	-	-	1,041	-
Plumpton Aquatic and Leisure Centre	250	250	-	-	-	-	-	250	-
Brookfield Recreation Reserve, Brookfield	30	30	-	-	-	-	-	30	-
Renewal Program (Open Space) Tennis/Netball Courts	773	-	773	-	-	-	-	773	-
Licensed Playspace Upgrade Program	100	-	-	100	-	-	-	100	-
Cricket Facilities Program (New and Upgrade)	262	-	-	262	-	-	-	262	-
Sportsground Lighting Upgrade Program	600	-	-	600	-	-	-	600	-
Recreation Facility Kitchen Upgrades	306	-	-	306	-	-	-	306	-
Capitalised Labour Recreational, Leisure & Community Facilities	4,119	4,119	-	-	-	-	-	4,119	-
Total Recreational, Leisure & Community Facilities	14,149	7,223	2,573	3,312	1,041	661	120	13,368	-
Parks, Open Space and Streetscapes									
Parks Development Program - Black Knight Way Reserve, Kurunjang	430	-	-	430	-	-	-	430	-
Parks Development Program - Cobblestone Green, Caroline Springs	573	-	-	573	-	-	-	573	-
Parks Development Program - Banchory Green, Hillside	572	-	-	572	-	-	-	572	-
Navan Park, Melton Lighting Improvements, Melton	500	500	-	-	-	-	-	500	-
Oval redevelopment - Burnside Heights Recreation Reserve Oval 2	2,175	-	-	2,175	-	250	-	1,925	-
Parks Development Program - Melton Botanic Gardens Nature Play space, Melton	188	188	-	-	-	-	-	188	-
Bridge Road Athletics Facility Shelter, Cobblebank	200	200	-	-	-	-	-	200	-
Parks Development Program - Earlington Square, Burnside	900	-	-	900	-	450	-	450	-
Parks Development Program - The Parkway Reserve, Caroline Springs	1,300	-	-	1,300	-	650	-	650	-
Preplanning allocation to support Parks Development Program	526	-	526	-	-	-	-	526	-
The Grange Reserve, Melton West Playspace Upgrade	158	-	-	158	-	-	-	158	-
Sovereign Boulevard, Melton West playspace upgrade	134	-	-	134	-	-	-	134	-
Narebar Reserve (Little Blind Creek), Melton Upgrade	138	138	-	-	-	-	-	138	-
Hillside Recreation Reserve	41	-	-	41	-	-	-	41	-
Toolern Creek Linear Reserve Strathtulloh	450	450	-	-	-	450	-	-	-
Renewal Program (Open Space) Irrigation Systems	448	-	448	-	-	-	-	448	-
Renewal Program (Open Space) Open Space Furniture	160	-	160	-	-	-	-	160	-
Renewal Program (Open Space) Playground Components	346	-	346	-	-	-	-	346	-
Renewal Program (Open Space) Shade and Shelter Structures	99	-	99	-	-	-	-	99	-
Renewal Program (Open Space) Sportsground Furniture	204	-	204	-	-	-	-	204	-
Renewal Program (Other) Public Art Rehabilitation	11	-	11	-	-	-	-	11	-
Public Street Art Installation	31	31	-	-	-	-	-	31	-
Public Art Installation	664	664	-	-	-	-	-	664	-
Ball Protection Fencing Program	369	369	-	-	-	-	-	369	-
Sportsground Furniture Program (New and Upgrade)	220	220	-	-	-	-	-	220	-
Street Tree Planting Program	500	500	-	-	-	-	-	500	-
Minor Parks Improvement Program	1,054	-	-	1,054	-	-	-	1,054	-
Street Lighting Improvement Program	231	231	-	-	-	-	-	231	-
Capitalised Labour Parks, Open Space and Streetscapes	1,553	1,553	-	-	-	-	-	1,553	-
Total Parks, Open Space and Streetscapes	14,174	5,043	1,795	7,336	-	1,800	-	12,374	-
Kerb & Channel									
Renewal Program (Transport) Kerb and Channel	120	-	120	-	-	-	-	120	-
Capitalised Labour Total Kerb & Channel	14	14	-	-	-	-	-	14	-
Total Kerb & Channel	134	14	120	-	-	-	-	134	-
Traffic Management Devices									
Roundabout - Mount Cottrell Road and Greigs Road, Strathtulloh	4,583	4,583	-	-	-	-	-	4,583	-
Signalised Intersection - Caroline Springs Boulevard and Rockbank Middle Road, Caroline Springs	3,701	-	-	3,701	-	-	-	3,701	-
Signalised Intersection - Taylors Road and Sinclairs Road, Deanside	318	318	-	-	-	-	-	318	-
Signalised Intersection - Taylors Road and Plumpton Road, Deanside	800	800	-	-	-	-	-	800	-
Signalised intersection - Caroline Springs Blvd and The Crossing, Caroline Springs	635	-	-	635	-	-	-	635	-
Westwood Drive, Burnside	650	-	-	650	-	-	-	650	-
Exford Road and Greigs Road, Exford roundabout construction	684	684	-	-	-	-	551	133	-
Traffic Management Devices Program	850	850	-	-	-	-	-	850	-
Road Safety around Schools Program	587	587	-	-	-	-	-	587	-

Brooklyn Road and Station Road, Melton South intersection improvements	450	-	-	450	-	-	-	450	-
Taylor's Road and Westwood Drive, Taylor's Hill signalised intersection	362	-	-	362	-	-	-	362	-
Capitalised Labour Total Traffic Management Devices	1,619	1,619	-	-	-	-	-	1,619	-
Total Traffic Management Devices	15,238	9,441	-	5,797	-	-	551	14,687	-
Other Infrastructure									
Melton Town Centre Revitalisation - Active Transport	222	222	-	-	-	-	-	222	-
Total Other Infrastructure	222	222	-	-	-	-	-	222	-
TOTAL INFRASTRUCTURE	83,887	42,605	10,708	25,484	5,091	4,222	4,665	75,001	-
TOTAL NEW CAPITAL WORKS	114,348	63,523	13,239	32,170	5,417	13,867	4,665	95,816	-

4.5.2 Current Budget

2023/24	Total \$'000	Asset Expenditure Types				Total \$'000	Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000		Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Property										
Land	-	-	-	-	-	-	-	-	-	-
Land improvements	-	-	-	-	-	-	-	-	-	-
Total Land	-	-	-	-	-	-	-	-	-	-
Buildings	20,379	19,715	-	338	326	20,379	8,475	-	11,904	-
Heritage Buildings	-	-	-	-	-	-	-	-	-	-
Building improvements	6,964	235	1,381	5,348	-	6,964	670	-	6,294	-
Leasehold improvements	-	-	-	-	-	-	-	-	-	-
Total Buildings	27,343	19,950	1,381	5,686	326	27,343	9,145	-	18,198	-
Total Property	27,343	19,950	1,381	5,686	326	27,343	9,145	-	18,198	-
Plant and Equipment										
Heritage plant and equipment	-	-	-	-	-	-	-	-	-	-
Plant, machinery and equipment	-	-	-	-	-	-	-	-	-	-
Fixtures, fittings and furniture	101	11	90	-	-	101	-	-	101	-
Computers and telecommunications	2,458	898	560	1,000	-	2,458	-	-	2,458	-
Library books	559	59	500	-	-	559	500	-	59	-
Total Plant and Equipment	3,118	968	1,150	1,000	-	3,118	500	-	2,618	-
Infrastructure										
Roads	29,440	14,379	4,257	6,753	4,050	29,440	1,761	3,622	24,057	-
Bridges	2,896	1,950	157	790	-	2,896	-	372	2,524	-
Footpaths and cycleways	6,237	3,497	1,805	935	-	6,237	-	-	6,237	-
Drainage	1,396	836	-	560	-	1,396	-	-	1,396	-
Recreational, leisure and community facilities	14,149	7,223	2,573	3,312	1,041	14,149	661	120	13,368	-
Waste management	-	-	-	-	-	-	-	-	-	-
Parks, open space and streetscapes	14,174	5,043	1,795	7,336	-	14,174	1,800	-	12,374	-
Kerb & Channel	134	14	120	-	-	134	-	-	134	-
Traffic Management Devices	15,238	9,441	-	5,797	-	15,238	-	551	14,687	-
Aerodromes	-	-	-	-	-	-	-	-	-	-
Off street car parks	-	-	-	-	-	-	-	-	-	-
Other infrastructure	222	222	-	-	-	222	-	-	222	-
Total Infrastructure	83,887	42,605	10,708	25,484	5,091	83,887	4,222	4,665	75,001	-
Total Capital Works Expenditure	114,348	63,523	13,239	32,170	5,417	114,348	13,867	4,665	95,816	-

4.5.3 Works carried forward from the 2022/23 year

2023/24	Total \$'000	Asset Expenditure Types				Total \$'000	Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000		Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Property										
Land	-	-	-	-	-	-	-	-	-	-
Land improvements	-	-	-	-	-	-	-	-	-	-
Total Land	-	-	-	-	-	-	-	-	-	-
Buildings	10,432	10,420	-	12	-	10,432	-	-	10,432	-
Heritage Buildings	-	-	-	-	-	-	-	-	-	-
Building improvements	5,317	-	1,164	4,153	-	5,317	-	-	5,317	-
Leasehold improvements	-	-	-	-	-	-	-	-	-	-
Total Buildings	15,749	10,420	1,164	4,165	-	15,749	-	-	15,749	-
Total Property	15,749	10,420	1,164	4,165	-	15,749	-	-	15,749	-
Plant and Equipment										
Heritage plant and equipment	-	-	-	-	-	-	-	-	-	-
Plant, machinery and equipment	-	-	-	-	-	-	-	-	-	-
Fixtures, fittings and furniture	-	-	-	-	-	-	-	-	-	-
Computers and telecommunications	-	-	-	-	-	-	-	-	-	-
Library books	-	-	-	-	-	-	-	-	-	-
Total Plant and Equipment	-	-	-	-	-	-	-	-	-	-
Infrastructure										
Roads	11,668	6,677	-	2,665	2,326	11,668	-	-	11,668	-
Bridges	1,198	408	-	790	-	1,198	-	-	1,198	-
Footpaths and cycleways	681	681	-	-	-	681	-	-	681	-
Drainage	550	376	-	174	-	550	-	-	550	-
Recreational, leisure and community facilities	4,374	2,954	553	825	41	4,374	-	-	4,374	-
Waste management	-	-	-	-	-	-	-	-	-	-
Parks, open space and streetscapes	5,719	1,367	1,085	3,267	-	5,764	-	-	5,764	-
Kerb & Channel	-	-	-	-	-	-	-	-	-	-
Traffic Management Devices	8,558	3,411	-	5,147	-	8,558	-	-	8,558	-
Aerodromes	-	-	-	-	-	-	-	-	-	-
Off street car parks	-	-	-	-	-	-	-	-	-	-
Other infrastructure	222	222	-	-	-	222	-	-	222	-
Total Infrastructure	32,969	16,096	1,638	12,869	2,367	33,014	-	-	33,014	-
Total Capital Works Expenditure	48,719	26,516	2,802	17,034	2,367	48,764	-	-	48,764	-

Summary of Planned Capital Works Expenditure
For the years ending 30 June 2025, 2026 & 2027

2024/25	Total \$'000	Asset Expenditure Types				Total \$'000	Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000		Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Property										
Land	7,821	7,821	-	-	-	7,821	-	7,821	-	-
Land improvements	-	-	-	-	-	-	-	-	-	-
Total Land	7,821	7,821	-	-	-	7,821	-	7,821	-	-
Buildings	46,817	34,002	2,229	8,441	2,145	46,817	2,420	19,927	24,470	-
Heritage Buildings	-	-	-	-	-	-	-	-	-	-
Building improvements	-	-	-	-	-	-	-	-	-	-
Leasehold improvements	-	-	-	-	-	-	-	-	-	-
Total Buildings	46,817	34,002	2,229	8,441	2,145	46,817	2,420	19,927	24,470	-
Total Property	54,638	41,823	2,229	8,441	2,145	54,638	2,420	27,748	24,470	-
Plant and Equipment										
Heritage plant and equipment	-	-	-	-	-	-	-	-	-	-
Plant, machinery and equipment	-	-	-	-	-	-	-	-	-	-
Fixtures, fittings and furniture	190	190	-	-	-	190	-	-	190	-
Computers and telecommunications	367	367	-	-	-	367	-	-	367	-
Library books	592	592	-	-	-	592	-	-	592	-
Total Plant and Equipment	1,149	1,149	-	-	-	1,149	-	-	1,149	-
Infrastructure										
Roads	31,741	9,103	5,748	11,113	5,777	31,741	1,825	2,531	27,385	-
Bridges	1,665	1,207	211	-	247	1,665	-	184	1,481	-
Footpaths and cycleways	3,133	2,166	967	-	-	3,133	-	122	3,011	-
Drainage	1,283	958	325	-	-	1,283	-	-	1,283	-
Recreational, leisure and community facilities	17,142	10,322	2,936	789	3,095	17,142	7,165	590	9,387	-
Waste management	-	-	-	-	-	-	-	-	-	-
Parks, open space and streetscapes	553	540	13	-	-	553	-	-	553	-
Kerb & Channel	162	-	162	-	-	162	-	-	162	-
Traffic Management Devices	1,860	1,860	-	-	-	1,860	-	-	1,860	-
Aerodromes	-	-	-	-	-	-	-	-	-	-
Off street car parks	2,680	2,680	-	-	-	2,680	2,163	-	517	-
Other infrastructure	2,064	1,213	-	-	851	2,064	-	-	2,064	-
Total Infrastructure	62,283	30,049	10,362	11,902	9,970	62,283	11,153	3,427	47,703	-
Total Capital Works Expenditure	118,070	73,021	12,591	20,343	12,115	118,070	13,573	31,175	73,322	-

2025/26	Total \$'000	Asset Expenditure Types				Total \$'000	Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000		Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Property										
Land	39,078	39,078	-	-	-	39,078	-	39,078	-	-
Land improvements	-	-	-	-	-	-	-	-	-	-
Total Land	39,078	39,078	-	-	-	39,078	-	39,078	-	-
Buildings	53,974	40,091	2,415	9,145	2,323	53,974	2,622	21,587	29,765	-
Heritage Buildings	-	-	-	-	-	-	-	-	-	-
Building improvements	-	-	-	-	-	-	-	-	-	-
Leasehold improvements	-	-	-	-	-	-	-	-	-	-
Total Buildings	53,974	40,091	2,415	9,145	2,323	53,974	2,622	21,587	29,765	-
Total Property	93,052	79,169	2,415	9,145	2,323	93,052	2,622	60,665	29,765	-
Plant and Equipment										
Heritage plant and equipment	-	-	-	-	-	-	-	-	-	-
Plant, machinery and equipment	-	-	-	-	-	-	-	-	-	-
Fixtures, fittings and furniture	206	206	-	-	-	206	-	-	206	-
Computers and telecommunications	398	398	-	-	-	398	-	-	398	-
Library books	642	642	-	-	-	642	-	-	642	-
Total Plant and Equipment	1,246	1,246	-	-	-	1,246	-	-	1,246	-
Infrastructure										
Roads	34,386	9,862	6,227	12,039	6,258	34,386	1,977	2,742	29,667	-
Bridges	1,804	1,308	229	-	267	1,804	-	199	1,605	-
Footpaths and cycleways	3,395	2,347	1,048	-	-	3,395	-	133	3,262	-
Drainage	1,390	1,038	352	-	-	1,390	-	-	1,390	-
Recreational, leisure and community facilities	18,571	11,182	3,181	855	3,353	18,571	7,762	639	10,170	-
Waste management	-	-	-	-	-	-	-	-	-	-
Parks, open space and streetscapes	600	586	14	-	-	600	-	-	600	-
Kerb & Channel	176	-	176	-	-	176	-	-	176	-
Traffic Management Devices	2,015	2,015	-	-	-	2,015	-	-	2,015	-
Aerodromes	-	-	-	-	-	-	-	-	-	-
Off street car parks	2,903	2,903	-	-	-	2,903	2,343	-	560	-
Other infrastructure	2,235	1,314	-	-	921	2,235	-	-	2,235	-
Total Infrastructure	67,475	32,555	11,227	12,894	10,799	67,475	12,082	3,713	51,680	-
Total Capital Works Expenditure	161,773	112,970	13,642	22,039	13,122	161,773	14,704	64,378	82,691	-

2026/27	Total \$'000	Asset Expenditure Types				Total \$'000	Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000		Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Property										
Land	26,364	26,364	-	-	-	26,364	-	26,364	-	-
Land improvements	-	-	-	-	-	-	-	-	-	-
Total Land	26,364	26,364	-	-	-	26,364	-	26,364	-	-
Buildings	36,413	27,047	1,629	6,170	1,567	36,413	1,769	14,564	20,080	-
Heritage Buildings	-	-	-	-	-	-	-	-	-	-
Building improvements	-	-	-	-	-	-	-	-	-	-
Leasehold improvements	-	-	-	-	-	-	-	-	-	-
Total Buildings	36,413	27,047	1,629	6,170	1,567	36,413	1,769	14,564	20,080	-
Total Property	62,777	53,411	1,629	6,170	1,567	62,777	1,769	40,928	20,080	-
Plant and Equipment										
Heritage plant and equipment	-	-	-	-	-	-	-	-	-	-
Plant, machinery and equipment	-	-	-	-	-	-	-	-	-	-
Fixtures, fittings and furniture	139	139	-	-	-	139	-	-	139	-
Computers and telecommunications	269	269	-	-	-	269	-	-	269	-
Library books	433	433	-	-	-	433	-	-	433	-
Total Plant and Equipment	841	841	-	-	-	841	-	-	841	-
Infrastructure										
Roads	23,198	6,653	4,201	8,122	4,222	23,198	1,334	1,850	20,014	-
Bridges	1,216	882	154	-	180	1,216	-	134	1,082	-
Footpaths and cycleways	2,290	1,583	707	-	-	2,290	-	90	2,200	-
Drainage	937	700	237	-	-	937	-	-	937	-
Recreational, leisure and community facilities	12,529	7,544	2,146	577	2,262	12,529	5,237	431	6,861	-
Waste management	-	-	-	-	-	-	-	-	-	-
Parks, open space and streetscapes	404	395	9	-	-	404	-	-	404	-
Kerb & Channel	119	-	119	-	-	119	-	-	119	-
Traffic Management Devices	1,359	1,359	-	-	-	1,359	-	-	1,359	-
Aerodromes	-	-	-	-	-	-	-	-	-	-
Off street car parks	1,959	1,959	-	-	-	1,959	1,581	-	378	-
Other infrastructure	1,507	886	-	-	621	1,507	-	-	1,507	-
Total Infrastructure	45,518	21,961	7,573	8,699	7,285	45,518	8,152	2,505	34,861	-
Total Capital Works Expenditure	109,136	76,213	9,202	14,869	8,852	109,136	9,921	43,433	55,782	-

5a. Targeted performance indicators

The following table highlights Council's current and projected performance across a selection of targeted service and financial performance indicators. These indicators provide a useful analysis of Council's intentions and performance and should be interpreted in the context of the organisation's objectives. The targeted performance indicators below are the prescribed financial performance indicators contained in Schedule 4 of the Local Government (Planning and Reporting) Regulations 2020. Results against these indicators and targets will be reported in Council's Performance Statement included in the Annual Report.

Targeted performance indicators - Service

Indicator	Measure	Notes	Actual 2021/22	Forecast Actual 2022/23	Target 2023/24	Target Projections			Trend
						2024/25	2025/26	2026/27	+/-
Governance									
Satisfaction with community consultation and engagement	Community satisfaction rating out of 100 with the consultation and engagement efforts of Council	1	64.00	63.00	64.00	64.96	65.93	66.92	+
Roads									
Sealed local roads below the intervention level	Number of kms of sealed local roads below the renewal intervention level set by Council / Kms of sealed local roads	2	96.50%	97.00%	96.50%	96.60%	96.64%	96.69%	+
Statutory planning									
Planning applications decided within the relevant required time	Number of planning application decisions made within the relevant required time / Number of decisions made	3	87.06%	60.00%	75.00%	75.00%	75.00%	75.00%	+
Waste management									
Kerbside collection waste diverted from landfill	Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins	4	43.44%	44.00%	45.62%	46.98%	48.16%	50.09%	+

Targeted performance indicators - Financial

Indicator	Measure	Notes	Actual	Forecast	Target	Target Projections			Trend
			2021/22	Actual 2022/23	2023/24	2024/25	2025/26	2026/27	+/-
Liquidity									
Working Capital	Current assets / current liabilities	5	311%	1004.0%	632.9%	311.41%	311.41%	311.41%	o
Obligations									
Asset renewal	Asset renewal and upgrade expense / Asset depreciation	6	46%	64.46%	87.80%	46.40%	46.40%	46.40%	o
Stability									
Rates concentration	Rate revenue / adjusted underlying revenue	7	48.43%	66.6%	67.7%	48.43%	48.43%	48.43%	o
Efficiency									
Expenditure level	Total expenses/ no. of property assessments	8	\$2,654.13	\$2,812.30	\$2,675.52	\$2,654.13	\$2,654.13	\$2,654.13	-

5b. Financial performance indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the organisation's objectives.

The financial performance indicators below are the prescribed financial performance indicators contained in Part 3 of Schedule 3 of the *Local Government (Planning and Reporting) Regulations 2020*. Results against these indicators will be reported in Council's Performance Statement included in the Annual Report.

Indicator	Measure	Notes	Actual	Forecast	Budget	Projections			Trend
			2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	+/-
Operating position									
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	9	6.9%	3.6%	9.2%	10.4%	10.2%	10.0%	+
Liquidity									
Unrestricted cash	Unrestricted cash / current liabilities	10	158.6%	308.7%	244.6%	261.6%	119.6%	92.0%	+
Obligations									
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	11	5.6%	3.6%	1.8%	0.5%	0.0%	0.0%	+
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		1.9%	1.7%	1.6%	1.2%	0.5%	0.0%	+
Indebtedness	Non-current liabilities / own source revenue		12.7%	13.2%	10.9%	9.7%	9.3%	8.6%	+
Stability									
Rates effort	Rate revenue / CIV of rateable properties in the municipality	12	0.308%	0.286%	0.294%	0.302%	0.311%	0.320%	+
Efficiency									
Revenue level	General rates and municipal charges / no. of property assessments	13	\$1,670	\$1,691	\$1,753	\$1,804	\$1,856	\$1,909	+

Key to Target Trend:

- + increase in Council's overall targets
- o maintaining Council's overall targets
- decrease in Council's overall targets

Notes to indicators**5a****1. Satisfaction with community consultation and engagement**

The period of COVID lockdowns means we have had a less visible presence in our City for face-to-face consultations or engagements, necessitating a move to the digital space only. Council will be getting back to a mix of digital and face to face engagement in the coming years.

2. Sealed local roads below the intervention level

Target for 2022-23 is based on service level targets set in adopted Transport Asset Management Plan (TAMP), and on results from the past 4 years, since the 2019 condition audit on sealed roads. Actual for 2022-23 is based on acquired data from 2023 sealed roads condition audit showing the current state of Councils sealed road assets. Targets for the following 3 years are based on a Service Level Analysis report generated in Predictor and based on renewal modelling for the next 10 years.

3. Planning applications decided within the relevant required time

Complexity of applications, including post-permit matters has evolved and increased over time, impacting timeframes.

4. Kerbside collection waste diverted from landfill

An increase of 5% applied to achieve the 2023/2024 target, with a behaviour change campaign set to commence April 2023 and run through until the end of June 2024. This campaign aims to focus on the use of the FOGO bin and includes the following waste diversion objectives:

- decrease the amount of food waste in the general waste bin
- increase the uptake of the green waste bin

5. Working Capital

High working capital ratio due to the high level of cash held in reserves mainly for completion of future capital works relating to Council's development contribution plans.

6. Asset renewal

A low investment in asset renewal is acceptable as much of Council's infrastructure assets are in relatively new condition.

7. Rates concentration

This ratio is mainly impacted by annual movements in Council's profitability (adjusted underlying result).. An increase to profitability will result in a reduction to the rates concentration ratio.

8. Expenditure level

This ratio is expected to remain relatively constant as total expenses are projected to move in line with population changes.

5b**9. Adjusted underlying result**

Positive annual result indicates Council continues to demonstrate ongoing financial sustainability.

10. Unrestricted Cash

This ratio is well above 100% due to the amount of discretionary reserve funds plus working capital necessary to service the service and infrastructure demands of a growing community.

11. Debt compared to rates

Council is expected to fully pay down existing debt by the 2024/25 financial year.

12. Rates effort

This ratio is expected to marginally increase each year as the increase in supplementary rates exceeds the increase in property values.

13. Revenue level

This ratio is expected to increase each year as the increase in supplementary rates exceeds the increase in the number of rateable properties.

Notes to indicators**1. Adjusted underlying result**

Adjusted Underlying Surplus/(Deficit)	Actual	Forecast	Budget	Variance	Change	Projections		
	2021/22 \$'000	2023/24 \$'000	2023/24 \$'000	\$'000	%	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000
Total income	495,783	544,866	608,949	64,083	11.8%	573,766	535,634	548,973
Less								
Grants - Capital non-recurrent	11,161	21,576	13,867	(7,709)	-35.7%	13,573	14,704	9,921
Contributions monetary	74,089	94,622	133,016	38,394	40.6%	87,901	58,751	47,408
Contributions non monetary	178,308	189,580	181,665	(7,915)	-4.2%	175,763	158,162	168,324
Net gain (loss) on disposal of assets	12,635	(3,701)	16,442	20,143	-544.3%	15,065	3,770	3,770
Adjusted Underlying Revenue	219,590	242,789	263,959	21,170	8.7%	281,464	300,247	319,550
Less								
Total expenses	204,368	234,135	239,576	5,441	2.3%	252,176	269,555	287,548
Adjusted Underlying Surplus/(Deficit)	15,222	8,654	24,383	15,729	181.7%	29,288	30,692	32,002
Indicator: Adjusted Underlying Result	6.9%	3.6%	9.2%	5.7%	159.2%	10.4%	10.2%	10.0%

Underlying result is an indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. This ratio refers to the operational outcome as assessed in the comprehensive income statement, adjusted for non-operational items such as capital income, contributed monetary and non-monetary assets and non-operational asset sales.

The projected underlying surplus of \$24.383 million in 2023/24 with projected future year favourable results that demonstrates Council's ongoing financial sustainability.

2. Working Capital

Working Capital	Actual 2021/22 \$'000	Forecast 2023/24 \$'000	Budget 2023/24 \$'000	Variance \$'000	Change %	Projections		
						2024/25 \$'000	2025/26 \$'000	2026/27 \$'000
Current Assets	355,538	638,845	755,378	116,533	18.2%	800,203	758,707	774,491
Current Liabilities	114,177	63,629	119,352	55,723	87.6%	113,085	147,360	135,852
Working Capital	241,361	575,216	636,026	60,810	10.6%	687,118	611,347	638,639
Indicator: Working Capital	311.4%	1004.0%	632.9%	-371.1%	-37.0%	707.6%	514.9%	570.1%
less								
- Statutory Reserves	238,949	331,262	432,188	100,926	30.5%	531,727	532,940	592,393
Working Capital (net of Statutory Reserves)	2,412	243,954	203,838	(40,116)	-16.4%	155,391	78,407	46,246
less								
- Discretionary Reserves	171,720	191,392	176,014	(15,378)	-8.0%	176,014	176,014	176,014
Unrestricted working capital	(169,308)	52,562	27,824	(24,738)	-47.1%	(20,623)	(97,607)	(129,768)

Working capital is a general measure of the organisation's liquidity and its ability to meet its commitments as and when they fall due. A working capital ratio of above 1 (100%) indicates that Council is able to adequately meet all of its short-term expenses. Council's working capital position is strong.

3. Unrestricted Cash

Restricted and Unrestricted Cash and Investments	Actual 2021/22 \$'000	Forecast 2023/24 \$'000	Budget 2023/24 \$'000	Variance \$'000	Change %	Projections		
						2024/25 \$'000	2025/26 \$'000	2026/27 \$'000
Total Cash & Investments	487,691	576,560	695,604	119,044	20.6%	742,426	701,529	717,662
Restricted Cash & Investments								
- Statutory Reserve	238,949	312,810	372,547	59,737	19.1%	415,448	494,199	561,607
- Cash to fund carry forward capital works	67,617	67,351	31,097	(36,254)	-53.8%	31,097	31,097	31,097
Unrestricted Cash & Investments	181,125	196,399	291,960	95,561	48.7%	295,881	176,233	124,958
Current Liabilities	114,177	63,629	119,352	55,723	87.6%	113,085	147,360	135,852
Indicator: Unrestricted cash	158.6%	308.7%	244.6%	-64.0%		261.6%	119.6%	92.0%

Part of the cash and cash equivalents held by Council are restricted in their application and are not fully available for all Council's operations. The budgeted unrestricted cash statement above indicates Council's unrestricted cash and reserve balances, however a significant proportion of the unrestricted funds are earmarked as funding for the Infrastructure and Strategic Investment Reserve.

4. Debt compared to rates

Loans and borrowings	Actual	Forecast	Budget	Variance	Change	Projections		
	2021/22 \$'000	2023/24 \$'000	2023/24 \$'000	\$'000	%	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000
Rates and charges	148,340	161,665	178,729	17,064	10.6%	191,345	205,115	219,386
Interest bearing loans and borrowings	8,272	5,770	3,163	(2,607)	-45.2%	922	-	-
Indicator: Loans and borrowings compared to rates	5.6%	3.6%	1.8%	-1.8%	-50.4%	0.5%	0.0%	0.0%
Interest and principal repayments	2,809	2,806	2,786	(20)	-0.7%	2,314	941	-
Indicator: Interest and principal repayments compared to rates	1.9%	1.7%	1.6%	-0.2%	-10.2%	1.2%	0.5%	0.0%

These indicators measures the level of Council's total debt as a percentage of rate revenue, and the percentage of rate revenue required to service that debt respectively. The ratio is expected to decrease further during 2023/24 due to Council not planning to take new borrowings, while repaying existing loans, and benefiting from increasing rate revenue in 2023/24 and beyond due to projected new dwelling growth.

5. Indebtedness

Indebtedness	Actual	Forecast	Budget	Variance	Change	Projections		
	2021/22 \$'000	2023/24 \$'000	2023/24 \$'000	\$'000	%	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000
Non-current liabilities	23,353	27,466	24,905	(2,561)	-9.3%	23,828	24,399	24,165
Adjusted Underlying Revenue less	219,590	242,789	263,959	21,170	8.7%	281,464	300,247	319,550
Grants - operating	35,263	35,263	34,680	(583)	-1.7%	36,067	37,420	38,823
Own Source Revenue	184,327	207,526	229,279	21,753	10.5%	245,397	262,827	280,727
Indicator: Indebtedness	12.7%	13.2%	10.9%	-11.8%	-88.9%	9.7%	9.3%	8.6%

This indicator assesses an Council's ability to pay long term financial obligations (non-current liabilities) from the funds it generates. The higher the percentage, the less able Council is to cover non-current liabilities from the revenues Council generates itself. Own-sourced revenue is used (rather than total revenue) because it does not include contributions or capital grants, which are usually tied to specific projects. The indicator for 2022/23 indicates Council's indebtedness is low, and is projected to improve further as own source revenue grows while Council repays debt held in 2023/24 over the period to 2026/27.

6. Asset Renewal

Indebtedness	Actual	Forecast	Budget	Variance	Change	Projections		
	2021/22	2023/24	2023/24			2024/25	2025/26	2026/27
	\$'000	\$'000	\$'000	\$'000	%	\$'000	\$'000	\$'000
Asset Renewal and Upgrade Expenses	20,654	32,334	45,408	13,074	40.4%	24,706	26,764	18,054
Depreciation	44,514	50,163	51,715	1,552	3.1%	53,525	55,398	57,337
Indicator: Asset renewal	46.4%	64.5%	87.8%	23.3%	36.2%	46.2%	48.3%	31.5%

This percentage indicates the extent of Council's renewals against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed. This would require future capital expenditure to renew assets base to their existing condition. The indicator for 2023/24 indicates Council's renewal expenditure (renewal plus upgrade) is lower than the annual depreciation charge, and continues as such from 2023/24. While this is a useful indicator it should however be noted that depreciation is an accounting measure and may not always represent asset consumption on an annual basis, hence care should be used in its interpretation. Council also has a significant proportion of its assets constructed recently that supports a below 100 percentage at least in the short term.

7. Rates concentration

Rates concentration	Actual	Forecast	Budget	Variance	Change	Projections		
	2021/22	2023/24	2023/24			2024/25	2025/26	2026/27
	\$'000	\$'000	\$'000	\$'000	%	\$'000	\$'000	\$'000
Rates and Charges Revenue	148,340	161,665	178,729	17,064	10.6%	191,345	205,115	219,386
Adjusted Underlying Revenue	219,590	242,789	263,959	21,170	8.7%	281,464	300,247	319,550
Indicator: Rates concentration	67.6%	66.6%	67.7%	1.1%	1.7%	68.0%	68.3%	68.7%

Reflects extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates Council will continue to become reliant on rate revenue compared to all other revenue sources. Council aims to reduce this reliance over the long term with investment in other income generating activities through its Infrastructure and Strategic Investment Reserve.

8. Rates effort

Rates effort	Actual	Forecast	Budget	Variance	Change	Projections		
	2021/22 \$'000	2023/24 \$'000	2023/24 \$'000	\$'000	%	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000
Rates and Charges Revenue	148,340	161,665	178,729	17,064	10.6%	191,345	205,115	219,386
CIV of rateable properties in municipality	48,086,952	56,586,876	60,862,105	4,275,229	7.6%	63,332,410	65,990,099	68,601,556
Indicator: Rates effort	0.00308	0.00286	0.00294	0.00008	2.8%	0.00302	0.00311	0.00320

Rates effort is measured as rate revenue as a percentage of the capital improved value of rateable properties in the municipality

9. Efficiency

Efficiency	Actual	Forecast	Budget	Variance	Change	Projections		
	2021/22 \$'000	2023/24 \$'000	2023/24 \$'000	\$'000	%	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000
Number of property assessments	77,129	83,254	89,544	6,290	7.6%	93,178	97,089	100,931
Total expenses	204,368	234,135	239,576	5,441	2.3%	252,176	269,555	287,548
Indicator: Expenditure level	\$2,650	\$2,812	\$2,676	(\$137)	-4.9%	\$2,706	\$2,776	\$2,849
Rates and charges Income	148,340	161,665	178,729	17,064	10.6%	191,345	205,115	219,386
Indicator: Revenue level	\$1,923	\$1,942	\$1,996	\$54	2.8%	\$2,054	\$2,113	\$2,174

Reflects extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates Council will continue to be reliant on rate revenue compared to all other revenue sources. Council aims to reduce this reliance over the long term with investment in other income generating activities through its Infrastructure and Strategic Investment Reserve.

Fees and Charges 2023/2024

A vibrant, safe and liveable
City accessible to all



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Office of CEO

Engagement & Advocacy

Cemetery Operations

Supply of Approved Products	\$180.00	\$195.00	8.33%	\$15.00	Per Product	Y	Y	
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Right of Interment

Agonas Standard Rose Memorial (Double)	\$2,080.00	\$2,245.00	7.93%	\$165.00	Per Unit	N	N	Cremation - Memorials
Agonas Tree Memorial (Multiple)	\$1,610.00	\$1,740.00	8.07%	\$130.00	Per Unit	Y	N	Burials - Graves
Garden Memorial (Bluestone/Beam edge)	\$565.00	\$610.00	7.96%	\$45.00	Per Unit	Y	N	Cremation - Memorials
Garden Memorial (Rock/Boulder)	\$630.00	\$680.00	7.94%	\$50.00	Per Unit	Y	N	Cremation - Memorials
Lawn Beam (Plaque/Headstone)	\$1,555.00	\$1,680.00	8.04%	\$125.00		Y	N	
Lawn Beam Child (1- 5 years)	\$830.00	\$895.00	7.83%	\$65.00	Per Unit	Y	N	Burials - Graves
Lawn Beam Child (6-10 years)	\$905.00	\$975.00	7.73%	\$70.00	Per Unit	Y	N	Burial -Graves
Lawn Beam -Stillborn	\$565.00	\$610.00	7.96%	\$45.00	Per Unit	Y	N	Burials - Graves
Manchurian Pear Trees	\$1,075.00	\$1,160.00	7.91%	\$85.00		Y	N	Cremation - Memorials
Monumental	\$1,610.00	\$1,740.00	8.07%	\$130.00	Per Unit	Y	N	
Niche Wall (Single)	\$535.00	\$580.00	8.41%	\$45.00	Per Unit	Y	N	Cremation - Memorials
Pre Need - Lawn Beam - Plaque/Headstone Section	\$1,670.00	\$1,805.00	8.08%	\$135.00		Y	N	
Pre Need- Monumental	\$1,795.00	\$1,940.00	8.08%	\$145.00		Y	N	
Red and White Rose Gardens	\$2,910.00	\$3,145.00	8.08%	\$235.00		Y	N	
Rose Garden/Garden Beds (Double)	\$1,075.00	\$1,160.00	7.91%	\$85.00	Per Unit	Y	N	Cremation - Memorials
Rose Garden/Garden Beds (Single)	\$565.00	\$610.00	7.96%	\$45.00	Per Unit	Y	N	Cremation - Memorials

Interment

Additional Inscription	\$70.00	\$75.00	7.14%	\$5.00		Y	N	
Additional Operating Hours for Activity	\$160.00	\$175.00	9.38%	\$15.00		Y	N	
Cancellation of Order to Dig Grave	\$275.00	\$295.00	7.27%	\$20.00	Per Unit	Y	Y	
Copy of Certificate of Right of Interment	\$33.00	\$33.00	0.00%	\$0.00	Per Certificate	Y	N	
Record Search Fee	\$33.00	\$33.00	0.00%	\$0.00	Per Hour	Y	N	Per hour or Part There Of

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Interment [continued]

Sand or Special Material for Backfilling	\$230.00	\$250.00	8.70%	\$20.00	Per Request	Y	Y	
Sinking Grave 1.8m deep (Single) / 2.2m (Double)	\$1,385.00	\$1,495.00	7.94%	\$110.00	Per Unit	Y	Y	
Sinking Grave 2.2m (Double) Section 15 Only	\$1,710.00	\$1,845.00	7.89%	\$135.00	Per Unit	Y	Y	
Sinking Grave 1.8m (Single) Section 15 Only	\$1,550.00	\$1,675.00	8.06%	\$125.00	Per Unit	Y	Y	
Sinking Grave 2.7m deep (Triple)	\$1,700.00	\$1,835.00	7.94%	\$135.00	Per Unit	Y	Y	
Stillborn	\$470.00	\$510.00	8.51%	\$40.00	Per Unit	Y	Y	
Child (1-5yrs)	\$525.00	\$565.00	7.62%	\$40.00	Per Unit	Y	Y	
Child (6-10yrs)	\$665.00	\$720.00	8.27%	\$55.00	Per Unit	Y	Y	
Additional - Oversize Casket/Coffin (greater than 650mm wide or 2050mm long)	\$260.00	\$280.00	7.69%	\$20.00	Per Unit	Y	Y	
Additional - Inaccessible grave (Full or partial hand digging required)	\$665.00	\$720.00	8.27%	\$55.00	Per Unit	Y	Y	
Reopen (Plaque/Headstone Section)	\$1,385.00	\$1,495.00	7.94%	\$110.00	Per Unit	Y	Y	
Reopen (Monumental - no cover)	\$1,385.00	\$1,495.00	7.94%	\$110.00	Per Unit	Y	Y	
Reopen (Monumental - chip top)	\$1,640.00	\$1,770.00	7.93%	\$130.00	Per Unit	Y	Y	
Reopen (Monumental - ledger)	\$2,225.00	\$2,405.00	8.09%	\$180.00	Per Unit	Y	Y	
Additional - Removal of ledger/monument	\$525.00	\$565.00	7.62%	\$40.00	Per Unit	Y	Y	
Services outside prescribed hours 10.00am to 4.00pm Monday to Friday	\$360.00	\$390.00	8.33%	\$30.00	Per Unit	Y	Y	
Services on Saturday, Sunday & Public Holidays	\$690.00	\$745.00	7.97%	\$55.00	Per Unit	Y	Y	
Cremated remains into a grave site	\$235.00	\$255.00	8.51%	\$20.00	Per Unit	Y	Y	
Cremated remains into a garden memorial	\$235.00	\$255.00	8.51%	\$20.00	Per Unit	Y	Y	
Cremated remains into a wall memorial	\$140.00	\$150.00	7.14%	\$10.00	Per Unit	Y	Y	
Cremated Remains - Scattering of Cremated Remains	\$220.00	\$240.00	9.09%	\$20.00	Per Unit	Y	Y	
Exhumation Fee (as authorised)	\$4,985.00	\$5,385.00	8.02%	\$400.00	Per Unit	Y	Y	
Lift & Reposition	\$3,335.00	\$3,600.00	7.95%	\$265.00	Per Unit	N	Y	
Removal of ashes (Niche Wall)	\$90.00	\$90.00	0.00%	\$0.00	Per Unit	N	Y	
Attendance for Ashes Interment	\$170.00	\$185.00	8.82%	\$15.00	Per Unit	Y	Y	
Niche Wall (ashes only) Wall Bud Vase - screwed connection	\$115.00	\$125.00	8.70%	\$10.00	Per Unit	N	Y	
Location Probing	\$270.00	\$290.00	7.41%	\$20.00	Per Unit	N	Y	

Memorial

Additional Inscription - Minor Renovation Work	\$125.00	\$135.00	8.00%	\$10.00	Per Permit	Y	N	Single Grave
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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
Memorial [continued]								
Additional Inspection for Monument	\$44.00	\$44.00	0.00%	\$0.00	Per Permit	Y	N	Application for Second and for each additional inspection for Monument Completion Certificate
Affixing Bronze and or Granite Panel - Above Ground Cremation	\$44.00	\$44.00	0.00%	\$0.00		Y	N	Other Base by External Supplier Excludes \$145 for concrete rest/spacing block
Base by Cemetery	\$110.00	\$120.00	9.09%	\$10.00	Per Permit	Y	N	Affixing Bronze Externally Supplied Plaque and or Granite Panel Supply of concrete rest, spacing block or other necessary base
Base by Cemetery	\$110.00	\$120.00	9.09%	\$10.00	Per Permit	Y	N	Affixing Bronze Externally Supplied Plaque and or Granite Panel Affixing or installation or placement fee
Cemetery Trust Records - Search	\$33.00	\$33.00	0.00%	\$0.00	Per Item	Y	N	Fee charged to cover costs associated with providing the information, copies or extracts fro, cemetery trust records
Copy or Reissue of Certificate previously issued	\$33.00	\$33.00	0.00%	\$0.00	Per Copy	Y	N	Cremation or Interment Deed, Right of Interment
Crypt Shutters	\$110.00	\$120.00	9.09%	\$10.00	Per Crypt	Y	N	
In Ground Cremation	\$110.00	\$120.00	9.09%	\$10.00	Per Permit	Y	N	Affixing Bronze And Or Granite Panel or Other Base by External Supplier Excludes \$145 for concrete rest/spacing block
Lawn Grave or Lawn Beam	\$44.00	\$44.00	0.00%	\$0.00	Per Permit	Y	N	Affixing Bronze and or Granite Panel or Other Base by External Supplier Excludes \$145 for concrete rest/spacing block
Major Renovation Work - Additional	\$44.00	\$44.00	0.00%	\$0.00	Per Permit	Y	N	Each additional contiguous grave forming the same monument
Major Renovation Work - Single Grave	\$170.00	\$185.00	8.82%	\$15.00	Per Permit	Y	N	
Memorialisation - Vase	\$115.00	\$125.00	8.70%	\$10.00	Per Unit	Y	N	
New Headstone and Base with Existing Foundation - Additional	\$44.00	\$44.00	0.00%	\$0.00	Per Permit	Y	N	Each additional contiguous grave forming the same monument
New Headstone and Base with Existing Foundation - Single Grave	\$160.00	\$175.00	9.38%	\$15.00	Per Permit	Y	N	
New Headstone and Base without Existing Foundation - Additional	\$44.00	\$44.00	0.00%	\$0.00	Per Permit	Y	N	Each additional contiguous grave forming the same monument
New Headstone and Base without Existing Foundation - Single Grave	\$170.00	\$185.00	8.82%	\$15.00	Per Permit	Y	N	

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
Memorial [continued]								
New Monument with Existing Foundation - Additional	\$55.00	\$60.00	9.09%	\$5.00	Per Permit	Y	N	Each Monument with Existing Foundation
New Monument with Existing Foundation -Single Grave	\$195.00	\$210.00	7.69%	\$15.00	Per Permit	Y	N	
New Monument without Existing Foundation - Additional	\$70.00	\$75.00	7.14%	\$5.00	Per Permit	Y	N	Each additional contiguous grave forming the same monument
New Monument without Existing Foundation -Single Grave	\$220.00	\$240.00	9.09%	\$20.00	Per Permit	Y	N	
Weekend or Public Holiday Access	\$125.00	\$135.00	8.00%	\$10.00	Per Permit	Y	N	For memorial installation with prior approval
Weekend or Public Holiday Access +4 hours	\$240.00	\$260.00	8.33%	\$20.00	Per Permit	Y	N	For Memorial Installation with Prior Approval

Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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City Futures

Infrastructure Planning

Infrastructure Planning

Civil

Engineering Civil Construction Supervision			2.5% Value of Work		Per Item	Y	N	Engineering Civil Construction Supervision 10% of Cost of Lights, Supply and Installation.
Engineering Civil Plan Checking			0.75% Value of Work			Y	N	
Non Standard Public Lighting			10% of Costs of Lights - Supply & Installation			N	N	

City Strategy

Planning Scheme Amendments

Planning Scheme Amendment - Stage 1	\$3,149.70	\$3,149.70	0.00%	\$0.00	(206 fee units)	Y	N	For a) Considering a request to amend a planning scheme and b) Taking Action required by Division 1 of Part 3 of the Act and c) Considering any submissions which do not seek a change to the amendment and d) If applicable, abandoning the amendment
Planning Scheme Amendment- Stage 2A up to (and including) 10 Submissions	\$15,611.10	\$15,611.10	0.00%	\$0.00	(1021 fee units) or	Y	N	For considering up to (and including) 10 submissions which seek to change an amendment and where necessary referring the submissions to a panel
Planning Scheme Amendment - Stage 2A - Between 11 (and including) 20 Submissions	\$31,191.60	\$31,191.60	0.00%	\$0.00	(2040 fee units)	Y	N	For considering 11 (and including) 20 submissions which seek to change an amendment and where necessary referring the submission to the panel.

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
Planning Scheme Amendments [continued]								
Planning Scheme Amendment - Stage 2A Exceeding 20 Submissions	\$41,695.80	\$41,695.80	0.00%	\$0.00	(2727 fee units)	Y	N	For considering Submissions that exceed 20 submissions which include: a) Seek to change an amendment and where necessary referring the submissions to a panel b) Providing assistance to a panel in accordance with Section 158 of Act c) Making a submission to a panel under Part 8 of the Act at a hearing referred to in Section 24 (b) of the Act d) After considering submissions and the panel's report, abandoning the amendment
Planning Scheme Amendment - Stage 3	\$496.90	\$496.90	0.00%	\$0.00	(32.5 fee units) if the Minister is not the planning authority or nil fee if the Minister is the planning authority	Y	N	For: a) Adopting the amendment or part of the amendment, in accordance with Section 29 of the Act b) Submitting the amendment for approval by the Minister in Accordance with Section 31 of the Act c) Giving Notice of the approval of the amendment required by section 36 (2) of the Act
Planning Scheme Amendment - Stage 4	\$496.90	\$496.90	0.00%	\$0.00	(32.5 fee units) if the Minister is not the planning authority or nil fee if the Minister is the planning authority - This Fee is paid to the Minister	Y	N	Paid to the Minister for: a) Consideration by the Minister of a request to approve the amendment in accordance if Section 35 of the Act b) Giving Notice of approval of the amendment in accordance with section (36)1 of the act
Planning Scheme Amendment – Minister Request – Section 20A	\$993.90	\$993.90	0.00%	\$0.00	(65 fee units)	Y	N	Fee for requesting the Minister to prepare an amendment to a planning scheme exempted from certain requirements prescribed under section 20A of the Act
Planning Scheme Amendment – Minister Request – Section 20(4)	\$4,128.30	\$4,128.30	0.00%	\$0.00	(270 fee units)	Y	N	Fee for requesting the Minister to prepare an amendment to a planning scheme exempted from the requirements referred to in section 20(4) of the Act

Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Landscaping

Fee charged to check the Landscape Plan		Landscape Plan check at 0.75% value of work			Per Cost Of Works	Y	N	
Fee charged to supervise Landscape Works		Landscape Construction Supervision based on 2.5 % value of work			Per Cost of works	Y	N	

City Environment and Sustainability

Waste Services

Bins

Bin Retrieval, Delivery or Exchange Fee	\$45.00	\$47.00	4.44%	\$2.00	Per Attendance	N	N	Upgrade or Downgrade of Bin
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Recycling Facility

Bicycle Tyre - Non Resident	\$10.00	\$10.00	0.00%	\$0.00		N	Y	Bicycle Tyre - Non Resident
Bicycle Tyre - Resident	\$6.00	\$6.00	0.00%	\$0.00		N	Y	Bicycle Tyre - Resident
Car/Motorbike Tyre - Non Resident	\$15.00	\$15.00	0.00%	\$0.00	Per Tyre	N	Y	Car/Motorbike Tyre - Non Resident
Clean Inert Materials (clean loads of either brick, concrete or tiles) - Non Resident (m3 rate, loads up to 1 tonne)	\$78.00	\$86.00	10.26%	\$8.00	Per Cubic Metre (Up to 1 tonne)	N	Y	Clean Inert Material - Non Resident - Up to 1 tonne (Bricks, Concrete or Tiles)
Clean Inert Materials (clean loads of either brick, concrete or tiles) - Non Resident (per tonne rate, loads over 3m3)	\$196.00	\$215.00	9.69%	\$19.00		N	Y	Clean Inert Material - Non Resident - Per Tonne - (Bricks, Concrete or Tiles)
Clean Inert Materials (clean loads of either brick, concrete or tiles) - Resident (m3 rate, loads up to 1 tonne)	\$63.00	\$69.00	9.52%	\$6.00	Per Cubic Metre (Up to 1 tonne)	N	Y	Clean Inert Materials - Resident - Up to 1 Tonne This includes loads of brick, concrete or tiles
Clean Inert Materials (clean loads of either brick, concrete or tiles) - Resident (per tonne rate, loads over 3m3)	\$157.00	\$172.00	9.55%	\$15.00	Per Tonne (Over 3m3)	N	Y	Clean Inert Material - Resident - Per Tonne - (Bricks, Concrete or Tiles)
Fridges & Air Conditioners - Non Resident	\$25.00	\$25.00	0.00%	\$0.00	Per Item	N	Y	Fridges & Air Conditioners - Non Resident
Gas Bottles - (up to 9kgs, excludes car gas bottles) - Non Resident	\$10.00	\$10.00	0.00%	\$0.00		N	Y	Gas Bottles - (up to 9kgs, not car gas bottles - Non Resident
Green Waste - Non Resident - Station Wagon or Equivalent	\$26.00	\$35.00	34.62%	\$9.00		N	Y	Mixed Waste - Resident - Station Wagon or Equivalent
Green Waste - Non Resident (m3 rate, loads up to 1 tonne)	\$78.00	\$105.00	34.62%	\$27.00	Per Cubic Metre (Up to 1 tonne)	N	Y	Green Waste - Non Resident - Up to 1 tonne

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
Recycling Facility [continued]								
Green Waste - Non Resident (Min Charge / Boot Load / Up to 0.25m3)	\$13.00	\$18.00	38.46%	\$5.00	Up to .25m Metre Cubed	N	Y	Mixed Waste - Resident - Station Wagon or Equivalent
Green Waste - Non Resident (per tonne rate, loads over 3m3)	\$199.00	\$266.00	33.67%	\$67.00		N	Y	Green Waste - Non Resident Rate - Per Tonne
Green Waste - Resident - Station Wagon or Equivalent	\$21.00	\$28.00	33.33%	\$7.00	Per Load	N	Y	Mixed Waste - Resident - Station Wagon or Equivalent
Green Waste - Resident (m3 rate, loads up to 1 tonne)	\$63.00	\$84.00	33.33%	\$21.00	Per Cubic Metre (Up to 1 tonne)	N	Y	Green Waste - Resident - Up to 1 tonne
Green Waste - Resident (Min Charge / Boot Load / Up to 0.25m3)	\$10.00	\$13.00	30.00%	\$3.00	Up to 0.25 Metres Cubed	N	Y	Mixed Waste - Resident - Station Wagon or Equivalent
Green Waste - Resident (per tonne rate, loads over 3m3)	\$157.00	\$210.00	33.76%	\$53.00		N	Y	Green Waste - Resident - Per Tonne
Hard Waste Collection (per collection rate, loads up to 3m3)	\$45.00	\$45.00	0.00%	\$0.00	Per Load	N	Y	
Large E Waste Item - Non Resident	\$10.00	\$10.00	0.00%	\$0.00		N	Y	Large - E Waste Item
Light Truck & 4WD Tyre - Non Resident	\$20.00	\$22.00	10.00%	\$2.00	Per Tyre	N	Y	Light Truck & 4WD Tyre - Non Resident
Mattresses/ Base - Non Resident	\$36.00	\$43.00	19.44%	\$7.00	Per Mattress	N	Y	Mattresses/ Base - Non Resident
Medium E- Waste Item - Non Resident	\$5.00	\$5.00	0.00%	\$0.00		N	Y	Medium E- Waste Item - Non Resident
Mixed Inert Material or Soil - Non Resident (m3 rate, loads up to 1 tonne)	\$120.00	\$134.00	11.67%	\$14.00	Per Cubic Metre (Up to 1 tonne)	N	Y	Mixed Inert Material Or Soil - Non Resident - Up to 1 Tonne
Mixed Inert Material or Soil - Non Resident (per tonne rate, loads over 3m3)	\$304.00	\$338.00	11.18%	\$34.00		N	Y	Mixed Inert Material or Soil - Non Resident - Per Tonne
Mixed Inert Material or Soil - Resident (m3 rate, loads up to 1 tonne)	\$104.00	\$116.00	11.54%	\$12.00	Per Cubic Metre	N	Y	Mixed Inert Material Or Soil - Resident - Up to 1 tonne
Mixed Inert Material or Soil - Resident (per tonne rate, loads over 3m3)	\$262.00	\$291.00	11.07%	\$29.00	Per Tonne	N	Y	Mixed Inert Material or Soil - Resident - Per Tonne
Mixed Waste - Non Resident (m3 rate, loads up to 1 tonne)	\$91.00	\$102.00	12.09%	\$11.00	Per Cubic Metre	N	Y	Mixed Waste - Resident - Station Wagon or Equivalent
Mixed Waste - Non Resident (Min Charge / Boot Load / Up to 0.25m3)	\$26.00	\$29.00	11.54%	\$3.00	Up to .25 Metres Squared	N	Y	Mixed Waste - Resident - Station Wagon or Equivalent
Mixed Waste - Non Resident (per tonne rate, loads over 3m3)	\$231.00	\$258.00	11.69%	\$27.00		N	Y	Mixed Waste - Resident - Station Wagon or Equivalent
Mixed Waste - Resident (m3 rate, loads up to 1 tonne)	\$75.00	\$83.00	10.67%	\$8.00	Per Cubic Metre	N	Y	Mixed Waste - Resident - Station Wagon or Equivalent
Mixed Waste - Resident (Min Charge / Boot Load / Up to 0.25m3)	\$18.00	\$20.00	11.11%	\$2.00		N	Y	Mixed Waste - Resident - Station Wagon or Equivalent

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Recycling Facility [continued]

Mixed Waste - Resident (per tonne rate, loads over 3m3)	\$188.00	\$209.00	11.17%	\$21.00	Per Tonne (Over 3m3)	N	Y	Mixed Waste - Resident - Station Wagon or Equivalent
Mixed Waste - Resident (Station Wagon or Equivalent)	\$26.00	\$29.00	11.54%	\$3.00		N	Y	Mixed Waste - Resident - Station Wagon or Equivalent This fee applies to customers who do not reside in the City of Melton
Non Drum Muster Approved Drums - Non Resident	\$3.00	\$3.00	0.00%	\$0.00		N	Y	Non Drum Muster Approved Drums - Non Resident
Non Drum Muster Approved Drums - Resident	\$3.00	\$3.00	0.00%	\$0.00		N	Y	Non Drum Muster Approved Drums - Resident
Other Tyres - Non Resident	Other Tyres - Not Bicycle, Car, motorcycle, light truck, 4wd tyres, Truck Tyres up to 1100 mm- Price on Application				Per Tyre	N	Y	Other Tyres - Non Resident
Other Tyres - Resident	Other Tyres - Not bicycle, car, motorbike, light truck, 4wd or Truck Tyres up to 1100 mm. price is on application				Per Tyre	N	Y	Other Tyres - Resident
Rims - Non Resident	\$5.00	\$5.00	0.00%	\$0.00	Per Rim	N	Y	Rims - Non Resident
Rims - Resident	\$2.00	\$2.00	0.00%	\$0.00	Per Rim	N	Y	
Small E- Waste Item - Non Resident	\$2.00	\$2.00	0.00%	\$0.00		N	Y	Small E- Waste Item - Non Resident
Truck Tyre up to 1100mm - Non Resident	\$36.00	\$48.00	33.33%	\$12.00		N	Y	Truck Tyre up to 1100mm - Non Resident
Truck Tyres (up to 1100mm) - Resident	\$30.00	\$40.00	33.33%	\$10.00	Per Tyre	N	Y	
Car/Motorbike Tyres - Resident	\$10.00	\$10.00	0.00%	\$0.00	Per Tyre	N	Y	\$ 2.00 surcharge if tyre is still on rim.
Light truck/ 4 Wheel Drive Tyres - Resident	\$15.00	\$16.00	6.67%	\$1.00	Per Tyre	N	Y	\$ 2.00 surcharge if tyre is still on rim.
Mattresses / Base - Resident	\$30.00	\$35.00	16.67%	\$5.00	Per Piece	N	Y	
Mixed Waste - Non-Resident (Station Wagon or Equivalent)	\$43.00	\$48.00	11.63%	\$5.00	Per Load	N	Y	

City Growth and Development**Subdivision Fees**

Amendment Subdivision - Class 18	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	Amendment to Class 18 permit
Amendment Subdivision - Class 17	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	Amendment to Class 11 permit
Amendment Subdivision - Class 19	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	Amendment to Class 19 permit- Per 100 lots created
Amendment Subdivision - Class 20	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	Amendment to Class 20 permit

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Subdivision Fees [continued]

Amendment Subdivision - Class 21	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	Amendment to Class 21 permit
Amendment Subdivision - Class 22	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	Amendment to Class 16 permit
Subdivision Permit - Class 17	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	To subdivide an existing building (other than a class 9 permit)
Subdivision Permit - Class 18	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	To subdivide land into 2 lots (other than a class 9 or class 16 permit)
Subdivision Permit - Class 19	\$1,360.80	\$1,360.80	0.00%	\$0.00		Y	N	To effect a realignment of a common boundary between lots or consolidate 2 or more lots (other than a class 9)
Subdivision Permit - Class 20	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	Subdivide land (other than a class 9, class 16, class 17 or class 18 permit)
Subdivision Permit - Class 21	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	To complete a) Create, vary or remove a restriction within the meaning of the Subdivision Act 1988 b) Create or remove right of way c) Create, vary or remove an easement other than right of way d) Vary or remove a condition on the nature of an easement (other than right of way) in Crown grant
Subdivision Permit - Class 22	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	Subdivision Permit - Class 22

Planning Applications

Change of Use - Class 1	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	An Application for change of use only
Other Development - Class 11	\$1,185.00	\$1,185.00	0.00%	\$0.00	Per Application	Y	N	To develop land (other than class 2, class 3 or class 7 or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is less \$100,000
Other Development - Class 12	\$1,597.80	\$1,597.80	0.00%	\$0.00	Per Application	Y	N	To develop land (other than a class 4, class 5 or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$100,000 and not more than \$1 million

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Planning Applications [continued]

Other Development - Class 13	\$3,524.30	\$3,524.30	0.00%	\$0.00	Per Application	Y	N	To develop land (other than a class 6 or class 8 or permit to subdivide or consolidate land) if the estimated cost of development is more than \$1 million and not more than \$5 million
Other Development - Class 14	\$8,982.90	\$8,982.90	0.00%	\$0.00	Per Application	Y	N	
Other Development - Class 15	\$26,489.90	\$26,489.90	0.00%	\$0.00	Per Application	Y	N	To develop land (other than a class 8 or permit to subdivide or consolidate land) if the estimated cost of development is more than \$5 million and not more than \$15 million
Other Development - Class 16	\$59,539.30	\$59,539.30	0.00%	\$0.00	Per Application	Y	N	To develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimate cost of development is more than \$50 million
Single Dwelling - Class 2	\$206.40	\$206.40	0.00%	\$0.00	Per Application	Y	N	To develop land or use and develop land if a single dwelling per lot and undertake development ancillary to use the land for a single dwelling per lot included in the application (other than a class 7 or 8 permit or permit to subdivide or consolidate land) if the estimated cost is \$10,000 or less
Single Dwelling - Class 3	\$649.80	\$649.80	0.00%	\$0.00	Per Application	Y	N	To develop land or use and develop land if a single dwelling per lot and undertake development ancillary to use the land for a single dwelling per lot included in the application (other than a class 7 or 8 permit or permit to subdivide or consolidate land) if the estimated cost is \$10,000 but not more than \$100,000
Single Dwelling - Class 6	\$1,544.30	\$1,544.30	0.00%	\$0.00	Per Application	Y	N	To develop land or use and develop land if a single dwelling per lot and undertake development ancillary to use the land for a single dwelling per lot included in the application (other than a class 7 or 8 permit or permit to subdivide or consolidate land) if the estimated cost is \$1 million and \$ 2 million

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Planning Applications [continued]

Single Dwelling -Class 4	\$1,330.20	\$1,330.20	0.00%	\$0.00	Per Application	Y	N	To develop land or use and develop land if a single dwelling per lot and undertake development ancillary to use the land for a single dwelling per lot included in the application (other than a class 7 or 8 permit or permit to subdivide or consolidate land) if the estimated cost is \$100,000 but not more than \$500,000
Single Dwelling- Class 5	\$1,437.30	\$1,437.30	0.00%	\$0.00	Per Application	Y	N	To develop land or use and develop land if a single dwelling per lot and undertake development ancillary to use the land for a single dwelling per lot included in the application (other than a class 7 or 8 permit or permit to subdivide or consolidate land) if the estimated cost is \$500,000 but not more than \$1 million
VicSmart Application - Class 7	\$206.40	\$206.40	0.00%	\$0.00	Per Application	Y	N	VicSmart Application where the cost of develop is \$10,000 or less
VicSmart Application - Class 8	\$443.00	\$443.00	0.00%	\$0.00	Per Application	Y	N	VicSmart Application if te estimated cost of development is more than \$10,000
VicSmart Application - Class 9	\$206.40	\$206.40	0.00%	\$0.00	Per Application	Y	N	VicSmart Application to subdivide or consolidate land
VicSmart Application - Other than Class 7, 8 or 9	\$206.40	\$206.40	0.00%	\$0.00	Per Application	Y	N	VicSmart Application Class 10

Planning Amendments

Amend or End a Section 173 Agreement	\$680.40	\$680.40	0.00%	\$0.00	Per Agreement	Y	N	Fee for an agreement to a proposal to amend or end an agreement under 173 of the act.
Amendment Change of Use- Class 1	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	Amendment to a permit to change the use of land allowed by the permit or allow a new use of land

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Planning Amendments [continued]

Amendment Development other than Single Dwelling - Class 2	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Application	Y	N	Amendment to a permit (other than a permit to develop land for a single dwelling per lot or to use and develop land for a single dwelling per lot or undertake development ancillary to the use of land for a single dwelling per lot) to change the statement of what the permit allows or to change any or all of the conditions which apply to the permit.
Amendment Other Development - Class 11,12,13,14,15 or 16 permit if cost of development is \$100,000 or less	\$1,185.00	\$1,185.00	0.00%	\$0.00	Per Application	Y	N	Amendment to Class 10 permit
Amendment Other Development - Class 11,12,13,14,15 or 16 permit if cost of development is between \$100,000 and \$1,000,000	\$1,597.80	\$1,597.80	0.00%	\$0.00	Per Application	Y	N	Amendment to Class 11 permit
Amendment Other Development - Class 11,12,13,14,15 or 16 permit if the cost of development is more than \$1,000,000	\$3,524.30	\$3,524.30	0.00%	\$0.00	Per Application	Y	N	Amendment to Class 12,13,14 or 15 permit
Amendment Single Dwelling - Class 2,3,4,5 or 6 if cost of additional development is more than \$10,000 but not more than \$100,000	\$649.80	\$649.80	0.00%	\$0.00		Y	N	Amendment to a class 3 permit
Amendment Single Dwelling - Class 2,3,4,5 or 6 if cost of additional development is more than \$100,000 but not more than \$500,000	\$1,330.20	\$1,330.20	0.00%	\$0.00	Per Application	Y	N	Amendment to Class 4 permit
Amendment Single Dwelling - Class 2,3,4,5 or 6 permit if cost of additional development is more than \$500,000	\$1,437.30	\$1,437.30	0.00%	\$0.00	Per Application	Y	N	Amendment to a class 5 or class 6 permit
Amendment Single Dwelling- Class 2,3,4,5 or 6 Permit if cost of additional development is \$10,000 or less	\$206.40	\$206.40	0.00%	\$0.00	Per Application	Y	N	Amendment to a Class 2 Permit
Amendment Single Vic Smart - Class 7	\$206.40	\$206.40	0.00%	\$0.00	Per Application	Y	N	Amendment to Class 7 permit
Amendment VicSmart - Class 8	\$443.40	\$443.40	0.00%	\$0.00	Per Application	Y	N	Amendment to Class 8 permit
Amendment VicSmart - Class 9	\$206.40	\$206.40	0.00%	\$0.00	Per Application	Y	N	Amendment to Class 9 permit
Amendment VicSmart - Other than Class 7, 8 or 9	\$206.40	\$206.40	0.00%	\$0.00	Per Application	Y	N	Amendment to a Class 10 permit (VicSmart application other than a class 7, 8 or 9 permit)

Other Planning Fees

Advertising of Planning - Public Notice	\$22.00	\$23.00	4.55%	\$1.00	Per Notice	N	N	Charge for each notice
Advertising of Planning applications - Over 10 notices	\$14.00	\$15.00	7.14%	\$1.00	Per Letter	N	N	Per Letter after first 10 letters
Application - Property Planning Controls	\$175.00	\$180.00	2.86%	\$5.00	Per Application	N	N	Application for Information of Property Planning Controls
Bond/Bank Guarantee return processing fee	\$500.00	\$515.00	3.00%	\$15.00		N	N	

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Other Planning Fees [continued]

Certificate of Compliance	\$336.40	\$336.40	0.00%	\$0.00	Per Certificate	Y	N	Issue a certificate of compliance
Demolition Approval	\$87.90	\$87.90	0.00%	\$0.00	Per Application	Y	N	Request for demolition approval
Other Fees - Combined Permits	Value of the fee is sum of the highest of the fees which would have applied if separate applications were made and 50% of each other fees which would have applied if separate applications were made					Y	N	Fee for combined permit applications
Planning Permit- Application Change of Use	\$1,360.80	\$1,360.80	0.00%	\$0.00	Per Permit	Y	N	Planning Permit - Application for Change of Use Only
Pre Application - Prior to Application	\$175.00	\$180.00	2.86%	\$5.00		N	Y	Pre Application - Prior to Application
Satisfaction Matter	\$336.40	\$336.40	0.00%	\$0.00	Each	Y	N	Where a planning scheme specifies that a matter must be done to the satisfaction of a responsible authority, Minister, public authority or municipal council
Advertising of planning application - up to 10 notices	\$110.00	\$115.00	4.55%	\$5.00	Per Application	N	N	Discretionary fees
Copy of planning Permit (with associated plans) -Other	\$170.00	\$175.00	2.94%	\$5.00	Per Application	N	N	Discretionary fees - Other
Copy of planning Permit (with associated plans) -Residential	\$110.00	\$115.00	4.55%	\$5.00	Per Application	N	N	Discretionary fees - Residential
Development plan approval	\$275.00	\$285.00	3.64%	\$10.00	Per Application	N	N	Discretionary fees
Extension of time	\$200.00	\$210.00	5.00%	\$10.00	Per Application	N	N	Discretionary fees
Planning Controls	\$180 or Planning Controls and Copy of Permit & Plans				Per Application	N	N	
	Discretionary fees							
Precinct plan approval	\$640.00	\$655.00	2.34%	\$15.00	Per Application	N	N	Discretionary fees
Property enquiries & searches	\$175.00	\$180.00	2.86%	\$5.00	Per Application	N	N	Discretionary fees
Request to vary precinct plan approval	\$275.00	\$285.00	3.64%	\$10.00	Per Application	N	N	Discretionary fees
Researching existing use right or non-conforming use right	\$250.00	\$260.00	4.00%	\$10.00	Per Application	N	N	Discretionary fees
Secondary Consent Applications	\$550.00	\$570.00	3.64%	\$20.00	Per Application	N	N	Discretionary Fees

Subdivision Certification

Alteration of Plan	\$114.70	\$114.70	0.00%	\$0.00		Y	N	Alteration of plan under section 10(2) of the Act
Amended Certified Plan	\$145.30	\$145.30	0.00%	\$0.00		Y	N	Certificate issues to show amended certified plan under Section 11(1) of the Act

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Fee Name	Year 22/23	Year 23/24	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
	Fee Inc GST \$	Fee Inc GST \$						

Subdivision Certification [continued]

Certification of Plan of Subdivision	\$180.40	\$180.40	0.00%	\$0.00	Per Certificate	Y	N	Certificate of Plan of Subdivision
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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
City Life								
Community and Active Living								
Wellness & Engagement								
Seniors Exercise Programs	Cost \$3.00 to \$10.00 Depending on the Activity				Per Program	N	N	Seniors Exercise Programs
Community Transport								
Senior Community Transport	\$1.65	\$1.70	3.03%	\$0.05	Per Trip	N	N	
Hire of Community Bus - Bond	\$208.00	\$213.00	2.40%	\$5.00		N	N	
Hire of Community Bus - Daily Fee	\$65.50	\$67.00	2.29%	\$1.50	Daily Use	N	Y	
Hire of Community Bus - Overnight Fee	\$156.00	\$160.00	2.56%	\$4.00		N	Y	
Hire of Community Bus - Bond 5 hours	\$208.00	\$213.00	2.40%	\$5.00		N	N	
Hire of Community Bus - Fee 5 hours	\$33.00	\$34.00	3.03%	\$1.00		N	Y	
Excess applicable for Insurance	\$570.00	\$585.00	2.63%	\$15.00		N	Y	
Fuel Replacement & Administration Cost	\$52.50	\$54.00	2.86%	\$1.50	Per Litre	N	Y	
Damage - Internal or External	Charges for internal or external damage to Community Bus				Associated Cost	N	Y	Associated Cost
Late Cancellation	Full scheduled booking fee				Full Scheduled Cost	N	Y	
Volunteer Transport								
Volunteer Transport - Low Fee Range					Per trip	Y	N	Dependent on Destination
Volunteer Transport - Medium Fee Range					Per trip	Y	N	Dependent on Destination
Care Melton Expo								
Care Expo Site Fee	\$155.00	\$159.00	2.58%	\$4.00	Per Stall	N	Y	
Exhibitor cancellation fee	\$333.00	\$341.00	2.40%	\$8.00		N	Y	

Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
Men's Shed								
Men's Shed - Session	Dependent on Activity - Per Session Fee Range \$3.00 to \$23.00				Per Session	N	Y	
CHSP - Social Support								
Social Support Individual - High Fee Range	\$53.00	\$54.50	2.83%	\$1.50	Per Session	N	N	
Social Support Group (Community Based) - High Fee Range	\$105.00	\$108.00	2.86%	\$3.00	Per Session	N	N	Outing including meal
Social Support Group (Community Based) - Low Fee Range	\$24.65	\$25.25	2.43%	\$0.60	Per Session	N	N	Outing including meal
Social Support Group (Community Based) - Medium Fee Range	\$24.85	\$25.45	2.41%	\$0.60	Per Session	N	N	Outing including meal
Support for Carers Program Community Baed	\$24.85	\$25.45	2.41%	\$0.60	Per Session	N	N	
Social Support Individual - Low Fee Range	\$5.20	\$5.35	2.88%	\$0.15	Per Session	N	N	
Social Support Individual - Medium Fee Range	\$7.55	\$7.75	2.65%	\$0.20	Per Session	N	N	
CHSP - Social Support (Centre Based)								
Social Support Group (Centre Based) - High Fee Range	\$135.00	\$138.00	2.22%	\$3.00	Per Session	N	N	
Social Support Group (Centre Based) - Medium Fee Range	\$6.20	\$6.35	2.42%	\$0.15	Per Session	N	N	
Social Support Group (Centre Based) - Low Fee Range	\$6.20	\$6.35	2.42%	\$0.15	Per Session	N	N	
Domestic Assistance								
Domestic Assistance - High Fee Range	\$53.50	\$55.00	2.80%	\$1.50	Per Hour	N	N	
Domestic Assistance - Low Fee Range	\$6.60	\$6.75	2.27%	\$0.15	Per Hour	N	N	Charge for Late Cancellation
Domestic Assistance - Medium Fee Range	\$10.80	\$11.05	2.31%	\$0.25	Per Hour	N	N	
Food Services								
Food Service - High Fee Range	\$29.45	\$30.00	1.87%	\$0.55	Per Meal	N	N	
Food Service - Low Fee Range	\$9.05	\$9.30	2.76%	\$0.25	Per Meal	Y	N	
Food Service - Medium Fee Range	\$9.05	\$9.30	2.76%	\$0.25	Per Meal	N	N	
Personal Care								
Personal Care - High Fee Range	\$53.50	\$55.00	2.80%	\$1.50	Per Hour	N	N	

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Personal Care [continued]

Personal Care - Low Fee Range	\$5.30	\$5.45	2.83%	\$0.15	Per Hour	Y	N	
Personal Care - Medium Fee Range	\$7.55	\$7.75	2.65%	\$0.20	Per Hour	N	N	

Respite Care

Respite - High Fee Range -	\$53.50	\$55.00	2.80%	\$1.50	Per Hour	N	N	
Respite - Low Fee Range	\$3.75	\$3.85	2.67%	\$0.10	Per Hour	N	N	
Respite - Medium Fee Range	\$5.30	\$5.45	2.83%	\$0.15	Per Hour	N	N	

Property Maintenance

Property Maintenance - High Fee Range	High Fee Range - 1 hour minimum charge of \$52.00 and additional costs for materials				Per Hour	Y	N	Minimum charge is \$49.50 per hour plus additional costs for materials
Property Maintenance - Low Fee Range	Low Fee Ranges - 1 hour minimum charge of \$11.00 and additional costs for materials				Per Hour	Y	N	Minimum charge is \$10.10 per hour plus additional costs for materials Per Hour
Property Maintenance - Medium Fee Range	Medium Fee Range - 1 hour minimum charge of \$20.00 and additional costs for materials				Per Hour	Y	N	Minimum charge is \$18.70 per hour, plus additional cost for materials

Healthy Connected Communities**Arts and Events****Event Vendor Fees**

Coffee Vendor Fees Lakeside Alive	\$165.00	\$169.00	2.42%	\$4.00	Per Event	N	Y	Vendor Fee
Food Vendor Fee Flavour Fest	\$220.00	\$225.50	2.50%	\$5.50	Per Event	N	Y	Vendor Fee
Food Vendor Fees Lakeside Alive	\$330.00	\$338.00	2.42%	\$8.00	Per Event	N	Y	Vendor Fee
Event Vendor Fees Djerriwarrh Festival	\$407.00	\$675.00	65.85%	\$268.00	Per Event	N	Y	Vendor Fee
Event Vendor Fees Carols by Candlelight	\$305.00	\$500.00	63.93%	\$195.00	Per Event	N	Y	Vendor Fee

Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Community Activation and Learning

Melton Community Hall

PA System/Audio system – (no operator inc. Lectern and Microphone and access to lighting controls) - Commercial OR Private function	\$142.00	\$146.00	2.82%	\$4.00	Per Hire	N	Y	
PA System/Audio system – (no operator Inc. Lectern and Microphone and access to lighting controls) - Community group/Community agency	\$84.50	\$86.50	2.37%	\$2.00	Per Hire	N	Y	
Staff: Set Up / Service Per Officer/Per Hour	\$53.00	\$54.50	2.83%	\$1.50	Per Hour	N	Y	
Day booking (prior to 5pm) - Commercial OR Private function	\$97.50	\$100.00	2.56%	\$2.50	Per Hour	N	Y	
Day booking (prior to 5pm) - Community group/Community agency	\$57.50	\$59.00	2.61%	\$1.50	Per Hour	N	Y	
Evening booking (after 5pm) - Commercial OR Private function	\$111.00	\$114.00	2.70%	\$3.00	Per Hour	N	Y	
Evening booking (after 5pm) - Community group/Community agency	\$66.00	\$67.50	2.27%	\$1.50	Per Hour	N	Y	
Bond for Auditorium	\$500.00	\$500.00	0.00%	\$0.00	Per Booking	N	N	
Bond for Auditorium - Meeting Rooms	\$200.00	\$200.00	0.00%	\$0.00	Per Booking	N	N	
Meeting room 1 or 2/3 - Community group/Community agency - Per Hour	\$17.90	\$18.35	2.51%	\$0.45	Per Hour	N	Y	
Meeting room 1 or 2/3 - Community group/Community agency - Per Day	\$88.50	\$90.50	2.26%	\$2.00	Per Day	N	Y	
Meeting room 1, or 2 /3 - Commercial - Per Day	\$121.00	\$124.00	2.48%	\$3.00	Per Day	N	Y	
Meeting room 1, or 2 /3 - Commercial - Per Hour	\$24.05	\$24.65	2.49%	\$0.60	Per Hour	N	Y	
Meeting Room 4 - Commercial rate - Per Day	\$182.00	\$187.00	2.75%	\$5.00	Per Day	N	Y	
Meeting Room 4 - Commercial rate - Per Hour	\$37.00	\$38.00	2.70%	\$1.00	Per Hour	N	Y	
Meeting room 4 - Community group/Community agency Per Day	\$121.00	\$124.00	2.48%	\$3.00	Per Day	N	Y	
Meeting room 4 - Community group/Community agency - Per Hour	\$24.05	\$24.65	2.49%	\$0.60	Per Hour	N	Y	

Melton Seniors Community Learning

Permanent Community Room Hire - Community group	\$11.20	\$11.50	2.68%	\$0.30	Per Hour	N	Y	
Casual User Insurance	\$30.50	\$31.50	3.28%	\$1.00	Per Hour	N	Y	
Community Room hire - Casual Community Agency User (other than Seniors groups)	\$20.65	\$21.15	2.42%	\$0.50	Per Hour	N	Y	
Community Room hire - Casual Community User (other than Seniors groups)	\$16.30	\$16.70	2.45%	\$0.40	Per Hour	N	Y	
Community Room hire - Casual User Bond/Private function bond	\$500.00	\$500.00	0.00%	\$0.00	Per Hire	N	N	
Community Room hire - Permanent and Casual Commercial Users OR Private function before 5pm (other than Seniors groups)	\$30.50	\$31.50	3.28%	\$1.00	Per Hour	N	Y	

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
Melton Seniors Community Learning [continued]								
Community Room hire - Permanent Community Agency users (other than Seniors groups)	\$15.05	\$15.40	2.33%	\$0.35	Per Hour	N	Y	
Community Room hire - Permanent Community Users (other than Seniors groups)	\$11.20	\$11.50	2.68%	\$0.30	Per Hour	N	Y	
Function hire after 5pm (other than Seniors groups)	\$64.00	\$65.50	2.34%	\$1.50	Per Hour	N	Y	
Community Centres								
After Function Hire Clean	\$128.00	\$131.00	2.34%	\$3.00	Per Hire	N	Y	
After Function Inspection	\$60.00	\$61.50	2.50%	\$1.50	Per Hire	N	Y	
Insurance Casual User	\$30.50	\$31.50	3.28%	\$1.00	Per Hire	N	Y	
Community Room - Casual Community Agency User	\$20.65	\$21.15	2.42%	\$0.50	Per Hour	N	Y	
Community Room - Casual Community User	\$16.30	\$16.70	2.45%	\$0.40	Per Hour	N	Y	
Community Room - Casual User Bond	\$500.00	\$500.00	0.00%	\$0.00	Per Hire	N	N	
Community Room - Permanent and Casual Commercial Users OR Private function before 5pm	\$30.50	\$31.50	3.28%	\$1.00	Per Hour	N	Y	
Community Room - Permanent Community Agency users	\$15.05	\$15.40	2.33%	\$0.35	Per Hour	N	Y	
Community Room - Permanent Community Users	\$11.20	\$11.50	2.68%	\$0.30	Per Hour	N	Y	
Community Room - Function Hire after 5pm	\$64.00	\$65.50	2.34%	\$1.50	Per Hour	N	Y	
Meeting Room hire (<20 capacity) - Casual Community Agency Users	\$15.65	\$16.05	2.56%	\$0.40	Per Hour	N	Y	
Meeting Room hire (<20 capacity) - Casual Community Users	\$11.80	\$12.10	2.54%	\$0.30	Per Hour	N	Y	
Meeting room hire (<20 capacity) - Casual User Bond	\$200.00	\$200.00	0.00%	\$0.00	Per Hire	N	N	
Meeting Room hire (<20 capacity) - Permanent and Casual Commercial Users	\$27.25	\$27.95	2.57%	\$0.70	Per Hire	N	Y	
Meeting Room hire (<20 capacity) - Permanent Community Agency Users	\$11.20	\$11.50	2.68%	\$0.30	Per Hour	N	Y	
Meeting Room hire (<20 capacity) - Permanent Community Users	\$9.55	\$9.80	2.62%	\$0.25	Per Hour	N	Y	
Office Hire in Community Facilities	\$57.50	\$59.00	2.61%	\$1.50	Per Day	N	Y	
Neighbourhood House								
Casual Community - Room Hire - Community Agency	\$20.65	\$21.15	2.42%	\$0.50	Per Hour	N	Y	
Casual Community Room Hire - Community Group	\$16.30	\$16.70	2.45%	\$0.40	Per Hour	N	Y	
Class Fee				Fee for Class	Per Hour	N	Y	Dependent on Program 75% of Tutor Cost

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Neighbourhood House [continued]

Permanent & Casual Commercial Room Hire	\$30.50	\$31.50	3.28%	\$1.00	Per Hour	N	Y	
Permanent Community Room Hire - Community Agency	\$15.05	\$15.40	2.33%	\$0.35	Per Hour	N	Y	

Child Family and Youth**Early Childhood Programs**

Change of preference Fee	\$0.00	\$25.00	∞	\$25.00		N	N	Change of preference Fee
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Family Day Care Services

Booked Core Hours - 8am to 6pm	Fee Range (Hourly Rate) \$7.75 to \$10.55				Per Hour	N	N	Booked Core Hours - 8:00am to 6:00pm
Booked Non Core Hours - 6pm to 8am	Fee Range (Hourly Rate) \$8.60 to \$11.05				Per Hour	N	N	Booked Non Core Hours 6:00pm to 8:00am
Booked Weekend Care	Fee Range (Hourly Rate) \$10.20 to \$21.85				Per Hour	N	N	Booked Weekend Care
Casual Care - Weekdays	Fee Range (Hourly Rate) \$12.15 to \$16.60				Per Hour	N	N	
Casual Care - Weekends	Fee Range (Hourly Rate) \$14.60 to \$21.85				Per Hour	N	N	
Meals - Breakfast	Charge Range \$3.60 to \$6.00				Per Meal	N	N	
Meals - Dinner	Charge Range \$7.10 to \$8.80				Per Meal	N	N	
Meals - Lunch	Charge range \$5.50 to \$8.80				Per Meal	N	N	
Meals - Snack	Charge Range \$2.85 to \$3.60				Per Meal	N	N	
Public Holiday In Care	Fee Range (Hourly Rate) \$13.20 to \$21.85					N	N	
Transport - Local Trip	Charge Range \$3.95 to \$5.85				Per Trip	N	N	
Administration Levy	\$2.30	\$2.50	8.70%	\$0.20	Per Hour	Y	N	Per Hour Per Child nil capping
Educator Levy	\$0.25	\$0.30	20.00%	\$0.05	Per Hour	Y	N	Per Hour Per Child nil capping

Kindergarten Enrolments

Administration Levy for Enrolling in Kindergarten	\$32.00	\$33.00	3.13%	\$1.00	Per child	Y	N	
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Vacation Care

Centre Days	\$79.55	\$85.55	7.54%	\$6.00	Per child	Y	N	
Excursions	\$36.80	\$38.00	3.26%	\$1.20	Per child	Y	N	Maximum

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Vacation Care [continued]

Incursions	\$25.25	\$26.00	2.97%	\$0.75	Per child	Y	N	Minimum
Late Enrolment Fee	\$22.50	\$23.05	2.44%	\$0.55	Per booking	Y	N	
Late Pickup Fee	\$5.00	\$5.50	10.00%	\$0.50	Per child Per minute	Y	N	

Recreation and Community Activation

Office/Workstation Hire - Melton Youth Services - Permanent Agency User	\$1,420.00	\$1,455.00	2.46%	\$35.00	Per Day	N	Y	Office/Workstation Hire - Melton Youth Services - Permanent Agency User
Office/Workstation Hire - Youth Services - Permanent Agency User	\$7,080.00	\$7,255.00	2.47%	\$175.00	Annual - 5 days per week	N	Y	Office/Workstation Hire - Youth Services - Permanent Agency User
Teenage Holiday Program	Fee Range \$5 to \$45- dependent on activity				Per Participant	N	Y	Teenage Holiday Program

Athletic Facilities

Carnivals - Regional association/combined schools carnival hire fee	\$470.00	\$482.00	2.55%	\$12.00	Per Event	N	Y	Maximum 6 hours Hire fee per carnival (max 6 hrs booking)
Casual use/training - commercial use (including PT, coaches) and community use from outside the municipality (including schools, clubs)	\$80.00	\$82.00	2.50%	\$2.00	Per Event	N	Y	Fee per hour for commercial hire (e.g. personal training) and community hire from groups outside the municipality (e.g. schools, sporting clubs)
Casual use/training (local schools and clubs)	\$54.00	\$55.00	1.85%	\$1.00	Per hour	N	Y	Fe per hour - excludes lighting
School Carnivals - Local Schools	\$315.00	\$323.00	2.54%	\$8.00	Per event	N	Y	Hire fee per carnival for local schools (max 6 hrs booking)
School Carnivals - users from outside the municipality	\$425.00	\$436.00	2.59%	\$11.00	Per event	N	Y	Hire fee per carnival for schools outside the municipality (max 6 hrs booking)
Standard equipment hire (Core equipment)	\$215.00	\$220.00	2.33%	\$5.00	Per event	N	Y	Equipment hire fee for carnivals (max 6 hrs booking)

Indoor Stadiums

Basketball Court - Peak	\$44.00	\$45.50	3.41%	\$1.50	per hr /court	N	Y	
Basketball Court -Off Peak	\$32.00	\$33.00	3.13%	\$1.00	per hr /court	N	Y	
Cobblebank Meeting Room 1 (accommodates 8 people)	\$12.00	\$12.50	4.17%	\$0.50	per hour	N	Y	

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Indoor Stadiums [continued]

Cobblebank Meeting Room 2 (accommodates 12 people)	\$15.00	\$15.50	3.33%	\$0.49	per hour	N	Y	
Cobblebank Multi Purpose Room	\$62.00	\$64.00	3.23%	\$2.00	per hour	N	Y	
Cobblebank Foyer/Function space	\$10.00	\$10.50	5.00%	\$0.50	per hour	N	Y	
Cobblebank Office (Club office)	\$15,500.00	\$16,099.42	3.87%	\$599.41	annual fee	N	Y	
Cobblebank Desk Space (1 desk within Admin Office)	\$7,080.00	\$7,257.00	2.50%	\$177.00	annual fee	N	Y	
Cobblebank Retractable Seating- Total 962 people (Cleaning only)	\$200.00	\$205.00	2.50%	\$5.00	per day	N	Y	
Cobblebank Elite Change Rooms (Cleaning only)	\$150.00	\$155.00	3.33%	\$5.01	per booking	N	Y	
Caroline Springs Café (meetings space)	\$37.00	\$38.00	2.70%	\$0.99	per hour	N	Y	
Bond	\$650.00	\$650.00	0.00%	\$0.00	per hour	N	N	
Council Insurance Fee	\$30.00	\$31.00	3.33%	\$1.00	per booking	N	Y	
Caroline Springs Tennis Courts - no lights (casual rate)	\$11.00	\$11.50	4.55%	\$0.50	per hour	N	Y	
Caroline Springs Tennis Courts - with lights (casual rate)	\$21.00	\$22.00	4.76%	\$1.00	per hour	N	Y	
Caroline Springs Tennis Social Room & Kitchen (casual rate)	\$45.00	\$46.50	3.33%	\$1.50	per hour	N	Y	

Recreation Reserves

Casual Pavilion Hire	\$12.00	\$12.50	4.17%	\$0.50		N	Y	Casual Pavilion Hire
Bond for hire	\$500.00	\$500.00	0.00%	\$0.00	Per booking	N	N	Refundable
Cleaning after Pavilion Hire	\$130.00	\$135.00	3.85%	\$5.00	Per event/hire	N	Y	Pavilion cleaning fee following casual/ event hire
Hard Court Hire (Tennis & Netball) - Casual users from outside the municipality	\$14.00	\$14.00	0.00%	\$0.00	Per Court Per Hour	N	Y	Casual hire of tennis and netball courts by non-Melton groups - per court per hour
Hard Court Hire (Tennis & Netball) - Commercial Use	\$352.00	\$361.00	2.56%	\$9.00	Per month	N	Y	Monthly fee for hire of up to 4 courts
Hard Courts (Tennis & Netball) - Seasonal use local sporting clubs	\$440.00	\$450.00	2.27%	\$10.00	Per unit	N	Y	Includes Pavilion & Ground Use
Sports Lighting	\$26.00	\$27.00	3.85%	\$1.00	Per hour	N	Y	
Sportsground Hire (Grass) - Casual users from outside the municipality	\$28.50	\$30.00	5.26%	\$1.50	Per hour	N	Y	
Sportsground Hire (Grass) - Commercial Use, Coaching, Academies, Events	\$227.00	\$233.00	2.64%	\$6.00	Per Week	N	Y	
Sportsground Hire (Grass) - Personal Trainers	\$114.00	\$117.00	2.63%	\$3.00	Per Month	N	Y	
Seasonal Use (Sportsgrounds) - local sporting clubs	\$440.00	\$450.00	2.27%	\$10.00	Per unit	N	Y	Includes Pavilion and Ground (Grass and Synthetic Surfaces) Use

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Recreation Reserves [continued]

Synthetic Sportsground Hire - users from outside the municipality	\$83.00	\$85.00	2.41%	\$2.00	Per hour	N	Y	Casual hire of synthetic sportsground per hour for non-melton schools and groups - does not include lighting or pavilion access
Synthetic Sportsground Hire - City of Melton Schools and Clubs	\$26.00	\$27.00	3.85%	\$1.00	Per hour	N	Y	Hire of synthetic sportsground per hour - does not include lighting or pavilion access

Libraries and Learning**Libraries Services****Consumables**

Basic Ear Phones	\$2.05	\$2.00	-2.44%	-\$0.05	Each	N	Y	
USB 8GB	\$9.15	\$9.00	-1.64%	-\$0.15	Each	N	Y	
Library Bags	\$2.05	\$2.00	-2.44%	-\$0.05	Per bag	N	Y	

Programs

Annual charge for book club membership	\$0.00	\$0.00	0.00%	\$0.00	Per Person	N	Y	
Per Person for some events and programs	Minimum Charge \$2.00. Charge varies depending on program.				Per Person	N	Y	
Annual charge for book club membership - concession	\$0.00	\$0.00	0.00%	\$0.00	Per Person	N	Y	New Fee

Membership

Replacement of membership card	\$2.45	\$2.50	2.04%	\$0.05	Per item	N	N	Replacement cost for lost, damaged or stolen library card.
Charge for late library item returns	\$0.20	\$0.20	0.00%	\$0.00	Per item Per day	N	N	Accrues daily to maximum of \$2.00 Per item
Inter-Library Loan requests outside of Swift Consortium	\$16.80	\$16.00	-4.76%	-\$0.80	Per item	N	Y	This is the standard national rate for Inter-library loans, however the library passes on to customers any further charges levied by the lending library.
Lost Damaged & Stolen Items	Replacement cost for lost, damaged or stolen library items as recorded on the library database.					N	N	

Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Photocopying/Printing

Black and white A3	\$0.40	\$0.40	0.00%	\$0.00	Per page	N	Y	
Black and white A4	\$0.20	\$0.20	0.00%	\$0.00	Per page	N	Y	
Colour A3	\$2.00	\$2.00	0.00%	\$0.00	Per page	N	Y	
Colour A4	\$1.00	\$1.00	0.00%	\$0.00	Per page	N	Y	

Venue Hire

Workstation Licence - Per Calendar Year	\$7,325.00	\$7,510.00	2.53%	\$185.00	Per Workstation	N	Y	Workstation Licence - per calendar year Annual licence fee for community service organisation use of one desk in co -working space
Workstation Licence - Per Quarter	\$1,830.00	\$1,875.00	2.46%	\$45.00	Per Workstation	N	Y	Workstation licence - per quarter Quarterly Licence fee for community service organisation, use of one desk in co working space.
Bond - after hours	\$231.00	\$237.00	2.60%	\$6.00	Per Booking	N	N	
Staff setup/Clean- Per Hour	\$52.00	\$53.50	2.88%	\$1.50	Per Hour	N	Y	Per Staff officer
Balam Balam Seminar room - Commercial rate - Per Day	\$500.00	\$515.00	3.00%	\$15.00	Per Day	N	Y	
Balam Balam Seminar room - Commercial rate - Per Hour	\$101.00	\$104.00	2.97%	\$3.00	Per Hour	N	Y	
Balam Balam Seminar room - Community group/Community agency - Per Day	\$250.00	\$256.00	2.40%	\$6.00	Per Day	N	Y	
Balam Balam Seminar room - Community group/Community agency	\$51.00	\$52.50	2.94%	\$1.50	Per Hour	N	Y	
Butler AV room - Commercial - Per Day	\$216.00	\$221.00	2.31%	\$5.00	Per Day	N	Y	
Butler AV room - Commercial - Per Hour	\$44.00	\$45.00	2.27%	\$1.00	Per Hour	N	Y	
Butler AV room - Community group/Community agency - Per Day	\$107.00	\$110.00	2.80%	\$3.00	Per Day	N	Y	
Butler AV room - Community group/Community agency - Per Hour	\$21.35	\$22.00	3.04%	\$0.65	Per Hour	N	Y	
Double training room - Commercial - Per Day	\$345.00	\$354.00	2.61%	\$9.00	Per Day	N	Y	
Double training room - Commercial - Per Hour	\$69.00	\$70.50	2.17%	\$1.50	Per Hour	N	Y	
Double training room - Community group/Community agency - Per Day	\$167.00	\$171.00	2.40%	\$4.00	Per Day	N	Y	
Double training room - Community group/Community agency - Per Hour	\$33.50	\$34.50	2.99%	\$1.00	Per Hour	N	Y	
Meeting room (8 maximum capacity) - Commercial Per Day	\$118.00	\$121.00	2.54%	\$3.00	Per Day	N	Y	
Meeting room (8 maximum capacity) - Commercial Per Hour	\$24.40	\$25.00	2.46%	\$0.60	Per Hour	N	Y	
Meeting room (8 maximum capacity) - Community group/Community agency - Per Hour	\$86.50	\$88.50	2.31%	\$2.00	Per Hour	N	Y	

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Venue Hire [continued]

Meeting room (8 maximum capacity) - Community group/Community agency - Per Hour	\$18.30	\$19.00	3.83%	\$0.70	Per Hour	N	Y	
Training/meeting room (20-25 maximum capacity) - Commercial Per Day	\$179.00	\$183.00	2.23%	\$4.00	Per Day	N	Y	
Training/meeting room (20-25 maximum capacity) - Commercial Per Hour	\$36.50	\$37.50	2.74%	\$1.00	Per Hour	N	Y	
Training/meeting room (20-25 maximum capacity) - Community group/Community agency Per Day	\$118.00	\$121.00	2.54%	\$3.00	Per Day	N	Y	
Training/meeting room (20-25 maximum capacity) - Community group/Community agency Per Hour	\$23.40	\$24.00	2.56%	\$0.60	Per Hour	N	Y	
Triple training room - Commercial Per Day	\$368.00	\$377.00	2.45%	\$9.00	Per Day	N	Y	
Triple training room - Commercial Per Hour	\$74.50	\$76.50	2.68%	\$2.00	Per Hour	N	Y	
Triple training room - Community group/Community agency Per Day	\$216.00	\$221.00	2.31%	\$5.00	Per Day	N	Y	
Triple training room - Community group/Community agency Per Hour	\$44.00	\$45.00	2.27%	\$1.00	Per Hour	N	Y	
Laptop Hire	\$3.05	\$3.00	-1.64%	-\$0.05	Per Hire	N	Y	

Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Freedom of Information

Freedom Of Information - Application Fee	\$30.10	\$30.60	1.66%	\$0.50	Per Application	Y	N	
Freedom of Information - Charge for Search	\$22.60	\$22.90	1.33%	\$0.30	Per hour or part thereof	Y	N	This fee is charged to undertake a search for documents
Freedom of Information - Charge for Supervision	\$22.60	\$22.90	1.33%	\$0.30	Per quarter hour or part thereof	Y	N	This fee is charged to undertake a search for documents
Freedom Of Information Photocopying - Colour	\$1.10	\$1.10	0.00%	\$0.00	Per Copy	Y	N	Freedom of Information- Colour
Freedom Of Information Photocopying - A3 Copy	\$0.60	\$0.60	0.00%	\$0.00	Per Copy	Y	N	Freedom of Information - A3 Black
Freedom Of Information Photocopying - A4 Copy	\$0.20	\$0.20	0.00%	\$0.00	Per Copy	Y	N	Freedom of Information - A4 Black

Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Organisational Performance

Finance

Rates

Rates Information

Copy of Previous Years Rates & Valuation Notice	\$15.95	\$16.35	2.51%	\$0.40	Per request	N	N	
Interest on outstanding rates	Penalty interest rate approved by Minister				Per request	N	N	As set by Attorney General

Land Information

Land Information Certificates	Land Information Certificates - As per the Local Government (General) Regulations 2015				Per Certificate	N	N	
Land Information certificates same day service (in additional to statutory fee)	\$46.00	\$47.00	2.17%	\$1.00	Per Certificate	N	N	
Rate History Search	\$52.50	\$54.00	2.86%	\$1.50	Per hour	N	N	

Supplementary Valuations

Supplementary Valuations City West Water	\$26.30	\$26.95	2.47%	\$0.65	Per Request	N	N	
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Administration

Other

Dishonoured Payment (Cheque, Direct debits) - Administration fee	\$15.25	\$15.65	2.62%	\$0.40	Per Dishonour	N	N	
Water charges from stand pipe	\$5.50	\$5.65	2.73%	\$0.15	Per Kilo Litre	N	N	

Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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City Delivery

Community Safety

Interest on Unpaid Money - Section 227 A Local Government Act	Penalty Interest Rate approved by the Attorney General in accordance with Section 2 of the Penalty Interest Rate Act 1983	Per Application	Y	N	Penalty Interest Rate approved by the Attorney General in accordance with Section 2 of the Penalty Interest Rate Act 1983
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Accommodation

Prescribed Accommodation Premises - Up to 5 people	\$220 plus \$22 Per Additional Person over 5	Per Application	Y	N	
Prescribed Accommodation Premises - rooming houses Up to 4 people	\$220 plus \$22 Per Additional Person over 5	Per Application	Y	N	

Animal Registration

Deceased Refund	Pro Rata 50% of Reduction - Per Half				Per Half	N	N	Pro Rata 50% Reduction
Pro Rata Registration	Pro Rata Rate 50% Reduction Per Half				Per Half	Y	N	Pro Rata Rate - 50% Reduction
Unsterilised Dog – Full Fee	\$156.00	\$162.00	3.85%	\$6.00	Per Animal	Y	N	
Unsterilised Dog – Full Fee (Pensioner)	\$78.00	\$81.00	3.85%	\$3.00	Per Animal	Y	N	
Unsterilised Cat – Full Fee (Only Animals Register prior to Aug 2011 or exemption)	\$114.00	\$117.00	2.63%	\$3.00	Per Animal	Y	N	
Unsterilised Cat – Full Fee (Only Animals Register prior to Aug 2011 or exemption) Pensioner	\$57.00	\$58.50	2.63%	\$1.50	Per Animal	Y	N	
Sterilised Dog – Reduced Fee	\$52.00	\$54.00	3.85%	\$2.00	Per Animal	N	N	
Sterilised Dog – Reduced Fee (Pensioner)	\$26.00	\$27.00	3.85%	\$1.00	Per Animal	N	N	
Sterilised Cat – Reduced Fee	\$38.00	\$39.00	2.63%	\$1.00	Per Animal	N	N	
Sterilised Cat – Reduced Fee (Pensioner)	\$19.00	\$19.50	2.63%	\$0.50	Per Animal	N	N	
Micro chipped Dog (Registered Prior to 10th April 2013)	\$52.50	\$54.00	2.86%	\$1.50	Per Animal	N	N	
Micro chipped Dog (Registered Prior to 10th April 2013) (Pensioner)	\$26.25	\$27.00	2.86%	\$0.75	Per Animal	N	N	
Micro chipped Cat (Registered prior to 10th April 2013)	\$37.50	\$39.00	4.00%	\$1.50	Per Animal	N	N	
Micro chipped Cat (Registered prior to 10th April 2013) (Pensioner)	\$18.75	\$19.50	4.00%	\$0.75	Per Animal	N	N	
Dog kept for breeding by Domestic Animal Business	\$52.50	\$54.00	2.86%	\$1.50	Per Animal	N	N	
Dog kept for breeding by Domestic Animal Business (Pensioner)	\$26.25	\$27.00	2.86%	\$0.75	Per Animal	N	N	
Cat kept for breeding by Domestic Animal Business	\$38.00	\$39.00	2.63%	\$1.00	Per Animal	N	N	

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Animal Registration [continued]

Cat kept for breeding by Domestic Animal Business (Pensioner)	\$19.00	\$19.50	2.63%	\$0.50	Per Animal	N	N	
Approved Applicable Obedience Trained Dog	\$52.50	\$54.00	2.86%	\$1.50	Per Animal	N	N	
Approved Applicable Obedience Trained Dog (Pensioner)	\$26.25	\$27.00	2.86%	\$0.75	Per Animal	N	N	
Unsterilised Working Dog - Livestock	\$52.50	\$54.00	2.86%	\$1.50	Per Animal	N	N	
Unsterilised Working Dog - Livestock(Pensioner)	\$26.25	\$27.00	2.86%	\$0.75	Per Animal	N	N	
Sterilised Working Dog - Livestock	\$52.50	\$54.00	2.86%	\$1.50	Per Animal	N	N	
Sterilised Working Dog - Livestock (Pensioner)	\$26.25	\$27.00	2.86%	\$0.75	Per Animal	N	N	
Dangerous Dog - Guard Dog Non-Residential Premises	\$178.00	\$182.00	2.25%	\$4.00	Per Animal	N	N	
Declared Restricted Breed Dog	\$290.00	\$297.00	2.41%	\$7.00	Per Animal	N	N	
Declared Dangerous Dog	\$290.00	\$297.00	2.41%	\$7.00	Per Animal	N	N	
Declared Menacing dog	\$290.00	\$297.00	2.41%	\$7.00	Per Animal	N	N	
Dog > 10 years old	\$52.50	\$54.00	2.86%	\$1.50	Per Animal	Y	N	
Dog > 10 years old (Pensioner)	\$26.25	\$27.00	2.86%	\$0.75	Per Animal	Y	N	
Cat > 10 years old	\$37.50	\$39.00	4.00%	\$1.50	Per Animal	Y	N	
Cat > 10 years old (Pensioner)	\$18.75	\$19.50	4.00%	\$0.75	Per Animal	N	N	
Feline Council Control or Approved Applicable Organisation Registered Cat	\$37.50	\$39.00	4.00%	\$1.50	Per Animal	N	N	
Feline Council Control or Approved Applicable Organisation Registered Cat (Pensioner)	\$18.75	\$19.50	4.00%	\$0.75	Per Animal	N	N	
Approved Applicable Organisation Registered Dog	\$52.00	\$54.00	3.85%	\$2.00	Per Animal	Y	N	
Approved Applicable Organisation Registered Dog (Pensioner)	\$26.00	\$27.00	3.85%	\$1.00	Per Animal	Y	N	
Dog or Cat Surrender Fee	\$0.00	\$0.00	0.00%	\$0.00	Per Animal	Y	Y	
Microchip	\$88.50	\$90.50	2.26%	\$2.00	Per Animal	N	Y	
Permit Application Fee - (Bi-Yearly) Multiple animals	\$112.00	\$114.80	2.50%	\$2.80	Per Permit	Y	N	
Multiple Animal Permit Renewal	\$80.00	\$82.00	2.50%	\$2.00	Per Permit	Y	N	
Multiple Animal Permit Amendment Fee	\$54.00	\$55.35	2.50%	\$1.35	Per Permit	Y	N	

Animal Adoption

Adoption Cost for Animal (Male) - Dog	\$322.00	\$350.00	8.70%	\$28.00	Per Animal	N	Y	Does not include registration fee - Dog
Adoption Cost for Animal (Female) - Dog	\$386.00	\$414.00	7.25%	\$28.00	Per Animal	N	Y	Does not include registration fee
Adoption Cost for Animal (Male) - Cat	\$62.00	\$70.00	12.90%	\$8.00	Per Animal	N	Y	Does not include registration fee -Cat

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Animal Adoption [continued]

Adoption Cost for Animal (Female) - Cat	\$83.00	\$91.00	9.64%	\$8.00	Per Animal	N	Y	Does not include Registration Fee - Cat
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Building Lodgement

Request for building Permit information - Regulation 51 (1), (2), & (3)			As per Regulations		Per Information	Y	N	
Council consent/discretion - Part 5 Siting Requirements (Reg 73-97)			As per Regulations		Per Inspection	Y	N	
Affected Owners Written Consultation Fee	\$133.00	\$365.00	174.44%	\$232.00	Per Lodgement	N	Y	
Lodgement fees - Other Classes			As per Regulations		Per Lodgement	Y	N	
Building permit lodgement fees (section 30)			As per Regulations		Per Lodgement	N	N	
Council consent/discretion Non - Siting Matters (Reg 310, 513,515,604,801,802, & 806)			As per Regulations		Per Lodgement	Y	N	
Domestic Building Plans Search Fee (non - refundable)	\$93.00	\$200.00	115.05%	\$107.00	Per Search	N	N	
Commercial Building Plans Search Fee (non - refundable)	\$179.00	\$200.00	11.73%	\$21.00	Per Search	N	N	
Copy of Building Permit Form	\$11.10	\$48.00	332.43%	\$36.90	Per Item	N	N	
Copies of plans (Maximum of 10 A3's) must also include search fee	\$52.50	\$54.00	2.86%	\$1.50	Per Search	N	N	
Copies of A1 Plans (each)	\$5.85	\$44.00	652.14%	\$38.15	Per Copy	N	N	
Copies of occupancy Permits must also include search fee	\$26.25	\$85.00	223.81%	\$58.75	Per Permit	N	N	
Copies of Building Insurance certificate include search fee	\$26.25	\$48.00	82.86%	\$21.75	Per Certificate	N	N	
Copies of Soil Report must also include search fee	\$52.50	\$48.00	-8.57%	-\$4.50	Per Search	N	N	
Copies of Structural Computations must also include search fee	\$80.00	\$85.00	6.25%	\$5.00	Per Search	N	N	
Property Information			Prescribed		Per Item	Y	N	

Building Permit

Private function - Seniors Rate	\$237.00	\$243.00	2.53%	\$6.00	Per Hire	N	Y	
Seniors Community Groups - Permanent	\$7.35	\$7.55	2.72%	\$0.20	Per Hour	N	Y	
Domestic Building Work Value of Works < \$50,000	\$5,071.00	\$5,197.80	2.50%	\$126.80	Per Item	Y	Y	
Domestic Building Work Value of Works \$50,001 < \$100,000	\$5,709.00	\$5,851.75	2.50%	\$142.75	Per Item	Y	Y	
Domestic Building Work Value of Works \$100,001 < \$250,000	\$6,347.00	\$6,505.70	2.50%	\$158.70	Per Item	Y	Y	
Domestic Building Work Value of Works \$250,001 < \$500,000	\$6,985.00	\$7,159.65	2.50%	\$174.65	Per Item	Y	Y	
Two storey domestic building work additional fee	\$1,028.50	\$1,054.20	2.50%	\$25.70	Per Item	Y	Y	
Relocated Dwelling	\$7,876.00	\$8,072.90	2.50%	\$196.90	Per Item	Y	Y	

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Building Permit [continued]

Commercial Building Work < 500 sq. M.	\$6,347.00	\$6,505.70	2.50%	\$158.70	Per Item	Y	Y	
Sheds, Verandas, Pergolas, Carport, or Masks, etc	\$2,530.00	\$2,593.25	2.50%	\$63.25	Per Item	Y	Y	
Building Permit - Fence	\$2,530.00	\$2,593.25	2.50%	\$63.25	Per Item	Y	Y	
Building Permit - Retaining Wall	\$2,530.00	\$2,593.25	2.50%	\$63.25	Per Item	Y	Y	
Building Permit - Restump	\$3,806.00	\$3,901.15	2.50%	\$95.15	Per Item	Y	Y	
Building Permit - Swimming Pool	\$3,806.00	\$3,901.15	2.50%	\$95.15	Per Item	Y	Y	Include a Fence
Building Permit - Demolition	\$3,806.00	\$3,901.15	2.50%	\$95.15	Per Item	Y	Y	
Building Permit - Temporary Structure & Special Use Permit	\$863.50	\$885.10	2.50%	\$21.60	Per Item	Y	Y	
Building Permit - Illegal Building Works			125 % of Permit Fee		Per Item	Y	Y	
Building Inspection	\$227.00	\$233.00	2.64%	\$6.00	Per Inspection	N	Y	
Building Notice Administration Fee	\$580.00	\$595.00	2.59%	\$15.00	Per Inspection	N	Y	
Building Inspection Compliance Certificate	\$276.00	\$283.00	2.54%	\$7.00	Per Inspection	N	Y	

Caravan Parks

Fixed Statutory Fee			Fixed Statutory Fee		N	N	
Transfer - % of Registration			% of Registration		N	N	

Environmental Health

Copy of Document -Environmental Health Record	\$24.95	\$25.55	2.40%	\$0.60	Per Application	Y	N	% of Registration
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Food Act

Food Act Closure – Reopening Fee	\$0.00	\$308.00	∞	\$308.00		N	N	Food Act Closure – Reopening Fee
Health Food Act – Class 2 Supermarkets and Manufacturers	\$0.00	\$1,000.00	∞	\$1,000.00		N	N	Health Food Act – Class 2 Supermarkets and Manufacturers
Health Food Act – Class 3A	\$0.00	\$620.00	∞	\$620.00		N	N	Health Food Act – Class 3A
Health Food Act - Class 1	\$845.00	\$900.00	6.51%	\$55.00	Per Application	Y	N	
Health Food Act - Class 2	\$763.00	\$820.00	7.47%	\$57.00	Per Application	Y	N	
Health Food Act - Class 3	\$387.00	\$420.00	8.53%	\$33.00	Per Application	Y	N	

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Food Act [continued]

Class 2 & Class 3 Premises (Sporting Body)			25% of Annual Fee		Per Application	Y	N	
Short term Mobile / Temporary Food Premises >3 months			25% of Annual Fee		Per Application	Y	N	
Registration Renewal Fee reduced by 25% Per quarter (calendar year)			25% Per Quarter		Per Application	Y	N	
Water Transport Vehicles - class 3 fee Per vehicle	\$387.00	\$420.00	8.53%	\$33.00	Per Application	Y	N	
Application fee for plan assessment Food Act	\$366.00	\$375.00	2.46%	\$9.00	Per Application	N	N	% of Registration
Transfer of Registration Food Act			% of Registration		Per Application	Y	N	
Transfer Inspection - within 5 days Food Act	\$387.00	\$396.70	2.51%	\$9.70	Per Application	Y	N	
Transfer Inspection - within 24 hrs Food Act	\$712.00	\$729.80	2.50%	\$17.80	Per Application	Y	N	
Hairdressers once off registration	\$214.00	\$250.00	16.82%	\$36.00	Per Application	Y	N	

Health Act

Health Act Premises	\$214.00	\$300.00	40.19%	\$86.00	Per Application	Y	N	
Registration Fees Reduced by 25% per Quarter Health Act			Registration fees reduced by 25% per quarter (calendar year)		Per Application	Y	N	
Application fee for plan assessment Health Act	\$346.00	\$354.65	2.50%	\$8.65	Per Application	Y	N	
Transfer of Registration Health Act			Transfer of registration 50%		Per Application	Y	N	
Transfer Inspection - within 5 days	\$214.00	\$300.00	40.19%	\$86.00	Per Application	Y	N	
Transfer Inspection - within 24 hrs	\$387.00	\$450.00	16.28%	\$63.00	Per Application	Y	N	

Impounded Animals

Dangerous Dog - Collars	\$50.00	\$51.00	2.00%	\$1.00	Per Collar	N	N	Dangerous Dog Collar
Dangerous Dogs - Signs	\$70.00	\$72.00	2.86%	\$2.00		N	N	Dangerous Dogs - Sign
Impound Livestock - Labour Charge - Business Hours	\$51.00	\$52.50	2.94%	\$1.50	Per Hour	N	N	Hourly charge Council Officer to attend to transportation of animals during normal business hours
Impound Livestock - Labour Charge - Double Time	\$102.00	\$105.00	2.94%	\$3.00	Per Hour	N	N	Charge to council officers to attend to impound livestock.
Impound Livestock - Labour Charge -Time & Half	\$76.50	\$78.50	2.61%	\$2.00	Per Hour	N	N	To attend to the transportation of stock by Council Officers outside of business hours
Stock Transportation Fee			Fee Range from \$10 to \$2000- At Cost		Per Animal	Y	N	Contractor Fee - Freight Cost of Contractor

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Impounded Animals [continued]

Transport Livestock - Load	\$153.00	\$157.00	2.61%	\$4.00	Per Load	N	N	Transportation of Animals - use of stock trailer
Animal Trap Hire - Deposit	\$55.00	\$55.00	0.00%	\$0.00	Per Animal	N	N	
Impounded Animal - Release Fee Dog	\$90.00	\$92.25	2.50%	\$2.25	Per Animal	Y	N	
Impounded Animal - Release Fee Cat	\$45.50	\$46.65	2.53%	\$1.15	Per Animal	Y	N	
Impounded Animal - Daily Fee - Dog	\$18.50	\$19.00	2.70%	\$0.50	Per Animal	Y	N	
Impounded Animal - Daily Fee - Cat	\$16.00	\$16.50	3.13%	\$0.50	Per Animal	Y	N	
Impounded Livestock – Release Fee (each animal)	\$61.00	\$62.55	2.54%	\$1.55	Per Animal	Y	N	
Impounded Livestock – Daily Fee (each animal)	\$18.00	\$18.45	2.50%	\$0.45	Per Animal	Y	N	
Registration and Renewal of Premises to Conduct Domestic Animal Business	\$550.00	\$565.00	2.73%	\$15.00	Per Animal	Y	N	

Parking

Parking Penalty			50% of Penalty		Per Penalty	Y	N	Section 87 (4) of the Road Safety Act 1986
Impounded Vehicle - Small – Release Fee	\$471.00	\$483.00	2.55%	\$12.00	Per Vehicle	N	N	Includes Station Wagons Small vehicle includes Sedans, Wagons etc.
Impounded Vehicle - Large – Release Fee	\$471.00	\$483.00	2.55%	\$12.00	Per Vehicle	Y	N	Includes Vans & Trucks Large vehicle includes Vans, Trucks etc.
Impounded Vehicle Heavy - Release Fee			Release Fee		Per Vehicle	Y	N	Vehicle with GVM of 4.5 tonne or more; including cost of towing Heavy Vehicle - vehicle with a GVM of 4.5 tonnes or more
Impounded Vehicle – Daily Fee	\$22.50	\$23.05	2.44%	\$0.55	Per Vehicle	Y	N	
Parking Permit for People with Disabilities - Replacement of lost or stolen Permits	\$0.00	\$0.00	0.00%	\$0.00	Per Application	N	N	

Regulatory Services

General Inspection Fee	\$300.00	\$308.00	2.67%	\$8.00	Per Hour	N	N	
Late fee % of Registration Fee			Late Fee % of Registration Fee		Per Fee	N	N	Applies when Registration Fees are not submitted by the due date
Impound Release Fee – Signs, Shopping Trolleys, Local Laws - Release from Impound	\$97.00	\$99.00	2.06%	\$2.00	Per Trolley	Y	N	

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Regulatory Services [continued]

Permit Application Fee (includes charity bin, display of goods, advertising board/A-frame, caravan, unregistered vehicle, street trade etc.)	\$112.00	\$114.80	2.50%	\$2.80	Per Permit	Y	N	
General Local Law Application Fee – Permits - Shipping container up to 7 days	\$33.50	\$34.50	2.99%	\$1.00	Per Permit	Y	N	
General Local Law Application Fee – Permits - Shipping container longer than 7 days up to 6 months	\$112.00	\$114.80	2.50%	\$2.80	Per Permit	Y	N	
Amendment of an existing Permit	\$54.00	\$55.50	2.78%	\$1.50	Per Permit	Y	N	
Local Laws Permit - Pro Rata Rate 50% reduction Per half			Pro Rata Rate 50% reduction Per half		Per Permit	N	N	

Septic Tanks

Amend a Permit	\$158.70	\$162.65	2.49%	\$3.95		Y	N	Permit to amend a septic tank permit
Construct, Install or Alter Septic Tank-Onsite Water Management System	Minimum fee 48.88 fee units (for assessments not exceeding 8.2 hours) with an additional 6.12 fee units payable per hour of assessment (exceeding 8.2 hours) up to a maximum of 135.43 fee units. Min. Fee (excl. GST): \$747.40 Max. Fee (excl. GST): \$2,070.70				Per Application	Y	N	A permit application for the difference in Council's cost base
Exemption - Septic Tank Permit	Minimum fee will be 14.67 fee units (for assessments not exceeding 2.6 hours) with an additional 5.94 fee units payable per hour (or part of an hour) of assessment (exceeding 2.6 hours) up to a maximum of 61.41 fee units. Min. Fee (excl. GST): \$224.33 Max. Fee (excl. GST): \$939.00				Per Application	Y	N	Application to exempt the requirement to renew permit for septic tanks
Minor Alteration to Septic Tank-Onsite Water Management System	\$569.55	\$569.55	0.00%	\$0.00	Per Application	N	N	A flat fee for simple permit alterations - simpler and lower variability in accordance in new government legislation 37.25 Fee units
Renew a Permit	\$127.05	\$127.05	0.00%	\$0.00	Per Permit	Y	N	Fee to renew septic tank permit
Transfer a Permit	\$151.80	\$151.80	0.00%	\$0.00		Y	N	Fee for transfer of a permit for septic tanks
Septic Tank Alteration	\$569.55	\$569.55	0.00%	\$0.00	Per Application	N	N	

Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Council Land

Permit Application Fee	\$112.00	\$115.00	2.68%	\$3.00	Per Application	N	N	
Bond	\$665.00	\$680.00	2.26%	\$15.00	Per Application	N	N	
Annual fee for Pointer Boards – Real Estate advertising signage	\$555.00	\$570.00	2.70%	\$15.00	Per Application	N	N	
Food Van Sites - Monday to Friday session - Annual Permit Fee	\$152.00	\$156.00	2.63%	\$4.00	Per Session	N	N	
Food Van Sites - Saturday or Sunday session - Annual Permit Fee	\$620.00	\$635.00	2.42%	\$15.00	Per Session	N	N	
Rubbish Skip / Bulk Waste Container	\$89.00	\$91.00	2.25%	\$2.00	Per Application	N	N	
Hoarding Permit Application Fee	\$211.00	\$300.00	42.18%	\$89.00	Per Application	N	N	
Occupation of Nature Strip / Footpath (eg Site hut)	\$107.00	\$170.00	58.88%	\$63.00	Per Application	N	N	
Parking Bay for Construction Activities Per Day	\$73.00	\$85.00	16.44%	\$12.00	Per Application	N	N	
Bond - Occupation of Nature Strip / Footpath	\$222.00	\$228.00	2.70%	\$6.00	Per Application	N	N	
Per A-frame - (Street trade - Application on its own with no Outdoor eating - No additional fee if Outdoor eating application made)	\$112.00	\$0.00	-100.00%	-\$112.00	Per Application	N	N	
Busking, Soliciting, Pop up stalls, Sale of goods, Street selling collections and Distribution	\$112.00	\$115.00	2.68%	\$3.00	Per Application	N	N	Exemption- Charities, Not for profit, Community group/individual - no fee to be applied)
Permit Application Fee - Circus	\$112.00	\$500.00	346.43%	\$388.00	Per Application	N	N	
Rent Per day - Circus	\$229.00	\$235.00	2.62%	\$6.00	Per Application	N	Y	
Bond - Circus	\$3,550.00	\$3,640.00	2.54%	\$90.00	Per Application	N	N	

Swimming Pools

Lodgement of Compliance Certificate	\$21.10	\$21.10	0.00%	\$0.00	Per Certificate	Y	N	Lodgement of Compliance Certificate
Lodgement of Non Compliance Certificate	\$397.55	\$397.55	0.00%	\$0.00	Per Certificate	Y	N	Lodgement of Non Compliance Certificate
Registration of a Public Pool - Over Three Pools	Registration of Public Pools, which exceed 3 pools in per public space				Per registration	Y	N	Public Swimming Pools registration - over three pools
Registration of a Public Pool (Max Three Pools)	\$387.00	\$396.70	2.51%	\$9.70		Y	N	Public pools - registration up to a maximum of three pools
Registration of Swimming Pool/Spa	\$32.90	\$32.90	0.00%	\$0.00	Per Pool/Spa	Y	N	Registration of Swimming Pool or Spa
Search for Swimming Pool	\$48.80	\$48.80	0.00%	\$0.00	Per Application	Y	N	Search for Swimming Pool
Swimming Pool and Spa Barrier Inspection	\$330.00	\$338.25	2.50%	\$8.25	Per Inspection	N	Y	Swimming Pool and Spa Barrier Inspection

Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
Operations								
Fire Prevention								
Fire Prevention Notice						Y	N	Administration Fee for Fire Prevention Cost include any associated Contractor charges no increase for FY 23/24 other than the CPI; the current costs reflect officer time accurately
Asset Protection								
Asset Protection Permits	\$150.00	\$154.00	2.67%	\$4.00	Per Permit	N	N	
Sect 60(3) Ind. Construct or change the means of entry to or exit from a controlled access road without authority (Individual)				10 Penalty Units	No of Statutory Fee units	Y	N	Statutory Penalty Units
Manager Engineering and Asset Services								
Property Information								
Property								
Stormwater Legal Point of Discharge	\$149.37	\$153.10	2.50%	\$3.73	Per Item	Y	N	Stormwater Legal Point of Discharge
Build over easements	\$175.00	\$299.85	71.34%	\$124.85	Per Item	N	N	Prescribed
Infrastructure Planning								
Works Within Road Reserve								
Municipal Road Above 50 km/h - Nature Non Minor Works	\$361.21	\$370.24	2.50%	\$9.03	Per Works	Y	N	Municipal Road Speed Limit above 50 km/ hr - Works Other than Minor Work. Work conducted on a nature strip or reserve (Soil/Seeded Area)
Municipal Road Above 50km/h - Nature Minor Works	\$92.08	\$94.38	2.50%	\$2.30	Per Works	Y	N	Municipal Road Speed Limit above 50km/ h Roadway Minor Works Works conducted on nature strip or reserve (Soil/Seeded Area)

continued on next page ...

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Fee Name	Year 22/23 Fee Inc GST \$	Year 23/24 Fee Inc GST \$	Fee Increase / (Decrease) %	Fee Increase / (Decrease) \$	Unit Measure	Statutory(Y)/ Non Statutory(N)	GST Status	Fee Description
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Works Within Road Reserve [continued]

Municipal Road Above 50km/h - Roadway Minor Works	\$142.96	\$146.53	2.50%	\$3.58	Per Works	Y	N	Municipal Road Speed Limit above 50km/h - Minor Works Works conducted on roadway, shoulder or pathway (Asphalt/gravel road, kerb & channel, concrete vehicle crossing and footpaths)
Municipal Road Above 50km/h - Roadway Non Minor Works	\$660.36	\$676.87	2.50%	\$16.51	Per Works	Y	N	Municipal Road Speed Limit above 50km/h - Works Other than Minor Works. Conducted on Roadway, shoulder, or pathway. (Asphalt/Gravel Road, kerb & channel, concrete vehicle crossing and footpaths) Conducted on roadway, shoulder or pathway. (Asphalt/Gravel road, kerb, & channel, concrete vehicle crossing and footpaths 43.1 fee units
Municipal Road Below 50km/h - Roadway Minor Works	\$142.96	\$146.53	2.50%	\$3.58	Per Works	Y	N	Municipal Road Speed Limit 50 km/h or less- Minor Works Works conducted on roadway, shoulder or pathway. (Asphalt/gravel road, kerb & channel, concrete vehicle crossing and footpaths)
Municipal Road Below 50km/h - Nature Minor Works	\$92.08	\$94.38	2.50%	\$2.30	Per Works	Y	N	Municipal Road Speed Limit 50 km/h or less- Nature Minor Works Works conducted on nature strip or reserve. (Soil/Seeded Area)
Municipal Road Below 50km/h - Nature Non Minor Works	\$92.08	\$94.38	2.50%	\$2.30	Per Works	Y	N	Municipal Road Speed Limit 50 km/h or less. Works conducted on nature strip or reserve. (Soil/Seeded Area)
Municipal Road Below 50km/h - Roadway Non Minor Works	\$361.21	\$370.24	2.50%	\$9.03	Per Works	Y	N	Municipal Road Speed Limit 50 km/h or less. Works conducted on roadway, shoulder or pathway (Asphalt/gravel road, kerb & channel, concrete vehicle crossing and footpaths)

12.4 FINANCE REPORT - PERIOD ENDED 31 MARCH 2023

Author: Natalie Marino - Manager Finance

Presenter: Peter Leersen - Director Organisational Performance

PURPOSE OF REPORT

To present the 2022/2023 Finance Report for the nine months ended 31 March 2023.

RECOMMENDATION:

That Council note the 2022/2023 Finance Report for the nine months ended 31 March 2023, contained at **Appendix 1**.

REPORT

1. Executive Summary

Section 97 of the *Local Government Act 2020* specifies as soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public.

The purpose of this report is to provide Council with the relevant and timely financial information in accordance with Section 97 of the *Local Government Act 2020*, that compares actuals for the nine months ending 31 March 2023 and the approved budget for the same period as is detailed in **Appendix 1**.

2. Background/Issues

Section 97 of the *Local Government Act 2020* specifies as soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public.

A quarterly budget report (**Appendix 1**), must include;

- a comparison of the actual and budgeted results to date;
- an explanation of any material variations; and
- any other matters prescribed by the regulations.

The Audit and Risk Committee reviewed and noted the March quarter financial report on 11 May 2023 with no changes required following that review.

Whilst the financial report at **Appendix 1** is prepared in accordance with Australian Accounting Standards, they contain developer contribution and capital grant revenue items that are common in a growth Council which are received in the current financial year for infrastructure expenditure that will occur in a future financial year.

As a result, these developer and capital grant revenue transactions distort the 'true' underlying financial performance and cash surplus position of Council within the current financial year.

Table 1 below provides a management accounting summary of the financial performance for the nine months ending 31 March 2023 and forecasted financial year which removes all developer contributions and capital grant revenue items relating to the growth of the region to report the adjusted operating surplus which better reflects the underlying financial performance of Council.

Table 1: Adjusted Operating Surplus – Year to Date March 2023 and Full Year

	YTD Act Mar 23	YTD Bud Mar 23	Variance	Full Year Fcst	Full Year Bud	Variance
Income	430,344	364,008	66,336	544,854	581,841	(36,987)
Expenses	156,228	159,230	3,002	236,762	230,561	(6,201)
Surplus for the year	274,116	204,778	69,338	308,092	351,280	(43,188)
Net asset revaluation increment	0	0	0	54,385	54,385	0
Total Comprehensive Result	274,116	204,778	69,338	362,477	405,665	(43,188)
Less: Capital and Non Operating Items						
Contributions - monetary	47,545	63,868		94,622	135,854	
Contributions - non monetary	161,579	64,183		189,579	180,185	
Net asset revaluation increment/(decrement)	0	0		54,385	54,385	
Fair value increment investments	0	0		0	0	
Grants - capital	11,855	2,595		21,576	18,097	
Net gain on disposal of assets	(776)	33,699		(3,701)	16,778	
	220,203	164,345	(55,858)	356,461	405,299	48,838
Adjusted Operating Surplus	53,913	40,433	13,480	6,016	366	5,650

Council's adjusted operating result as at 31 March 2023 was a surplus of \$53.9 million compared to a budget of \$40.4 million which is favourable to budget. This favourable variance is largely attributable to higher than anticipated interest income as a result of improved term deposit rates, unbudgeted operating grants along with savings in employee costs due to unfilled vacancies, partially offset by an increase in material costs from agency staff used to backfill these vacancies.

For the full financial year, Council is forecasting an underlying surplus of \$6.0 million which is \$5.7 million favourable to budget mainly due to the additional interest income and lower employee costs over the full 12 months.

Council's financial performance is continuing to benefit from strong development contributions, both monetary and non-monetary, for future capital infrastructure in the region with \$209.1 million received for the first nine months compared to a budget of \$128.1 million, resulting in a favourable variance of \$81.1 million.

The financial performance has also benefited from unbudgeted funding from capital grants of \$9.3 million.

The actual capital expenditure completed as at 31 March 2023 was \$39.1 million or 44% of the total \$89.5 million budget.

Council has a total of \$556.1 million in cash and term deposits at quarter end. This balance includes general and restricted investments representing carry forward expenditure, employee entitlements, and developer contributions received for future capital works.

Table 2 below provides further detail on the breakdown of the \$556.1 million and highlights that \$502.7 million is fully committed, resulting in \$53.3 million cash surplus for Council to manage working capital requirements for operating and capital cash flow needs.

Table 2: Cash Surplus – Year to Date March 2023

	\$'000	\$'000
Cash and Term Deposits balance		556,100
<u>Restricted Reserves and Trust Funds</u>		
Community and Other Infrastructure	274,417	
Trust Funds and Deposits	41,602	
<u>Discretionary Reserves</u>		
Infrastructure and Strategic Investment Reserve (\$111.3 million)		
Strategic Land Purchases	23,821	
Income Generating	31,021	
Major Capital Works	56,448	
Defined Benefit Superannuation Reserve & Other	377	
<u>Other allocation of funds</u>		
Funds for Carry Forward Capital Works	48,719	
Grants - Capital	11,855	
Employee Provisions	14,447	
<u>Total allocated funding requirement</u>		502,707
Cash Surplus/(Deficit)		53,393

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

5. A high performing organisation demonstrating leadership and advocacy: An organisation operating with innovation, transparency, accountability and sustainability

5.3 Effective civic leadership, advocacy, partnerships and good governance.

4. Financial Considerations

Council note the operating surplus for the nine months ended 31 March 2023 and other financial matters are outlined in **Appendix 1**.

5. Consultation/Public Submissions

N/A

6. Risk Analysis

The financial report (**Appendix 1**), provides transparency over the financial performance of Council and will ensure Council's continued compliance with the legislative requirements.

7. Options

The Council can:

1. Note the report as per the recommendation.
2. Request further information/clarification if deemed necessary.

LIST OF APPENDICES

1. Finance Report 31 March 2023



Melton City Council
Finance Report 2022/2023
Period Ended 31 March 2023

A vibrant, safe and liveable City accessible to all





Management Report

3rd Quarter Ended 31 March 2023

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Melton City Council

Quarterly Finance Report for the 9 months period as at 31 March 2023.

Executive Summary

Operating Results

This report compares the 31 March 2023 YTD results with the profiled YTD approved budget for the same period.

The operating surplus before transfers for the March YTD period was \$274.1m. This compared with the profiled budgeted result of \$204.8m resulting in a favourable variance of \$69.3m.

Detailed analysis of operating revenue and expenditure variances by line items, are outlined on the subsequent pages of this report.

Year-end Forecast

Review of the 3rd quarter operating and capital expenditure as at the end of March 2023 has been finalised. As part of this process business unit managers have provided an estimate of the year-end forecast of savings and over-runs expected as at 30 June 2023. This is summarised in the table below.

Comparison of 3rd quarter-end forecast with the approved budget is shown on page 8 with the detail variance commentary on page 9-12

	Summary of 3 rd Quarter Year-End Forecast against the Approved Budget	\$(Millions)
	Operating	
	Forecast unfavourable variance in operating results before transfers	<u>(\$43.2)</u>
	Capital	
	Forecast favourable variance in Council capital expenditure	<u>\$11.5</u>

Capital Expenditure

The approved Council capital expenditure budget for 2022/23 is a total of \$89.0m. This consists of \$54.9m carry forwards component from 2021/22.

Total developer contribution in-kind works budget for 2022/23 is \$116.5m. These works when completed by landholders will offset their developer contribution liability to Council. Where the value of completed works handed over to Council varies from the DCP obligations, the resultant rolling credit or debit transactions will be carried forward to be set off against future obligations or for settlement to/by Council from the developer contribution reserve funds.

The actual capital expenditure completed at the end of March \$39.1m or 44% of the full year capital expenditure budget.

A project level analysis of full year capital expenditure has been included with this report.

Cash on hand and Investments

Council's total cash position at quarter-end is \$556.1m. This balance includes \$541.5m of general and restricted investments representing carry forward expenditure, employee entitlements, and developer contributions received for future capital works. The aggregate amount of cash on hand and at bank at end of month was \$14.6m.

Debtors

Receivables outstanding totalled \$67.5m (net of doubtful debts provisions) of which \$53.8m relates to rates debtors including instalments not due. Infringement Debtors amounted to \$6.6m, and other sundry debtors amounted to \$7.1m.

Monthly Management Report 2022/2023**Operating Statement by Income/Expenditure line items**

2021/2022 YTD Actuals (000's)	Income/Expenditure Type	Notes	YTD Actuals (000's)	YTD Budget (000's)	YTD Variance (000's)	Full Year Approved Budget (000's)	3rd Qtr Forecast (000's)	3rd Quarter Forecast Variance to Adopted Budget (000's)
Income								
146,890	Rates & Charges	1	160,705	162,046	(1,341)	163,409	161,665	(1,744)
8,393	Statutory Fees and Fines	2	9,534	8,559	975	13,249	13,012	(237)
7,291	User Fees	3	8,009	10,044	(2,035)	13,680	10,795	(2,885)
20,525	Grants- Operating	4	17,667	14,201	3,466	33,025	35,261	2,236
3,609	Grants- Capital	5	11,855	2,595	9,260	18,097	21,576	3,479
56,915	Contributions Monetary	6	47,545	63,868	(16,323)	135,854	94,622	(41,232)
19,554	Contributions Non Monetary	7	161,579	64,183	97,395	180,183	189,580	9,397
12,987	Net Gain/(Loss) on Disposal of IPP&E	8	(776)	33,698	(34,474)	16,778	(3,701)	(20,479)
4,175	Other Revenue	9	14,227	4,814	9,412	7,566	22,044	14,479
280,339	Total Income		430,344	364,008	66,336	581,840	544,854	(36,986)
Expenditure								
46,741	Employee Costs	10	46,510	54,907	8,397	74,345	68,413	5,932
39,066	Material Costs	11	70,823	67,794	(3,029)	105,496	114,896	(9,401)
712	Bad and Doubtful Debts	12	1,010	724	(286)	1,561	2,184	(623)
34,477	Depreciation and Amortisation	13	37,688	35,607	(2,081)	48,843	50,952	(2,109)
269	Borrowing Costs	14	189	189	0	295	295	0
0	Finance Cost- Leases	15	9	9	(0)	22	22	0
121,265	Total Expenditure		156,228	159,230	3,002	230,561	236,762	(6,201)
159,074	Total Surplus/Deficit Before Transfers.		274,116	204,778	69,337	351,279	308,093	(43,187)
Other Comprehensive Income								
0	Net asset Revaluation Increment/(Marrement)	16	0	0	0	54,385	54,385	0
159,074	Total comprehensive Result		274,116	204,778	69,337	405,664	362,478	(43,187)
Reserve Transfers								
21,208	Transfers From Reserves	17	27,337	22,835	4,502	111,717	66,371	(45,346)
(58,521)	Transfer to Reserve	18	(71,460)	(88,749)	17,289	(186,926)	(89,755)	97,171
(37,313)	Total Net Transfers - Income/(Exp)		(44,123)	(65,914)	21,791	(75,209)	(23,384)	51,825
121,760	Total Surplus/(Deficit) Net of Transfers		229,992	138,865	91,128	330,454	339,093	8,638
159,074	Total comprehensive Result		274,116	204,778	69,337	405,664	362,478	(43,187)
3,609	Grants- Capital		11,855	2,595	9,260	18,097	21,576	3,479
76,469	Contributions		209,123	128,051	81,072	316,037	284,202	(31,836)
12,987	Net Gain/(Loss) on Disposal of IPP&E		(776)	33,698	(34,474)	16,778	(3,701)	(20,479)
0	Net asset Revaluation Increment/(decrement)		0	0	0	(54,385)	(54,385)	0
66,009	Underlying Surplus/(Deficit)		53,913	40,434	13,480	366	6,016	5,650

* Negative values in the year-end variance and forecast variance columns indicate an unfavourable Variance.

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

For the 9 Months Ended 31st March 2023

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type	Notes	YTD Actual (000's)	YTD Budget	Variance - Fav/(Unfav) (000's)	YTD Actuals to YTD Budget Variance Explanations
Income					
Rates & Charges	1	160,705	162,046	(1,341)	Rates & Charges are unfavourable compared to YTD Budget by (\$1.34m) as the supplementary rates & Rebate on Rates collected were \$2.41m lower than the budget. The unfavourable variance was offset by favourable variance of \$1.07m in Commercial Rates.
Statutory Fees and Fines	2	9,534	8,559	975	Statutory Fees and Fines were \$0.98m favourable to YTD Budget due to the following: \$1.18m - Higher than expected Infringement Income from Permits and Litter & Building Sites \$0.58m , Parking \$0.37m and Local Laws \$0.15m \$0.51m - Increased revenue from permits and registrations from Food Act \$0.26m and Subdivision Plan Checking Fee \$0.31m The favourable variance was offset by the unfavourable variance of (\$0.55m) in Town Planning permit fees due to general downturn in development activity and (\$0.17m) in Revenue Collection.
User Fees	3	8,009	10,044	(2,035)	User Fees are unfavourable to YTD Budget primarily due to an unfavourable variance of (\$2.34m) in Subdivision Construction, Asset Protection application Fee (\$0.17m) due to downturn in development activity and Stock Control in Animal Management (\$0.17m) . The unfavourable variance was offset by the favourable variance of \$0.38m in rental income from facilities hire mainly from Melton Library and Cobblebank Stadium, Town Planning permit Fees \$0.181m and Cemetery Operation \$0.53k
Grants- Operating	4	17,667	14,201	3,466	Operating Grants were \$3.47m favourable to YTD Budget as result of unbudgeted or increased grants. Below are the major unbudgeted or increased grants received: ** Community Activations and Social Isolation (CASI) - [\$0.36m] ** CALD Communities Taskforce - [\$0.19m] ** Empowering Communities Project - [\$0.2m] ** Kindergarten Central Registration - [\$0.2m] ** Iconic Waterways - Arnolds Creek - [\$0.09m] ** Maternal & Child Health Services - [\$1.37m] ** Crime Prevention Grant - UTURN193 - [\$0.06m] ** Access and Support Specialist Services - [\$0.26m] ** Early Years Capital Policy and Project Officer - [\$0.12m] ** Family Support Services - [0.11m] ** More Tree for a Cooler Greener West - [\$0.18m] ** MTC Round 3 & 4 - [\$0.72m] ** School Crossings - [\$0.14m] The favourable variance was offset by the unfavourable variances: (\$0.28m) - Commonwealth Home Support Programme (CHSP) (\$0.16m) - Family Day Care Services (\$0.09m) - Family Violence Intensive Support

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

For the 9 Months Ended 31st March 2023

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type	Notes	YTD Actual (000's)	YTD Budget	Variance - Fav/(Unfav) (000's)	YTD Actuals to YTD Budget Variance Explanations
Grants- Capital	5	11,855	2,595	9,260	Capital Grants were \$9.26m favourable to YTD Budget due to receipt of unbudgeted new grant funding. The most significant amongst these are funds for: ** Rockbank Murray Rd Children's and Community Centre - [\$1.76m] ** Weir Views Childrens and Community Centre - [\$1.50m] ** Plumpton Community Centre & Neighbourhood House - [\$1.50m] ** PR57 Aintree Community Hub - [\$1.50m] ** Parks Development Program - [\$1.15m] ** MacPherson Park Stage 3 Toolernvale Redevelopment - [\$0.80m] ** Road Construction, Bridge Road, Cobblebank - [\$0.42m] ** Melton Rec - Carpark - Ped Connect – Landscaping - [\$0.38m] ** Lighting Around Navan Park Lake - [\$0.25m]
Contributions Monetary	6	47,545	63,868	(16,323)	Cash contribution year to date is below projection and this has been reflected in a downward revision in the forecast which is mainly driven by a weaker housing market due to increase in interest rates and delays in completing subdivision.
Contributions Non Monetary	7	161,579	64,183	97,395	The non cash contribution is more than expected due to the recognition of subdivision works completed which has not been budgeted.
Net Gain/(Loss) on Disposal of IPP&E	8	(776)	33,698	(34,474)	Actual land sales for the period was 105 units compared to budgeted land sales of 342 units, 7 cancellations, while settlement numbers have increased to 165 units settled and accrued balance increases to 350 lots resulting in an unfavourable YTD result of (\$28.2m) Proceeds from the sale of Council fleet and plant is less than anticipated by (\$0.71m) relative to budget as Council brought forward those sales into FY2022. Disposal of infrastructure assets (\$5.99m) This is offset by an unbudgeted \$0.40m gain on the sale of Council Land at 83-105 Abey Rd Melton South.
Other Revenue	9	14,227	4,814	9,412	Other Revenue was \$9.41m favourable to YTD Budget primarily due to higher than budgeted interest income due to higher than anticipated interest rates received on investments \$9.61m which was offset by sundries totalling (\$0.20m)
Total Income		430,344	364,008	66,336	

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

For the 9 Months Ended 31st March 2023

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type	Notes	YTD Actual (000's)	YTD Budget	Variance - Fav/(Unfav) (000's)	YTD Actuals to YTD Budget Variance Explanations
Expenditure					
Employee Costs	10	46,510	54,907	8,397	Employee costs YTD favourable variance of \$8.40m is mainly due to vacancies across all the directorates. These are as follows: Organisational Performance - \$1.34m Office of CEO - \$1.60m City Life - \$2.96m City Futures - \$1.42m City Delivery - \$1.08m Decrease in employee costs due to vacancies is included in material costs adding to a (\$2.14m) as at end of March and forecasted to be (\$3.36m) by end of year.
Material Costs	11	70,823	67,794	(3,029)	Contracts and Materials are unfavourable to YTD Budget by (\$3.03m) mainly due to: (\$1.30) - Increase in network communication charges from day to day operations, Azure Platform Migration, Public Lighting, Water usage in parks and reserves due to weather conditions. (\$1.26m) - Unfavourable variance in Contract labour (agency) costs relating to the backfill of vacancies and engagement of contractors to deliver externally funded projects. (\$0.87m) - Increase in Professional Advisory comprised mostly of executive search and management consultants within Chief Executive Officer business unit. (\$0.70m) - Expenditure relating to program expenditure arising from additional grant funding received. E.g. MTC funding, Community Planning projects and funding received for Aged Care. (\$0.32m) - Legal fees exceed budget as demand for external legal services remains high and reflects a continuing upward trend characterised by increasing numbers and complexity of prosecutions and increasingly complex transactions involving Council. The unfavourable variance is offset by \$1.41m of savings in other materials & services in delay in the payment of contract payments, levies and reduction in research and planning costs.
Bad and Doubtful Debts	12	1,010	724	(286)	Bad and doubtful debts are made up of infringement withdrawals infringement debts deemed unrecoverable. This are due to infringements issued with errors, being withdrawn, or being voided due to legislative timeframes for internal review not being met. The increase in the Bad and Doubtful Debts is due to an increase in the number of infringement notices issued, and an increase in the number of Local Law infringement notices being lodged with the Magistrates' Court that were issued in the previous financial year, and the forecast has been increased based on the trend of YTD actuals.
Depreciation and Amortisation	13	37,688	35,607	(2,081)	The variance is due to timing of capitalisation of assets to be depreciated.
Borrowing Costs	14	189	189	0	
Finance Cost- Leases	15	9	9	(0)	
Total Expenditure		156,228	159,230	3,002	
Total Surplus/Deficit Before Transfers.		274,116	204,778	69,337	

Monthly Management Report 2022/2023				
3rd Quarter Vs Adopted Budget Variance				
Forecast Operating Statement by Income / Expenditure				
Income/Expenditure Type	Notes	Full Year Approved Budget	3rd Qtr Forecast	3rd Quarter Forecast Variance to Adopted
		(000's)	(000's)	(000's)
Income				
Rates & Charges	1	163,409	161,665	(1,744)
Statutory Fees and Fines	2	13,249	13,012	(237)
User Fees	3	13,680	10,795	(2,885)
Grants- Operating	4	33,025	35,261	2,236
Grants- Capital	5	18,097	21,576	3,479
Contributions Monetary	6	135,854	94,622	(41,232)
Contributions Non Monetary	7	180,183	189,580	9,397
Net Gain/(Loss) on Disposal of IPP&E	8	16,778	(3,701)	(20,479)
Other Revenue	9	7,566	22,044	14,479
Total Income		581,841	544,854	(36,986)
Expenditure				
Employee Costs	10	74,345	68,413	5,932
Material Costs	11	105,496	114,896	(9,401)
Bad and Doubtful Debts	12	1,561	2,184	(623)
Depreciation and Amortisation	13	48,843	50,952	(2,109)
Borrowing Costs	14	295	295	0
Finance Cost- Leases	15	22	22	0
Total Expenditure		230,561	236,762	(6,201)
Total Surplus/Deficit for the Year Before Trfs.		351,280	308,093	(43,187)
Underlying Surplus/(deficit)		366	6,016	5,650
Council Capital Budget		89,032	77,519	11,513
Capital DCP-In-Kind		116,545	66,419	50,126

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

Approved Budget vs. 3rd Quarter Forecast

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type		Full Year Approved Budget	3rd Qtr Forecast	3rd Quarter Forecast Variance to Adopted Budget	Approved Budget to 2nd Quarter Forecast Variance Explanations
		(000's)	(000's)	(000's)	
Income					
Rates & Charges	1	163,409	161,665	(1,744)	Rates & Charges are forecasted to finish unfavourable compared to FY Budget by (\$1.74m) as the supplementary rate expected to be collected is lower than the budget (\$1,616m vs. \$1,634m)
Statutory Fees and Fines	2	13,249	13,012	(237)	Statutory Fees and Fines are forecasted to finish unfavourably compared to FY Budget by \$0.24m due to the following: \$1.30m - Higher than expected Infringement Revenue primarily within Litter & Building Sites, Parking, Local Laws, Food & Health Act. Higher than anticipated infringements issued in Litter & Building Sites is attributable to process improvements such as CCTV monitors which enables the team to detect identity through non-compliances; while Parking infringements are due to a focus on safety around school zones. The favourable variance was offset by the unfavourable variance due to: (\$1.54m) - Lower than budgeted Permit Fees and other Registration Fees within Town Planning due to a slowing of new development approvals.
User Fees	3	13,680	10,795	(2,885)	User Fees are expected to finish (\$2.89m) unfavourable to FY Budget primarily due to slowed growth of demand for subdivision fees (\$3.12m) . The unfavourable variance is offset by the favourable variance of \$0.23m in Facilities Hire.
Grants- Operating	4	33,025	35,267	2,242	Operating Grants are forecasted to finish favourably compared to FY Budget by \$2.24m due to: \$2.48m - Resulting from unbudgeted or increased grants to be received. This is attributable to: ** Community Activations and Social Isolation (CASI) - \$0.36m ** CALD Communities Taskforce - \$0.19m ** Empowering Communities Project - \$0.22m ** MWRRG Waste Projects - \$0.16m ** Crime Prevention Grant - UTURN193 - \$0.10m ** Crime Prevention - NorthWestSafe - \$0.14m ** MTC Revitalisation Grant Round 2 - Kid Zone - \$0.15m ** MTC Round 4 - Winter Arts & Culture Event - \$0.16m ** Other operating grants - \$1.0m \$4.10m - Expected net impact relating to unearned grant income. Council expects that the performance obligations relating to grants funding received in advance in the previous financial year will be satisfied in this financial year, allowing these funds to be recognised as income. The favourable variance was partly offset by decreases in the grants below: (\$4.22m) - Grants Commission. In June 2022 the Commonwealth Government brought forward the payment of 75% of the estimated aggregate 2022/23 Financial Assistance Grants allocation to Victorian Councils, as compared to budgeted at 50%. Hence the 25% which was received earlier than anticipated has been removed from the 2022/23 forecast & reduction on other grants totalling (\$0.12m)

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

Approved Budget vs. 3rd Quarter Forecast

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type		Full Year Approved Budget	3rd Qtr Forecast	3rd Quarter Forecast Variance to Adopted Budget	Approved Budget to 2nd Quarter Forecast Variance Explanations
		(000's)	(000's)	(000's)	
Grants- Operating	4	33,025	35,261	2,236	<p>Operating Grants are forecasted to finish favourably compared to FY Budget by \$2.24m due to:</p> <p>\$2.48m - Resulting from unbudgeted or increased grants to be received. This is attributable to:</p> <ul style="list-style-type: none"> ** Community Activations and Social Isolation (CASI) - \$0.36m ** CALD Communities Taskforce - \$0.19m ** Empowering Communities Project - \$0.22m ** MWRRG Waste Projects - \$0.16m ** Crime Prevention Grant - UTURN193 - \$0.10m ** Crime Prevention - NorthWestSafe - \$0.14m ** MTC Revitalisation Grant Round 2 - Kid Zone - \$0.15m ** MTC Round 4 - Winter Arts & Culture Event - \$0.16m ** Other operating grants - \$1.0m <p>\$4.10m - Expected net impact relating to unearned grant income. Council expects that the performance obligations relating to grants funding received in advance in the previous financial year will be satisfied in this financial year, allowing these funds to be recognised as income.</p> <p>The favourable variance was partly offset by decreases in the grants below:</p> <p>(\$4.22m) - Grants Commission. In June 2022 the Commonwealth Government brought forward the payment of 75% of the estimated aggregate 2022/23 Financial Assistance Grants allocation to Victorian Councils, as compared to budgeted at 50%. Hence the 25% which was received earlier than anticipated has been removed from the 2022/23 forecast & reduction on other grants totalling (\$0.12m)</p>
Grants- Capital	5	18,097	21,576	3,479	<p>Capital Grants are forecasted to finish favourably by \$3.5m.</p> <p>The most significant of the projects include:</p> <ul style="list-style-type: none"> ** Arnolds Creek Children & Community Centre 3rd Room - \$0.08m ** Female Friendly Change room upgrade – Ian Cowie - \$0.02m ** Licensed Playspace Upgrade Program - \$0.05m ** MacPherson Park Stage 2- Soccer Pavilion - \$0.12m ** Melton Rec - Carpark - Ped Connect – Landscaping - \$0.38m ** Melton Rec - Netball Crt - Public Convenience Upgrade - \$0.18m ** Renewal Program - Sealed Roads (PY 08756) - \$0.32m ** Rockbank Murray Rd Children's & Community Centre - \$1.76m ** Major Traffic Management Upgrade Program - \$0.18m ** Road Construction - Bridge Road - Cobblebank - \$0.41m
Contributions Monetary	6	135,854	94,622	(41,232)	Cash contribution year to date is below projection and this has been reflected in a downward revision in the forecast which is mainly driven by a weaker housing market due to increase in interest rates and delays in completing subdivision.
Contributions Non Monetary	7	180,183	189,580	9,397	The non cash contribution is more than expected due to the recognition of subdivision works completed which has not been budgeted.
Net Gain/(Loss) on Disposal of IPP&E	8	16,778	(3,701)	(20,479)	<p>Sale of Properties are forecasted to finish unfavourably compared to FY Budget by (\$20.5m) due to a lower revised sales forecast for Atherstone land sales from budgeted FY sale of 456 lots to a Revised Target of 130 net sales and the Council has recognised YTD Net Sales as 98 resulting in an unfavourable result of (\$4.01m). FY23 sales forecast was decreased due to anticipated lower market demand as the RBA cash rate has increased since the budget was set.</p> <p>There is an unfavourable variance of (\$0.90m) for plant purchases/replacements and (\$15.99m) for infrastructure assets.</p> <p>The unfavourable variance is partially offset by an unbudgeted \$0.4m gain made on the sale of Council Land at 83-105 Abey Rd Melton South.</p>
Other Revenue	9	7,566	22,044	14,479	Other Revenues are forecasted to finish favourably compared to FY Budget by \$14.48m primarily due to higher than budgeted interest income due to higher than anticipated interest rates received on investments \$14.55m and sundries totalling (\$0.07m) .
Total Income		581,840	544,854	(36,986)	

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

Approved Budget vs. 3rd Quarter Forecast

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Income/Expenditure Type		Full Year Approved Budget	3rd Qtr Forecast	3rd Quarter Forecast Variance to Adopted Budget	Approved Budget to 2nd Quarter Forecast Variance Explanations
		(000's)	(000's)	(000's)	
Expenditure					
Employee Costs	10	74,345	68,413	5,932	Employee costs at are projected to finish favourably in net terms by \$5.93m by year-end. The favourable variance is due to vacancies across all the directorates - Organisational Performance - \$0.67m Office of CEO - \$0.92m City Life - \$1.96m City Futures - \$1.66m City Delivery - \$0.72m
Material Costs	11	105,496	114,896	(9,401)	Contracts and Materials are forecasted to overspend FY Budget by (\$9.40m) due to: (\$2.91m) - Forecasted overspend associated with unbudgeted operating grant funding, some of which relates to unbudgeted grant funds received in 2021/22 for which Council is undertaking required delivery in the current year. The most significant materials & services expenditure forecasts funded by unbudgeted external grant income include: CALD Communities Taskforce - (\$0.19m) Community Activations and Social Isolation (CASI) - (\$0.37m) Crime Prevention Grant - UTURN193 & North Westsafe - (\$0.24m) Empowering Communities Project - (\$0.2m) Family Support Services - (\$0.14m) Kindergarten Central Registration - (\$0.20m) Maternal & Child Health Services – Enhanced & Universal - (\$0.51m) MTC Revitalisation - Kid Zone, Buy Local Campaign, Digital Strategy and Winter Arts & Culture Event- (\$0.38m) MWRRG Waste Projects - (\$0.16m) Other minor grants - (\$0.52m) (\$0.85m) - Unfavourable variance in Contract labour (agency) costs relating to the backfill of vacancies. (\$1.22m) - Increase in Professional Advisory which is to be Council funded of which (\$0.30m) is attributable to funds ear-marked for Chief Executive Officer discretionary spend. (\$0.95m) - Legal fees exceed budget as demand for external legal services remains high and reflects a continuing upward trend characterised by increasing numbers and complexity of prosecutions and increasingly complex transactions involving Council. (\$3.47m) - Additional development costs, Network Communication expenses & other unexpected costs across all directorates.

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

Approved Budget vs. 3rd Quarter Forecast

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type		Full Year Approved Budget	3rd Qtr Forecast	3rd Quarter Forecast Variance to Adopted Budget	Approved Budget to 2nd Quarter Forecast Variance Explanations
		(000's)	(000's)	(000's)	
Bad and Doubtful Debts	12	1,561	2,184	(623)	Bad and doubtful debts are made up of infringement withdrawals infringement debts deemed unrecoverable. This can be due to infringements issued with errors, being withdrawn, or being voided due to legislative timeframes for internal review not being met. The increase in the Bad and Doubtful Debts is due to an increase in the number of infringement notices issued, and an increase in the number of Local Law infringement notices being lodged with the Magistrates' Court that were issued in the previous financial year, and the forecast has been increased based on the trend of YTD actuals.
Depreciation and Amortisation	13	48,843	50,952	(2,109)	
Borrowing Costs	14	295	295	0	
Finance Cost- Leases	15	22	22	0	
Total Expenditure		230,561	236,762	(6,201)	
Total Surplus/Deficit Before Transfers.		351,279	308,093	(43,187)	
Underlying Operating Results Surplus/(Deficit)		366	6,016	5,650	

BALANCE SHEET STATEMENT	2022/2023	2021/2022	2022/2023
	Actuals	Last Year Actuals	Budget
	Mar-23	Jun-22	Full Year
	\$(000's)	\$(000's)	\$(000's)
ASSETS			
CURRENT ASSETS			
Cash and Cash Equivalents	556,126	17,204	539,813
Non-current assets classified as "held for sale"	317	11	6,143
Trade and Other Receivable	67,496	21,132	34,979
Other Financial Assets	0	288,510	0
Inventories	38	38	6
Other Assets	23,265	28,643	27,509
TOTAL CURRENT ASSETS	647,241	355,538	608,450
NON CURRENT ASSETS			
Other Financial Assets	0	181,977	0
Inventories	21	21	17
Property, infrastructure, plant and equipment (Inc. WIP)	3,226,935	3,075,718	3,353,275
Investment Property	8,450	8,450	7,170
Intangibles	2,377	2,377	2,050
Right Of Use Assets	509	813	865
TOTAL NON CURRENT ASSETS	3,238,290	3,269,356	3,363,377
TOTAL ASSETS	3,885,531	3,624,894	3,971,827
CURRENT LIABILITIES			
Trade and Other Payables	35,076	48,607	85,965
Trust funds and deposits	41,469	24,192	16,565
Unearned Income	25,974	25,974	0
Provisions	12,738	12,784	13,881
Interest-Bearing Loans and Borrowings	2,502	2,502	2,607
Lease Liability	117	117	352
TOTAL CURRENT LIABILITIES	117,877	114,177	119,370
NON CURRENT LIABILITIES			
Trust funds and deposits	133	15,422	22,146
Provisions	1,709	1,451	1,633
Interest-Bearing Liabilities	3,893	5,770	3,163
Lease Liabilities	440	710	524
TOTAL NON CURRENT LIABILITIES	6,175	23,353	27,466
TOTAL LIABILITIES	124,052	137,530	146,835
NET ASSETS	3,761,480	3,487,364	3,824,991
EQUITY			
Accumulated Surplus	2,219,817	1,989,825	2,269,248
Reserves	1,541,662	1,497,539	1,555,743
TOTAL EQUITY	3,761,480	3,487,364	3,824,991

Balance Sheet - Comments

General:

The following comments relate to the balance sheet and the cash flow statement.

Current Assets:

Cash & Investments

Council's cash position (including investments), as at 31 March 2023 was \$556.1m, which represents an increase of \$538.9m from the \$17.2m opening position as at 1 July 2022. Details of inflow and outflow of funds are detailed in the Cash Flow Statement.

	Cash \$'000's	Investments \$'000's	TOTAL \$'000's
Held at 1 st July 2022	\$17,204	\$470,487	\$487,691
Plus: Net Inflow/(Outflow) from Operating activities	\$198,518		
Plus: Net Inflow/(Outflow) from Investing activities	\$342,741	(\$470,487)	
Less: Net Inflow/(Outflow) from Financing activities	(\$2,337)		
Net Increase/(decrease) held	\$538,922	(\$470,487)	\$68,435
TOTAL Held as at 31 March 2023	\$556,126	0	\$556,126

Receivables:

Total receivables outstanding as at 31 March 2023 amounted to \$67.5m. The total outstanding receivables comprised:

Receivables	31 March 2023 (000's)	30 June 2022 (000's)
Rate Debtors	\$53,750	\$12,412
Infringements & Local Laws Debtors	\$6,597	\$5,945
Sundry & other debtors net of provision for doubtful debts	\$7,149	\$2,775
Total Receivables	\$67,496	\$21,132

Non-Current Assets:

Infrastructure, Plant & Equipment

The value of Council's property, plant & equipment has increased by \$39.1m from 30 June balance of \$3.076b. This increase is net of the additions of new assets and net upwards asset revaluations offset by the depreciation charge for the period. The Works In-kind as at 31 March 2023 is \$26.1m.

Intangible Asset

The intangible assets of \$2.4m represent non-exclusive licence granted to Melton City Council by Department of Education and the Caroline Springs College for the use of the College Creekside Campus and the Spring side Children's and Childcare facility built on DOE land and Kororoit Creek Learning Centre. The balance represents Council's contributions net of amortisations.

Current & Non-Current Liabilities:

Payables

Creditors have decreased by \$13.5m from the June 2022 balance of \$48.6m to \$35.1m at balance date. The outstanding payables amount varies from month to month depending upon the status of the accounts payable cycle.

Provisions (Employee Benefits)

Employee benefits represent current and non-current components of annual and long service leave liabilities at balance date. Current component of the liability is estimated to be \$12.7m, with the non-current at \$1.7m.

Interest Bearing Liabilities:

Total loan liability as at 31 March 2023 is \$6.4m. Principal repayment for the year amounted to \$1.9m.

Working Capital and Liquidity:

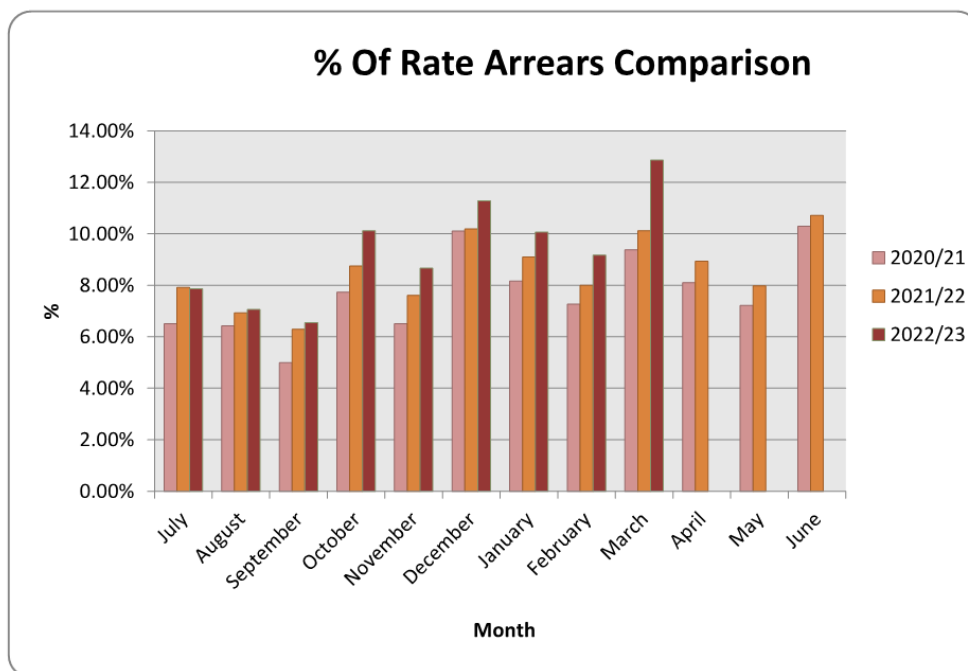
The working capital ratio is used to assess Council's ability to meet current commitments and is derived by dividing current assets by current liabilities. The working capital ratio for the period is 1:5.5. The after removing the impact of rate debtors is 1:5.0.

CASH FLOW STATEMENT	2022/2023	2021/2022	2022/2023
	Actuals	Last Year Actuals	Budget
	Mar-23	Jun-22	Full Year
	\$(000's)	\$(000's)	\$(000's)
Cash Flow from Operating Activities			
<u>Finance Report</u>			
Rates and charges	119,367	147,398	162,867
Statutory fees and fines	7,863	11,279	11,658
User fees	8,009	9,594	13,680
Grants - operating	17,667	31,564	33,025
Grants - capital	11,823	8,433	18,097
Contributions - monetary	161,579	74,089	135,854
Interest received	7,279	2,563	2,381
Trust funds and deposits taken	1,987	12,321	2,685
Other receipts	14,038	(84)	5,128
Net GST refund / payment	3,166	12,465	(4,250)
<u>PAYMENTS</u>			
Employee Costs	(46,298)	(63,919)	(73,874)
Materials and Services	(108,414)	(84,908)	(104,771)
Other Payments	453	(10,248)	(131)
NET CASH FROM OPERATING ACTIVITIES	198,518	150,547	202,349
CASH FLOW FROM INVESTING ACTIVITIES			
Payments for Acquisition of Non-Current Assets	(135,126)	(53,189)	(102,731)
Proceeds from Sale of Non-Current Assets	7,379	24,192	24,382
Payments for Investments	0	(176,293)	0
Proceeds from Sale of Investments	470,488	0	0
NET CASH FROM INVESTING ACTIVITIES	342,741	(205,290)	(78,349)
CASH FLOW FROM FINANCING ACTIVITIES			
Repayment of borrowings	(1,877)	(2,402)	(2,502)
Finance Costs	(189)	(407)	(295)
Interest Paid - Lease Liability	0	(32)	0
Repayment of Lease Liability	(271)	(672)	(464)
NET CASH FROM FINANCING ACTIVITIES	(2,337)	(3,513)	(3,261)
NET INCREASE/(DECREASE) IN CASH HELD	538,922	(58,256)	120,740
<u>CASH POSITION</u>			
Cash Balance at Beginning- as at 1st July	17,204	75,460	419,074
Cash Balance at End of Period	556,126	17,204	539,813

Analysis of Overdue Instalment Rate Debtors - March 2023*(Excluding Fire Service Levy)*

Overdue Rate Debtors	No of Properties	Debts Outstanding (\$)
<i>Owings</i>		
<i>Less Than \$1000</i>	10,964	\$5,045,089
<i>\$1000 to \$1999</i>	2,860	\$3,944,532
<i>\$2000 to \$4999</i>	1,577	\$4,999,087
<i>\$5000 to \$10,000</i>	660	\$4,497,132
<i>Greater Than 10,000</i>	234	\$3,786,247
Total	16,295	22,272,087

There are 2410 properties in credit. Total credit is \$2,472,744



Summary of Overdue Rate Debt Arrears & Recovery Actions - March 2023

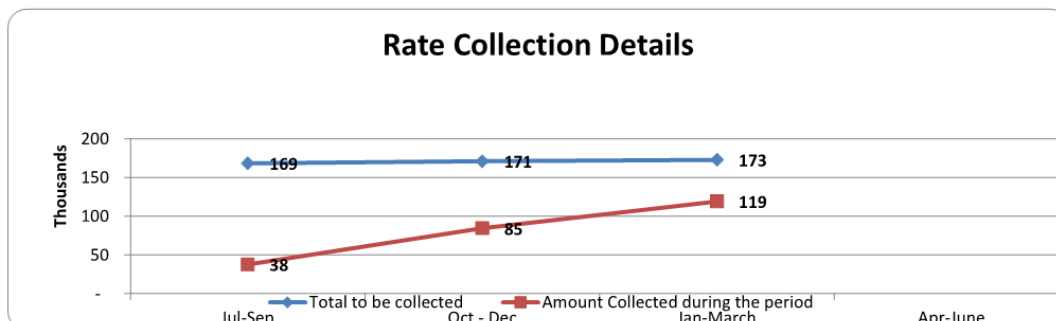
SUMMARY OF OVERDUE RATE DEBT ARREARS & RECOVERY AS AT 31 March 2023	NO OF PROPERTIES	RATE DEBTS OUTSTANDING \$000'S
Summons issued	16	\$176,780
Judgements issued	15	\$203,837
Summon for oral examinations issued	58	\$859,553
Legal arrangements	0	\$0
Other actions-Demand letter etc	220	\$789,279
Total Debt Recovery Action In Progress	309	2,029,449
Arrangements in place-Non legal	955	\$1,121,204
Properties that Midstate are doing Courtesy Calls for	114	\$487,654
Properties with no recovery/arrangements in place	14,917	\$18,633,780
TOTAL	16,295	22,272,087

No of Financial hardship applications received in March 2023 (Excluding COVID-19 applications)	3
No of online COVID-19 Financial hardship applications received in March 2023	31

Rate Balances & Collection Details

2022-2023

Rate Collection Details	Jul-Sep	Oct - Dec	Jan-March	Apr-June
	(\$'000)	(\$'000)	(\$'000)	(\$'000)
Outstanding debtor balance as at 1 July	12,412			
Rates raised in 2022-2023	156,522			
Interest raised to date	168	425	186	
Rebates, adjustment and unallocated Pmts	(4,299)	1,328	1,126	
Supplementary rates raised	3,747	876	626	
Total to be collected	168,550	171,179	173,117	
Amount Collected during the period	37,845	84,510	119,367	
Balance to be collected	130,705	86,669	53,750	



CAPITAL EXPENDITURE BY CATEGORY

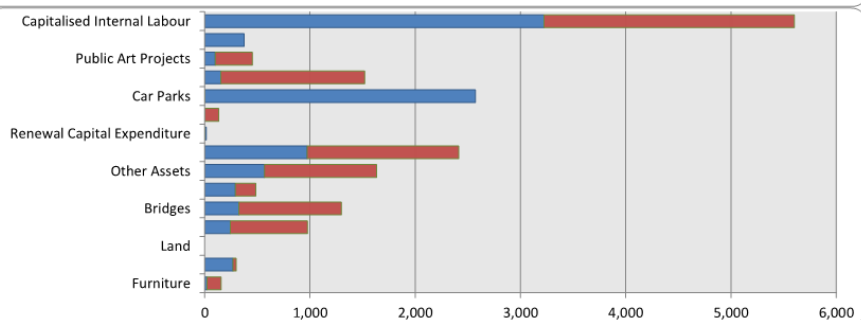
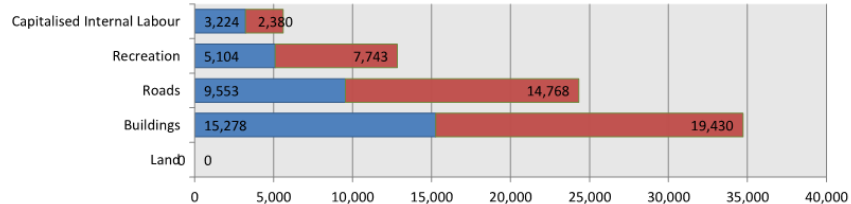
3rd Quarter Ended 31st March 2023

2022/2023 FINANCIAL YEAR

CAPITAL EXPENDITURE	YTD Actual	YTD Budget	YTD Variance	Full Year Approved Budget	3rd Qtr Forecast	3rd Qtr Forecast Variance to Budget
	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)
Furniture	23	96	73	155	108	47
IT Equipment	270	210	(60)	300	300	0
Land	0	0	0	0	0	0
Buildings	15,278	22,234	6,956	34,708	25,188	9,520
Roads	9,553	13,539	3,986	24,321	22,223	2,098
Drainage	243	397	154	977	534	443
Bridges	325	690	365	1,298	1,329	(31)
Recreation	5,104	4,690	(414)	12,847	15,989	(3,142)
Library Books	290	270	(20)	484	517	(33)
Other Assets	569	1,189	620	1,631	783	848
FootPaths & Cycleways	974	1,986	1,012	2,414	1,945	469
Renewal Capital Expenditure	15	0	(15)	0	15	(15)
Kerbs & Channel	0	133	133	133	0	133
Car Parks	2,573	2,189	(384)	2,190	2,817	(627)
Traffic Management	152	380	228	1,520	652	868
Public Art Projects	99	326	227	452	317	135
Capitalised External Labour	376	0	(376)	0	506	(506)
Capitalised Internal Labour	3,224	3,923	699	5,604	4,298	1,306
Total Capex Excl Capital DCP In Kind	39,068	52,252	13,184	89,034	77,521	11,513
Capital DCP in Kind	26,057	27,835	1,778	116,545	66,419	50,126
Total Capital Expenditure	65,125	80,087	14,962	205,579	143,940	61,639

Actuals Vs Unspent Capital Works Budget

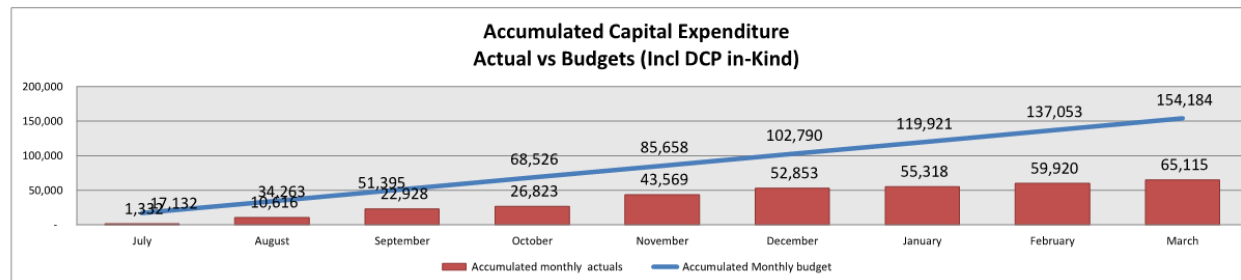
■ YTD Actual \$(000's) ■ Balance



MONTHLY ANALYSIS OF CAPITAL EXPENDITURE
2022/2023 FINANCIAL YEAR

CAPITAL EXPENDITURE	Total	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)
Furniture	23	11	-	-	-	-	1	2	8	1	-	-	-
IT Equipment	271	(1)	3	(97)	97	270	-	(1)	-	-	-	-	-
Land	-	207	-	(207)	-	-	-	-	-	-	-	-	-
Buildings	15,278	747	1,771	1,279	1,656	4,902	2,498	500	1,088	837	-	-	-
Roads	9,552	(82)	649	566	268	2,889	446	356	1,681	2,779	-	-	-
Drainage	244	4	13	20	69	1	23	23	21	70	-	-	-
Bridges	325	9	28	7	42	5	163	5	6	60	-	-	-
Recreation	5,104	388	1,582	340	504	178	205	114	770	1,023	-	-	-
Library Books	290	-	-	-	17	72	4	77	88	32	-	-	-
Other Assets	568	2	110	18	26	-	14	-	398	-	-	-	-
FootPaths & Cycleways	973	25	9	195	175	150	20	525	113	(239)	-	-	-
Renewal Capital Expenditure	15	-	-	-	12	-	-	-	-	3	-	-	-
Kerbs & Channel	-	-	-	-	-	-	-	-	-	-	-	-	-
Car Parks	2,572	-	696	323	425	51	728	292	8	49	-	-	-
Traffic Management	153	-	7	-	(200)	70	12	(13)	57	220	-	-	-
Public Art Projects	99	33	-	2	-	25	7	23	3	6	-	-	-
Capitalised External Labour	375	-	-	-	-	250	(14)	48	87	4	-	-	-
Capitalised Internal Labour	3,224	-	-	1,076	246	371	385	516	282	348	-	-	-
Total Capital Expenditure Excl Capital DCP In Kind	39,059	1,332	4,868	3,522	3,349	9,234	4,491	2,465	4,602	5,195	-	-	-
Capital DCP in Kind	26,057	-	4,416	8,790	546	7,512	4,793	-	-	-	-	-	-
TOTAL CAPITAL EXPENDITURE	65,116	1,332	9,284	12,312	3,895	16,746	9,284	2,465	4,602	5,195	-	-	-

* Public Art Expenditure on Projects are charged to the respective projects. Any additional expenditure will be transferred out of reserves at year end.



12.5 EYNESBURY TOWNSHIP - REALIGNMENT OF MUNICIPAL BOUNDARY

Author: Bob Baggio - Manager Planning Services

Presenter: Sam Romaszko - Director City Futures

PURPOSE OF REPORT

To seek Council support to commence the process of a municipal boundary realignment between the City of Melton and City of Wyndham to better support the development of Eynesbury Township.

RECOMMENDATION:

That Council resolve to prepare and lodge an application with support from the City of Wyndham, to Local Government Victoria in accordance with section 238(2) of the *Local Government Act 2020* to realign the municipal boundary such that the whole of the Eynesbury Township is located within the City of Melton.

REPORT

1. Executive Summary

The Eynesbury Township is located partly within the Cities of Melton and Wyndham. This results in duplication in Planning Scheme controls and presents issues where the municipal boundary straddles existing or future roads or lots.

Up until recently, all development within the Township has been located with the City of Melton, however this is changing with the future construction of Mount Mary Road which will provide road access to the City of Wyndham.

The current status of the Eynesbury Township presents a number of challenges for both the developer of the Township and the respective councils, including the complexity associated with having a divided community. It is considered appropriate that the municipal boundary be realigned accordingly, that will see the Eynesbury Township included within the City of Melton.

Wyndham City Council considered the municipal boundary realignment at its Council meeting on 23 May 2023, of which it was resolved a letter of support be provided to Melton City Council.

To facilitate this realignment, an application to the Minister for Local Government is required in accordance with section 238(2) of the *Local Government Act 2020*.

2. Background/Issues

The Eynesbury Township is situated within both the City of Melton and City of Wyndham.

Development within the Township is regulated by a Development Plan, which was originally approved in 2005 and subsequently amended in 2013 and 2022. The Development Plan caps the number of residential lots to a maximum of 4,500, equating to a population of an estimated 14,000 people. Currently there are a total of 1,925 lots approved in Melton, with approximately 974 lots planned for Wyndham, none of which have received planning approval. To date, land development has occurred within the City of Melton.

The current landholders have taken positive steps to reactivate the Township and open up new development fronts, including lodging planning permit applications for the Town Centre and a Hotel/Tourist Establishment and constructing various road connections required to support the growing community. Resimax, one of the majority landholders, has recently approach both Melton and Wyndham Councils to discuss future approvals and the potential for this boundary realignment to aid planning approvals moving forward, as well as bring the community together as one.

The current municipal boundary is shown below.



Discussions have been held by officers of Melton and Wyndham that has resulted in tacit support for the boundary being realigned such that the Township would be located completely within the City of Melton. The proposed boundary is consistent with the Township boundary as outlined in the Development Plan.

The proposed municipal boundary is shown below.



Wyndham City Council considered the municipal boundary realignment at its Council meeting on 23 May 2023, of which it was resolved a letter of support be provided to Melton City Council.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

3. A fast growing, innovative and well-planned City

3.3 A City with accessible infrastructure that meets the needs of all.

4. Financial Considerations

The Eynesbury Township Development Plan includes an estimated 974 residential lots within the City of Wyndham. The boundary realignment would result in an increase in rate revenue at an estimated \$1.3 million.

It is estimated to cost Council \$280,000 annually to provide waste services to the community.

As additional development occurs within the Eynesbury Township, additional development contributions will be payable to Melton City Council upon development of this land to support infrastructure required to service the community.

5. Consultation/Public Submissions

Discussions have been held between the Wyndham and Melton City Councils and Resimax.

Wyndham City Council considered the municipal boundary realignment at its Council meeting on 23 May 2023, of which it was resolved a letter of support be provided to Melton City Council.

Advice has been sought by officers relating to the process for municipal boundary realignment, which is outlined in the *Local Government Act 2020 - Division 9 - Restructuring Orders*.

As per the Act the Minister may recommend that an order in Council be made to give effect to minor boundary changes without considering a report from a restructuring advisory panel if the Minister certifies to the Governor in Council that:

- a) *The proposed changes are of minor nature only*
- b) *Any Council whose municipal district is affected by the proposed changes has approved those changes; and*
- c) *Notice of the proposed changes has been given to the municipal districts affected by the proposed changes.*

It is understood that Local Government Victoria (LGV) would administer the process upon receipt of an application from the affected municipalities.

6. Risk Analysis

It is considered that any risks to Council are minimal.

7. Options

Council has the option to support this proposal, or not support the proposal.

LIST OF APPENDICES

Nil

12.6 RECOMMENDATIONS FROM THE SEMI-ANNUAL GRANT ASSESSMENT PANEL MEETING FEB 2023

Author: Isabel Venables - Community Grants and Awards Officer
Presenter: Troy Scoble - Director City Life

PURPOSE OF REPORT

To present the recommendations for the allocation of funds within the City of Melton Semi-Annual Grants Program's February 2023 round.

RECOMMENDATION:

That Council:

1. Endorse the minutes of the Semi-Annual Grants Assessment Panel Meeting held on Thursday 16 March 2023, as presented in **Appendix 1**.
2. Adopt the recommendations of the Semi-Annual Grants Assessment Panel awarding \$66,743.92 of the allocated funds from the Semi-Annual Grants budget, as presented in **Appendix 1**.

REPORT

1. Executive Summary

Melton City Council acknowledges its role in supporting, assisting and partnering with community groups in providing services that benefit the wider community, enhance community wellbeing and contribute to Council's strategic objectives.

Council achieves this through the provision of a range of grants available to the City of Melton community, including the Semi-Annual Grants Program.

In its capacity as an Advisory Committee of Council, this report provides the Semi-Annual Grants Assessment Panel's funding recommendations in relation to not-for-profit community groups and organisations who made an eligible application to the February 2023 Semi-Annual Grants round.

2. Background/Issues

Community grants strengthen relationships which unite the community through positive activities and create sustainable partnerships that encourage learning and self-sufficiency.

The Semi-Annual Grants Program provides opportunities for groups to submit competitive applications to one of two grants streams:

1. Community Project – this stream provides financial support up to \$10,000 for community projects that increase community participation and access to information, services and facilitate a strengthening in social wellbeing across the city.
2. Entry-Level – this stream provides financial support up to \$2,000 and is designed for groups that have little experience applying for grants or little experience implementing grant-funded projects.

Grants Assessment Panel

Semi-Annual Grants Assessment Panel members must adhere to a number of important confidentiality and disclosure requirements. This includes not releasing information that they know, or should reasonably know, is confidential information (such as applicant names, contact details, funding requested, project scopes, Council Officer feedback, individual assessments and funding outcomes).

Eligibility Requirements

Semi-Annual Grant applicants must satisfy the following eligibility requirements:

- Being an incorporated for-profit group providing support, services or programs within the City of Melton, or receive auspice support from a non-profit organisation
- Having no outstanding debts owing to Council
- Having met all acquittal conditions of previous Council funding
- Having 80% of project participant's living in the City of Melton, and
- Having discussed the project application with a relevant Council Officer

All applications are reviewed in detail against all Council eligibility criteria prior to panel assessment. Only those applications meeting all eligibility criteria are assessed by the panel. Those that proceed for assessment require a 50% score or above to be considered for funding.

Applications for the February 2023 Semi-Annual Grants round opened on 1 February 2023 and closed 28 February 2023.

- One application was received for the Entry-Level Projects Stream, however, was not eligible for assessment as the application was to purchase craft supplies for Council run events, including Harmony Day and Library events, and the applicant did not have Public Liability Insurance.

In the Community Project Stream, 19 applications were received and three were deemed ineligible due to:

- Equipment being purchased prior to funding approval
- An outstanding acquittal not completed prior to grant assessment provided prior to grant assessment approval process
- Required quotations not being provided

Sixteen eligible applications proceeded to assessment. Of these 16 applications, one application scored less than 50% by the Assessment Panel which deemed this application ineligible for funding. One application was deemed ineligible after assessment scoring was completed as a previous grant acquittal from this applicant became overdue and was not provided prior to the Assessment Panel Meeting.

The Assessment Panel is governed by a Terms of Reference, which Council endorsed at the 15 March 2021 Ordinary Council Meeting. The Assessment Panel meeting was held on Thursday 16 March 2023.

Panel recommendations

The panel's recommendations in relation to funding against the selection criteria are detailed at **Appendix 1**, which includes the panel meeting minutes, assessment rationales and funding recommendations.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

6. A high performing organisation that demonstrates civic leadership and organisational excellence

6.3 An organisation that demonstrates excellence in civic leadership and governance.

4. Financial Considerations

Funding for this Semi-Annual Grants round is as per the table below in the 2022/2023 Council budget:

Available Budget 2022/23	Recommended funding	Remaining Budget
\$122,576.80	\$66,743.92	\$55,832.88

The next Semi-Annual Grants round will be undertaken in June 2023.

5. Consultation/Public Submissions

All funding available through Council's Community Grants Program is promoted across our community through a range of available media and other opportunities.

Following Council approval, successful grant recipients in this round will be published on Council's website.

Successful applicants will be invited to a formal recognition event. The event will enable Council to acknowledge and show appreciation to our community on the participation and leadership they displayed through the funded initiatives.

6. Risk Analysis

Community grant opportunities provided and administered by Council are promoted and provided in accordance with Council objectives, guidelines and procedures.

Council officers implement administrative changes to grants processes in line with audit recommendations and continuous improvement measures.

Assessment panel members must declare if they have, or could be perceived to have, a conflict of interest. If such a conflict exists, those assessment scores have not been included.

Assessment panel members have also agreed to preserve the confidentiality of all application information supplied.

Council Officers must also maintain robust documentation across all steps of the assessment process to create a thorough audit trail.

7. Options

The Semi-Annual Grants Program Assessment Panel is an Advisory Committee of Council, and Council has the authority to approve or not approve the panel's funding recommendations.

Consistent with Council's Grants Policy/Guidelines, the assessment panel has considered all the applications against the key selection criteria, met as a panel to determine the panel's agreed recommendations and now presents these findings to Council for approval.

LIST OF APPENDICES

1. Semi-Annual Minutes - Grants Panel Assessment Meeting - Feb 2023 - **CONFIDENTIAL**

This appendix is considered to contain **confidential information** on the grounds provided in section 3(1) of the *Local Government Act 2020* as indicated:

(f) as it relates to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

**13. REPORTS FROM DELEGATES APPOINTED TO OTHER BODIES
AND COUNCILLOR REPRESENTATIONS AND
ACKNOWLEDGEMENTS**

Reports on external Committees and external Representative Bodies for which Councillors have been appointed by Council.

Address from Councillors in relation to matters of civic leadership and community representation, including acknowledgement of community groups and individuals, information arising from internal Committees, advocacy on behalf of constituents and other topics of significance.

14. NOTICES OF MOTION**14.1 NOTICE OF MOTION 865 (CR FARRUGIA) - PUBLIC TRANSPORT SERVICES IN DIGGERS REST****Councillor: Justine Farrugia**

I hereby give notice of my intention to move the following motion at the Scheduled Meeting of Council to be held on 29 May 2023.

MOTION:

That Council write to Minister for Public Transport The Hon. Ben Carroll MP to highlight the lack of public transport services from the Diggers Rest community to the surrounding suburbs, and seek an urgent review and increase in the level of service to cater for our growing community.

OFFICER'S COMMENTS:

Council officers will action in accordance with the Notice of Motion, subject to Council decision.

14.2 NOTICE OF MOTION 866 (CR SHANNON) - NO VAPING SIGNS**Councillor: Julie Shannon**

I hereby give notice of my intention to move the following motion at the Scheduled Meeting of Council to be held on 29 May 2023.

MOTION:

That Council officers investigate and prepare a briefing of Councillors on the details, including costs, to update mandatory “no smoking” signs at Council owned areas to include the words “No Vaping”.

OFFICER’S COMMENTS:

Council officers will action in accordance with the Notice of Motion, subject to Council decision.

14.3 NOTICE OF MOTION 867 (CR FARRUGIA) - CITY OF MELTON POLICE RESOURCING**Councillor: Justine Farrugia**

I hereby give notice of my intention to move the following motion at the Scheduled Meeting of Council to be held on 29 May 2023.

MOTION:

With the City of Melton now Victoria's fastest growing municipality, Council write to the relevant Minister requesting an update on additional police resourcing in the City of Melton, including newly established communities and Caroline Springs, and to seek assurances that police numbers align with the projected residential growth of our City.

OFFICER'S COMMENTS:

In July 2021 Council wrote to the Minister for Police and Emergency Services, seeking assurances that the number of police will be proportionally aligned to residential growth increase. The letter also requested increases in police representation equitably across the entire community and improved response times.

The Acting Minister for Police and Emergency Services, Danny Pearson MP, responded on 15 August 2021 and advised that the deployment of police officers is guided by the Staffing Allocation Model, under the authority of the Chief Commissioner of Police. In his letter, the Acting Minister advised the Staffing Allocation Model ensures the deployment of police resources is determined by evidence, policing experts and operational needs and that using this model, areas of population growth and high demand such as growth corridors are prioritised for allocation of police resources with future resource requirements also predicted.

This reinforced the previous advice from the then Minister for Police and Emergency Services, The Hon Lisa Neville, in her letter to Council dated 9 July 2020. This letter was in response to letter to the Minister from Council (9 July 2020) requesting a police hub/centre within the Rockbank Aintree area. Minister Neville outlined that Victoria Police use the Victoria Police Allocation Model to determine location and deployment of police officers, a model which is endorsed by the Victorian Government.

With the City of Melton now the fastest growing community in Victoria, a letter to the Police Minister and Chief Commissioner of Police can further reinforce the ongoing need for increased police resourcing aligned to population growth.

14.4 NOTICE OF MOTION 868 (CR VANDENBERG) - NURSING AND MIDWIFERY STUDY INITIATIVE**Councillor: Ashleigh Vandenberg**

I hereby give notice of my intention to move the following motion at the Scheduled Meeting of Council to be held on 29 May 2023.

MOTION:

That Council engage with tertiary education sector partners to identify and promote free nursing and midwifery study initiatives that may be relevant to residents in the City of Melton.

OFFICER'S COMMENTS:

Council officers will action in accordance with the Notice of Motion, subject to Council decision.

Please note whilst there are no tertiary education sector partners currently offering these courses in the City of Melton, Officers will continue to advocate for opportunities in the future.

**14.5 NOTICE OF MOTION 869 (CR VANDENBERG) - FUNDING TO SUPPORT STUDY
IN A HEALTH FIELD****Councillor: Ashleigh Vandenberg**

I hereby give notice of my intention to move the following motion at the Scheduled Meeting of Council to be held on 29 May 2023.

MOTION:

That Council advocate to the Victorian Government to provide extended and diverse funding opportunities to support residents to study in a health field including Maternal and Child Health qualifications.

OFFICER'S COMMENTS:

Council officers will action in accordance with the Notice of Motion, subject to Council decision.

**14.6 NOTICE OF MOTION 870 (CR VANDENBERG) - MANAGEMENT OF COUNCIL
ROADS WITHIN THE CITY OF MELTON****Councillor: Ashleigh Vandenberg**

I hereby give notice of my intention to move the following motion at the Scheduled Meeting of Council to be held on 29 May 2023.

MOTION:

That Council receive a report on Council's current management of its road network, including urbanised and non-urbanised roads, for consideration and determination on whether additional measures are required.

OFFICER'S COMMENTS:

Council officers will action in accordance with the Notice of Motion, subject to Council decision.

14.7 NOTICE OF MOTION 871 (CR ABBOUSHI) - MEDIA TOWER AND GRANDSTAND SEATING, CITY VISTA RECREATION RESERVE**Councillor: Steven Abboushi**

I hereby give notice of my intention to move the following motion at the Scheduled Meeting of Council to be held on 29 May 2023.

MOTION:

That Council officers investigate and report on options to install a Media Tower to meet Football Victoria guidelines for National Premier League matches and undercover grandstand seating on the eastern side of the “elite pitch” at City Vista Recreation Reserve, Fraser Rise. Report to include associated costs and be undertaken in consultation with Caroline Springs George Cross Soccer Club.

OFFICER’S COMMENTS:

Council officers will action in accordance with the Notice of Motion, subject to Council decision.

**14.8 NOTICE OF MOTION 872 (CR ABBOUSHI) - TEMPORARY LIGHTING
INSTALLATION ON LEAKES ROAD ROCKBANK****Councillor: Steven Abboushi**

I hereby give notice of my intention to move the following motion at the Scheduled Meeting of Council to be held on 29 May 2023.

MOTION:

That, due to the lack of public lighting on Leakes Road, Rockbank (due to ongoing copper wire theft of the permanent street lighting network), Council Officers contact the State Government Department of Transport and Planning as the responsible road authority to request the temporary installation of street lights until such time as the permanent street lights are operational.

OFFICER'S COMMENTS:

Council officers will action in accordance with the Notice of Motion, subject to Council decision.

14.9 NOTICE OF MOTION 873 (CR ABBOUSHI) - MELTON WARRIORS RUGBY UNION CLUB**Councillor: Steven Abboushi**

I hereby give notice of my intention to move the following motion at the Scheduled Meeting of Council to be held on 29 May 2023.

MOTION:

Consistent with the City of Melton Rugby Strategy paper adopted at November 2022 Scheduled Meeting of Council, that Council officers provide a detailed report on the future options and timeframes for the permanent home location for Melton Warriors Rugby Union Club including, a rugby union compliant pitch, adequate store space, pavilion facilities, and opportunities that cater for the future growth of the code in the City of Melton including Blackwood Dr Reserve, Weir Views East Sports Reserve and Brookfield Recreation Reserve.

OFFICER'S COMMENTS:

Council officers will action in accordance with the Notice of Motion, subject to Council decision.

15. COUNCILLORS' QUESTIONS WITHOUT NOTICE

16. URGENT BUSINESS

17. CONFIDENTIAL BUSINESS

Recommended Procedural Motion

That pursuant to section 66(1) and (2)(a) of the *Local Government Act 2020* the meeting be closed to the public to consider the following reports that are considered to contain **confidential information** on the grounds provided in section 3(1) of the *Local Government Act 2020* as indicated:

- 17.1 Audit and Risk Committee Independent Member Remuneration Review**
(f) as it relates to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.
- 17.2 Melton Recycling Facility Project (Stage 2) Update**
(g) as it relates to private commercial information, being information provided by a business, commercial or financial undertaking that—
 - (i) relates to trade secrets; or
 - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.
- 17.3 Cobblebank Secondary College**
(g) as it relates to private commercial information, being information provided by a business, commercial or financial undertaking that—
 - (i) relates to trade secrets; or
 - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.
- 17.4 Contract C23-011 Bundle 1 Capital Civil Construction**
(g) as it relates to private commercial information, being information provided by a business, commercial or financial undertaking that—
 - (i) relates to trade secrets; or
 - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.
- 17.5 Contract 23-028 Burnside Heights Recreation Reserve Upgrades (No.2)**
(g) as it relates to private commercial information, being information provided by a business, commercial or financial undertaking that—
 - (i) relates to trade secrets; or
 - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.
- 17.6 Microsoft Licences Renewal**
(g) as it relates to private commercial information, being information provided by a business, commercial or financial undertaking that—
 - (i) relates to trade secrets; or
 - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

18. CLOSE OF BUSINESS