



MELTON CITY COUNCIL

Minutes of the Meeting of the Melton City Council

26 June 2023

**THESE MINUTES CONTAIN REPORTS DEALT WITH AT A
CLOSED MEETING OF COUNCIL**

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MELTON CITY COUNCIL

MINUTES OF THE MEETING OF THE MELTON CITY COUNCIL HELD
IN THE COUNCIL CHAMBER, CIVIC CENTRE, 232 HIGH STREET,
MELTON ON 26 JUNE 2023 AT 7.00PM

Present: Cr Lara Carli (Mayor)
Cr Julie Shannon (Deputy Mayor)
Cr Steve Abboushi
Cr Justine Farrugia
Cr Goran Kesic
Cr Kathy Majdlik
Cr Sophie Ramsey
Cr Bob Turner

Roslyn Wai, Chief Executive Officer
Peter Leersen, Director Organisational Performance
Sam Romaszko, Director City Futures
Troy Scoble, Director City Life
Neil Whiteside, Director City Delivery
Luke Shannon, Executive Lead Strategic Initiatives
Megan Kruger, Head of Governance
Sean McManus, Manager Engagement and Advocacy
Bob Baggio, Senior Advisor – City Futures
Blake Angus, Manager City Growth and Development
Renee Hodgson, Governance Coordinator

1. OPENING PRAYER AND RECONCILIATION STATEMENT

The Mayor, Cr Carli opened the meeting at 6.59pm with the opening prayer and reconciliation statement.

2. APOLOGIES AND LEAVE OF ABSENCE

Cr Vandenberg

3. CHANGES TO THE ORDER OF BUSINESS

Nil.

4. DEPUTATIONS

Nil.

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

Nil.

6. ADOPTION AND CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION:

That the Minutes of the Meeting of Council held on 29 May 2023 be confirmed as a true and correct record.

Motion

Crs Abboushi/Ramsey.

That the Minutes of the Meeting of Council held on 29 May 2023 be confirmed as a true and correct record.

CARRIED

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 22 May 2023 Summary of Information Meeting of Councillors
- Monday 29 May 2023 Summary of Information Meeting of Councillors
- Monday 5 June 2023 Summary of Information Meeting of Councillors

RECOMMENDATION:

That the Summaries of Informal Meetings of Councillors dated 22 May 2023, 29 May 2023 and 5 June 2023 provided as **Appendices 1 - 3** respectively to this report, be received and noted.

Motion

Crs Abboushi/Kesic.

That the Summaries of Informal Meetings of Councillors dated 22 May 2023, 29 May 2023 and 5 June 2023 provided as **Appendices 1 - 3** respectively to this report, be received and noted.

CARRIED

LIST OF APPENDICES

1. Summary of Informal Meeting of Councillors - 22 May 2023
2. Summary of Informal Meeting of Councillors - 29 May 2023
3. Summary of Informal Meeting of Councillors - 5 June 2023



INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

MEETING DETAILS:

Meeting Name:	Briefing of Councillors		
Meeting Date:	Monday 22 May 2023	Time Opened:	6.16 pm
		Time Closed:	10.00 pm
Councillors present:	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) Cr S Abboushi (departed 9.57pm) Cr K Majdlik (arrived 6.22pm) Cr S Ramsey (joined online) Cr B Turner Cr A Vandenberg		
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 N Marino Manager Finance (departed 7.07pm) R Hodgson Governance Coordinator		
Guests	Nil		
Apologies	Cr J Farrugia Cr G Kesic		
Matters discussed:	1. Pre-Council Agenda 2. General Updates <ul style="list-style-type: none"> a. Aquatics Tour b. Cobblebank Court Update c. Fair Go For Youth d. Cultural Training Dates 3. Governance Debrief 4. Councillor Questions – <ul style="list-style-type: none"> a. Pistol Club Update Request b. Blacknight Way Reserve 		

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 22 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 29 May 2023	Time Opened:	6.12 pm
		Time Closed:	6.53 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 6.24pm) Cr S Ramsey Cr B Turner Cr A Vandenberg		
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	Nil		
Matters discussed:	1. 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 29 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 5 June 2023	Time Opened:	6.18 pm
		Time Closed:	10.21 pm
Councillors present:	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) Cr S Abboushi Cr J Farrugia Cr G Kesic Cr K Majdlik Cr S Ramsey Cr B Turner Cr A Vandenberg		
Officers present:	R Wai S Romaszko T Scoble N Whiteside P Leersen L Shannon S McManus M Kruger Darren Rudd Jeanette Simson Elyse Rider Jarrod Byham Caterina Ciciulla Aaron Biscan		
	Chief Executive Officer Director City Futures Director City Life Director City Delivery Director Organisational Performance (CFO) Executive Lead Strategic Initiatives Manager Engagement and Advocacy Head of Governance Manager City Design and Strategy Coordinator Open Space Planning Manager Community Planning Community Grants Delivery Project Lead Head Major Project Delivery Manager Recreation and Youth		
Guests	Nil		
Apologies	Nil		
Matters discussed:	1. Melton Botanic Garden Update 2. Community Grants Review 3. Plumpton Aquatic and Leisure Centre – Business Case Update 4. Melton Waves Leisure Centre Update 5. General Updates for Council Awareness and Information a. 275 Ferris Road Cobblebank, strategic purchase of land b. Budget Submission Update 6. CEO and Councillors		

CONFLICT OF INTEREST DISCLOSURES:

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

Officer name:	Megan Kruger	Date:	5/06/2023
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8. CORRESPONDENCE INWARD

Nil.

9. PETITIONS AND JOINT LETTERS

Cr Ramsey tabled a petition containing 15 signatories regarding parking and traffic matters on Darlingsford Boulevard.

This petition will be referred to officers for consideration.

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

Nil.

11. PUBLIC QUESTION TIME

Submitter: David O'Connor	
Question asked of Council	Response
In an effort to help ease the current housing crisis, is Melton City Council likely to consider planning reforms around tiny homes and caravans, similar to those recently undertaken by the Mount Alexander Shire?	Council is not currently considering planning reforms relating to tiny homes and caravans. It is noted the Melton Planning Scheme already provides for the provision of differing housing stock in the City of Melton. Options available include a single dwelling on an existing residential lot, and a dependent person's unit on a residential lot where there is already an existing dwelling. A caravan is also an option subject to a permit under the General Local Law.
Submitter: David O'Connor	
Question asked of Council	Response
Construction of the new Multipurpose Community Space at Diggers Rest is well underway, therefore when does Council propose to engage with the community as previously advised?	The new Multipurpose Community facilities at the Diggers Rest Recreation Reserve will be programmed for a range of community uses in the future including celebrations, cultural and community events, social gatherings and community meetings. Recent engagement has resulted in opportunities already being realised establishing in other facilities in preparation for the opening. Council is committed to continue to engage the local community prior to facility opening to identify other opportunities to provide community programming in the future which will involve a community activation day at the site prior to the official opening of the facility.

Submitter: Matthew Pearse	
Question asked of Council	Response
Can Council officers contact Melbourne water seeking an update on the lack of maintenance of the W2 precinct and when this will be communicated to residents?	Yes, Council officers can contact Melbourne Water and request that they provide an update to residents. It is worth noting that Council officers have already been in contact with Melbourne Water in relation to this matter.
Submitter: Matthew Pearse	
Question asked of Council	Response
Can Council officers contact the developer in Thornhill parking seeking an update on the lack of maintenance as well as the incomplete landscaping of the wetlands around the town centre precinct and when this will be communicated to residents?	Yes, Council officers will contact the developer of Thornhill Park requesting an update is provided to residents.

12. PRESENTATION OF STAFF REPORTS

12.1 ADOPTION OF MELTON CITY COUNCIL BUDGET 2023/2024

Author: Natalie Marino - Manager Finance

Presenter: Peter Leersen - Director Organisational Performance

PURPOSE OF REPORT

To endorse the proposed 2023/24 Council Budget.

RECOMMENDATION:

That Council, in accordance with Section 94 of the *Local Government Act 2020*, adopt the proposed budget for 2023/24 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

Motion

Crs Shannon/Majdlik.

That Council, in accordance with Section 94 of the *Local Government Act 2020*, adopt the proposed budget for 2023/24 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

CARRIED

Cr Majdlik called for a division thereby setting aside the vote.

For:

Crs Abboushi, Carli, Farrugia, Kesic, Majdlik, Ramsey, Shannon and Turner

Against:

Nil

The Mayor declared the Motion CARRIED UNANIMOUSLY

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 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 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 Minister for Local 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, 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 the same or with little change.

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 *Local Government Act 2020* 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 within this report.

Council adopted the draft Council Budget in principle on 29 May 2023 for the purpose of public exhibition for 14 days where the community could provide feedback prior to Council consideration and adoption at the 26 June 2023 Council meeting. During this time, Council received 76 feedback/comments relating to the draft Council Budget which was shared and discussed by Officers and Councillors at the Pre-Council meeting on 19 June 2023.

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. Council Budget 2023/24

Melton City Council Budget 2023/24

A vibrant, safe and liveable
City accessible to all



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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.

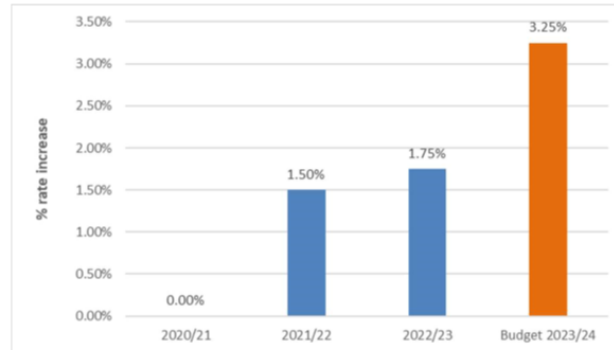
Melton City Council has a strong track record of sound management of the fiscal resources of the community of Melton. Council has a heavy responsibility for the stewardship and governance of the assets entrusted to it by the community. I believe that the 2023/24 Budget represents a continuation of those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

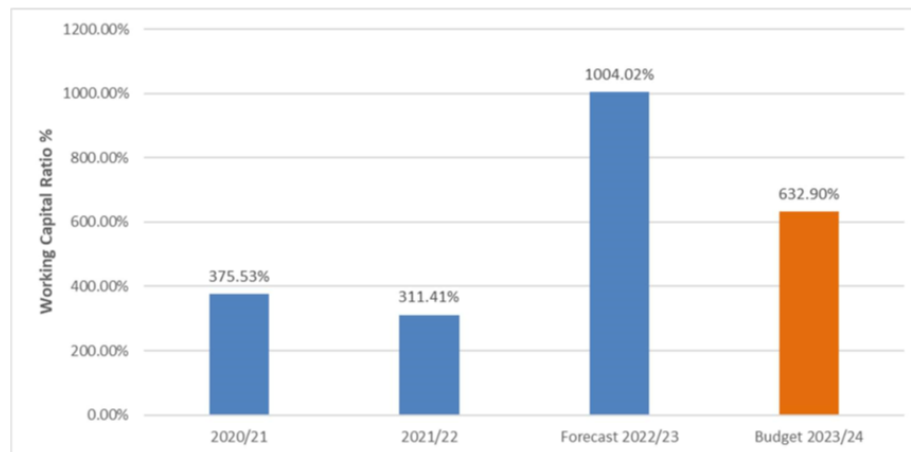
1. Rates



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).

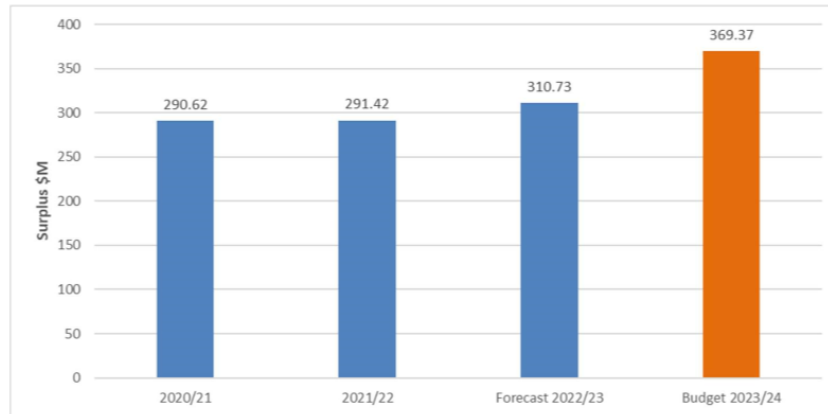
This rate increase will go towards maintaining service levels, meeting the cost of several internal and external influences affecting the operating Budget and towards capital works to address the asset renewal needs of the municipality. (The rate cap increase for the 2022/23 year was 1.75%). It is important 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



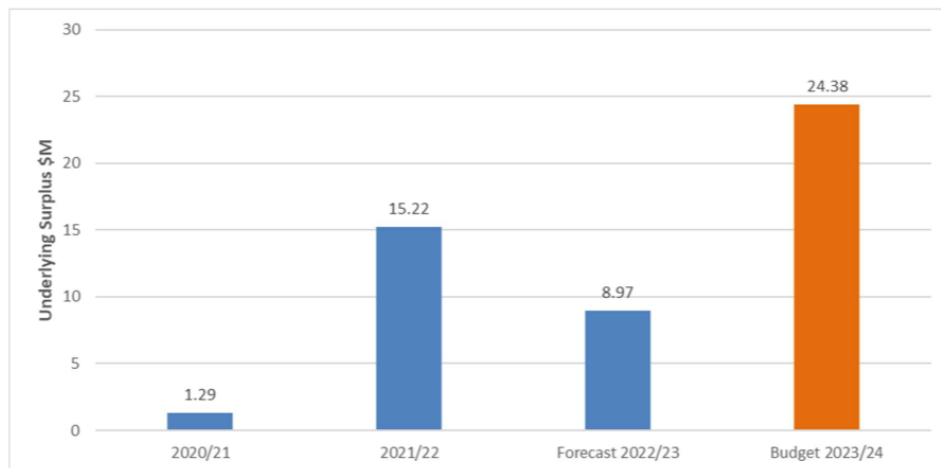
The budget working capital ratio (net current assets) is projected to be 632.90% for 2023/24 that reflects a healthy cash position with the majority of funds held in reserves to complete future development contribution capital programs.

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.

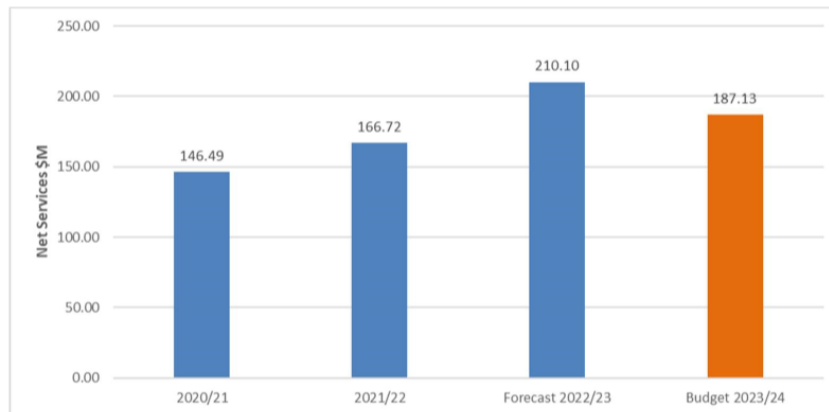
Council will continue to work with the community to:

- 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

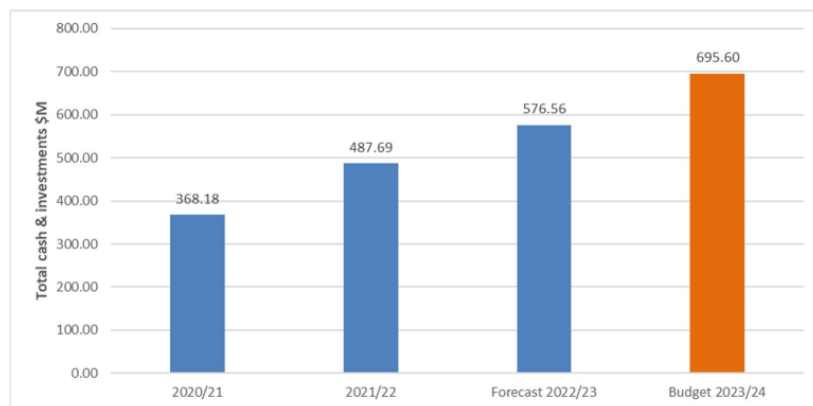


The cost of services delivered to the community in 2023/24 year is expected to be \$187.13 million which shows a decrease of \$22.97 million over the forecast cost for 2022/23.

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.

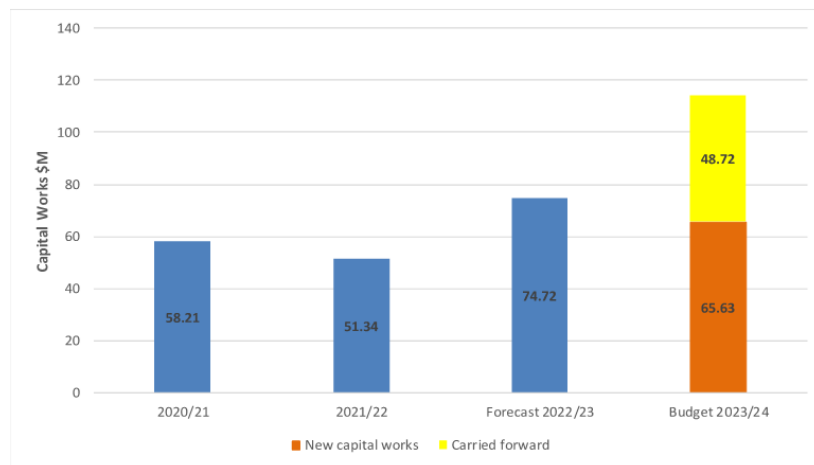
6. Cash and Investments



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.

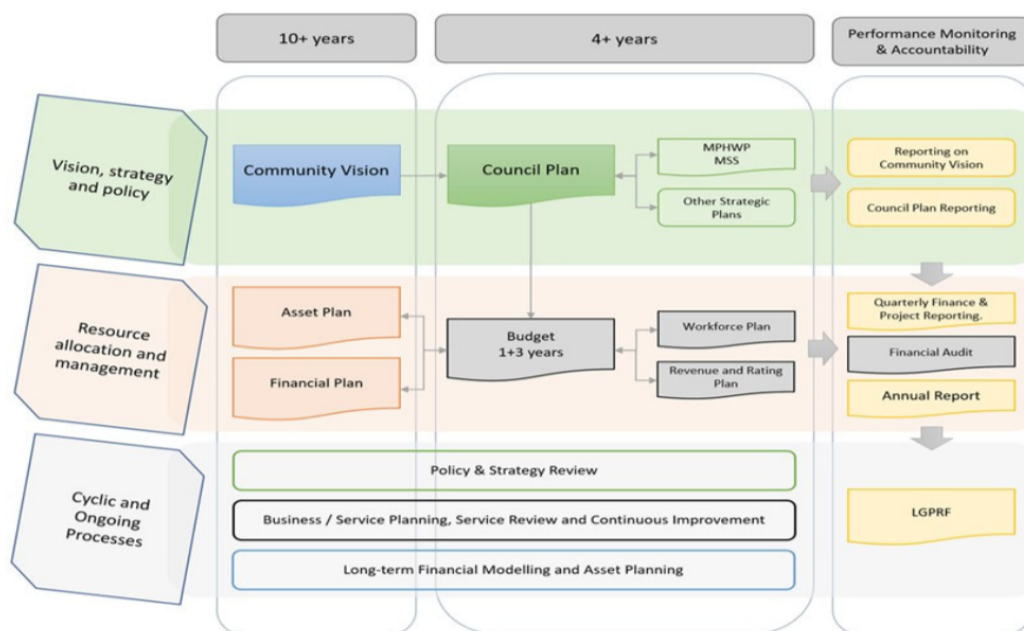
Roslyn Wai
Chief Executive

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:

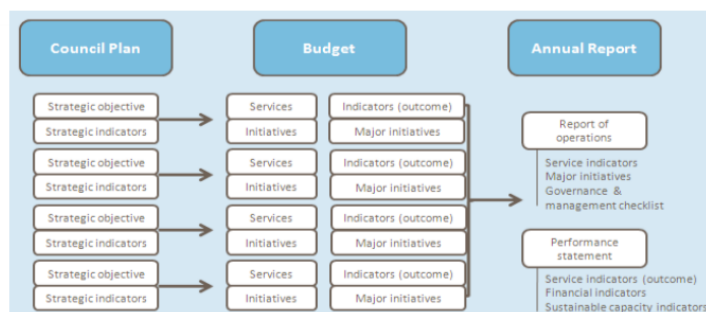
Supporting growth and learning to achieve organisational and community goals.
Being responsible for the way we treat others, and the natural environment.
Encouraging a sense of belonging by sharing knowledge and actively supporting colleagues and community.
Enriching the wellbeing and needs of current 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.	Inc	6,353	8,258	8,639
		Exp	6,613	9,570	9,388
		Surplus / (deficit)	(260)	(1,312)	(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.	Inc	2,547	2,629	2,779
		Exp	4,118	3,900	4,457
		Surplus / (deficit)	(1,571)	(1,271)	(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.	Inc	5,557	5,801	5,415
		Exp	7,461	7,591	8,327
		Surplus / (deficit)	(1,904)	(1,790)	(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.	Inc	3,118	2,069	1,498
		Exp	6,181	6,238	5,022
		Surplus / (deficit)	(3,063)	(4,169)	(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.	Inc	2,561	1,822	1,753
		Exp	6,213	7,389	6,814
		Surplus / (deficit)	(3,652)	(5,567)	(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.	Inc	3,694	3,989	4,196
		Exp	5,783	7,360	8,104
		Surplus / (deficit)	(2,089)	(3,371)	(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> <i>Exp</i> <i>Surplus/ (deficit)</i>	1,537 47,139 (45,602)	2,509 56,871 (54,362)	1,152 42,281 (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> <i>Exp</i> <i>Surplus/ (deficit)</i>	2,353 32,436 (30,083)	3,397 39,274 (35,877)	2,874 42,150 (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 \$36,500)
- 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.	Inc	1,940	5,409	845
		Exp	3,794	8,231	3,347
		Surplus / (deficit)	(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.	Inc	3,091	7,099	1,175
		Exp	10,271	6,797	2,971
		Surplus / (deficit)	(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.	Inc	8,412	6,980	8,160
		Exp	2,474	2,426	2,114
		Surplus / (deficit)	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.	Inc	-	-	-
		Exp	2,702	659	1,010
		Surplus / (deficit)	(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.	Inc	1,968	1,891	2,605
		Exp	3,143	3,489	3,981
		Surplus / (deficit)	(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.	Inc	181	1,231	195
		Exp	4,593	1,173	467
		Surplus / (deficit)	(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.	Inc	-	-	-
		Exp	-	621	32
		Surplus / (deficit)	-	(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.	Inc	1,154	592	253
		Exp	3,499	4,703	3,559
		Surplus / (deficit)	(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.	Inc	1,161	1,387	1,390
		Exp	4,468	5,269	4,912
		Surplus / (deficit)	(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.	<i>Inc</i>	189	215	152
		<i>Exp</i>	3,723	4,254	4,346
		<i>Surplus / (deficit)</i>	(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.	<i>Inc</i>	3,250	18,404	20,441
		<i>Exp</i>	(9,063)	3,779	3,607
		<i>Surplus / (deficit)</i>	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.	<i>Inc</i>	46	70	80
		<i>Exp</i>	10,750	14,720	10,697
		<i>Surplus / (deficit)</i>	(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.	<i>Inc</i>	106	-	-
		<i>Exp</i>	2,657	3,461	3,575
		<i>Surplus / (deficit)</i>	(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.	<i>Inc</i>			
		<i>Exp</i>	2,667	3,493	6,213
		<i>Surplus / (deficit)</i>	(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.	<i>Inc</i>	813	669	696
		<i>Exp</i>	4,102	5,198	5,529
		<i>Surplus / (deficit)</i>	(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.	<i>Inc</i>	760	352	412
		<i>Exp</i>	851	3,381	3,323
		<i>Surplus / (deficit)</i>	(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.	<i>Inc</i>			
		<i>Exp</i>	144	249	441
		<i>Surplus / (deficit)</i>	(144)	(249)	(441)
Contract Management	The Contract Management Office are responsible for overseeing the management, performance and compliance of Council's large outsourced contracts.	<i>Inc</i>			
		<i>Exp</i>	-	-	462
		<i>Surplus / (deficit)</i>	-	-	(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		
	NOTES	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'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	Budget	Projections		
	NOTES	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'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	85,931	80,258	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	119,351	113,086	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	144,257	136,914	171,759	160,017
Net assets		3,948,796	4,373,266	4,755,463	5,088,209	5,422,968
Equity						
Accumulated surplus		2,188,571	2,472,396	2,714,447	2,999,913	3,223,103
Reserves		1,760,225	1,900,870	2,041,016	2,088,296	2,199,865
Total equity		3,948,796	4,373,266	4,755,463	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		-	(130,003)	-	130,003
Transfers from other reserves		-	50,464	-	(50,464)
Balance at end of the financial year		4,755,463	2,714,447	1,353,275	687,741
2026					
Balance at beginning of the financial year		4,755,463	2,714,447	1,353,275	687,741
Surplus/(deficit) for the year		266,079	266,079	-	-
Net asset revaluation increment/(decrement)		66,667	-	66,667	-
Transfers to other reserves		-	(99,782)	-	99,782
Transfers from other reserves		-	119,169	-	(119,169)
Balance at end of the financial year		5,088,209	2,999,913	1,419,942	668,354
2027					
Balance at beginning of the financial year		5,088,209	2,999,913	1,419,942	668,354
Surplus/(deficit) for the year		261,425	261,425	-	-
Net asset revaluation increment/(decrement)		73,334	-	73,334	-
Transfers to other reserves		-	(85,972)	-	85,972
Transfers from other reserves		-	47,737	-	(47,737)
Balance at end of the financial year		5,422,968	3,223,103	1,493,276	706,589

Statement of Cash Flows

For the four years ending 30 June 2027

Notes	Forecast	Budget	Projections		
	Actual				
	2022/23	2023/24	2024/25	2025/26	2026/27
	\$'000	\$'000	\$'000	\$'000	\$'000
	Inflows	Inflows	Inflows	Inflows	Inflows
	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(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
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, plant	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)	(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)	(1,148)	-
Net increase/(decrease) in cash & cash equivalents		559,356	119,044	46,822	16,133
Cash and cash equivalents at the beginning of the financial year		17,204	576,560	695,604	742,426
Cash and cash equivalents at the end of the financial year		576,560	695,604	742,426	701,529

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 2023/24	Comprises			
		Permanent		Casual	Temporary
		Full Time	Part time		
	\$'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 2023/24	Comprises			
		Permanent		Casual	Temporary
		Full Time	Part time		
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

MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

	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	2023/24 Budget	Change	%
	\$'000	\$'000	\$'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 \$'000	2023/24 \$'000	Change \$'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 Number	2023/24 Number	Change 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 \$'000	2023/24 \$'000	Change \$'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 \$'000	2023/24 \$'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 \$'000	2023/24 \$'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 efficiency 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 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 exist 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	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
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	-

MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

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	-

MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

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	-

MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

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	-

MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

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	-

MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

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	Forecast Actual	Target	Target Projections			Trend
			2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	+ o -
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 Actual	Target	Target Projections			Trend
			2021/22	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.

MINUTES OF THE MEETING OF COUNCIL

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

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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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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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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 Graniute Panel or Other Base by External Supplier Excludes \$145 for concrete rest/spacing block
Major Renovation Work - Additonal	\$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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MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

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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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	\$3,275.40	3.99%	\$125.70	(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	\$16,233.90	3.99%	\$622.80	(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	\$32,436.00	3.99%	\$1,244.40	(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.

MINUTES OF THE MEETING OF COUNCIL

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

26 JUNE 2023

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	\$43,359.30	3.99%	\$1,663.50	(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	\$516.75	3.99%	\$19.85	(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	\$516.75	3.99%	\$19.85	(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	\$1,033.50	3.98%	\$39.60	(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	\$4,293.00	3.99%	\$164.70	(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

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

MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

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	\$1,415.10	3.99%	\$54.30	Per Application	Y	N	Amendment to Class 18 permit
Amendment Subdivision - Class 17	\$1,360.80	\$1,415.10	3.99%	\$54.30	Per Application	Y	N	Amendment to Class 11 permit
Amendment Subdivision - Class 19	\$1,360.80	\$1,415.10	3.99%	\$54.30	Per Application	Y	N	Amendment to Class 19 permit- Per 100 lots created
Amendment Subdivision - Class 20	\$1,360.80	\$1,415.10	3.99%	\$54.30	Per Application	Y	N	Amendment to Class 20 permit

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MINUTES OF THE MEETING OF COUNCIL

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

26 JUNE 2023

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	\$1,415.10	3.99%	\$54.30	Per Application	Y	N	Amendment to Class 21 permit
Amendment Subdivision - Class 22	\$1,360.80	\$1,415.10	3.99%	\$54.30	Per Application	Y	N	Amendment to Class 16 permit
Subdivision Permit - Class 17	\$1,360.80	\$1,415.10	3.99%	\$54.30	Per Application	Y	N	To subdivide an existing building (other than a class 9 permit)
Subdivision Permit - Class 18	\$1,360.80	\$1,415.10	3.99%	\$54.30	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	\$1,415.10	3.99%	\$54.30		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	\$1,415.10	3.99%	\$54.30	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	\$1,415.10	3.99%	\$54.30	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	\$1,415.10	3.99%	\$54.30	Per Application	Y	N	Subdivision Permit - Class 22

Planning Applications

Change of Use - Class 1	\$1,360.80	\$1,415.10	3.99%	\$54.30	Per Application	Y	N	An Application for change of use only
Other Development - Class 11	\$1,185.00	\$1,232.25	3.99%	\$47.25	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	\$1,661.55	3.99%	\$63.75	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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MINUTES OF THE MEETING OF COUNCIL

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

26 JUNE 2023

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	\$3,664.95	3.99%	\$140.65	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	\$9,341.25	3.99%	\$358.35	Per Application	Y	N	
Other Development - Class 15	\$26,489.90	\$27,546.75	3.99%	\$1,056.85	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	\$61,914.60	3.99%	\$2,375.30	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	\$214.65	4.00%	\$8.25	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	\$675.75	3.99%	\$25.95	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	\$1,605.90	3.99%	\$61.60	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	\$1,383.30	3.99%	\$53.10	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	\$1,494.60	3.99%	\$57.30	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	\$214.65	4.00%	\$8.25	Per Application	Y	N	VicSmart Application where the cost of develop is \$10,000 or less
VicSmart Application - Class 8	\$443.00	\$461.10	4.09%	\$18.10	Per Application	Y	N	VicSmart Application if te estimated cost of development is more than \$10,000
VicSmart Application - Class 9	\$206.40	\$214.65	4.00%	\$8.25	Per Application	Y	N	VicSmart Application to subdivide or consolidate land
VicSmart Application - Other than Class 7, 8 or 9	\$206.40	\$214.65	4.00%	\$8.25	Per Application	Y	N	VicSmart Application Class 10

Planning Amendments

Amend or End a Section 173 Agreement	\$680.40	\$707.55	3.99%	\$27.15	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	\$1,415.10	3.99%	\$54.30	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

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	\$1,415.10	3.99%	\$54.30	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	\$1,232.25	3.99%	\$47.25	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	\$1,661.55	3.99%	\$63.75	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	\$3,664.95	3.99%	\$140.65	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	\$675.75	3.99%	\$25.95		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	\$1,383.30	3.99%	\$53.10	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	\$1,494.60	3.99%	\$57.30	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	\$214.65	4.00%	\$8.25	Per Application	Y	N	Amendment to a Class 2 Permit
Amendment Single Vic Smart - Class 7	\$206.40	\$214.65	4.00%	\$8.25	Per Application	Y	N	Amendment to Class 7 permit
Amendment VicSmart - Class 8	\$443.40	\$461.10	3.99%	\$17.70	Per Application	Y	N	Amendment to Class 8 permit
Amendment VicSmart - Class 9	\$206.40	\$214.65	4.00%	\$8.25	Per Application	Y	N	Amendment to Class 9 permit
Amendment VicSmart - Other than Class 7, 8 or 9	\$206.40	\$214.65	4.00%	\$8.25	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	\$349.80	3.98%	\$13.40	Per Certificate	Y	N	Issue a certificate of compliance
Demolition Approval	\$87.90	\$91.40	3.98%	\$3.50	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	\$1,415.10	3.99%	\$54.30	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	\$349.80	3.98%	\$13.40	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	\$119.25	3.97%	\$4.55		Y	N	Alteration of plan under section 10(2) of the Act
Amended Certified Plan	\$145.30	\$151.05	3.96%	\$5.75		Y	N	Certificate issues to show amended certified plan under Section 11(1) of the Act

MINUTES OF THE MEETING OF COUNCIL

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

26 JUNE 2023

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	\$187.60	3.99%	\$7.20	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
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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
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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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Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

26 JUNE 2023

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	Minmum 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
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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

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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MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

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	

MINUTES OF THE MEETING OF COUNCIL

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

26 JUNE 2023

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 < \$1000,000	\$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

MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

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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MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

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	

MINUTES OF THE MEETING OF COUNCIL

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

26 JUNE 2023

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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

MINUTES OF THE MEETING OF COUNCIL

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

26 JUNE 2023

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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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				Cost includes Contractor charges

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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MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.1 Adoption of Melton City Council Budget 2023/2024

Appendix 1 Council Budget 2023/24

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)

12.2 PLUMPTON AQUATIC LEISURE CENTRE BUSINESS CASE AND FUNDING STRATEGY

Author: Aaron Biscan - Acting Manager Recreation and Community Activation

Presenter: Troy Scoble - Director City Life

PURPOSE OF REPORT

To present Council with the updated Plumpton Aquatic Leisure Centre Business Case and Funding Strategy and facility component schedule.

RECOMMENDATION:

That Council:

1. Note the attached Plumpton Aquatic Leisure Centre Business Case and Funding Strategy.
2. Endorse the updated facility component schedule for the Plumpton Aquatic Leisure Centre.
3. Support Officers to proceed to the master plan and schematic design stage for the Plumpton Aquatic Leisure Centre.

Motion

Crs Majdlik/Kesic.

That Council:

1. Note the attached Plumpton Aquatic Leisure Centre Business Case and Funding Strategy.
2. Endorse the updated facility component schedule for the Plumpton Aquatic Leisure Centre.
3. Support Officers to proceed to the master plan and schematic design stage for the Plumpton Aquatic Leisure Centre.

CARRIED

Cr Majdlik called for a division thereby setting aside the vote.

For:

Crs Abboushi, Carli, Farrugia, Kesic, Majdlik, Ramsey, Shannon and Turner

Against:

Nil

The Mayor declared the Motion CARRIED UNANIMOUSLY

REPORT

1. Executive Summary

In 2017, Council developed the Plumpton Aquatic Leisure Centre Business Case and Funding Strategy. At the Ordinary Meeting of Council on 16 October 2017, Council resolved that Option 2, the District Level Aquatic Facility, was the recommended facility option for a future Aquatic Leisure Centre within the City of Melton.

A review of the Plumpton Aquatic Leisure Centre Business Case and Funding Strategy commenced in 2022 to support continued progress toward the development of the facility. In addition to the existing Strategy further work was undertaken on the financial and operational performance of the facility over a 25-year period, a cost-benefit analysis on the provision of waterslides, further investigation of a water sensory area, an outdoor swimming pool and the opportunity for a larger health and fitness (gym) area.

This report presents the updated Plumpton Aquatic Leisure Centre Business Case and Funding Strategy for Council consideration at **Appendix 1**.

The report proposes that a master plan and schematic design be prepared to guide the development of the Plumpton Aquatic Leisure Centre as the next steps in the development process. An updated facility component schedule to guide the master plan and schematic design stage is also provided for Council consideration at **Appendix 2**.

Further consideration of the staging of the facility components identified in Appendix 2 can be undertaken as part of the master plan and schematic design stage.

2. Background/Issues

2.1 The Strategy

Council adopted the Melton City Council Aquatic Plan 2014-2034 to guide future provision of aquatic facilities throughout the municipality. As part of developing the Plumpton Aquatic Leisure Centre, a key recommendation was to undertake the Business Case and Funding Strategy as a key step in developing the facility.

In 2017, Council developed the Plumpton Aquatic Leisure Centre Business Case and Funding Strategy ('the Strategy'). The Strategy:

- Identifies aquatic and leisure centre components required for a financially sustainable centre.
- Compared two options, being a Local Level Aquatic Leisure Facility up to the value of \$30 million and a District Level Aquatic Leisure Facility up to the value of \$45 million, inclusive of components and estimated construction costs.
- Investigated traditional and non-traditional funding models for the construction of the centre and recommend preferred funding model.
- Developed a comprehensive business plan that will be used to advocate to funding partners for financial support to construct the centre.

At the Ordinary Meeting of Council on 16 October 2017, Council resolved:

- That the Strategy was noted.
- That Option 2, the District Level Aquatic Facility, was the recommended facility option for a future Aquatic Leisure Centre within the City of Melton.

A review of the Strategy was commenced in 2022 to support continued progress toward the development of the Plumpton Aquatic Leisure Centre (PALC). The purpose of the review was to:

- Review the currently approved facility components for a financially sustainable district level aquatic facility including costs.
- Review and update the existing business case with current population data, catchments, financial model and estimated capital costs.
- Confirm traditional and non-traditional funding models for the construction of the centre and recommend preferred funding model.
- Refresh and update the existing business plan that will be used to guide operational decisions and advocate to funding partners for financial support to construct the centre.

Further Investigations

As part of updating the existing strategy, further work was undertaken to add to the Strategy to:

- Extend the financial and usage modelling to a 20+ year timeframe.
- Include social and economic impact assessment including net present value.
- Undertake a cost-benefit analysis on the provision of waterslides, a water sensory area, an outdoor swimming pool and a larger gym area.

The review of the Strategy has now been completed and the outcomes of these further investigations have been incorporated into the Strategy. The updated Strategy is attached as **Appendix 1**.

2.2 Summary of Key FindingsSite Overview

The layout of the approved location for the PALC within the Plumpton PSP and surrounding land differs slightly from that shown in the 2017 Strategy. The size of the site is also 3.6 hectares not 5 hectares as detailed in the 2017 Strategy.

Project Area Population

The review of the current and proposed population catchment for the project area indicates an estimated current population of 87,916 people in 2021 (ABS) and is projected to increase significantly over the next 20 years to 168,613 by 2041. This indicates a substantial population catchment of people that will make use of the proposed PALC.

Facility Components

The 2017 Strategy developed a base level facility component schedule (base provision) to assist with developing facility layouts and operational modelling. The component schedule that was adopted by Council has been updated to reflect current trends and learnings for the development of contemporary district aquatic and leisure centres

Capital Costs of the Facility

The Indicative Capital Cost Estimate of \$45-\$50 million for a district level aquatic facility presented in the 2017 Strategy excluded the following items: carparking, site establishment, landscaping, services infrastructure, contingencies, furniture, fixtures & equipment and fees and authority charges.

Quantity Surveyors have prepared a capital cost inclusive of these exclusions and updates to the facility components. This work indicated that the likely capital cost based on 2023 figures would be in the order of \$103,170,001.

These capital costs will need to have an annual cost escalation added to the year Council is looking to develop such a facility. The current estimated capital cost should Council commence construction in 2025 is \$116,422,962.

Operational Performance

The table below identifies the average operational performance for the PALC over 25 years.

Visitations	713,759
Income	\$8,768,119
Expenditure	\$8,332,668
Net Operating Performance	\$435,451
Depreciation	\$1,303,176
Centre Performance	(\$867,725)

Environmental Design

Council will apply environmentally sustainable design principles in the master plan and design process. Costs are provided to provide a fully electric centre and this opportunity will be explored further throughout the design.

Waterslides

The capital costs of water slides are estimated at \$7,941,000. Whilst the waterslides decrease the financial operational performance of the facility, the primary benefits of including waterslides in the facility are:

- Key attraction for the youth and family markets which have positive flow on financial impacts to other areas of the facility.
- Iconic feature that enhances the identity and profile of the facility as a destination, which can drive higher participation outcomes.
- Competitive difference.

Point of Difference (Water Sensory Area)

An innovation that the PALC could provide compared to other aquatic facilities is the development of a Water Sensory Area. This facility could include an 'aquatic sensory experience room' specifically designed to cater for people of all ages and abilities. The provision of a water sensory area based on the Metro Sports Facility in Christchurch New Zealand which is scheduled to open in late 2023 has been considered in the Strategy.

The inclusion of a water sensory area will result in an increase in the construction cost of \$2,709,000. The inclusion of a water sensory area will have a negative impact on the operating performance of the PALC of around \$202,088 per annum over 25 years.

Larger Gym

The extension of the proposed gym from 1000m² to a 1400m² footprint has been considered and is proposed. This would enable greater capacity and flexibility with the gym floor layout to respond to population demand over time and to respond to new trends.

The inclusion of a larger gym will result in an increase in the construction cost of \$1,980,000. The inclusion of a larger gym will improve the operating performance of the PALC by around \$416,292 per annum over 25 years.

Outdoor Pool

The provision of a 25-metre outdoor pool has been considered. Given the proposed facility already contains an indoor 50 metre pool adding another 50-metre outdoor pool is not recommended. The 25-metre pool option has a lower capital cost and lower ongoing staffing and operating costs than a 50-metre pool but can still offers the community benefits of an outdoor pool experience.

The inclusion of a 25-metre outdoor pool will result in an increase in the construction cost of approximately \$5.5M. The inclusion of a 25-metre outdoor pool, like all outdoor pools will have a negative impact on the operating performance of the PALC of around \$342,493 per annum over 25 years. However, it is recommended to include the provision of the outdoor 25m pool in the next step of the master plan and design process. Future consideration and staging of this as an option is proposed would also occur during the master planning and schematic design process.

Site Layout

Architects have prepared new high level concept plan to reflect the updated facility component schedule and site layout. All the additional facility components considered can be accommodated spatially on the site.

The recommendations of the report are that a master plan and schematic design be prepared for the PALC incorporating all facility components. The facility component schedule is attached as **Appendix 2**. In addition to the component schedule outlined in the report, Officers also recommend that the design process includes provision of commercial space on the second floor of the facility. This is proposed due to existing and forecast demand for this space in the municipality and the financial operational benefits this may provide the financial performance of the facility.

It is recommended that further consideration of the staging of the facility components occurs as part of the master plan and schematic design stage.

3. Council and Wellbeing Plan Reference and Policy Reference

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

1. A safe City that is socially and culturally connected

1.4 A City that promotes positive public health and wellbeing outcomes to our community.

4. Financial Considerations

The Strategy provides a full financial capital cost and operating model for the PALC.

Quantity Surveyors have prepared a capital cost inclusive of these exclusions and updates to the facility components. This work indicated that the likely capital cost based of the base provision on 2023 figures would be in the order of \$103,170,001.

The capital costs will need to have an annual cost escalation added to the year Council is looking to develop such a facility. The estimated capital cost should Council commence construction in 2025 is \$116,422,962.

The report also provides cost benefit analysis on specific facility components outlining impact of capital cost for each and expected impact on operational performance.

The table below identifies the average operational performance for the PALC (base provision) over 25 years.

Visitations	713,759
Income	\$8,768,119
Expenditure	\$8,332,668
Net Operating Performance	\$435,451
Depreciation	\$1,303,176
Centre Performance	(\$867,725)

An amount of \$250,000 to commence the master plan and schematic design stage has been referred to the 2023/24 Council budget process for consideration.

5. Consultation/Public Submissions

There was a significant amount of community and stakeholder engagement undertaken to inform the adopted Melton City Council Aquatic Plan 2014-2034. The Plumpton Aquatic Leisure Centre Business Case and Funding Strategy 2017 was undertaken as a key recommendation of the Aquatic Plan and noted at the 2017 Ordinary Meeting of Council.

Updates on the review of the Strategy were presented at Councillor briefing sessions on the 28 November 2022, provided through February, 6 March 2023 and at the April briefing of Council.

This project was undertaken to review and update the 2017 Strategy to reflect the current circumstances to support future planning and funding required to deliver the PALC and no external engagement has been undertaken.

The recommendations of the report are that a master plan and schematic design be prepared for the PALC incorporating all facility components. The master plan and schematic design stage will incorporate future community and stakeholder engagement.

6. Risk Analysis

Projects of this scale generally require a period of four (4) years from the point of purchase of land to being able to open a facility. The purchase of the land is yet to be finalised.

Cost escalations on a project of this scale will be significant. The estimated capital cost of the base provision should Council commence construction in 2025 is \$116,422,962. This incorporates a \$13,252,961 cost escalation from May 2023 costs.

7. Options

Council has the option to:

1. Consider and note the updated 2023 Plumpton Aquatic Leisure Centre Business and Funding Strategy.
2. Endorse the full facility component schedule for master planning and schematic design.
3. Not support the findings of the Plumpton Aquatic Leisure Centre Business and Funding Strategy.

LIST OF APPENDICES

1. Plumpton Aquatic Leisure Centre Business Case and Funding Strategy
2. Plumpton Aquatic Leisure Centre - Facility Component Schedule

PLUMPTON AQUATIC LEISURE CENTRE BUSINESS CASE AND FUNDING STRATEGY FINAL DRAFT REPORT



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Otium Planning Group acknowledges the Australian Aboriginal, Torres Strait and South Sea Islander peoples of this nation. We acknowledge the traditional custodians of the lands on which our company is located and where we conduct our business. We pay our respects to ancestors and to Elders, past, present and emerging. Otium is committed to national reconciliation and respect for indigenous peoples' unique cultural and spiritual relationships to the land, waters and seas, and their rich contribution to society.

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Executive Summary

Purpose and Scope

In November 2016, Council engaged Otium Planning Group to develop the Plumpton Aquatic Leisure Centre Business Case and Funding Strategy 2017. The purpose of the Strategy was to:

- Identify aquatic and leisure centre components required for a financially sustainable centre.
- Comparison of two options, being a Local Level Aquatic Leisure Facility up to the value of \$30 million and a District Level Aquatic Leisure Facility up to the value of \$45 million, inclusive of components and estimated construction costs.
- Investigate traditional and non-traditional funding models for the construction of the centre and recommend preferred funding model.
- Develop a comprehensive business plan that will be used to advocate to funding partners for financial support to construct the centre.

The scope for this project is to review and update the Plumpton Aquatic Leisure Centre Business Case and Funding Strategy 2017. The overall purpose and scope of the Strategy remains consistent with the work undertaken in 2017.

Population Demand

Melton City Council (MCC) is one of Melbourne's fastest growing local government areas with a large range of urban growth development areas planned with many underway.

The Melton City Council Growth plans indicates that Council has 12 planned approved growth areas that have an estimated resident population of 217,570 in 2022, this is expected to grow to 416,106 by 2051, a total increase of 108%. Residential development forecasts assume the number of dwellings in the City of Melton will increase by an average of 3,046 per annum to 153,639 in 2051.

Based on these figures, in 2022 the city has a higher proportion of children (under the age of 18) and a lower proportion of people aged 60 or older compared to the figures for Greater Melbourne, showing that young families are moving to and calling the City of Melton home. The median age of the population is currently sitting at 33 years old, with 43% of people having children.

Plumpton Precinct Structure Plan

The Plumpton Precinct Structure Plan was approved by the Minister for Planning and gazetted on 1 February 2018 under Amendment C146 to the Melton Planning Scheme. The Plumpton Precinct Structure Plan will guide new urban development in Plumpton.

The Plumpton Precinct Structure Plan area covers 1,016 hectares of land, bounded by the Melton Highway to the north, the approved Taylors Hill West Precinct Structure Plan area to the east, Taylors Road and the Kororoit Precinct Structure Plan area to the south, and the Outer Metropolitan Ring (OMR) reservation and approved Rockbank North Precinct Structure Plan area and proposed Warrensbrook Precinct Structure Plan to the west.

The Plumpton Precinct Structure Plan will ultimately provide over 12,000 jobs and support a residential community of around 29,900 people in approximately 10,680 dwellings.

The Melton City Council Aquatic Strategy 2014 to 2034 recommended the Plumpton PSP Area (potential Southern Sector Site) in the suburb of Fraser Rise for the development of an aquatic facility. The Plumpton PSP area was identified as a key development zone due to planned development and land take up as well as its key position to service the southern population sector of Melton City Council.

Catchment Analysis Findings

Melton Waves

- There is a total of 60,845 residents currently within the primary, secondary and tertiary catchments of Melton Waves. Of this catchment 15,245 resident are within the primary catchment (0-5 minutes), 31,966 resident are within the secondary catchment (5-10 minutes) and 13,634 residents are within the tertiary catchment (10-15 minutes).

Proposed Plumpton Aquatic and Leisure Centre Site (PALC)

- There is a total of 87,766 residents within the primary, secondary and tertiary catchments of the proposed PALC site. Of this catchment 4,285 residents are within the primary catchment (0-5 minutes), 25,245 resident are within the secondary catchment (5-10 minutes) and 58,236 residents are within the tertiary catchment (10-15 minutes).
- The secondary catchments and tertiary catchments of PALC extend slightly beyond the Melton municipality into the neighbouring municipalities of Hume, Macedon Ranges and Brimbank.
- The over lapping (0-15 minutes) catchment area between the existing Melton Waves and the proposed Plumpton Aquatic and Leisure Centre currently totals 7,470 residents. This is likely to increase as further housing developments progress in the area shown in red on the catchment map.

Growth Areas and Suburbs

The location of a new aquatic leisure centre is in the suburb of Fraser Rise and is proposed to cater for the following suburbs and growth areas. These areas are within the primary, secondary and tertiary catchment areas of the proposed PALC location.

- | | |
|------------------------------|---|
| • Plumpton Growth Area | • Taylors Hill West Growth Area |
| • Rockbank Growth Area | • The Southern Rural Area/Mt Atkinson Growth Area |
| • Rockbank North Growth Area | • Hillside |
| • Rockbank South Growth Area | • Caroline Springs |
| • Warrensbrook Growth Area | • Taylors Hill |
| • Kororoit Growth Area | • Burnside Heights |
| • Diggers Rest Growth Area | • Burnside |

The review of the current and proposed southern sector population estimates indicates the project area had an estimated current population of 103,237 residents in 2021 and is projected to increase significantly over the next 20 years to 235,360 residents by 2041. This indicates a substantial population catchment of potential users that will have access to the proposed Plumpton Aquatic and Leisure Centre.

Review of Existing Facilities

The review of existing facilities indicates:

- There are a total of 25 aquatic facilities located within Melton and the surrounding local government areas.
- Of the existing facilities 5 are community facilities owned by Melton and surrounding local government authorities and 20 are private facilities primarily offering learn to swim classes.
- Of the community facilities five are outdoor seasonal pools and eight are indoor aquatic and leisure facilities offering all year-round access.
- Moorabool Shire Council have plans to develop an indoor aquatic facility as part of the indoor stadium currently being constructed. Funding for the aquatic facility is yet to be confirmed.
- East Keilor Leisure Centre and the Brimbank Aquatic and Wellness Centre have been constructed in the last two years. These facilities have been well received and service the catchments within their local government areas they are located within and neighbouring municipalities.

- There are no major aquatic facilities withing a 5km radium (Primary Catchment Zone) of the planned Plumpton facility.
- The review indicates there are 20 privately owned learn to swim facilities within the surrounding regional area. Of these learn to swim facilities there are only two facilities located within the 0-15 minute drive time catchment of the proposed Plumpton facility.

The future population of the southern sector of Melton clearly indicates the position of the new centre in Plumpton is well located and will maximise its future user catchment. Due to the planned increase in population, the centre will need to ensure that it can cater for more than 150,000 residents living within a 0-15 minute drive time from the facility.

Updated Component Schedule

The 2017 Business Case developed a facility component schedule to assist with developing facility layouts and operational modelling. The Consultant team have updated the component schedule to reflect current trends and learnings for the development of contemporary district aquatic and leisure centres. The component schedule summarises the 2017 components and associated reasons for proposed changes where applicable.

Concept Plans

Based on the revised component schedule, project architects Peddle Thorp have developed a revised layout concept plan for the proposed Plumpton Aquatic and Leisure Centre. The concept plan is based on a district level facility. The new concept plan has a total building footprint of 10,105 which is 1,665m² larger than the 2017 concept plan.

PALC Indicative Capital Cost Guide

Quantity surveyors Turner Townsend have developed an indicative capital cost report for the proposed facility. The cost plan considers the following options:

- Base facility
- Inclusion of water slides
- Inclusion of allied health area

Table 1: Indicative Capital Cost Estimate

	Original 2017 Indicative cost	Updated Concept Plan 2023				
		Base Facility 2022	Water slides	Allied Health	Services Infrastructure	Total All Components
Construction Cost	\$45M*	\$54,203,826	\$5,122,820	\$792,172	\$5,040,000	\$65,158,818
Contingencies	Excluded	\$14,364,724	\$1,358,180	\$210,826	\$1,336,000	\$17,269,730
Fees /Authority charges etc	Excluded	\$17,557,450	\$1,460,000	\$288,003	\$1,436,000	\$20,741,453
Total (2023 Prices)		\$86,126,000	\$7,941,000	\$1,291,001	\$7,812,000	\$103,170,001

Note: * The 2017 strategy excluded the following items in the base case – car parking, foundations, landscaping, services infrastructure, contingencies, furniture fixtures and equipment and fees/authority charges.

Financial Operating Model

An updated 25-year financial operational model has been developed for the proposed Plumpton Aquatic and Leisure Centre, based on the revised components and concept design.

The Otium Analytics Financial Operational Model provides an assessment of the facility's anticipated operations and utilisation. The model considers the facility's catchment, anticipated revenue streams, programming, membership, staffing structure, overhead expenses, additional costs (such as pre-opening expenses and add on costs), accounts for CPI and business growth over a 25-year period.

The differences between the 2017 model and the updated model are primarily based around the following **key changes** to the modelling:

- Updated 2026 ABS population projections have been used for the key income drivers of Learn to Swim and Memberships.
- Escalated 2026 fees and charges have been used to drive the revenue outputs.
- Change in the approach to the management of the Wellness Centre and Café services. The previous 2017 model assumed these services would be operated internally, however the 2022 model has assumed a third-party commercial lease which are generally less risk for Council and the operator.

The following table shows a summary of the financial modelling prepared by Otium in 2017.

Table 2: Previous Option 2 Financial Model (2017) - Base Case 10 Year Operational Business Projections

Category	Years										
	Start Up	1	2	3	4	5	6	7	8	9	10
Visitations		626,195	661,089	695,926	702,887	709,847	716,808	723,768	727,250	730,731	730,733
Revenue		\$5,678,759	\$6,195,639	\$6,739,792	\$7,024,966	\$7,321,564	\$7,630,032	\$7,950,827	\$8,244,980	\$8,549,906	\$8,823,979
Expenditure	Excluded	\$6,173,922	\$6,419,909	\$6,666,305	\$6,877,739	\$7,123,133	\$7,378,671	\$7,623,015	\$7,871,634	\$8,129,453	\$8,390,650
Operational Perf.		(\$495,163)	(\$224,270)	\$73,486	\$147,227	\$198,432	\$251,361	\$327,813	\$373,346	\$420,453	\$433,329

Note: Does not include development costs such as capital cost repayments, land tax, and Council rates, but includes an annual depreciation allowance.

The above table is an extract from the original report that shows the 10-year projections for income, expenditure and net performance. The original 2017 projections indicate:

- Visitation in year 1 of 626,195 growing to 730,733 in year 10. An annual average visitation of 702,523 visits.
- The revenue in year 1 of \$5,678,759 growing to \$8,823,979 in year 10. An annual average revenue of \$7,416,044.
- The expenditure in year 1 of \$6,173,922 growing to \$8,390,650 in year 10. An annual average expenditure of \$7,265,443.
- The operational deficit in year 1 of (\$495,163) improving to surplus of \$433,329 in year 10. An annual average surplus of \$150,601.

2022 Financial Model Summary (25 Year Projections)

The following tables show the summary of the revised financial model prepared by Otium in 2022.

Table 3: Revised 2022 Financial Model - Base Case 25 Year Operational Business Projections

Category	Years									
	1	2	3	4	5	6	7	8	9	10
Visitations	678,156	692,284	706,412	713,476	720,540	727,604	734,668	734,668	734,668	734,668
Revenue	\$5,967,260	\$6,249,407	\$6,542,474	\$6,782,606	\$7,030,958	\$7,287,798	\$7,553,404	\$7,756,570	\$7,965,209	\$8,179,468
Expenditure	\$6,254,309	\$6,018,884	\$6,196,649	\$6,373,745	\$6,556,066	\$6,743,772	\$6,937,024	\$7,129,148	\$7,326,754	\$7,530,002
Operational Perf.	(\$287,049)	\$230,524	\$345,825	\$408,861	\$474,891	\$544,026	\$616,380	\$627,422	\$638,455	\$649,466
Depreciation	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176
Centre Performance	(\$1,590,225)	(\$1,072,652)	(\$957,351)	(\$894,315)	(\$828,285)	(\$759,150)	(\$686,796)	(\$675,754)	(\$664,721)	(\$653,710)

Note: Does not include development costs such as capital cost repayments, land tax, and Council rates, but includes an annual depreciation allowance.

Year 1 expenditure includes \$470,171 start-up costs

Category	Years									
	11	12	13	14	15	16	17	18	19	20
Visitations	727,604	727,604	720,540	713,476	713,476	706,412	706,412	706,412	706,412	706,412
Revenue	\$8,322,032	\$8,545,890	\$8,694,054	\$8,843,980	\$9,081,869	\$9,237,614	\$9,486,092	\$9,741,263	\$10,003,308	\$10,272,412
Expenditure	\$7,731,583	\$7,946,394	\$8,159,425	\$8,378,308	\$8,611,618	\$8,842,958	\$9,089,585	\$9,343,294	\$9,604,293	\$9,872,797
Operational Perf.	\$590,449	\$599,495	\$534,629	\$465,671	\$470,251	\$394,656	\$396,507	\$397,969	\$399,015	\$399,614
Depreciation	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176
Centre Performance	(\$712,727)	(\$703,681)	(\$768,547)	(\$837,505)	(\$832,925)	(\$908,520)	(\$906,669)	(\$905,207)	(\$904,161)	(\$903,562)

Note: Does not include development costs such as capital cost repayments, land tax, and Council rates, but includes an annual depreciation allowance.

Category	Years				
	21	22	23	24	25
Visitations	706,412	706,412	706,412	706,412	706,412
Revenue	\$10,548,765	\$10,832,563	\$11,124,007	\$11,423,304	\$11,730,664
Expenditure	\$10,149,027	\$10,433,212	\$10,725,585	\$11,026,390	\$11,335,874
Operational Perf.	\$399,738	\$399,352	\$398,422	\$396,914	\$394,789
Depreciation	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176
Centre Performance	(\$903,438)	(\$903,824)	(\$904,754)	(\$906,262)	(\$908,387)

Note: Does not include development costs such as capital cost repayments, land tax, and Council rates, but includes an annual depreciation allowance.

The above table is a summary of the revised financial model projections which indicate:

- Visitation in year 1 of 678,156 growing to 706,412 in year 25. An annual average visitation of 713,759 visits.
- The revenue in year 1 of \$5,967,260 growing to \$11,730,664 in year 25. An annual average revenue of \$8,768,119
- The expenditure in year 1 of \$6,254,309 growing to \$11,335,874 in year 25. An annual average expenditure of \$8,332,668
- The operational deficit in year 1 of (\$287,049) improving to surplus of \$394,789 in year 25. An annual average surplus of \$435,451
- Depreciation allowance of \$1,303,176. This assumption is based on 2% of the capital costs.
- The Centre performance deficit in year 1 of (\$1,590,225) improving to deficit of (\$908,387) in year 25. An annual average deficit of (\$867,725)

Benefits Assessment Model Outputs

The Otium Analytics Benefits Assessment Model provides a “high-level” analysis of the economic benefits of a proposed project and converts social and health benefits to economic value. The assumptions and economic outputs are updated and calibrated for each project to reflect any new work on benefits calculation and the local economic conditions of the project being modelled. The Benefits Assessment modelling shows an increase in activity and employment generated by the facility that will boost regional income.

Social Impacts

The facility will attract an annual average visitations of 715,595 visits. A total of approximately 14,311,905 visits over first twenty years of operations.

Several additional social and productivity benefits are difficult to quantify and are not included in this assessment. These are:

- Lower workforce absentee rates from a fitter and more active workforce.
- Career and training opportunities in sports and recreational services.
- Volunteering and urban consolidation benefits (including transport benefits) are associated with the clustering of sports facilities in proximity to community services, schools, and significant residential and activity centres.

Construction Phase Impact

Local jobs and an increase in regional income will be generated during the construction phase of the project:

- A total of 148 FTE jobs (119 direct and 30 indirect jobs) would be generated during construction.
- During construction, a total of \$20.60 million in regional income would be generated.¹

Operational Phase Impact

The ongoing growth in user numbers will support an increasing number of jobs in the region:

- The operation of the facility would generate 36.43 full-time equivalent new jobs during operations in year one increasing to 36.73 in year 20
- On a sector basis, facility users' jobs (FTE-direct and indirect) are concentrated in recreational services, food service and other retail.
- The total increase in regional income generated by the operation of the facility and users/day visitor spending totals \$98.39 million over twenty years, or an annual average of \$4.919 million.

Benefit Cost Analysis

The project is estimated to deliver a Benefit-Cost Ratio of **1.30** (4% discount rate):

- The net present value of total benefits generated by the investment is estimated at \$84.94 million (4% discount) over twenty years.
- The total regional economic benefits (construction and operational) generated by the investment are estimated at \$118.99 million over twenty years.
- A health benefit of \$57.25 million over the twenty years for facility users.
- The consumer surplus value is estimated at \$81.77 million over the twenty years for facility users.

Funding Strategy and Case Studies

A summary of Government funding opportunities and recent case studies is provided in the report.

¹ This assumes the construction workforce would come from Melton LGA and adjacent areas

Project Recommendations

The table below details the required tasks to progress the development of the Plumpton Aquatic and Leisure Centre

Table 4: Recommended tasks and associated detail

Task	Detail
Finalise land acquisition for the PALC site	Council to finalise the negotiations for the ownership of the land for the proposed development.
Council to formally adopt revised Business Case Report	Council to formally adopt the revised Business Case which outlines the population demand, concept design, financial modelling and project development recommendations.
Develop an advocacy package including funding strategy	Council to prepare an advocacy strategy that identifies funding partners and targets for the required capital contributions for the facility construction.
Allocation of funds for schematic and detailed design	Council to allocate funding for the development of schematic and detailed designs for the proposed facility.
Appoint architect	Prepare contract documentation for the design stages and undertake a public tender for design services. Appoint the project design team and commence design process.
Complete schematic design	Undertake schematic design phase to enable more accurate site planning, capital costs, project management tasks and project delivery options.
Complete detailed design	Undertake detailed design documentation and Council to formally adopt the final design specifications.
Prepared construction tender documentation	Prepare contract documentation for the public tender to procure a construction company for the project delivery.
Tender for the construction contractor	Undertake the tender process for the construction of PALC.
Appoint building contractor and commence construction	Negotiate with preferred tenderer and formally appoint to the project. Commence site establishment and construction. Two year construction period.
Confirm then management model for PALC	Formally endorse the preferred management model for the operation of PALC.
Prepare specifications and tender documentation for the management contract	Prepare contract specifications, returnable schedules and general conditions of contract. Finalise tender documentation for the procurement process via public tender.
Tender the management contract (if preferred model)	Undertake tender process and evaluation.
Appoint management contractor (if preferred model)	Formally appoint external management contractor.
Complete construction	Complete the facility construction and finalise hand over to Council.
Commissioning of the facility	Commence "transition in" phase with the management contractor for commissioning of the facility.
Opening of the facility	Officially open PALC to the public.

Timeline

The table below provides a summary of the tasks and indicative timelines for the development of the Plumpton Aquatic and Leisure Centre.

Table 5: Recommendation tasks and indicative timelines

Task	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Finalise land acquisition for the PALC site						
Council to formally adopt revised Business Case Report and Recommendations						
Develop an advocacy package including funding strategy that identifies funding partners and targets for the require capital contributions						
Allocation funds for the development of schematic and detailed design						
Appoint architect						
Complete schematic design						
Complete detailed design						
Prepared construction tender documentation						
Tender for the construction contractor						
Appoint building contractor and commence construction						
Confirm the external management model for PALC is Councils preferred model						
Prepare specifications and general conditions for the management contract						
Prepare tender documentation for management contract						
Tender the management contract						
Appoint management contractor						
Complete construction and site hand over						
Commissioning of the facility						
Opening of the facility						

1. Introduction

The City of Melton (hereafter referred to as MCC) currently has one Council owned aquatics facility, the Melton Waves Leisure Centre. The Council area is also serviced by several private swim schools that provide services to an existing population of 217,570 residents (2022).

To guide future provision of aquatic facilities Council adopted the Melton City Council Aquatic Plan 2014 to 2034, in September 2014. The Plan identified a hierarchy of aquatic facilities detailing the location and components that will positively contribute towards the City of Melton's character, identity and vibrancy as well as increase participation in a variety of aquatic programs.

The Aquatic Plan recommends providing up to three Council owned aquatic and leisure facilities. The three sites identified for these aquatic facilities are:

- Melton Waves (existing site)
- Plumpton PSP area (new site) in Southern Sector in the suburb of Fraser Rise
- Melton East PSP area (new site) subject to long term need.

In 2017 Council developed a Business Case and Funding Strategy that considered two options for the development of an aquatic facility in the Plumpton Precinct Structure Plan. Option 1 was a local level aquatic centre with an approximate value of \$30 million and Option 2 was a district level facility valued at approximately \$45 million (plus fees, contingencies and escalation etc).

The delivery of the Plumpton Aquatic Leisure Centre (PALC) has now been identified as a high priority project for Council. Given the time that has passed since the development of the 2017 Business Case there is a need to review and update the document to reflect the current circumstances to support future planning and funding required to deliver the Centre.

1.1 Project Purpose

In November 2016, Council engaged Otium Planning Group to develop the Plumpton Aquatic Leisure Centre Business Case and Funding Strategy 2017. The purpose of the Strategy was to:

- Identify aquatic and leisure centre components required for a financially sustainable centre.
- Comparison of two options, being a Local Level Aquatic Leisure Facility up to the value of \$30 million and a District Level Aquatic Leisure Facility up to the value of \$45 million, inclusive of components and estimated construction costs.
- Investigate traditional and non-traditional funding models for the construction of the centre and recommend preferred funding model.
- Develop a comprehensive business plan that will used to advocate to funding partners for financial support to construct the centre.

At the Ordinary Meeting of Council on 16 October 2017 as confidential business, Council resolved:

- That the Strategy was noted.
- That Option 2, the District Level Aquatic Facility, was the recommended facility option for a future Aquatic Leisure Centre within the City of Melton.

Since the 2017 Council report, Council have continued to progress toward the development of the Plumpton Aquatic Leisure Centre working through a number of pre planning requirements. Further planning has confirmed that the layout of the approved location for the aquatic centre within the Plumpton PSP and surrounding land differs slightly from that shown in the Strategy. The size of the site is also 4 hectares not 5 hectares as detailed in the Strategy.

1.2 Project Scope

The scope for this project is to review and update the Plumpton Aquatic Leisure Centre Business Case and Funding Strategy 2017. The overall purpose and scope of the Strategy remains consistent with the work undertaken in 2017.

The project considers the following issues:

- Update of the current Strategy to reflect the recommendation for a district level aquatic facility (Option 2).
- Update of the site overview and concept plan for Option 2 to reflect the actual size of the approved site for the aquatic centre site and layout of the surrounding land.
- Update recent aquatic facility trends at a local, national and international level. Consideration to be given to any impacts of the Covid-19 pandemic on the industry.
- Consider recent developments within 10 minutes car travel or 20km of the proposed centre including the East Keilor Leisure Centre and Brimbank Aquatic and Wellness Centre.
- Updated population and demographic data, financial modelling data, usage projections and pricing structures.
- Update of recommendations to reflect current circumstances including:
 - Project timelines for delivery
 - Facility components for the centre
 - Estimated construction costs
 - 25 year financial, business and optimal management and staffing modelling
 - Social and economic impact assessment including net present value
 - Project funding models for the construction of the centre
 - Grant application options available to Council
 - Business plan to advocate to funding partners
 - Recommendations / implementation plan.

1.3 Project Methodology

The following project methodology was used by OPG to update the Plumpton Aquatic and Leisure Centre Business Case:

- **Stage 1:** Inception, Analysis and Review
- **Stage 2:** Updated Concept Plan Development, Capital Cost and Financial Operational Modelling
- **Stage 3:** Plumpton Aquatic and Leisure Centre Business Case and Funding Strategy.

1.4 Report Scope and Restraints

This report utilises a range of future planning and development forecast data to project likely future project area populations. These will all be impacted by a range of variables including timing on when services and road network provision occurs, land development and residential take up and facility project funding availability.

This report uses available information to project and guide future project development, and it is essential that Council uses this planning document as a guide to likely most sustainable development that will need to be continually updated as the project area develops.

The final report should also be read in conjunction with the facility options financial models.

2. The Project Area

This section of the report provides an overview of the project area including:

- City of Melton Suburbs and Boundaries
- Melton City Council Urban Growth Overview
- Demographic overview
- Plumpton Precinct Structure Plan
- Plumpton Open Space and Community Facilities Plan.

2.1 City of Melton Suburbs and Boundaries

The following map shows the suburbs and respective boundaries within the City of Melton. The proposed PALC will be located in the suburb of Fraser Rise, which is part of the Taylors Hill West Precinct Structure Plan.



Figure 1: City of Melton Suburbs and Boundaries

2.2 Melton City Council Growth Overview

Melton City Council (MCC) is one of Melbourne's fastest growing local government areas with a large range of urban growth development areas planned with many underway. The Urban Growth Plan (shown on the next page) prepared by MCC highlights the following areas proposed for development and significant population and dwelling growth.

Table 6: MCC areas for Development and Significant Population and Dwelling Growth

Urban Development Area	Precinct Structure Plan Status 2022	Approximate Population	Approximate Dwellings
Melton North	Approved	3,600	1,300
Melton East	Draft Structure Plan and Preparation	Unknown	Unknown
Paynes Road	Approved	7,000	2,500
Toolern (inclusive of Toolern Park)	Approved	55,000	24,000
Eynesbury	Approved	12,000	4,500
Rockbank	Approved	22,800	8,100
Rockbank North	Approved	20,400	7,300
Plumpton	Approved	30,100	10,800
Taylors Hill West	Approved	6,500	2,400
Kororoit	Approved	25,800	9,200
Mount Atkinson and Tarneit Plains	Approved	22,400	8,000
Diggers Rest	Approved	11,970	4,275
Warrensbrook	Pre-commencement Project Scoping Stage	Unknown	Unknown
Rockbank South	Pre-commencement Project Scoping Stage	Unknown	Unknown
Kororoit – stage 2	Pre-commencement Project Scoping Stage	Unknown	Unknown
TOTAL		217,570	82,375

The Melton City Council Growth plans indicates that Council has 12 planned approved growth areas that have an estimated future population of approximately 217,570 people and 82,375 dwellings. The estimated future population is forecasted at the beginning of the Precinct Structure Plan (PSP) process and the projections are subject to change as each PSP evolves during the planning phases.

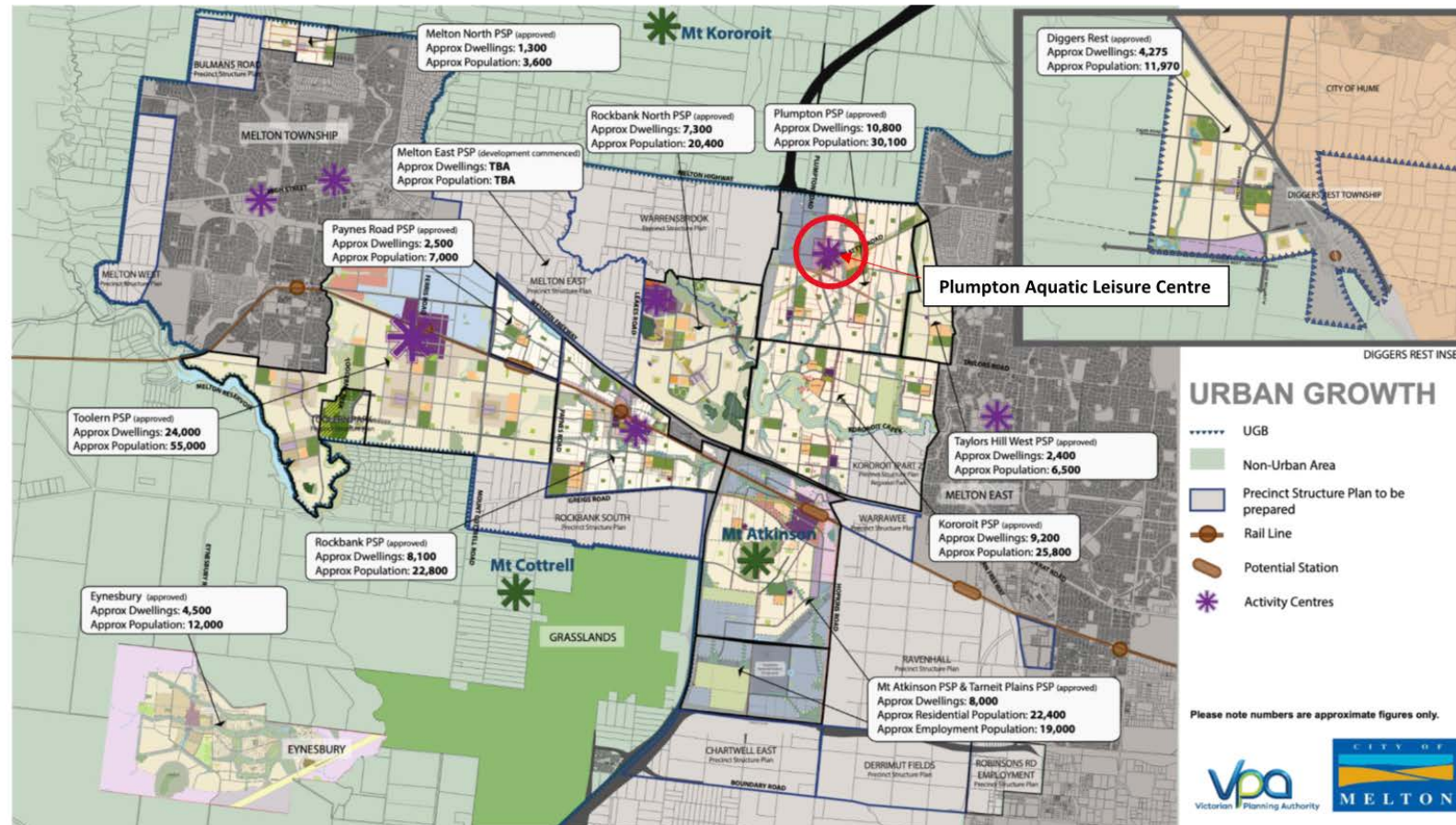


Figure 2: MCC Urban Growth Plan

2.3 Demographic Overview

The City of Melton has an estimated resident population of 217,570 in 2022, estimated to grow to 416,106 by 2051, a total increase of 108%. Residential development forecasts assume the number of dwellings in the City of Melton will increase by an average of 3,046 per annum to 153,639 in 2051.

Based on these figures, in 2022 the city has a higher proportion of children (under the age of 18) and a lower proportion of people aged 60 or older compared to the figures for Greater Melbourne, showing that young families are moving to and calling the City of Melton home. The median age of the population is currently sitting at 33 years old, with 43% of people having children.

The below graphs show the increase in population City of Melton by year 2051.

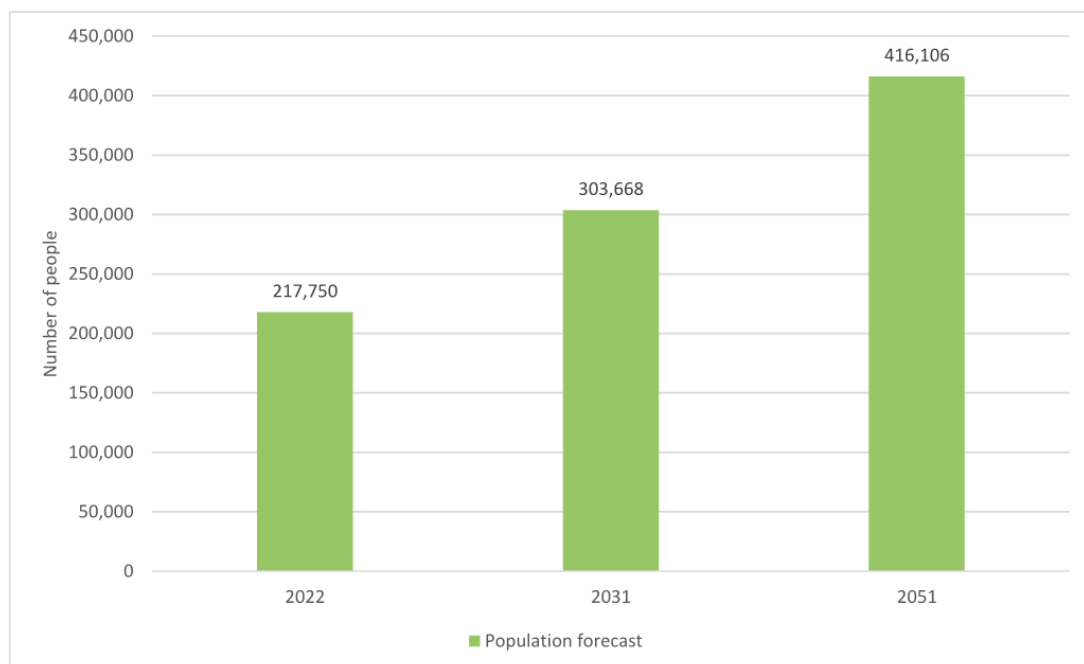


Figure 3: MCC Estimated Population Growth 2022 to 2051

Diversity

As of the 2016 census, 63,852 people who were living in the City of Melton in 2021 were born overseas and 16% arrived in Australia within 5 years prior to 2021. However, cultural diversity is higher within the Northern/Northwest Growth Corridor of Melton, with the percentage of residents being born overseas more closely mirroring the proportion of residents who were born overseas in Greater Melbourne.

The proportion of residents who speak a language other than English at home within the City of Melton (70.4%) is slightly higher than the proportion of residents who speak a language other than English at home in Greater Melbourne (69%).

2.4 Plumpton Precinct Structure Plan

The Plumpton Precinct Structure Plan was approved by the Minister for Planning and gazetted on 1 February 2018 under Amendment C146 to the Melton Planning Scheme. The Plumpton Precinct Structure Plan will guide new urban development in Plumpton.

The Plumpton Precinct Structure Plan area covers 1,016 hectares of land, bounded by the Melton Highway to the north, the approved Taylors Hill West Precinct Structure Plan area to the east, Taylors Road and the Kororoit Precinct Structure Plan area to the south, and the Outer Metropolitan Ring (OMR) reservation and approved Rockbank North Precinct Structure Plan area and proposed Warrensbrook Precinct Structure Plan to the west.

The Plumpton Precinct Structure Plan will ultimately provide over 12,000 jobs and support a residential community of around 29,900 people in approximately 10,680 dwellings.

The Melton City Council Aquatic Strategy 2014 to 2034 recommended the Plumpton PSP Area (potential Southern Sector Site) in the suburb of Fraser Rise for the development of an aquatic facility. The Plumpton PSP area was identified as a key development zone due to planned development and land take up as well as its key position to service the southern population sector of Melton City Council.

The Plumpton Structure Plan and location of the proposed district aquatic and leisure centre is detailed on the following page.

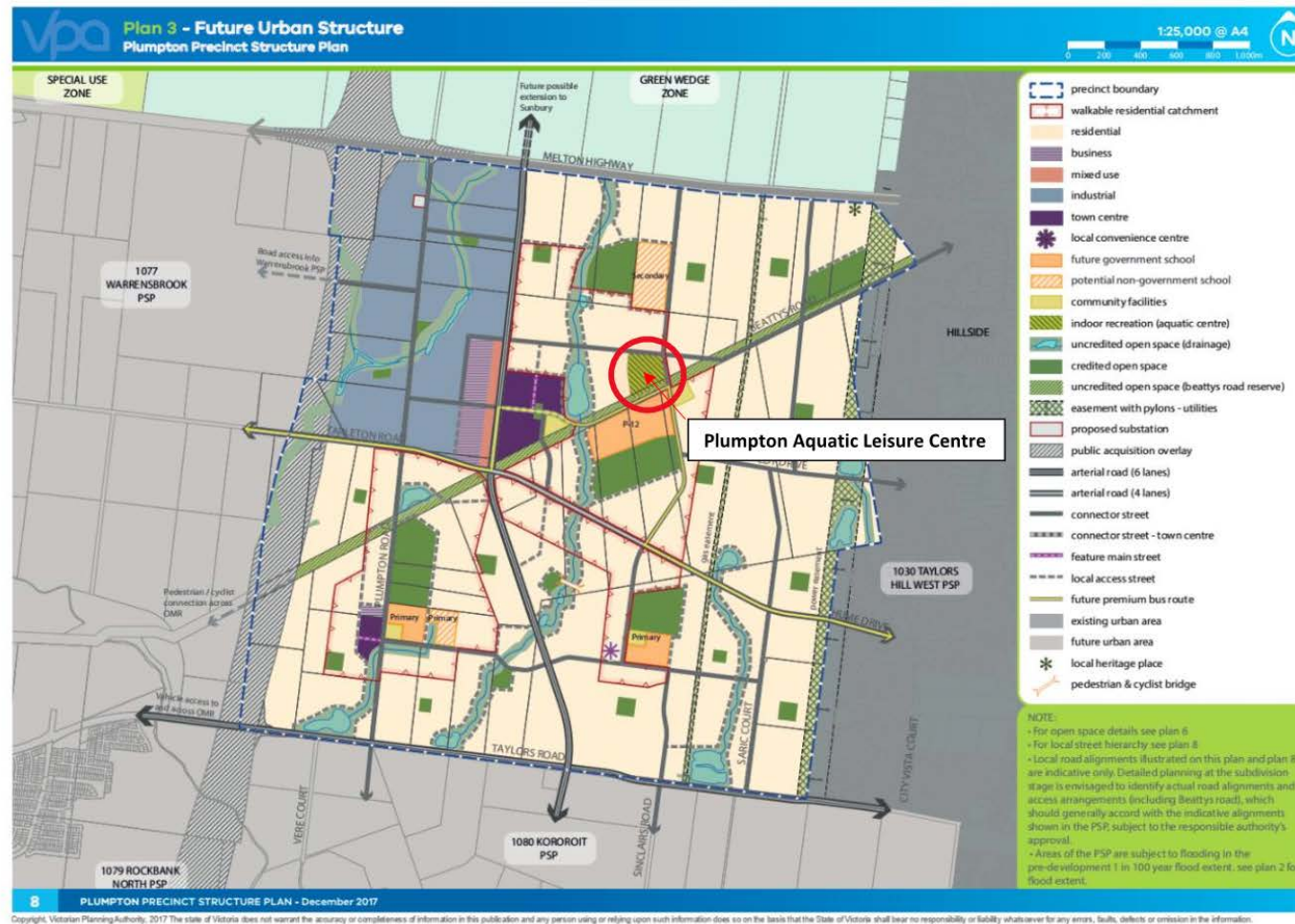


Figure 4: Plumpton Future Urban Structure

The following plan details the proposed Road network plan outlined within the Plumpton PSP.

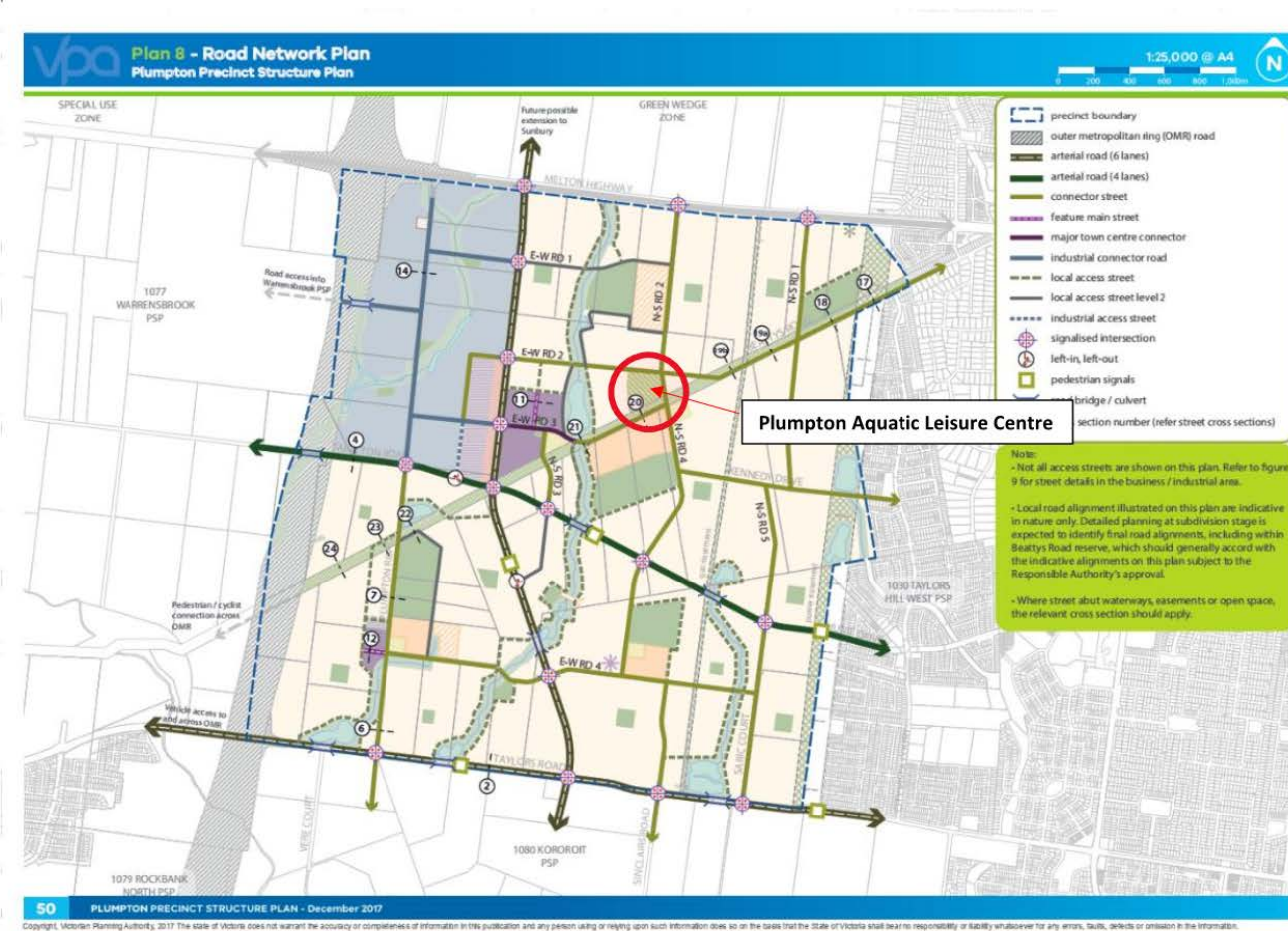


Figure 5: Plumpton PSP Road Network Plan

2.5 Plumpton Open Space and Community Facilities Plan

The plan below shows the designated Open Space and Community Facilities for the Plumpton/Kororoit area within the Plumpton Precinct Structure Plan. The Plan highlights the proposed PALC site in IR-01 located off a main road and close to the town centre, proposed community centre and public school. The PALC site is also located centrally to the Fraser Rise suburban residential development zone and on the main entry road.

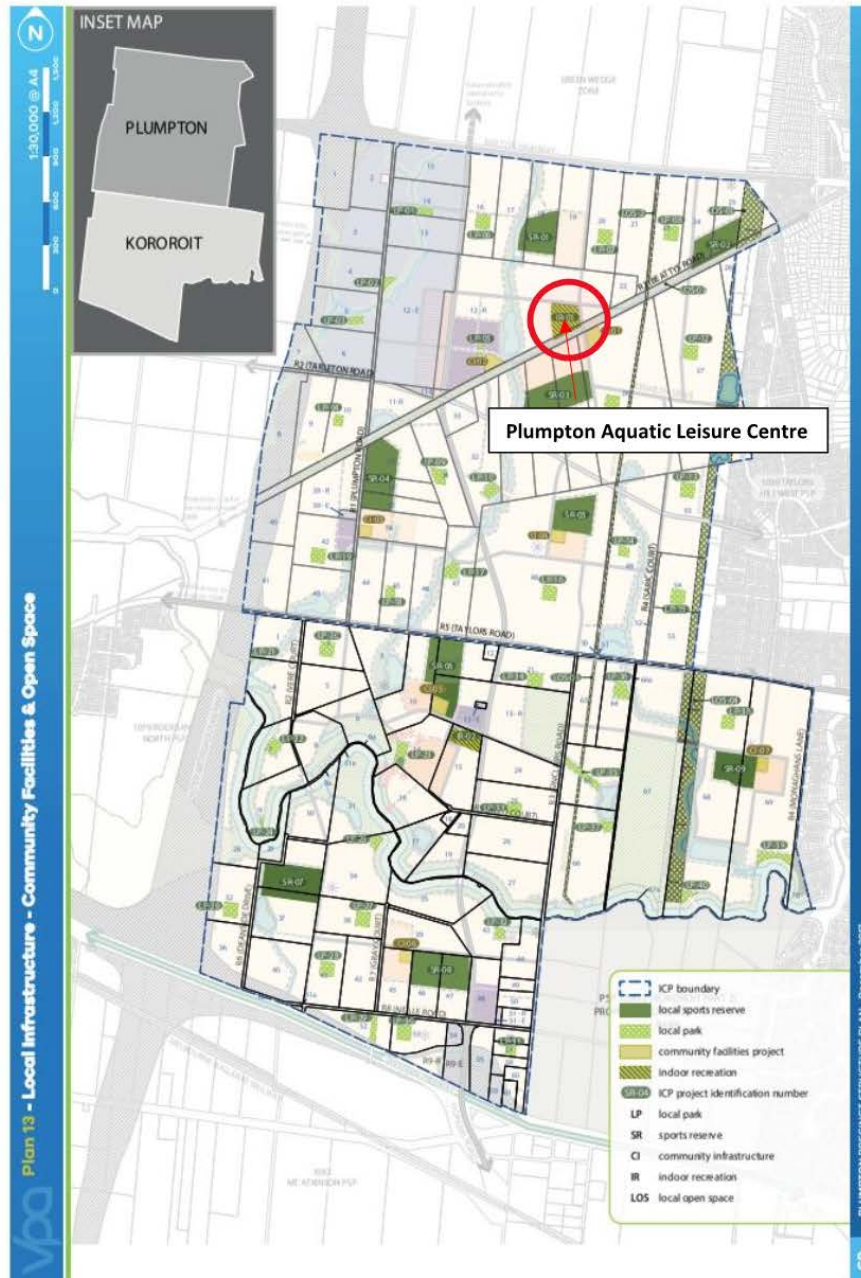


Figure 6: Plumpton PSP Community Facilities and Open Space Plan

3. Aquatic and Leisure Facility Catchments

Leisure and sporting facility trends and benchmarking generally indicate that aquatic and leisure facilities have a primary catchment radius of 5km, secondary catchment of 10km and tertiary catchment of 15km. In terms of travel distance this equates to between five minutes and fifteen minutes travel time.

In general, approximately 75% to 85% of users will reside within a 5km radius of a facility with the remaining 15% to 25% coming from within the 5km to 15km radius of the facility.

The size and shape of the catchment area will also be influenced by many factors including the type, range and quality of facilities and services offered, and natural and built barriers, for example, waterways, freeways, travel conditions and the availability of competing facilities sharing the catchment

3.1 Facility Catchment Areas

The following map details the facility catchments using the driving travel time for the proposed Plumpton Aquatic Leisure Centre. The map details the location of Melton Waves and PALC and also shows the overlapping catchment between both sites.

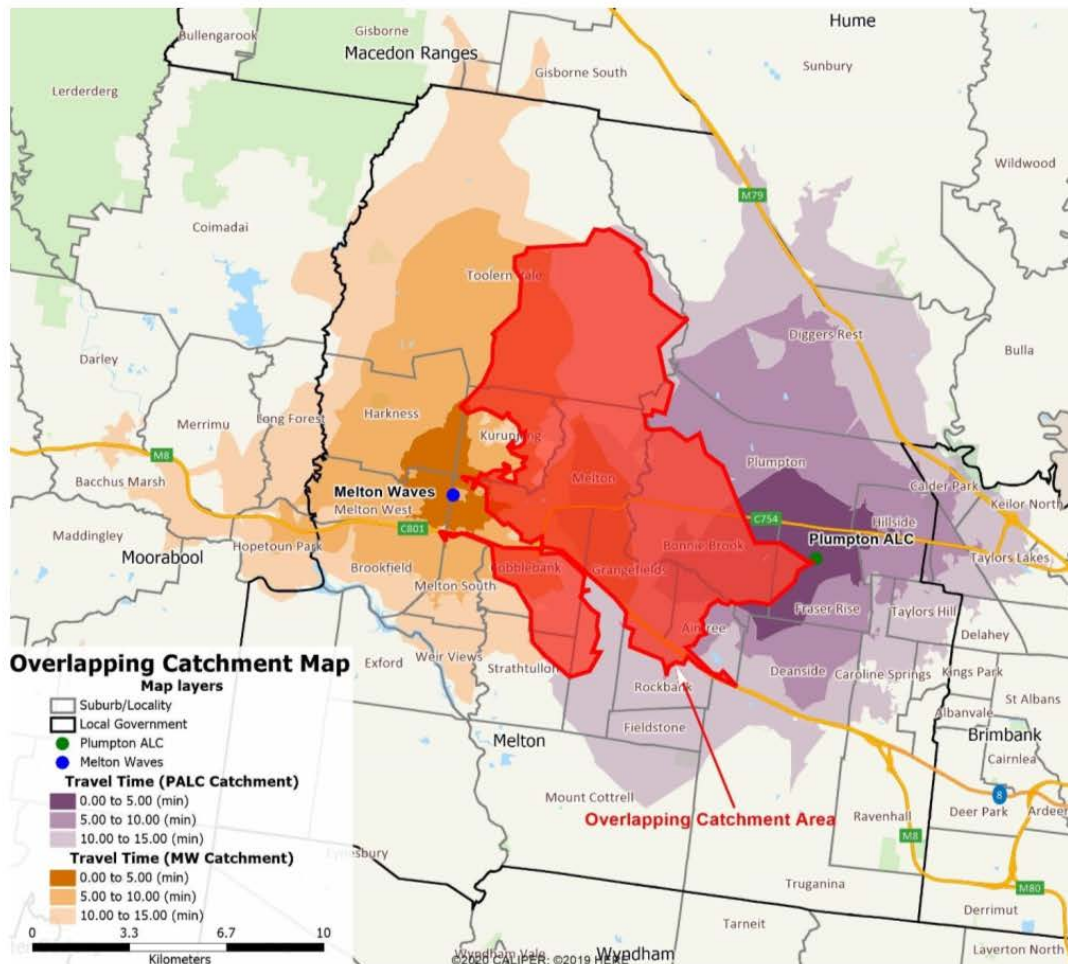


Figure 7: Melton Waves and Proposed Aquatic and Leisure Facilities Catchment (0 – 15 minute travel time)

A review of the catchment areas indicates:

Melton Waves

- There is a total of 60,845 residents currently within the primary, secondary and tertiary catchments of Melton Waves. Of this catchment 15,245 residents are within the primary catchment (0-5 minutes), 31,966 residents are within the secondary catchment (5-10 minutes) and 13,634 residents are within the tertiary catchment (10-15 minutes).
- Within the 0-15 minutes travel time catchment of Melton Waves males represent 49% and females represent 51% of total residents.
- Within the primary catchment (0-5 minutes) of Melton Waves approximately 75% of residents are aged in the most active years (0 – 54 years) and 25% of residents are aged 55 years and over.

Proposed Plumpton Aquatic and Leisure Centre Site (PALC)

- There is a total of 87,766 residents within the primary, secondary and tertiary catchments of the proposed PALC site. Of this catchment 4,285 residents are within the primary catchment (0-5 minutes), 25,245 residents are within the secondary catchment (5-10 minutes) and 58,236 residents are within the tertiary catchment (10-15 minutes).
- Within the 0-5 minute and 5-10 minute catchments of PALC male and female residents are evenly split at 50%. This varies slightly within the 10-15 minute catchment with male residents representing 49% and females 51% of total residents.
- Within the primary catchment (0-5 minutes) of PALC approximately 87% of residents are aged in the most active years (0 – 54 years) and 13% of residents are aged 55 years and over.
- The secondary catchments and tertiary catchments of PALC extend slightly beyond the Melton municipality into the neighbouring municipalities of Hume, Macedon Ranges and Brimbank.
- The overlapping (0-15 minutes) catchment area between the existing Melton Waves and the proposed Plumpton Aquatic and Leisure Centre currently totals 7,470 residents. This is likely to increase as further housing developments progress in the area shown in red on the catchment map.

Growth Areas and Suburbs

The location of a new aquatic leisure centre is in the suburb of Fraser Rise and is proposed to cater for the following suburbs and growth areas. These areas are within the primary, secondary and tertiary catchment areas of the proposed PALC location.

- Plumpton Growth Area
- Rockbank Growth Area
- Rockbank North Growth Area
- Rockbank South Growth Area
- Warrensbrook Growth Area
- Kororoit Growth Area
- Diggers Rest Growth Area
- Taylors Hill West Growth Area
- The Southern Rural Area/Mt Atkinson Growth Area
- Hillside
- Caroline Springs
- Taylors Hill
- Burnside Heights
- Burnside

The current and future project population for the planned Plumpton Aquatic Leisure Centre catchment suburbs is listed in the following table.

Table 7: Estimated Population of the PALC catchment areas

Suburb/Area	2021 Population	2041 Population Projection
Plumpton Growth Area	4,331	30,100
Rockbank Growth Area	2,583	22,800
Rockbank North Growth Area	3,383	20,400
Rockbank South Growth Area (Pre Commencement Project Scoping Stage)	Unknown	Unknown
Warrensbrook Growth Area (Pre Commencement Project Scoping Stage)	Unknown	Unknown
Kororoit Growth Area	717	23,490
Diggers Rest Growth Area	5,299	11,571
Taylors Hill West Growth Area (Fraser Rise projections)	9,305	31,686
The Southern Rural Area/Mt Atkinson	2,198	22,400
Hillside	17,770	18,026
Caroline Springs	25,903	24,177
Taylors Hill	16,680	15,581
Burnside Heights	6,479	6,160
Burnside	8,589	8,969
Estimated Catchment Population	103,237	235,360

The review of the current and proposed southern sector population estimates indicates the project area had an estimated current population of 103,237 residents in 2021 and is projected to increase significantly over the next 20 years to 235,360 residents by 2041. This indicates a substantial population catchment of potential users that will have access to the proposed Plumpton Aquatic and Leisure Centre.

3.2 Existing Aquatic Facility Review

A review of existing public and commercial aquatic facilities has been undertaken to understand the impact these facilities may have on the proposed Plumpton facility.

3.2.1 Neighbouring Local Government Area Facility Provision

The following provides a review of the surrounding Local Government Areas (LGAs) and identifies current area aquatic facilities as well as any planned future aquatic facilities.

The surrounding LGA areas that were reviewed include:

- Wyndham City Council
- Moorabool Shire Council
- Brimbank City Council
- Hume City Council
- Macedon Ranges Shire Council

The current and planned leisure facilities in the surrounding LGAs are listed in the following table and map on page 16.

Table 8: Regional LGA Current and Proposed Aquatic Leisure Facilities Provision

LGA	Current Aquatic Leisure Facilities	Future Planned Aquatic Leisure Facility Development
Wyndham City Council	AquaPulse	Potential development of third aquatic and leisure to the north of the municipality.
	Werribee Outdoor Pool	
Brimbank City Council	Brimbank Aquatic and Wellness Centre	Brimbank Aquatic and Wellness Centre opened in late 2022
	Sunshine Leisure Centre	
Hume City Council	Splash Aqua Park and Leisure Centre	Development of outdoor splash park – planning currently underway
	Broadmeadows Aquatic and Leisure Centre	
	Sunbury Aquatic and Leisure Centre	
Moorabool Shire	Bacchus Marsh Outdoor Pool	Planning for a new Aquatic Centre – requires external government funding Indoor Stadium currently under construction
	Ballan Outdoor Pool	
Macedon Ranges Shire Council	Gisborne Aquatic Centre	No plans for additional aquatic facilities Macedon Ranges Regional Sports Precinct – currently in detail designed (no aquatic facilities)
	Kyneton Toyota Sports and Aquatic Centre	
	Lancefield Outdoor Pool	
	Woodend Outdoor Pool	

The most recently constructed aquatic and leisure facilities in the metropolitan Melbourne region have been developed in the Moonee Valley and Brimbank. The East Keilor Leisure Centre located within the City of Moonee Valley was redeveloped and opened in 2021. The facility is located approximately 20Km (30min) from the proposed Plumpton site. The Centre was constructed for \$60M. The facility is considered a district facility to service the needs of the Moonee Valley residents.

The Brimbank Aquatic and Wellness Centre opened in September 2022. The Centre was constructed for \$68 million. The facility is located approximately 17Km (17min) from the proposed Plumpton site. The facility is considered a regional facility to service the needs of the Brimbank residents and the wider region. There will be an overlapping catching with the proposed Plumpton Aquatic and Leisure Centre.

The Brimbank facility has achieved a 6-Star Green Star Design & As Built v1.2 rating making it the first indoor aquatic centre in Australia to achieve this rating. Sustainability features include:

- The first all-electric aquatic centre in Australia, cutting energy use by up to 65 per cent compared to traditional aquatic centres.
- An 88 thousand litre hot water storage system that acts as a big 'thermal battery', and 500kW of solar panels.
- When the rooftop solar panels are generating power, this will power the heat pump system to heat and cool the centre.
- Any additional electricity needed will be purchased through a 100 per cent renewable energy power purchase agreement.

It should be noted that the Northcote Aquatic and Recreation Centre, located in the City of Darebin and currently under construction has also been designed as a Star Green Star Design & As Built v1.2 rating. This facility will be fully electric with no gas use as a heating source.

3.2.2 Private Learn to Swim Facilities

The following provides table and map on page 16 details the learn to swim facilities located within Melton and the surrounding local government areas.

Table 9: Existing Learn to Swim Facility Provision

Map ID	Facility Name	Facility Address
1	Bacchus Marsh Outdoor Pool	69 Best Street, Bacchus Marsh
2	Brimbank Aquatic and Wellness Centre	90 Taylor Road, Keilor Downs
3	Sunbury Aquatic and Leisure Centre	20 Ligar Street, Sunbury
4	Sunshine Leisure Centre	5 Kennedy Street, Sunshine
5	Bacchus Marsh Leisure Centre	15 Labillere Street, Maddingley
6	Aqua Schools Keilor Park	6/2 Harrick Rd, Keilor Park
7	Kore Wellness and Swim School	15 Melton Hwy, Taylors Lakes
8	Little Swimmers Swim School	161 Radnor Dr, Deer Park
9	Kingswim Derrimut	2 Makland Dr, Derrimut
10	Flippers Swim School Sydenham	50 Trickey Ave, Sydenham
11	Berrydale Swim School	2 Berrydale Rd, Sunbury
12	Kingswim Caroline Springs	5 Millport Dr, Burnside Heights
13	Percy's Swim School Truganina	5 Millport Dr, Burnside Heights
14	JUMP Swim Schools Caroline Springs	4/5 Palmers Rd Service Rd, Truganina
15	Paul Sadler Swimland Parkwood Green	190 Community Hub, Hillside
16	State Swim Caroline Springs	16-24 The Crossing, Caroline Springs
17	Advance Swim School Sunbury	2/73 Horne St, Sunbury
18	Kismet Aquatic Centre	10 Kintore Cl, Sunbury
19	Aqua Schools Sunbury	20 Kurrle Rd, Sunbury
20	Splash Buddies	137 Lock Rd, Gisborne South
21	Paul Sadler Swimland Melton	1a Raleighs Rd, Melton
22	Swimmers	30-36 Station Rd, Melton South
23	Melton Swim School	15-21 Coburns Rd. Melton South
24	Paul Sadler Swimland Bacchus Marsh	30 Holts Lane, Darley
25	Saltwater Swim Schools Bacchus Marsh	Shop 6/4B McCormacks Rd, Maddingley

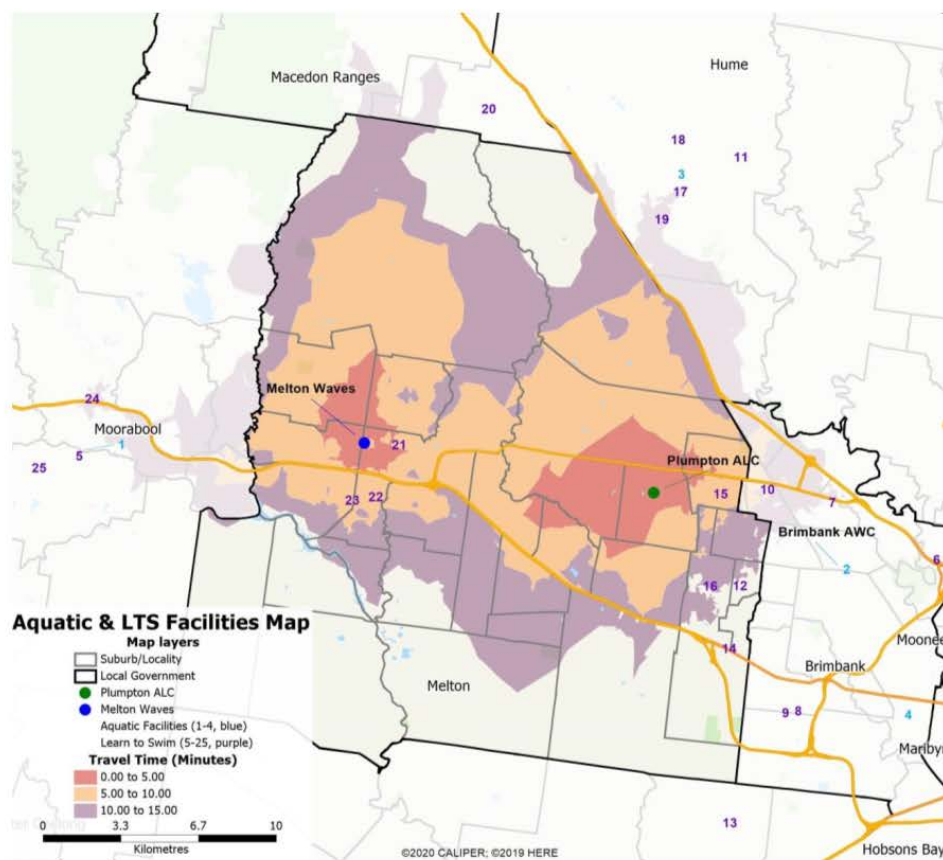


Figure 8: Existing Learn to Swim Facility Provision

The review of existing facilities indicates:

- There are a total of 25 aquatic facilities located within Melton and the surrounding local government areas.
- Of the existing facilities 5 are community facilities owned by Melton and surrounding local government authorities and 20 are private facilities primarily offering learn to swim classes.
- Of the community facilities five are outdoor seasonal pools and eight are indoor aquatic and leisure facilities offering all year-round access.
- Moorabool Shire Council have plans to develop an indoor aquatic facility as part of the indoor stadium currently being constructed. Funding for the aquatic facility is yet to be confirmed.
- East Keilor Leisure Centre and the Brimbank Aquatic and Wellness Centre have been constructed in the last two years. These facilities have been well received and service the catchments within their local government areas they are located within and neighbouring municipalities.
- There are no major aquatic facilities withing a 5km radium (Primary Catchment Zone) of the planned Plumpton facility.
- The review indicates there are 20 privately owned learn to swim facilities within the surrounding regional area. Of these learn to swim facilities there are only two facilities located within the 0-15 minute drive time catchment of the proposed Plumpton facility.

The future population of the southern sector of Melton clearly indicates the position of the new centre in Plumpton is well located and will maximise its future user catchment. Due to the planned increase in population, the centre will need to ensure that it can cater for more than 150,000 residents living within a 0-15 minute drive time from the facility.

4. Industry Trends

This section provides an overview of the trends, business drivers, lifecycle costs and community benefits of aquatic and leisure centres.

4.1 Mega Trends

As identified by the Commonwealth Scientific and Industrial Research Organisation, six megatrends – an important pattern of social, economic, or environmental change - are likely to shape the Australian sports sector over the next 30 years.



Figure 9: Sport Megatrends

These trends are described in detail below.

- A perfect fit – Individualised sport and fitness activities are on the rise. People fit sport into their increasingly busy and time-fragmented lifestyles to achieve personal health objectives.
- From extreme to mainstream – This megatrend captures the rise of lifestyle, adventure, and alternative sports, which are particularly popular with younger generations. These sports typically involve complex, advanced skills and have some element of inherent danger and/ or thrill-seeking.
- More than sport – Governments, businesses and communities increasingly recognise the broader benefits of sport. Sport can help achieve mental and physical health, crime prevention, social development, and international cooperation objectives.
- Everybody's game – Australia and other countries of the Organisation for Economic Cooperation and Development face an ageing population. This will change the types of sports we play and how we play them.
- New wealth, new talent – Population and income growth throughout Asia will create tougher competition and new opportunities for Australia both on the sports field and in the sports business environment.

- Tracksuits to business suits – Market forces are likely to exert greater pressure on sport in the future. Loosely organised community sports associations are likely to be replaced by organisations with corporate structures and more formal governance systems in light of market pressures. The cost of participating in sport is also rising, which is a participation barrier for many people.

In addition, our research has identified a range of general sport and recreation participation trends that are likely to impact on local communities in the future. These are:

- **A gradual ageing of the population.** As life expectancy increases, birth rates stay low and the “baby boomers” of the 1950s and 1960s grow older. This is placing a demand on providing specific older persons programs.
- **Flexibility in the times when people recreate.** As demands on people’s time increases and work practices change, people are seeking to take their sport and recreation at different times, over a broad spread of hours and at facilities that offer a lot of activities under the one roof. Health and fitness facilities are particularly attractive and getting easier to use, as many are open 12 to 16 hours per day, 7 days a week, with some now also open 24/7.
- **Increased variety in sport and recreation options.** People’s sport and recreation options are changing towards newer more varied activities offered over a greater range of timeframes compared to previous decades where limited variety in activities and scheduling occurred. This has supported the trend to more multi-use facilities to attract a broader range of users as well as multiple programs to meet different needs at the one facility.
- **Constraints to sport and recreation participation.** Lack of time, lack of facilities close by, family and work constraints, health problems and cost of service or use of facilities are the main constraints to many people’s sport and recreation participation. The development of targeted markets of users, programs and services at many health and fitness centres has assisted in reducing some of these participation constraints.
- **Changing employment structures, trading, and work hours.** These trends often make participation in traditional sport and recreation activities difficult and therefore people are looking for facilities that are open longer hours and have a lot of activity options at the one site. This makes opportunities such as indoor sports courts attractive as their long opening hours and days open per year means usage can be made in a wide range of social, training, competition, and educational settings.
- **Different people want different activities.** The different population characteristics sees the need for facilities to offer potential users a much more varied range of programs and services than previously offered. All year round available indoor and outdoor sport and recreation facilities also provide the greatest diversity of activities throughout the different seasons impacted by the areas weather.
- **Provision of high standards and quality of facilities and services.** People are more and more looking for high standard, high quality facilities and services to meet their sport and recreation needs. This has also seen the trend for indoor facilities becoming very popular as they allow activity in safe and secure spaces in all weather and environmental conditions. This leads to indicating that building low standard, low-cost facilities will not attract the maximum user market. The development by a number of peak sporting bodies of sport specific facility standards and guidelines has also placed pressure on facility providers to meet higher standards of provision.
- **Desire for activities to be affordable.** The development of multi-purpose fitness and indoor sport centres has enabled the high operating cost activities to be cross subsidised by more profitable activity areas such as health and fitness, food and beverage and entertainment areas. This has enabled many facilities to keep general entry fees low to encourage use whilst seeking users who want special services to contribute at a greater level to the cost of such activities. In general, there is a greater reliance on locally accessed and lower cost opportunities by those without the resources to travel and pay for more expensive activities.
- **Recognition of strong links between physical activity and health.** Preventative health care and active lifestyles are very important to many people and health and fitness and indoor sport activities are becoming a large part of people’s activity choices. There is increased recognition of the strong links between involvement in recreational activity and good health, and the development of appropriate activities and services, which support this.

- **Expectations of equity and access.** Today's society expects all abilities and people with disabilities to be catered for in public facilities. This has seen improved design features to increase accessibility to and within such facilities. Added to this is the growing array of programs and activities offered to people of all abilities, physical condition, and skill levels.
- **Sustainable Development.** There are specific trends relating to leisure and sporting facility development such as sport facility planners and operators need to respond to community demand for more sustainable and eco-friendlier infrastructure.

4.2 Design Trends

Over the past ten years, market trends have influenced the nature of facility design and planning. Increased competition from commercial health and fitness operators, particularly low cost and low service, 24/7 gyms and boutique program studios and franchises, has reduced market share for most council-owned facilities. The low weekly fees of 24/7 gym operators and studios is particularly appealing to the price conscious gym member who is prepared to accept a low service model (i.e., no or little personal supervision of the gym floor) in return for a low weekly fee.

The health and fitness market has become fragmented due to the growth in smaller boutique operators such as boot camps, personal training, Pilates and yoga. Local government facilities have traditionally provided no access for 24/7 use, full supervision of activity areas and programming to cohorts not targeted by the commercial market. This has come at increased costs to these facilities and combined with the higher wages in Council Enterprise Agreements, tends to be reflected in higher price points compared to the low-cost gym market.

Only those local government facilities specifically designed to attract, retain and maximise attendances from a broad cohort of user segments have maintained market competitiveness.

In this same period new providers have entered the Learn to Swim market and existing providers have improved their standards. This has required a more commercial management response from council-owned facilities to minimise the impact on learn to swim customer acquisition and retention from these private competitors.

Increased competition, combined with increasing and significant capital investment in the public and private sector, has created a more discerning customer, focused on the quality of services and facilities. In response, some councils have invested heavily in new and refurbished facilities, lifting the quality and range of services delivered at centres. This has increased expectations and demands from ratepayers at other councils. Aquatic centres that lack a broad range of services and do not reflect customer expectations for quality, are getting left behind and perform poorly in participation rates and financial outcomes.

Over the past decade, there has been a greater emphasis on the development of a variety of spaces within aquatic and recreation centres. These are outlined in the table below.

Table 10: Aquatic and Leisure Centre Design Trends

Area	Comment
Aquatic area	
Dedicated Program Pools	<ul style="list-style-type: none"> • Designed for learn to swim specifically and may cater for a variety of aquatics programs. • The shallower depth mitigates reticence experienced by some children learning in larger, deeper aquatic spaces. • The warmer water ensures user comfort for the lesson duration and assists with retaining students through the colder months. • Further benefits of dedicated program pools include: <ul style="list-style-type: none"> ○ financial sustainability – revenues offset costs of non-commercial activities such as lap swimming ○ increased physical activity of children ○ enhanced water safety skills within the community.
Warm water pools	<ul style="list-style-type: none"> • Used for rehabilitation and therapy, these pools have become one of the highest use spaces within public aquatic and leisure centres. These pools are increasing in size to cater for increased demand.

Area	Comment
	<ul style="list-style-type: none"> • Demand for these pools is projected to grow with the aging population and to assist people living with disabilities, mobility issues and people with chronic health problems. • Further benefits of warm water pools include: <ul style="list-style-type: none"> ○ financial sustainability – revenues from parent/child learn to swim classes conducted in this pool can offset costs of non-commercial activities such as therapy, rehabilitation. ○ Equitable and inclusive access for people of all abilities. ○ Often combined with aquatic wellness areas such as spa, sauna and steam rooms, these spaces provide areas for social interaction and connection.
Water play/leisure water	<ul style="list-style-type: none"> • These areas may include enclosed slides which provide an activity for older children and youth which are traditionally not well catered for. • Well considered pricing strategies are required to minimise any participation decline of water slides once the honeymoon period ceases. • Year-round water play containing water jets and other leisure play opportunities can create destination venues for younger children in the 1-12 age cohort. • Further benefits of leisure water include: <ul style="list-style-type: none"> ○ financial sustainability – can attract Learn to Swim enrolments when students are encouraged to stay and play following lesson times. ○ financial sustainability – can increase secondary spending (food and beverage) as families likely to increase their length of visit in the centre.
Health and Fitness (Dry) area	
Dry program rooms	Major facilities are providing three and up to four multi-purpose rooms with a greater emphasis on programs for older adults and a much broader range of opportunities, including Pilates, Yoga and Boot Camps.
Gymnasiums	<ul style="list-style-type: none"> • Gymnasiums are now well planned to maximise group and personal training experiences. • Separate zones are provided for small group functional training within the main gym.
Allied Health	<ul style="list-style-type: none"> • Some major redevelopments are partnering with local health care providers to provide a holistic health care model. • This can position the centre as a health hub within the community and can draw people into the centre that may not otherwise have attended. • Program design can be aligned to provide pathways for people from the allied health services to the centre's own programs and services.
Amenities	
Group change areas	<ul style="list-style-type: none"> • The introduction of leisure water and dedicated program pools can attract significant numbers of families and small groups requiring dedicated change spaces. • Specific change areas containing a central "village" and variously configured smaller break out cubicles can build a sense of safety and improve customer satisfaction.
Changing Places change facilities	<ul style="list-style-type: none"> • Changing places and other accessible amenities are now considered essential in new facilities and are often being retrofitted or added to existing facilities. They are generally located adjacent to warm water pools.
School change areas	School change facilities and a separate, dedicated access point for schools and large groups, has enhanced the safety and supervision of these groups and reduced the demands in other change areas.
Other	
Technology	<p>Technology improvements in the past 10 years offer many benefits to leisure and recreation centres. While technology uptake in Council owned facilities has been moderate, planning and design considerations now include:</p> <ul style="list-style-type: none"> • Self-service entry through improved entry foyer and reception design • 24/7 gym access including gate access control, CCTV and duress alarms • Gymnasium equipment software and apps • Booking software and apps (e.g., live lap lane availability) • Virtual and on-demand delivery options • Data tracking and engagement software • Attendance counting software • Plant room, maintenance and incident management software.

Area	Comment
	The combination of these technology improvements can help increase customer satisfaction, decrease labour costs and increase operational efficiencies.
Meeting spaces	Some developments have incorporated the provision of community meeting spaces for a range of activities, including community meetings, sports clubs and associations meetings, educational sessions, staff training and development, special needs groups sessions and programs for members of disadvantaged communities.
Cafe and Merchandise	<ul style="list-style-type: none"> Café models are continually evolving depending on the size of the facility. They are becoming vital social hubs within facilities. Contemporary designs have wet and dry lounge zones, self-service or grab and go capability, and healthy food options. Retail areas are often increasing in size and have become significant revenue streams for facilities. Modern designs allow “movement through or past” the merchandise areas to encourage emotional or convenience purchases.

4.3 New Innovations – Water Sensory Area

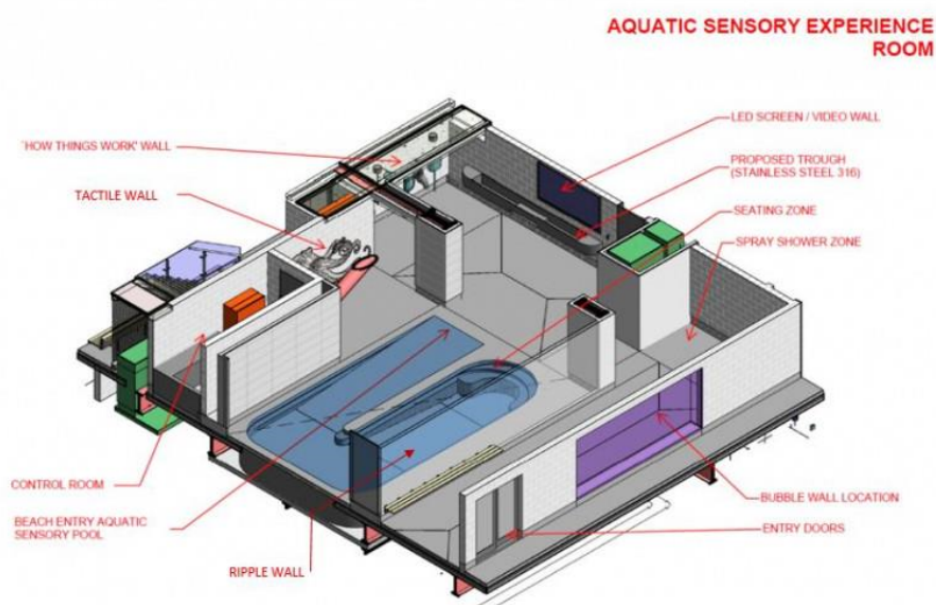
To provide a point of difference Council may wish to consider innovative components such as a water sensory room. When Metro Sports Facility in Christchurch New Zealand opens in 2023, it will be the largest aquatic and indoor recreation and leisure venue in New Zealand, and it will include an Aquatic Sensory Experience.

The high-tech multi-sensory environment has been specially designed to cater for people of all ages and abilities to create opportunities and connections that enhance and contribute to wellbeing.

Multi-sensory spaces are known to significantly benefit people with disabilities. This is because the design of the facility encourages fun, relaxation, intellectual activity, language and social skills in a fun and explorative way.

Sensory stimulation can be controlled and matched to meet the needs of the individual where they have choice and control. This upholds a rights-based framework that values the lives of people with disabilities by encouraging full participation.

The following image details the proposed aquatic sensory experience room.



The key features of the room include:

Aquatic Sensory Experience	Key Features
Heated Pool	Beach entry, 0.9m at the deep end
	Eight water features - fountains, misting spray and jets that can be activated by sensors/switches
Interactive features	Bubble column with interactive water features
	'How Things Work' wall where the flow of water through pipes can be controlled
	Interactive projector screen with video images
	Tactile wall panel relating to Canterbury area including fish, birds, rivers and mountains
Accessibility	Ripple wall
	A fully accessible sensory room located on the ground floor of the new Metro Sports Facility
	Accessible changing rooms
	Wet wheelchairs
	26 disability parking spaces

The following images provides an artist impression of the Aquatic sensory experience and some examples of interactive features that could be considered.



Bubble Wall



Ripple Wall



Tactical Wall



Water fountains

4.4 Aquatic and Leisure Facility User Markets

Detailed planning and comprehensive feasibility studies identify the key user profiles of successful centres. The research indicates that for centres to be both financially and socially viable they must equally cater for four distinct user markets, summarised in the figure below.

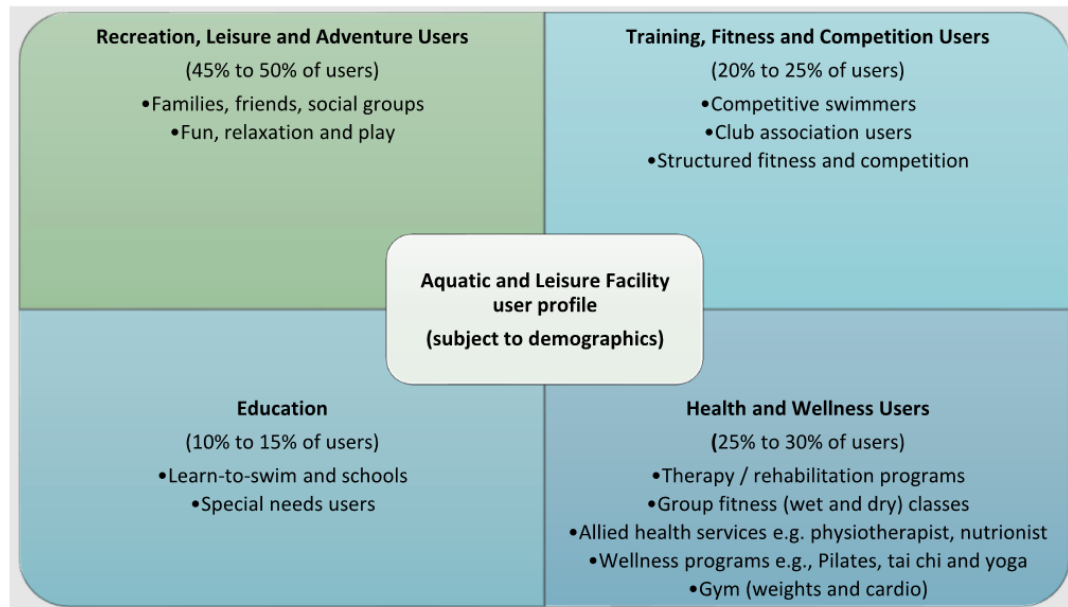


Figure 10: Main Aquatic and Leisure Facility User Markets

4.5 Facility Modernisation

The most successful contemporary facilities attract all user markets, draw users from a large catchment and should be set up to allow people to participate in a range of activities at one site. The education market requires hot water pools and water depths with some straight edges and easy water access.

The health and therapy market require hot water pools and associated health relaxation areas, such as spas and saunas. As such the further addition of health and fitness facilities (many centres returning 125% to 180% of expenditure), spas and saunas, allied health centres, sports medicine, health, therapeutic services, social areas, and cafés have been very successful at many aquatic and leisure facilities. This is because they add to the user experience and attract people to attend these facilities more often.

A review of successful modern aquatic and leisure facilities shows the following ingredients are required for success:

- **Large population catchment:** High profile site central to large population areas.
- **One stop shop:** Clustered facilities that offer a large range of activity areas at the one site will maximise use and help share the costs. These facilities are more viable and sustainable.
- **Reduce operating losses:** Need a mix of community and commercial activities at the one site, however the location needs to be right to make this viable.
- **Multiuse and programmable spaces:** Need to offer a diverse range of universally designed facilities, programs, and memberships to keep users coming back.
- **Cater for all ages and interests:** Need to develop facilities for broad range of people. Increasingly children and families are recognised as core users of these facilities which must contain an element of fun to attract and retain these users.

- **Community/social hub:** Needed to offer quality food, beverage, social and entertainment spaces. This could also provide a range of other services like community and cultural services, health, and allied services and/or commercial precincts.
- **Complementary service:** The facility is part of a wider network of facilities and offers complementary services and catchments to other major facilities.
- **Sustainable management and operational model:** The management model supports sustainable business principles including optimising existing assets and embedded investments.
- **Underpinned by local use:** A major aquatic and leisure facility is underpinned by local use whilst the design can support events.
- **High quality treatment:** Facilities with a high quality of treatment and spaces designed to welcome and are easily accessible and connected.
- **ESD:** Incorporate ESD initiatives to help minimise operational costs and meet funding requirements. Reducing energy consumption, CO2 emissions and water use are now vital considerations in the design process. The design of the proposed Northcote Aquatic and Recreation Centre will deliver a 6-star energy standard. It will be the first Victorian ALC to meet 6-star rating requirements. The Brimbank Aquatic Centre has car charging stations in the car park and batteries to store energy from the Centre's solar panels. The increasing cost of utilities, which has forced the closure of some international aquatic venues, necessitates the introduction of ESD measures to reduce the carbon footprint and operational costs of these facilities.

4.5.1 Modern design and management opportunities

Opportunities to improve social, economic and health outcomes at Aquatic and Leisure Centres include but are not limited to the following:

- The removal of pricing and language as a barrier to usage to increase participation and facilitate social inclusion.
- Increasing the size of warm water pools to cater for an aging population and provide more equitable access for all abilities.
- Designing, integrating and co-locating centre programs services with allied health services to develop partnerships between providers and encourage the positioning of these centres as community health hubs.
- Aligning Council Health and Wellbeing Plans and known health issues in the local community to deliver targeted programs to meet these issues at the local level.
- Providing "fun" opportunities to maximise attendance from older children and teenagers.

4.6 Business Drivers

Industry trends demonstrate there are two key business drivers that contribute to the bottom-line operating performance for aquatic and leisure centres. These business drivers, not surprisingly, match services provided by the commercial market, primarily because there is operating surplus (profit) to be made. The two key business drivers are:

1. Memberships
2. Learn to Swim enrolments.

It is therefore critical to ensure that facility developments, particularly the gym, group exercise rooms, learn to swim pools and supporting amenities are correctly planned and sized to maximise the performance of these areas, which can offset operating deficits incurred by other activity areas.

To validate the industry trends, the consultant team researched a sample of facilities, of varying size and age (AquaPulse, Ivanhoe Aquatic Centre and GESAC), as outlined in the following table. The research confirmed that there are two common key business drivers that contribute on average 73% towards to total centre revenue. Data from 2018/19 was used for this analysis to mitigate any negative business impact from forced Covid-19 closures.

Table 11: Activity Area contribution to total revenue

Facility	% Contribution of memberships to total revenue	% Contribution of learn to swim to total revenue	Combined contribution to total revenue
Centre A	36%	31%	67%
Centre B	34%	32%	66%
Centre C	53%	34%	87%
Average	41%	32%	73%

Note: Centre names are not identified due to privacy and commercial in confidence data.

An analysis of the table above indicates that:

- On average, memberships contribute approximately 41% and learn to swim programs contribute approximately 32% towards total centre revenues. They are the primary business drivers in an aquatic and leisure centre.
- The total contribution of the two business areas is, on average, 73% of total centre revenue.

4.7 Lifecycle Costing

Aquatic and Leisure Centres are significant assets for most councils. They are increasingly expensive to build and require constant maintenance to ensure they perform at their best over their expected 40–50-year lifecycle.

Determining the cost of an Aquatic and Leisure Centre asset over its lifecycle requires consideration of the construction costs, depreciation adjustments operational maintenance and repair costs and capital renewal and upgrade costs.

The asset lifecycle is shown in the following figure:

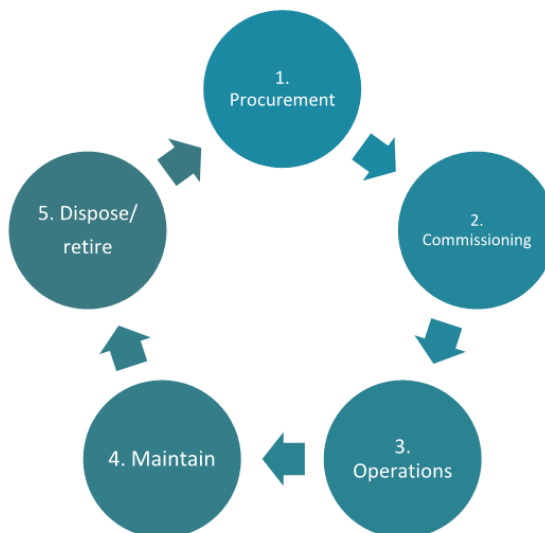


Figure 11: Asset Management Lifecycle

Procurement is the first lifecycle stage. Aquatic and Leisure Centre “purchases” are made by a thorough planning process, including feasibility studies and supporting business cases. Needs are identified and strategies are developed to justify the expenditure.

The **commissioning** stage involves construction and preparation of the asset for use. This stage involves tests for physical defects as well as design and engineering problems.

Operations is the longest stage of asset lifecycle management. Revenue and returns earned on the capital investment are realised. The focus during the utilisation stage is to maximise the output from the asset.

The continuous use of Aquatic and Leisure Centres for up to 15 hours each day, 363 days per year, puts enormous wear and tear strains on these assets. Combined with the presence of a highly corrosive environment in chlorinated pool water, scheduled and re-active **maintenance** becomes a common occurrence. Maintenance is regularly required to increase the productive life of these assets.

The decision to **dispose** of an asset is based on its ability to continue to provide service deliverables. Once an Aquatic and Leisure Centre can no longer meet the needs of the community it serves, a decision must be made to retire or to replace the asset.

Detailed Asset Management Plans (AMPs) should be prepared by the asset owner during the commissioning phase for Aquatic and Leisure Centres. Many new facility developments have 30–40-year Asset Management Plans containing indicative Capital Replacement Fund Plan and Facility Maintenance Plans. These plans provide estimated costs for each asset by description, quantity and cost over a 30–40-year lifecycle. The plans help Council with an initial budget from which to forecast and plan future expenditure and a strategic asset management planning model to forecast funding requirements.

4.8 Community Benefits of Aquatic and Leisure Centres

Sport and active recreation are a valuable part of community life. It promotes active lifestyles and helps develop valuable social networks and contributes to the liveability of communities. Benefits of community sport and recreation infrastructure include:

- **Health Benefits** - Regular activity improves physical and mental health and reduces the risk of obesity and lifestyle-related illnesses. An active lifestyle contributes to general wellbeing, productivity, and performance. Research shows that the benefits of physical activity extend to mental health, community wellbeing and social capital. Sport can help people to feel a part of their community.
- **Economic Benefits** - Sport and active recreation is a growing industry that creates jobs and attracts visitors. An active population leads to improved productivity and assists in reducing preventative health costs.
- **Social Benefits** - Sport and active recreation bring people and communities together, contributing to a stronger, more inclusive society. Sport creates connections within a community and offers a way to drive inclusion and acceptance in society. Participant diversity makes sport an ideal forum to reach people from every age group, cultural background, demographic, and socio-economic group. Government and non-government policies for community development and social inclusion often use sport as a mechanism to drive change.

4.8.1 The Value of Sport Infrastructure

In 2018, Australian Sports Commission and KPMG published a report titled: The Value of Community Sport Infrastructure: Investigating the value of community sports facilities to Australia. The report's headline finding was that annually community sport infrastructure is estimated to generate more than \$16.2 billion annually to Australia. This includes:

- \$6.3 billion in economic benefits, including 33,900 FTE jobs and \$5.53 billion in increased productivity.
- \$4.9 billion in health benefits, including \$500 million in health system benefits and reduction of many personal health concerns, including a reduction in chronic diseases, reduction of anxiety and depression.
- \$5.1 billion in social benefits, including \$4.2 billion in human capital uplift through contributing to improved educational and employment outcomes.

The report states:

In a competitive funding environment, proponents of community sport infrastructure projects must be able to demonstrate that their proposals will deliver value to their communities more broadly than only to direct interest groups (whether that be sports clubs, state sporting organisations, or other community groups).

The Value of Community Sport Infrastructure report outlines potential outcomes for the sector and policymakers. This includes:

- A shift from seeing the provision of community sport infrastructure as a 'cost' to an 'investment, impact and value' to communities.
- Opportunity for further collaboration across all levels of government and government departments to deliver improved value to communities.

Three critical factors to drive social benefits are:

- Management structures that are specifically designed to deliver the intended outcomes.
- Leadership and supervision of activities that facilitates positive and inclusive relationships between participants.
- Programming that promotes frequent participation and active engagement.

Limitations to optimising the benefits of community sport infrastructure may include:

- Single-use facilities (either by design or management/use) as opposed to multi-use facilities.
- Constraints in fostering inclusive environments or adopting universal design principles (often given the age of the infrastructure).
- Inadequate facilities (e.g., lack of female change facilities).
- Peak demand loads, particularly in the afternoon and evening.
- Imposed physical barriers to accessing facilities (e.g., fences).
- Historical lack of flexibility by sports to develop tailored programs and products to work within facility constraints.

The graphic below provides a summary of the Sport Australia report on the value of community sport infrastructure.

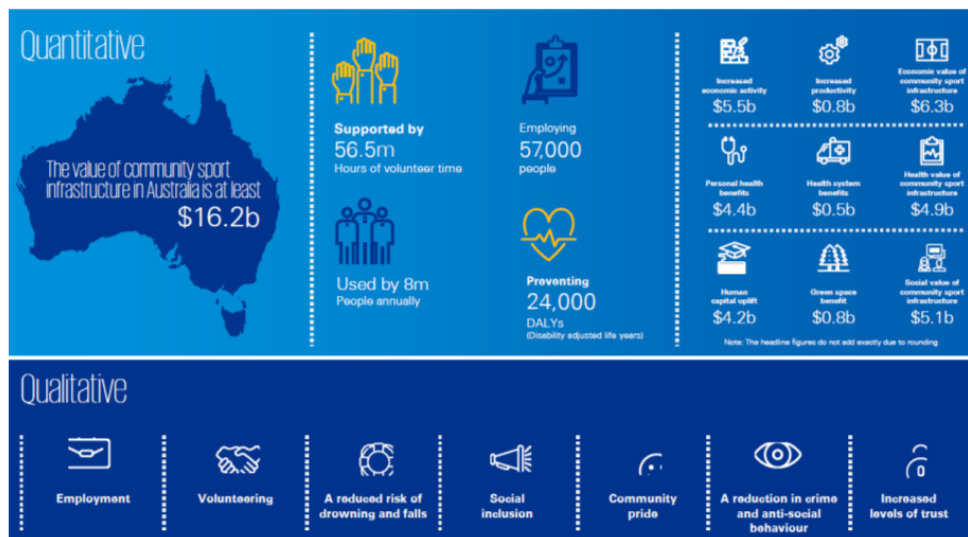


Figure 12: Summary of the Sport Australia report into the value of community sport infrastructure

4.8.2 The Value of the Aquatic Industry

In 2021, Royal Life Saving Australia engaged Price Waterhouse Coopers (PWC) to investigate the value of the aquatic industry. The Social, Health and Economic Value of the Australian National Aquatic Industry report (July 2021) found the industry's total benefit to be **\$9.1 billion annually in economic, health and social benefits**. The following graphic provides a summary of the key economic, health and social benefits.

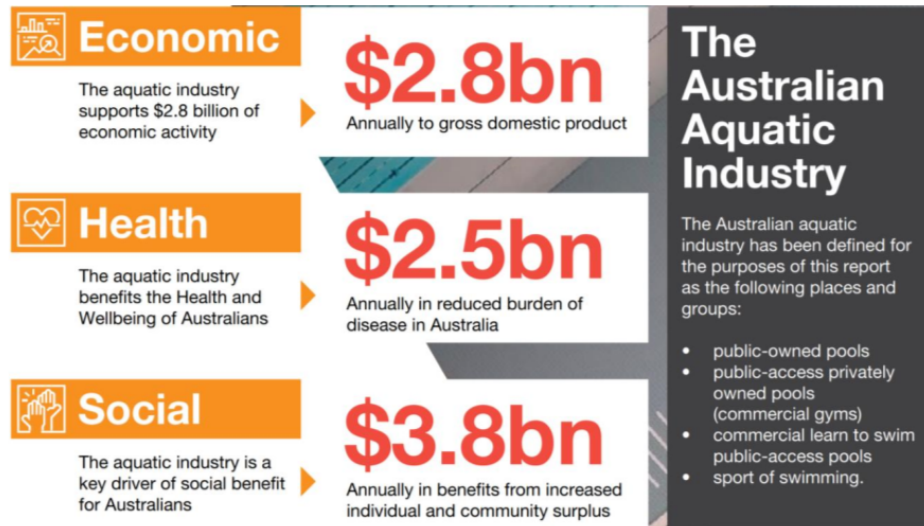


Figure 13: Summary of the Royal Life Saving Australia report into the value of the aquatic industry

The report provides a range of aquatic specific indicators, including a **\$4.87 social return on investment in capital cities**.



Figure 14: Summary of aquatic industry value indicators by Royal Life Saving Australia and PWC.

5. Plumpton Aquatic Leisure Centre

The Plumpton Aquatic Leisure Centre (PALC) will be designed as a district size aquatic centre. This section reviews the proposed facility site and potential components for this size facility.

Based on the agreed layout/concept plan an Indicative 25-year assumption based financial modelling has been developed for the facility for provide a guide on likely visitation and operational performance

5.1 Site Overview

The Plumpton PSP reserves a site of approximately 36,000 square metres for the future development of an aquatic leisure centre off Beattys Road, Fraser Rise.

The site is located adjacent to a proposed prep to year 12 government school and a community facility.

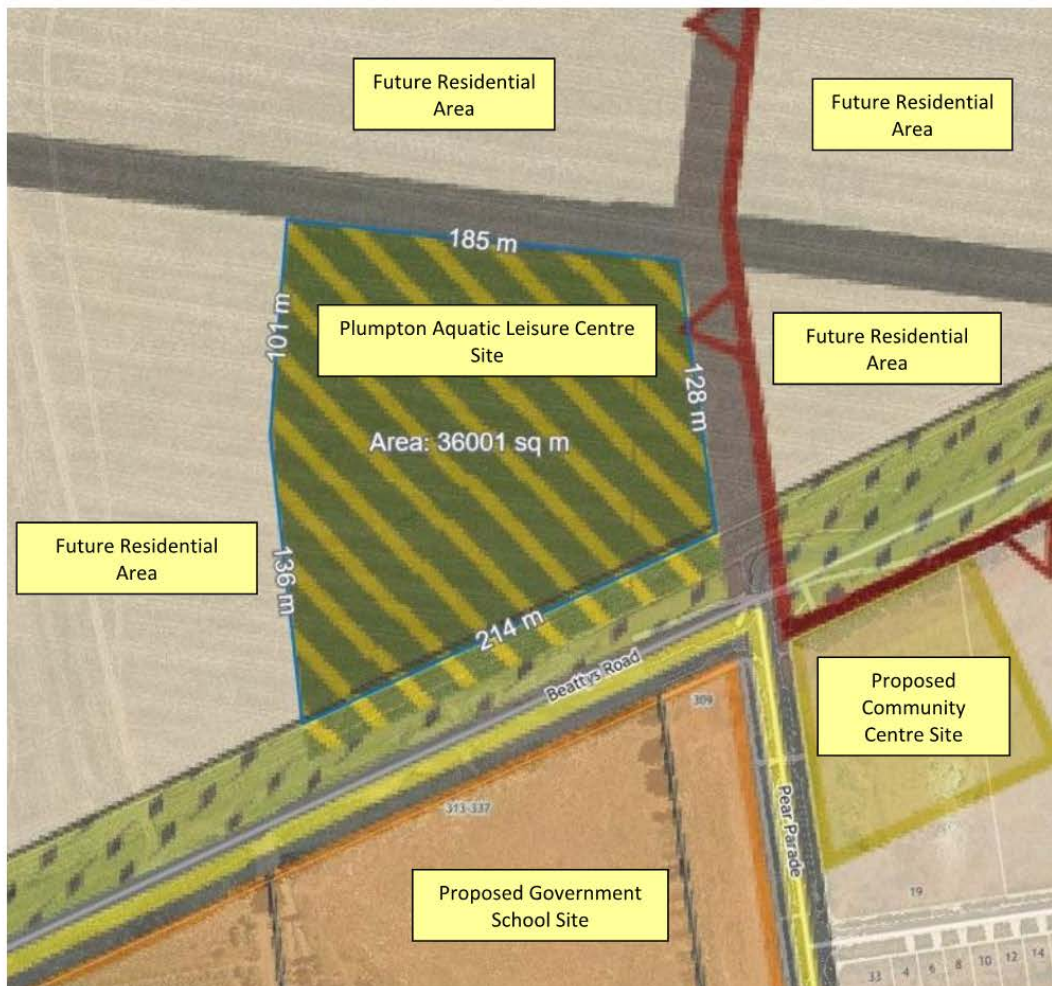


Figure 15: Proposed aquatic and leisure centre site

Discussion with Council officers has indicated the following key issues:

Land Ownership

- Council to seek to apply a Public Acquisition Overlay (PAO) to facilitate the land acquisition for Plumpton Aquatic Leisure Centre.

Community infrastructure

- In relation to the school site, the land acquisition funding has been announced for Plumpton P6, however there has been no announcement about the construction timing of the school as yet.
- The Plumpton Community Centre and Neighbourhood House opposite the aquatic site will be located on the Corner of Beattys Road and Pear Parade and this is scheduled to be operational in 2025.

Road Network

- There is currently no seal along Beattys Road past Modena Road. It is proposed that the 650m section from Modena Road to the Aquatic site will be upgraded.
- The proposed road would provide interim access along Beattys to the Aquatic site, as there are no other roads proposed.
- The new Hopkins Road alignment through the Plumpton PSP to the Melton Highway will be the main north south connector road through the precinct. This will ultimately be a six-lane arterial road. This road is a medium-term, and as such the timing on the delivery of this road is not yet known (likely to be in the order of 5 to 10 years).
- The existing north-south Plumpton Road will continue to function until such time as Hopkins Road is delivered.
- The timing for the development of the proposed internal east-west roads connecting into the aquatic site are unknown and will be delivered as part of ordinary subdivision works at the time of the development of the land.
- The timing of the proposed Tarleton Road connecting into Hume Drive, the main east-west arterial road is unknown. The road is proposed as a four lane and construction will be dependent on the progress of development in the area.

Road Reserve

- The PSP provides for a 60-metre-wide linear open space Road Reserve on Beattys Road that will primarily provide a green connection through the precinct.
- The Beattys Road reserve is identified within the PSP as uncredited open space. There are a series of cross-sections within the PSP that show conceptual design outcomes to be achieved to the satisfaction of the Responsible Authority.
- The intention through the PSP process was for the Beattys Road Reserve to retain the street function while delivering a continuous linear park function along its length, with development fronting the reserve and maximising use of the linear park for walking, cycling, play, community facilities and as a direct connection to the Major Town Centre.
- Vehicle connections will be minimised to ensure the proposed function of the Road Reserve is maintained as intended. In the interim the area may function slightly differently to enable traffic flow through the precinct until such time as permanent roads are delivered through development of the surrounding neighbourhood.

5.2 Updated Facility Options Component Brief

The 2017 Business Case developed a facility component schedule to assist with developing facility layouts and operational modelling. The Consultant team have updated the component schedule to reflect current trends and learnings for the development of contemporary district aquatic and leisure centres. The component schedule on the following page summarises the 2017 components and associated reasons for proposed changes where applicable. A detailed more detailed component schedule is attached as Appendix 4.

Table 12: Facility Component Schedule – Updates and Changes

Indoor Pool Hall

Facility Components (2017)	Trends and Learnings (Since 2017)	Impact on 2017 Concept Plan
Main indoor competition pool 51.5m pool with 10 lanes	<ul style="list-style-type: none"> Spectator seating (400 seats) to support carnivals. 	No impact - seats run along the length of 50m pool.
Spa/Sauna /Steam	<ul style="list-style-type: none"> Based on industry trends provision of an accessible spa along with able bodied spa for equitable access for people with disabilities. 	35m ² required for an additional spa.
Warm water program pool Learn to swim (LTS) pool Toddlers pool	<ul style="list-style-type: none"> Increase the length of the warm water and LTS pools by 5m each to 10m x 20m in line with industry trends. Split toddlers and LTS pools to improve functionality and ensure pools can remain operational during incident (i.e., contamination). Provide a LTS office. 	Areas configured differently to 2017 concept.
Splash Pad and Water Play	<ul style="list-style-type: none"> Increase size of water play and splash pad to 500m² (from 344m²) to provide an area of sufficient size to create unique attractor for family social markets. 	Areas configured differently to 2017 concept.
Water Slides and Tower	<ul style="list-style-type: none"> Industry experience and benchmarking indicates the need to have multiple slides of differing challenge levels to appeal to different market segments Slide 1 – family/younger children Slide 2 – adventure/teenager slide 	Same size requirement for 1 or 2 slides. Further analysis of capital cost v. operational benefit required.
Filtration plant and storage	<ul style="list-style-type: none"> Size of plant room is driven by aquatic components and related plant and equipment. Workstation/bench required for plant operator manual tasks 	Up to a 460m ² increase.
Pool storage	<ul style="list-style-type: none"> Provision of pool storage is often under provided for and overlooked in 2017. 	Approximately 90m ² required based on benchmarking.
Total Indoor Pool Hall	<ul style="list-style-type: none"> Estimated increase of around 134m² 	4546m²

Health and Fitness Areas

Facility Components (2017)	Trends and Learnings (Since 2017)	Impact on 2017 Concept Plan
Gymnasium / Weights Room	<ul style="list-style-type: none"> No change 	No impact
Group Fitness Rooms	<ul style="list-style-type: none"> Increased range of flexible multipurpose rooms to cater for current trends. Include provision for Pilates, yoga, group fitness, spinning. 	Up to an 80m ² increase to cater for current trends.
Allied Health / Wellness	<ul style="list-style-type: none"> Reduced allied health / wellness provision based on recent benchmarking. Outsource allied health / wellness services. 	Decrease by around 32m ² based on recent benchmarking. Further analysis of capital cost v. operational benefit required
Total Health & Wellness	<ul style="list-style-type: none"> Estimated increase of around 48m² 	1908m²

Other Areas		
Front of House	<ul style="list-style-type: none"> Provision of toilets in the non-paying areas was overlooked in 2017. 	Up to 20m ² increase
Food and Beverage	<ul style="list-style-type: none"> Benchmarking indicates need to provide access to food and beverage from both the wet and dry areas. This supports the social/family market use of the facility. Outsource food & beverage service. 	Up to a 60m ² increase to cater for wet area access.
Amenities and Change Rooms	<ul style="list-style-type: none"> Benchmarking indicates need for accessible change cubicles to be provided off concourse of warm water pool – reduces the demand on communal change area. Benchmarking indicates need to provide range of change room options to meet different markets and needs and support the learn to swim program. Various designed change village and cubicles are required to build a sense of safety and customer satisfaction. The provision of 'changing places' facilities was overlooked in 2017. 	Decrease by around 24m ² based on a reconfiguration of amenities and change rooms.
Offices / Administration / Staff / Meeting / Training Rooms	<ul style="list-style-type: none"> Office areas are calculated based on an assumed staffing structure. 	Up to 40m ² increase.
Other Areas	<ul style="list-style-type: none"> Provision of cleaners room was overlooked in 2017. Provision of a communications room was overlooked in 2017. 	Up to 25m ² increase
Total Other Areas	<ul style="list-style-type: none"> Estimated increase of around 71m² 	2241m²
TOTAL	<ul style="list-style-type: none"> Estimated increase of around 345m² 	8695m²

5.3 Concept Plans

Based on the revised component schedule, project architects Peddle Thorp have developed a revised layout concept plan for the proposed Plumpton Aquatic and Leisure Centre detailed on the following page.

5.4 PALC Indicative Capital Cost Guide

Quantity surveyors Turner Townsend have developed an indicative capital cost report for the proposed facility. The cost plan considers the following options:

- Base facility
- Inclusion of water slides
- Inclusion of allied health area

A copy of the detailed cost plan is provided in **Appendix 1**.

Table 13: Indicative Capital Cost Estimate

	Original 2017 Indicative cost	Updated Concept Plan 2023				
		Base Facility 2022	Water slides	Allied Health	Services Infrastructure	Total All Components
Construction Cost	\$45M*	\$54,203,826	\$5,122,820	\$792,172	\$5,040,000	\$65,158,818
Contingencies	Excluded	\$14,364,724	\$1,358,180	\$210,826	\$1,336,000	\$17,269,730
Fees /Authority charges etc	Excluded	\$17,557,450	\$1,460,000	\$288,003	\$1,436,000	\$20,741,453
Total (2023 Prices)		\$86,126,000	\$7,941,000	\$1,291,001	\$7,812,000	\$103,170,001

*Note: * The 2017 strategy excluded the following items in the base case – car parking, foundations, landscaping, services infrastructure, contingencies, furniture fixtures and equipment and fees/authority charges.*

5.4.1 Electrification of Plant Room

Given environmental considerations, many councils are considering the opportunity and benefits of providing fully electrified power source and the removal of gas. The additional construction cost of implementing this strategy in 2023 figures is \$3,036,000.

MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.2 Plumpton Aquatic Leisure Centre Business Case and Funding Strategy

Appendix 1 Plumpton Aquatic Leisure Centre Business Case and Funding Strategy



Figure 16: Plumpton Aquatic Leisure Centre Concept Plan – Ground Floor

5.5 Financial Operating Model

5.5.1 Overview of Scenarios

This section summarises the financial operational performance of the proposed Plumpton Aquatic and Leisure Centre.

The **Otium Analytics Financial Operational Model** provides an assessment of a facility's anticipated operations and utilisation. The model considers the facility's catchment, anticipated revenue streams, programming, membership, staffing structure, overhead expenses, additional costs (such as pre-opening expenses and add on costs), accounts for CPI and business growth over a 25-year period.

The 25-year financial model software was established in collaboration with KPMG via the Business Case for Melbourne Sports and Aquatic Centre (MSAC) in 1996/97. Over the last 25 years, the model has been used and refined for over 250 aquatic, sport, health and leisure facility projects and is recognised by local, state and federal governments as a reputable and reliable business financial forecasting and operational tool.

The key model inputs include:

- Anticipated revenue sources, which could include class income, membership, leases, admission fees etc
- Programming of spaces
- Overhead expenses and distribution
- Staffing levels and wages
- Business growth.

The model outputs include:

- Overall operating position, income per activity space, expenses per activity space
- Total anticipated visitors per activity space
- Revenue and expense per visitor
- Total FTE and wages.

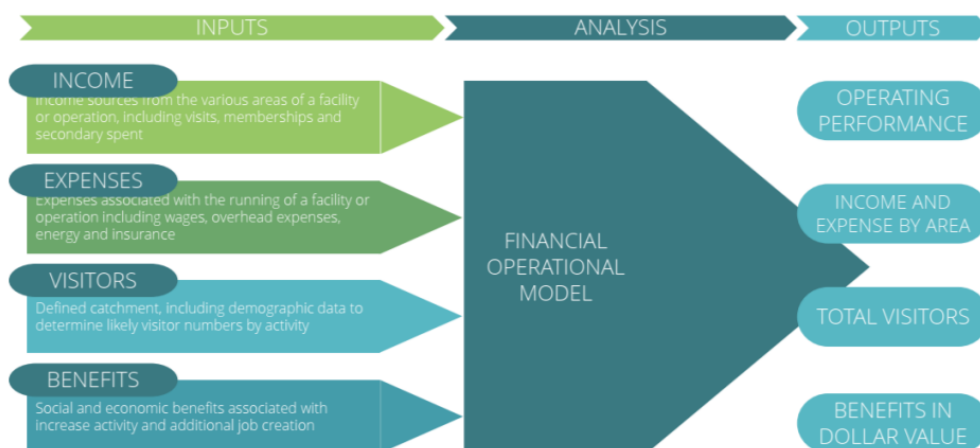


Figure 17: Otium Analytics Financial Operational Model

5.6 Financial Model Assumptions

This section summarises the global impacts and financial operational model assumptions for the facility. The following 25 year external contract management model has been created to understand the impact of the proposed future management of the new facility:

5.6.1 Global Impacts

The 25-year projections are developed using the following global impact assumptions.

The financial models assume existing business and usage in year one. Industry trends indicate leisure facilities increase usage annually and reach business maturity in year three with peak demand. A conservative approach to business growth has been applied for year six onwards. The financial model therefore see the following business growth impacts.

Table 14: Business Growth

Year									
1	2	3	4	5	6	7	8	9	10
96%	98%	100%	101%	102%	103%	104%	104%	104%	104%

Year									
11	12	14	14	15	16	17	18	19	20
103%	103%	102%	101%	101%	100%	100%	100%	100%	100%

Year				
21	22	23	24	25
100%	100%	100%	100%	100%

Other global impact assumptions include:

- The financial model is annually impacted by a CPI increase. This has been set at 2.2% from year 2 to year 25.
- Casual entry, facility hire, and memberships fees price growth are set at 0.5% annually from year 2 onwards.
- An additional 2.5% is provided from year 2 to year 10 to account for increase to a range of different expenses.
- An additional 1% is provided every year to account for salary increases that may occur because of local enterprise bargain agreements and or salary increases.

5.6.2 Business Assumptions

Participation levels, operating hours, fees and charges, recurrent operating expenditure, maintenance, staffing, merchandise sales and lease income assumptions are informed by OPG benchmarking and available information on the current Melton Waves facility.

The following list of business assumptions apply to the model.

Hours of Operation

- The facility will be open for 52 weeks of the year.
- Operating hours have been assumed as 5am – 9pm (Monday to Friday) and 8am – 6pm (Saturday and Sunday).
- The Learn to Swim program will operate for 48 weeks per year with lessons conducted between 9am – 12pm weekdays and 8.30am – 12noon Saturday and Sunday mornings.

- Gym open 24 hours, but staff only rostered during standard operating hours.

Fees and Charges

A fees and charges schedule based on the current Melton Waves prices has been created for the anticipated 2026/27 opening. A 2% compounding annual price increase has been applied to the 2020/21 prices as shown in the table below for the core products used in the model. The detailed schedule of fees and charges is detailed in **Appendix 2**.

Aquatic Visits Assumptions

The following table lists the aquatic visit assumptions used in the models.

Table 15: Key Aquatic Entry Product Assumptions

Product	Total Annual Visits Assumption Used in the Financial Models – Year 3
Adult Swim	26,000
Child Swim	20,800
Concessions	10,400
Family Pass (2 Adults and 2 children)	3,120
Early Bird	10,400
Spectators	10,400
Waterslide Tickets	5,200
Swim, Spa and Sauna	5,200
Free Visits (Under 3)	36,500
School Carnivals Hire	10
Learn to Swim Visits	91,440
Aqua aerobics (Casual)	1,920
Aquatic Membership Visits	28,800

Learn to Swim Program Assumptions

The following learn to swim program assumptions have been made:

- The Learn to Swim program operates for 48 weeks per year (4 week break over Christmas/January)
- Number of classes per week – 381 classes (30 mins per class)
- Class/Student ratio – Average of five students per class
- Student visits per week – Average of 1,905 enrolments.

The population catchment penetration assumption has been calculated as outlined in the table below. Penetration rates can range from 7% - 15% depending on the facility location, population size and competition in the market. A conservative assumption of 9% penetration of the projected 0-14 age population has been used for the learn to swim program, which is consistent with the Melton Waves learn to swim program penetration rate of 9% in 2022.

A conservative competition impact factor has been applied due to the uncertainty of actual competitors at the time of opening the new facility. There are currently four learn to swim competitors in the primary and secondary catchment areas, which is likely to increase prior to 2026.

Table 16: Learn to Swim Population Penetration Assumptions

Age Group	2026 ABS Projections Total Catchment Population (0–15- minute drive time)	Catchment Penetration Assumptions	Total Adjusted Catchment	Competitor Impact Factor	Demand Potential Assumption
Age 0 to 5	15,701	9%	1413	50%	707
Age 5 to 14	26,719	9%	2405	50%	1202
Total Potential Market	42,420		3818		1909

Health and Fitness Membership Assumptions

- The following table shows the number of members assumed for each category including adult, concession and student membership pricing options. There are two membership products which are Gym or Health and Fitness. Both products also include access to the aquatic facilities.
- The total membership numbers have been based on 1.58 members per square metre of health and fitness floor areas. This has been benchmarked against Melton Waves membership data from 2022.

Table 17: Membership Category Assumptions

Membership Product	Type	Total Members Assumption
Gym	Adult	950
Gym	Concession	250
Gym	Student	250
Health & Fitness	Adult	650
Health & Fitness	Concession	200
Health & Fitness	Student	200
Subtotal		2,500
Members Per m²		1.58 members per m²

- A population catchment penetration rate methodology has been used in assessing the potential market size that would be attracted to the PALC site.
- The following table demonstrates the population assumptions and the catchment penetration rate used for the suburbs within the 0–15-minute travel time catchment. The 2026 adult (18 to 85 age groups) population projections have been used for the calculations. A conservative range of between 1% and 4% penetration rate has been assumed for the suburbs depending on their proximity from the PALC site.

Table 18: Catchment Population Penetration Rate Assumptions for Memberships

Suburb	2026 Projected Adult Population	Population Catchment Penetration Rate	Total Members Assumption
Bonnie Brook	1,127	4%	45
Fraser Rise	13,308	4%	532
Hillside	12,720	4%	509
Diggers Rest	5,126	3%	154
Rockbank	8,504	3%	255
Aintree	7,434	2%	149
Burnside Heights	4,268	2%	85
Deanside	8,481	2%	170
Melton	6,757	2%	135
Northern Rural	677	2%	14
Thornhill Park	5,055	2%	101
Burnside	6,856	1%	69
Caroline Springs	18,424	1%	184
Taylors Hill	11,153	1%	112
Weir Views	7,628	1%	76
TOTAL	117,518		2589

Health and Fitness Assumptions

The following table provides the visitation assumptions for the casual entry and membership products for both the gym and health and fitness areas. An assumption of 8 visits per month for each member has been applied in the modelling.

Table 19: Casual entry and member visit assumptions

Product	Total Visits Assumption Year 3
Adult Casual Gym	2,600
Concession Casual Gym	1,300
Adult Casual Group Fitness Classes	7,440
Concession Casual Group Fitness Classes	7,440
Adult Gym Members	182,400
Concession Gym Members	48,000
Student Gym Members	48,000
Adult Health and Fitness Members	93,000
Concession Health and Fitness Members	28,800
Student Health and Fitness Members	28,800

Events/Carnivals

- The model includes 10 school carnivals hosted in the 50-metre pool, with an average of 500 students attending each carnival.

Merchandise

- Merchandise sales are included in the models. This is calculated on a penetration rate of 3% of total visitations, with an average spend of \$10 per visit.

Lease Income

- The model assumes the Café and Wellness suites will be leased to commercial operators. The following table summarises the lease revenue assumptions.

Table 20: PALC Commercial Lease Spaces Assumptions

Leased Area	Size of Space (m ²)	Rental Rate Per m ² Assumption	Lease Income Year 3
Café	240	\$150	\$37,600
Wellness Suites	190	\$210	\$41,675
Total			\$79,275

Operating costs

- Most recurrent operating expenditure including utilities, chemicals, marketing, repairs and maintenance, cleaning, waste and recycling, insurance, materials and consumables are based on the industry benchmarks for similar facilities.
- A gym equipment lease assumption of \$200,000 per year has been applied. Note this could vary according to the amount of gym equipment purchased and the current interest rates for leasing at the time of the gym fit out.
- A management contractor corporate overheads assumption of 8% of operating revenue has been used.
- A management fee of 4% of total income has been applied to the model.

Staffing

The model assumes total staff of 36.4 EFT. The organisational structure detailed on the following page has been created for the external management model.

If the gym is open 24 hours, it is assumed that it will only be staffed during the normal operating hours of the facility.

The table below provides a summary of the external model wages rates used as the assumptions which are based on the Fitness Industry Award.

Table 21: PALC Salary and Wages Assumptions

Position	External Management Model Rate
Centre Manager	\$130,000
Operations Coordinator	\$85,000
Health and Fitness Coordinator	\$85,000
Learn to Swim Coordinator	\$85,000
Customer Service Coordinator	\$85,000
Learn to Swim Team Leader	\$75,000
Programs Team Leader	\$75,000
Duty Manager	\$70,000
Lifeguard	\$60,000
Swim Teacher	\$35.00 per hour
Gym Instructors / Personal Trainer	\$60,000
Group Fitness Instructor	\$50.00 per hour
Membership Sales Officer	\$60,000
Reception/Customer Service Officer	\$60,000

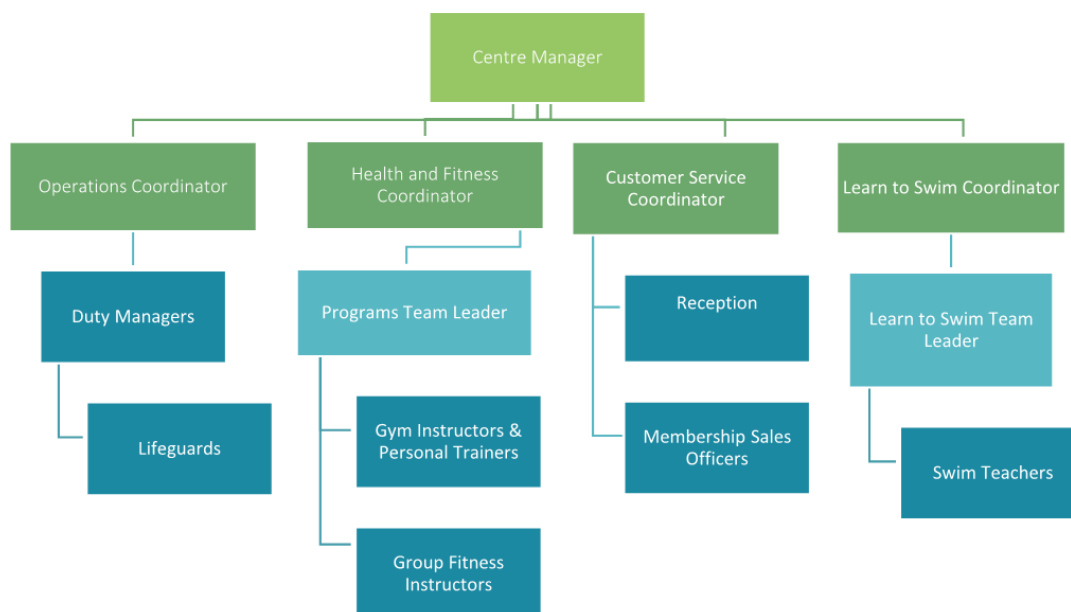


Figure 18: PALC Proposed Staff Structure

Start Up Costs

The following table provides a breakdown of the pre-opening expenses required for the facility.

Table 22: PALC Pre-Opening Expenses Breakdown

Pre-Opening Expenditure Item	External Management Model
Centre Manager Salary (5 months)	\$50,400
Operations Coordinator Salary (3 months)	\$18,750
Learn to Swim Coordinator Salary (3 months)	\$18,750
Health and Fitness Co-ordinator Salary (3 months)	\$18,750
Team Leaders (2 months)	\$35,700
General Staff Salaries Allowance (2 months)	\$20,000
Salary Oncosts (25% of \$162,350)	\$40,588
Allowance for Services/Energy Start Up	\$30,000
Marketing and Promotion Start Up Allowance	\$30,000
HR and IT Start Up Allowances	\$15,000
Start Up Operations Allowance	\$20,000
Tendering support (consultants, probity and legal costs)	\$60,000
Melton Council Contract Manager	\$50,000
Total Start Up Costs	\$407,938

Asset Management and Maintenance

An annual buildings and equipment maintenance allowance of \$164,000 from year 1 has been factored in the operating costs.

Depreciation

- An assumption of 2% of the capital cost has been assumed for depreciation.
- Depreciation appears as a below the line calculation in the models.

5.6.3 Programming Schedules

Detailed schedules for the key program areas of learn to swim and health and fitness have been developed to inform the financial operating model. The detailed schedules are provided in **Appendix 3**.

5.7 Financial Model Outputs

The following section summarises the 10-year average and 25-year average base case business projections and compares the assumptions between the previous option 2 financial model (2017) and the revised PALC Financial Models (2022).

5.7.1 High Level Comparison – Previous 2017 Model and Revised 2022 Model

The table below shows the high level financial performance between the previous model and revised model.

Table 23: High Level Summary – Performance Comparison (Previous Model 10 year average and Revised Model 25 year average)

Performance Indicator	Previous 2017 Financial Model (10 Year Average)	Revised 2022 Financial Model (25 Year Average)
Visitations	702,523	713,759
Revenue	\$7,416,044	\$8,768,119
Expenditure	\$7,265,443	\$8,332,668
Operational Performance (Net Result)	\$150,601	\$435,451
Depreciation	No Calculated	\$1,303,176
Centre Performance (Net Result)	Not Calculated	(\$867,725)

The differences in the two financial models are primarily based around the following **key changes** to the modelling:

- Updated 2026 ABS population projections have been used for the key income drivers of Learn to Swim and Memberships.
- Escalated 2026 fees and charges have been used to drive the revenue outputs.
- Change in the approach to the management of the Wellness Centre and Café services. The previous 2017 model assumed these services would be operated internally; however the 2022 model has assumed a third-party commercial lease which are generally less risk for Council and the operator.

5.7.2 High Level Comparison – Key Income and Expenditure Assumptions Summary

The table below provides a summary of the differences in the assumptions used for the previous model (2017) and revised model (2022).

Table 24: Comparison of Assumptions between 2017 and 2022 Financial Models

Assumption	Previous 2017 Financial Model	Revised 2022 Financial Model	Comments
Key Income Drivers	Rationale	Rationale	
Fees and Charges	Current 2017 fees and charges were used	Escalated 2026 fees and charges assumptions used	Escalated fees used in revised model. Applied 2% compounding increases from 2020/21 fees and charges baseline.
Wellness Centre	Internal management model assumed	Commercial lease model assumed	New model assumes a commercial lease model instead of internally managed wellness centre. Consistent with industry trends over the last 5 years.
Café	Internal management model used	Commercial lease model assumed	New model assumes a commercial lease model instead of internally managed cafe. Consistent with industry trends over the last 5 years.
Learn to Swim enrolments	330 classes per week assumed for year 3	381 class per week assumed for year 3	More advanced population penetration assumption applied. Based on 2026 ABS population forecasts. Growth projections have increased significantly.
Members	1532 members assumed for year 3	2,700 members assumed for year 3	More advanced population penetration assumption applied. Based on 2026 ABS population forecasts. Growth projections have increased significantly.
Income Categories	(10-year average)	(25-year average)	
Wellness Centre Income	\$961,418	\$0	Revised model does not have operating revenue for Wellness Centre. Commercial lease income shown under Sundry Income line.
Aquatic area Income	\$3,052,473	\$4,436,056	Higher aquatic income projected mainly due to higher learn to swim enrolment projections.
Gym Income	\$366,764	\$2,305,587	Higher gym income driven by reallocated membership income.
Health & Fitness Income	\$655,712	\$1,663,818	Higher health and fitness income driven by reallocated membership income.
General Memberships Income	\$923,553	\$0	Reallocated into gym and health and fitness areas, as above.
Café and Merchandise Income	\$781,938	\$262,891	Revised model does not have operating revenue for the Café, only includes merchandise. Commercial lease income shown under Sundry Income line.
Sundry Income	\$0	\$99,767	Café and Wellness Centre lease income, different management approach used in 2017 model.

Assumption	Previous 2017 Financial Model	Revised 2022 Financial Model	Comments
Key Expenditure Area	(10-year average)	(25-year average)	
EFT	47.7	36.7	Revised model excludes Wellness Suites (6.3 EFT) and Café (3.1 EFT). It is assumed these areas are commercial sub leases.
Labour Costs	\$4,448,898	\$4,682,932	As above – less EFT and labour expenses in the revised model, with Wellness Suites and Café sub leased to third party operator.

5.7.3 Financial Operating Models

The following tables detail the 10-year base case operating performance for the previous 2017 model and revised 2022 model which includes projections for a 25-year base case.

2017 Financial Model Summary (10 Year Projections)

The following table shows a summary of the financial modelling prepared by Otium in 2017.

Table 25: Previous Option 2 Financial Model (2017) - Base Case 10 Year Operational Business Projections

Category	Years										
	Start Up	1	2	3	4	5	6	7	8	9	10
Visitations		626,195	661,089	695,926	702,887	709,847	716,808	723,768	727,250	730,731	730,733
Revenue		\$5,678,759	\$6,195,639	\$6,739,792	\$7,024,966	\$7,321,564	\$7,630,032	\$7,950,827	\$8,244,980	\$8,549,906	\$8,823,979
Expenditure	Excluded	\$6,173,922	\$6,419,909	\$6,666,305	\$6,877,739	\$7,123,133	\$7,378,671	\$7,623,015	\$7,871,634	\$8,129,453	\$8,390,650
Operational Perf.		(\$495,163)	(\$224,270)	\$73,486	\$147,227	\$198,432	\$251,361	\$327,813	\$373,346	\$420,453	\$433,329

Note: Does not include development costs such as capital cost repayments, land tax, and Council rates, but includes an annual depreciation allowance.

The above table is an extract from the original report that shows the 10-year projections for income, expenditure and net performance. The original 2017 projections indicate:

- Visitation in year 1 of 626,195 growing to 730,733 in year 10. An annual average visitation of 702,523 visits.
- The revenue in year 1 of \$5,678,759 growing to \$8,823,979 in year 10. An annual average revenue of \$7,416,044.
- The expenditure in year 1 of \$6,173,922 growing to \$8,390,650 in year 10. An annual average expenditure of \$7,265,443.
- The operational deficit in year 1 of (\$495,163) improving to surplus of \$433,329 in year 10. An annual average surplus of \$150,601.

2023 Financial Model Summary (25 Year Projections)

The following tables show the summary of the revised financial model prepared by Otium in 2023.

Table 26: Revised 2022 Financial Model - Base Case 25 Year Operational Business Projections

Category	Years									
	1	2	3	4	5	6	7	8	9	10
Visitations	678,156	692,284	706,412	713,476	720,540	727,604	734,668	734,668	734,668	734,668
Revenue	\$5,967,260	\$6,249,407	\$6,542,474	\$6,782,606	\$7,030,958	\$7,287,798	\$7,553,404	\$7,756,570	\$7,965,209	\$8,179,468
Expenditure	\$6,254,309	\$6,018,884	\$6,196,649	\$6,373,745	\$6,556,066	\$6,743,772	\$6,937,024	\$7,129,148	\$7,326,754	\$7,530,002
Operational Perf.	(\$287,049)	\$230,524	\$345,825	\$408,861	\$474,891	\$544,026	\$616,380	\$627,422	\$638,455	\$649,466
Depreciation	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176
Centre Performance	(\$1,590,225)	(\$1,072,652)	(\$957,351)	(\$894,315)	(\$828,285)	(\$759,150)	(\$686,796)	(\$675,754)	(\$664,721)	(\$653,710)

Note: Does not include development costs such as capital cost repayments, land tax, and Council rates, but includes an annual depreciation allowance.

Year 1 expenditure includes \$470,171 start-up costs

Category	Years									
	11	12	13	14	15	16	17	18	19	20
Visitations	727,604	727,604	720,540	713,476	713,476	706,412	706,412	706,412	706,412	706,412
Revenue	\$8,322,032	\$8,545,890	\$8,694,054	\$8,843,980	\$9,081,869	\$9,237,614	\$9,486,092	\$9,741,263	\$10,003,308	\$10,272,412
Expenditure	\$7,731,583	\$7,946,394	\$8,159,425	\$8,378,308	\$8,611,618	\$8,842,958	\$9,089,585	\$9,343,294	\$9,604,293	\$9,872,797
Operational Perf.	\$590,449	\$599,495	\$534,629	\$465,671	\$470,251	\$394,656	\$396,507	\$397,969	\$399,015	\$399,614
Depreciation	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176
Centre Performance	(\$712,727)	(\$703,681)	(\$768,547)	(\$837,505)	(\$832,925)	(\$908,520)	(\$906,669)	(\$905,207)	(\$904,161)	(\$903,562)

Note: Does not include development costs such as capital cost repayments, land tax, and Council rates, but includes an annual depreciation allowance.

Category	Years				
	21	22	23	24	25
Visitations	706,412	706,412	706,412	706,412	706,412
Revenue	\$10,548,765	\$10,832,563	\$11,124,007	\$11,423,304	\$11,730,664
Expenditure	\$10,149,027	\$10,433,212	\$10,725,585	\$11,026,390	\$11,335,874
Operational Perf.	\$399,738	\$399,352	\$398,422	\$396,914	\$394,789
Depreciation	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176	\$1,303,176
Centre Performance	(\$903,438)	(\$903,824)	(\$904,754)	(\$906,262)	(\$908,387)

Note: Does not include development costs such as capital cost repayments, land tax, and Council rates, but includes an annual depreciation allowance.

The above table is a summary of the revised financial model projections which indicate:

- Visitation in year 1 of 678,156 growing to 706,412 in year 25. An annual average visitation of 713,759 visits.

- The revenue in year 1 of \$5,967,260 growing to \$11,730,664 in year 25. An annual average revenue of \$8,768,119
- The expenditure in year 1 of \$6,254,309 growing to \$11,335,874 in year 25. An annual average expenditure of \$8,332,668
- The operational deficit in year 1 of (\$287,049) improving to surplus of \$394,789 in year 25. An annual average surplus of \$435,451
- Depreciation allowance of \$1,303,176. This assumption is based on 2% of the capital costs.
- The Centre performance deficit in year 1 of (\$1,590,225) improving to deficit of (\$908,387) in year 25. An annual average deficit of (\$867,725)

6. Benefits Assessment Model

This section summarises the social and economic benefits of the proposed facility.

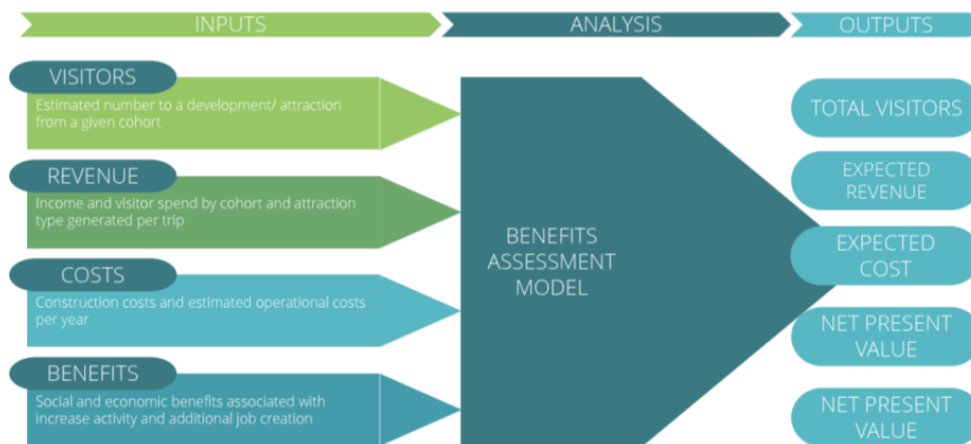
The **Otium Analytics Benefits Assessment Model** provides a “high-level” analysis of the economic benefits of a proposed project and converts social and health benefits to economic value. The assumptions and economic outputs are updated and calibrated for each project to reflect any new work on benefits calculation and the local economic conditions of the project being modelled. An economist report is recommended to be commissioned for a more detailed assessment of the economic and social benefits.

Otium’s Social and Economic Benefits Model provides an assessment of projects to identify:

- Direct economic benefits in terms of:
 - Capital spends
 - Revenue generated
 - Recurrent spending (operating expenditure)
 - Jobs created in construction and operation.
- Indirect economic (flow-on) benefits in terms of:
 - Additional economic activity
 - Additional jobs.
- Social and Health benefits in terms of:
 - Criminal and social justice benefit
 - Human capital benefit
 - Personal health benefit
 - Productivity benefit.
- Net Present Value and BCR (benefit to cost ratios) using a range of discount rates.

The model considers a range of inputs and estimated economic outputs to derive the above, including:

- Regional economic and industry data
- Proposed capital cost
- Estimated recurrent/operating expenses and revenues
- FTE jobs associated with construction and operation (usually based on industry figures for the region)
- Industry/activity-specific economic multipliers
- Likely per-visit expenditure
- Economic benefit of deferring or avoiding health costs
- Assumptions on 20 year operating period. Note: the Benefits Assessment Model only projects over a 20 year period and as such aligns with the first twenty years of the Financial Operating Model.
- Assumptions on management and operational models.



6.1 Base Case Option - Benefits Assessment Model Assumptions

The following assumptions have informed the social and economic benefit model. These are:

- The total capital cost of \$65,158,181 million is informed by the capital cost estimate obtained from Turner and Townsend.
- Visitation in year 1 of 678,156, increasing to 706,412 in year 20.
- Revenue in year 1 of \$5,967,260 increasing to \$10,272,411 in year 20.
- Expenditure in year 1 of \$7,491,733 growing to \$9,872,797 in year 20.
- Expenditure includes a depreciation allowance of \$1,303,176 p/a averaged over twenty years.
- The new facility and continued population expansions will see a growth in program participation and an increase in employment.
- Melton Remplan has been used to inform the model assumptions. Specifically:
 - The construction industry provides for 6,854 construction jobs and an estimated annual output of \$3,010,146,000.
 - The manufacturing industry provides for 1,603 manufacturing jobs and an estimated annual output of \$1,134,046,000.
- ABS Labour Force Survey (May 2022) has informed the model assumptions. Specifically:
 - Average weekly construction job wage is \$1,751.20.
 - Average weekly manufacturing job wage is \$1,551.10.
 - Average weekly retail job wage is \$1,327.00.
- A multiplier effect of 1.25 has been assumed that recognises the higher flow-on effect from initial construction and regular users.
- Secondary “intangible” benefits have also been measured, including health, productivity, human capital uplift, and criminal and social benefits. These benefits estimate the reduction in negative effects of poor health, productivity, and effects of crime and have been informed by the KPMG The Value of Community Sport Infrastructure Report in 2018. Plumpton Aquatic and Leisure Centre total secondary benefits are estimated at \$113,862,393 million in year 1 of operations to \$118,606,574 million in year 20, an annual average of \$120,148,444 million.

6.1.1 Benefits Assessment Model Outputs

The Benefits Assessment modelling shows an increase in activity and employment generated by the facility that will boost regional income.

Social Impacts

The facility will attract an annual average visitations of 715,595 visits. A total of approximately 14,311,905 visits over first twenty years of operations.

Several additional social and productivity benefits are difficult to quantify and are not included in this assessment. These are:

- Lower workforce absentee rates from a fitter and more active workforce.
- Career and training opportunities in sports and recreational services.
- Volunteering and urban consolidation benefits (including transport benefits) are associated with the clustering of sports facilities in proximity to community services, schools, and significant residential and activity centres.

Construction Phase Impact

Local jobs and an increase in regional income will be generated during the construction phase of the project:

- A total of 148 FTE jobs (119 direct and 30 indirect jobs) would be generated during construction.
- During construction, a total of \$20.60 million in regional income would be generated.²

Operational Phase Impact

The ongoing growth in user numbers will support an increasing number of jobs in the region:

- The operation of the facility would generate 36.43 full-time equivalent new jobs during operations in year one increasing to 36.73 in year 20
- On a sector basis, facility users' jobs (FTE-direct and indirect) are concentrated in recreational services, food service and other retail.
- The total increase in regional income generated by the operation of the facility and users/day visitor spending totals \$98.39 million over twenty years, or an annual average of \$4.919 million.

Benefit Cost Analysis

The project is estimated to deliver a Benefit-Cost Ratio of **1.30** (4% discount rate):

- The net present value of total benefits generated by the investment is estimated at \$84.94 million (4% discount) over twenty years.
- The total regional economic benefits (construction and operational) generated by the investment are estimated at \$118.99 million over twenty years.
- A health benefit of \$57.25 million over the twenty years for facility users.
- The consumer surplus value is estimated at \$81.77 million over the twenty years for facility users.

Table 27: Measuring benefits of Plumpton Aquatic and Leisure Centre Base Case option

Measuring Benefits	Definition	Value of Benefits
Total Direct Users Benefits	<ul style="list-style-type: none"> • The value that users place on their use of the facility. • This has two components: • Value in exchange – what users pay for the use of the facility – measured by the <u>total revenue</u> of the facility. 	Total Direct Users Benefits <ul style="list-style-type: none"> • <u>Value in exchange</u> - facility revenue total 20 years: \$163.54 million

² This assumes the construction workforce would come from Melton LGA and adjacent areas

Measuring Benefits	Definition	Value of Benefits
	<ul style="list-style-type: none"> Consumer surplus: the additional value a consumer places on the value of the service delivered. For this analysis, we have assumed the total value of the consumer surplus is an additional 50% of user charges. 	<ul style="list-style-type: none"> <u>Consumer surplus:</u> additional 50% of facility revenue: \$81.77 million <u>Total value in use:</u> value in exchange + consumer surplus: \$245.31 million
Total Health and Welfare Benefits (Health Cost Savings)	<ul style="list-style-type: none"> There are significant long-term health costs savings for persons who exercise. For the purpose of this analysis, we have assumed that the health cost savings average \$4 per hour of use. 	Total Health and Welfare Benefits <ul style="list-style-type: none"> Annual: \$2.86 million Total 20 years: \$57.25 million
Total Direct Regional Benefits	<ul style="list-style-type: none"> Increase in regional income that is generated by facility construction in year 1 and operations and by user/spectator spending in the local region over a 10-year period. 	Total Direct Regional Income Benefits <ul style="list-style-type: none"> <u>Construction:</u> \$20.6 million <u>Operational:</u> Annual: \$4.92 million Total 20 years: \$98.39 million <u>Total Regional Benefit:</u> \$118.99 million
Total Secondary Benefits	<ul style="list-style-type: none"> Estimated all measurable total secondary benefits including productivity, human capital uplift, personal health and criminal and social justice benefits. 	Total Secondary Benefits <ul style="list-style-type: none"> Annual: \$120.1 million Total 20 years: \$2.402 billion

7. Waterslide Cost Benefit Analysis

7.1 Evolution of Aquatic Facilities

Various forms and sizes of waterslides have been a feature of aquatic facility designs over the past 40-50 years. Over the last decade, where appropriate, waterplay activities have further evolved to include large “amusement park” type waterslides to attract and entertain different age cohorts of children. This has been one of the major shifts in traditional aquatic facility design as Councils strive to create “destinations” for children, teenagers and families to enjoy various aquatic activities in a safe and regulated environment. Some of the more recent large-scale facility developments have used the waterslides as an iconic point of difference to attract higher visitations year-round with waterslides being a key attraction for families on weekends and school holidays. Although difficult to quantify there is also evidence from operators that waterslides and waterplay features can assist in attracting higher learn-to-swim enrolments, recreational swimming and members as these features can add value to memberships and casual visits.

The evolution of aquatic and leisure facility design is shown in the timeline below.

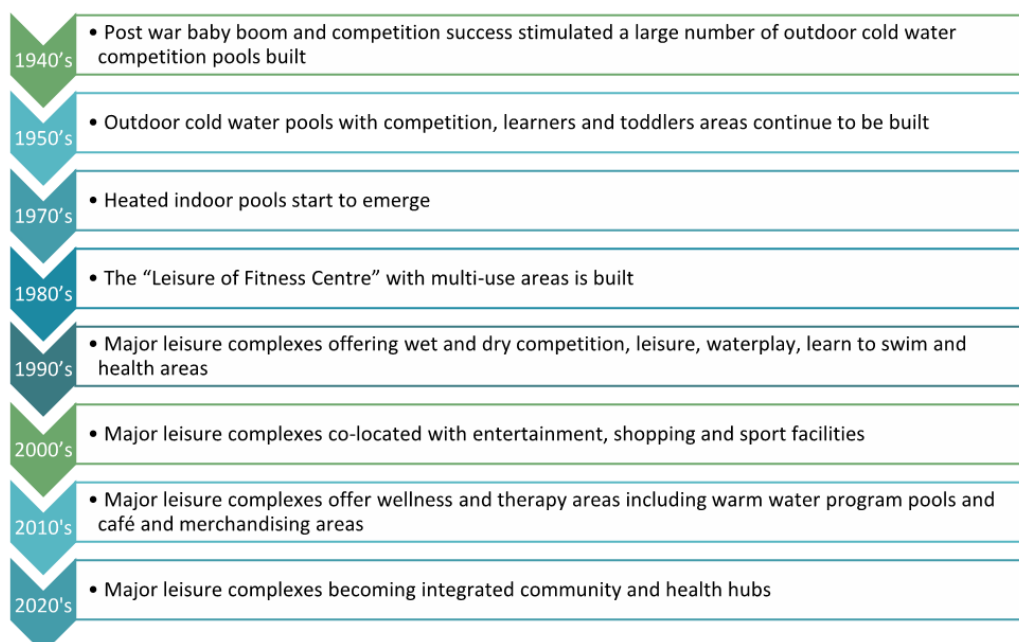


Figure 19: Evolution of Aquatic and Leisure Facilities

The debate about the benefits of including waterslides in a contemporary aquatic facility ultimately depends on the vision and purpose of the facility to meet the needs of the catchment population. Leisure facilities often have limited attractions for the youth or teenage markets. Waterslides play a key role in catering for this youth demographic. The optimum design solution is to cater for all children through a progression of waterplay features from familiarisation for younger children, exploration and confidence in primary school aged children and excitement and adventure for youth and teenage children. Encouraging active and healthy lifestyles is a key priority of all LGA's and aquatic and leisure facilities are important services to achieve this objective.

7.2 Financial Model Impacts Comparison

In order to quantify the capital cost and operational impacts of including or excluding waterslides in the Plumpton Aquatic and Leisure Centre the following section provides a comparison of the modelling outputs.

An analysis of the exclusion of the waterslides is outlined below. Key changes in the financial models assumptions are as follows:

- Reduction in construction cost of \$5,067,020 with the removal of the waterslides. Further savings of \$2,786, 980 would also be achieved with removal other contingencies, fees and authority charges.
- Average annual visitations will reduce slightly, from 713,759 visits to 708,505 visits.
- Average waterslide income of \$110,589 per annum would be removed from the total revenue.
- Average lifeguard EFT would be reduced by 2.3 EFT annually with the removal of waterslide supervision.
- Average annual savings in lifeguard wages of approximately \$206,324.
- Reduction of 10% in electricity costs, water and chemical costs annually, which equates to approximately \$69,000 from year 1.
- Total expenditure reduction (25 year average) of approximately \$363,700.

The table below provides a summary of the differences between the financial model outputs as the result of the adjusted assumptions outlined above.

Table 28: Construction Cost and Operating Performance Comparisons if waterslides are excluded

Comparison Item	PALC Operating Model (Including Waterslides)	PALC Operating Model (Excluding Waterslides)
Construction Cost	\$65,158,181	\$60,035,998
Visitations (25 year average)	713,759	708,505
Income (25 year average)	\$8,768,119	\$8,657,530
Expenditure (25 year average)	\$8,332,668	\$7,968,950
Net Operating Performance (25 year average)	\$435,451	\$688,580
Depreciation (25 year average)	\$1,303,176	\$1,200,720
Centre Performance (25 year average)	(\$867,725)	(\$512,140)
EFT	36.7	34.4

7.3 Capital Costs Comparison

The tables below provide a summary of the capital cost differences if waterslides are excluded from the design.

Table 29: Indicative Capital Cost Estimate (including waterslides)

	Original 2017 Indicative cost	Updated Concept Plan 2023				
		Base Facility 2022	Water slides	Allied Health	Services Infrastructure	Total All Components
Construction Cost	\$45M*	\$54,203,826	\$5,122,820	\$792,172	\$5,040,000	\$65,158,818
Contingencies	Excluded	\$14,364,724	\$1,358,180	\$210,826	\$1,336,000	\$17,269,730
Fees /Authority charges etc	Excluded	\$17,557,450	\$1,460,000	\$288,003	\$1,436,000	\$20,741,453
Total (2023 Prices)		\$86,126,000	\$7,941,000	\$1,291,001	\$7,812,000	\$103,170,001

Table 30: Indicative Capital Cost Estimate (excluding waterslides)

	Original 2017 Indicative cost	Updated Concept Plan 2023			
		Base Facility 2022	Allied Health	Services Infrastructure	Total All Components
Construction Cost	\$45M	\$54,203,826	\$792,172	\$5,040,000	\$60,035,998
Excluded items	<ul style="list-style-type: none"> • Carparking • Foundations • Landscaping • Services infrastructure • FF&E 				
Contingencies	Excluded	\$14,364,724	\$210,826	\$1,336,000	\$15,911,550
Fees /Authority charges etc	Excluded	\$17,557,450	\$288,003	\$1,436,000	\$19,281,453
Total (2023 Prices)		\$86,126,000	\$1,291,001	\$7,812,000	\$95,229,001

7.4 Waterslide Cost Benefit Summary

The modelling comparison demonstrates that substantial capital and operational savings can be achieved by excluding waterslides in the facility design. Waterslides are typically a high-cost feature to manage, supervise and maintain over the life cycle of a facility.

However, there is also evidence from many benchmark facilities that waterslides are a key attraction for the youth and family markets to encourage active and healthy lifestyles. Waterslides can often be the iconic feature and enhance the identity and profile of the facility as a destination, which can drive higher participation outcomes. The marketing and awareness that such an iconic feature is difficult to quantify as is the competitive difference they create in the local market. Waterplay features and waterslides are complimentary to other traditional aquatic water spaces and cater for one of the four key user markets being *Recreation, Leisure and Adventure Users*. This market can represent up to 50% of total visitors.

8. Summary of Key Findings

The following provides a summary of key findings in relation to the proposed development of the Plumpton Aquatic and Leisure Centre development.

8.1 Southern Aquatic Strategy Sector Project Area Population

The review of the current and proposed southern sector population estimates indicates the project area had an estimated current population of 103,237 residents in 2021 and is projected to increase significantly over the next 20 years to 235,360 residents by 2041. This indicates a substantial population catchment of potential users that will have access to the proposed Plumpton Aquatic and Leisure Centre.

8.2 Proposed Facility Components and Development Footplate

OPG have updated the 2017 component schedule to ensure the proposed facilities meet current industry trends and Peddle Thorp architects have developed a new concept plan to reflect the schedule. The concept plan is based on a district level facility. The new concept plan has a total building footprint of 10,105 which is 1,665m² larger than the 2017 concept plan.

8.3 Indicative Capital Cost Estimates

Turner Townsend Quantity Surveyors have assisted OPG with a capital cost benchmarking assessment of the revised district level concept plan. This work indicated that the likely capital cost based on 2023 figures would be in the order of:

- Aquatic Centre (Base facility, waterslides, allied health and services infrastructure): \$95.358 million (including contingencies and fees)

A further \$7,812,000 (including contingencies and fees) is required (estimated by Council) to bring the services to the site.

If Council wishes to exclude gas from the Centre and provide a fully electric centre the additional construction cost would be \$3,036,000.

These costs are based on today's indicative capital cost estimates and will need to have annual cost escalation added to the year Council is looking to develop such a facility.

8.4 Financial and Usage Modelling

The financial model indicates the following average financial and usage performance over the 25 years:

Aquatic and Leisure Centre including waterslides:

- An annual average visitation of 713,759 visits.
- An annual average revenue of \$8,768,119
- An annual average expenditure of \$8,332,668.
- An annual average surplus of \$435,451.
- Depreciation allowance of \$1,303,176. This assumption is based on 2% of the capital costs.
- The Centre performance deficit in year 1 of (\$1,590,225) improving to deficit of (\$908,387) in year 25. An annual average deficit of (\$867,725)

8.5 Waterslide Cost Benefit Review

The capital cost comparison of excluding waterslides is shown below.

Table 31: Capital Cost Comparison - Waterslides excluded

	Total (Including Waterslides)	Total (Excluding Waterslides)
Construction Cost	\$65,158,818	\$60,035,998
Contingencies	\$17,269,730	\$15,911,550
Fees /Authority charges etc	\$20,741,453	\$19,281,453
Total (2022 Prices)	\$103,170,001	\$95,229,001

The financial model indicates the following average financial and usage performance over the 25 years:

Aquatic Centre excluding waterslides

- Annual average visitation of 708,505 visits.
- Annual average revenue of \$8,657,530
- Annual average expenditure of \$7,968,950
- Annual average surplus of \$688,580
- Depreciation allowance of \$1,200,720. This assumption is based on 2% of the capital costs.
- The Centre performance deficit in year 1 of (\$1,312,648) improving to a deficit of (\$447,579) which result in an annual average deficit of (\$512,140)

An analysis of the exclusion of the waterslides is outlined below. Key changes in the financial models assumptions are as follows:

- Reduction in construction cost of \$5,067,020 with the removal of the waterslides. Further savings of \$2,786, 980 would also be achieved with removal other contingencies, fees and authority charges.
- Average annual visitations will reduce slightly.
- Average waterslide income of \$110,589 would be removed from the total revenue.
- Average lifeguard EFT would be reduced by 2.3 EFT annually with the removal of waterslide supervision.
- Average annual savings in lifeguard wages of approximately \$206,324.
- Reduction of 10% in electricity costs, water and chemical costs annually.

The modelling comparison demonstrates that substantial capital and operational savings can be achieved by excluding waterslides in the facility design. Waterslides are typically a high-cost feature to manage, supervise and maintain over the life cycle of a facility.

However, there is also evidence from many benchmark facilities that waterslides are a key attraction for the youth and family markets to encourage active and healthy lifestyles. Waterslides can often be the iconic feature and enhance the identity and profile of the facility as a destination, which can drive higher participation outcomes. The marketing and awareness that such an iconic feature is difficult to quantify as is the competitive difference they create in the local market. Waterplay features and waterslides are complimentary to other traditional aquatic water spaces and cater for one of the four key user markets being *Recreation, Leisure and Adventure Users*. This market can represent up to 50% of total visitors.

8.6 Benefits Assessment Model

The Benefits Assessment modelling shows an increase in activity and employment generated by the facility that will boost regional income.

Social Impacts

The facility will attract an annual average visitations of 715,595 visits. A total of approximately 14,311,905 visits over first twenty years of operations.

Several additional social and productivity benefits are difficult to quantify and are not included in this assessment. These are:

- Lower workforce absentee rates from a fitter and more active workforce.
- Career and training opportunities in sports and recreational services.
- Volunteering and urban consolidation benefits (including transport benefits) are associated with the clustering of sports facilities in proximity to community services, schools, and significant residential and activity centres.

Construction Phase Impact

Local jobs and an increase in regional income will be generated during the construction phase of the project:

- A total of 148 FTE jobs (119 direct and 30 indirect jobs) would be generated during construction.
- During construction, a total of \$20.60 million in regional income would be generated.³

Operational Phase Impact

The ongoing growth in user numbers will support an increasing number of jobs in the region:

- The operation of the facility would generate 36.43 full-time equivalent new jobs during operations in year one increasing to 36.73 in year 20
- On a sector basis, facility users' jobs (FTE-direct and indirect) are concentrated in recreational services, food service and other retail.
- The total increase in regional income generated by the operation of the facility and users/day visitor spending totals \$98.39 million over twenty years, or an annual average of \$4.919 million.

Benefit Cost Analysis

The project is estimated to deliver a Benefit-Cost Ratio of **1.30** (4% discount rate):

- The net present value of total benefits generated by the investment is estimated at \$84.94 million (4% discount) over twenty years.
- The total regional economic benefits (construction and operational) generated by the investment are estimated at \$118.99 million over twenty years.
- A health benefit of \$57.25 million over the twenty years for facility users.
- The consumer surplus value is estimated at \$81.77 million over the twenty years for facility users.

³ This assumes the construction workforce would come from Melton LGA and adjacent areas

9. Funding Strategy

The provision of sport and active recreation infrastructure is defined in several Government policy documents and operational frameworks. Funding for the construction and ongoing operational cost of sport and recreation facilities is derived from both government and private sources. From a government perspective, the cost of sport and active recreation facilities is justified by the outcomes delivered – social capital, community development, economic impact, employment, health and education outcomes and tourism.

Government funding of public access sports facilities in Australia generally comes from departments/agencies overseeing infrastructure. Depending upon location, funding may be supported by either urban or regional planning strategies.

Grants from either state and/or federal governments to local government authorities focus on infrastructure and economic development but may be justified as having multiple community benefits – public health, community development, employment, tourism, education, etc. Facility planning may be linked to sport and active recreation programming since the delivery of programs may require an investment in facilities.

Each State/Territory generally has three streams of sport/recreation facility planning:

1. A major sports facility strategy that aligns with other policy areas (employment, tourism, transportation, etc.)
2. Departments of Education prioritise facility plans as part of capital investment in schools, and
3. Departments of Sport and Recreation have funding programs/strategies to help Local Government authorities or State Sporting Organisations to develop facilities.

The table below summarises Government funding opportunities and provides an estimated likelihood of application success.

Table 32: Funding Program Opportunities

Program	Government	Max Funding	Key Outcomes required	Likelihood of Success Low/Med/High	Past Recipients
Local Sports Infrastructure Fund - Indoor Stadiums/ Aquatic Facilities	VIC	1 application - \$2.5M	<ul style="list-style-type: none"> Supports new indoor stadiums, redeveloped multi-sport indoor courts and /or aquatic leisure centres. Successful projects will commence construction within six (6) months and be completed within twenty-four (24) months of an executed funding agreement with DJPR through a detailed Project Management Framework and other supporting documents evidencing project readiness. 	High	https://sport.vic.gov.au/grants-and-funding/our-grants/local-sports-infrastructure-fund
Local Sports Infrastructure Fund - Female Friendly Facilities	VIC	Unlimited applications - up to \$1M	<ul style="list-style-type: none"> Building new or redeveloping/refurbishing existing change rooms. Building new or redeveloping existing sports fields. Building new or redeveloping existing multi-sport courts. Installing new LED or redeveloping existing sports lighting (metal halide lighting is not eligible). Multi-sport precincts that include sports fields, sports courts, and pavilion/s. Active recreation projects where women and girls are the primary beneficiary. Applications must demonstrate how projects will commence within six (6) months of an executed funding agreement through a detailed Project Management Framework and other supporting documents evidencing project readiness. Projects must be completed within eighteen (18) months. 	High	https://sport.vic.gov.au/grants-and-funding/our-grants/local-sports-infrastructure-fund
Local Sports Infrastructure Fund - Community Facilities	VIC	Unlimited number of applications up to a maximum total request amount of \$600,000, and no application can exceed the maximum individual grant	<ul style="list-style-type: none"> Each project requires a separate application under this stream. Bundled projects will be deemed ineligible. Aquatic projects must allocate a minimum of 25 per cent of the requested grant amount to components that will improve energy or water efficiency and environmental sustainability. This must be demonstrated with a specific ESD budget in the application. 	Low	https://sport.vic.gov.au/grants-and-funding/our-grants/local-sports-infrastructure-fund

Program	Government	Max Funding	Key Outcomes required	Likelihood of Success Low/Med/High	Past Recipients
		amount of \$300,000.			
Local Sports Infrastructure Fund - Planning	VIC	2 applications, this may include one Facility or Municipal Planning project and one Regional Planning project. Up to \$40,000.	<ul style="list-style-type: none"> To be eligible for Regional Planning funding, two (2) or more LGAs/ARBs must confirm a financial contribution to the project. The application must be auspices by one LGA/ARB with the demonstrated capacity to manage the project 	Low	NA
Community Sport Infrastructure - MOVE IT	Federal	\$500,000	2022/23 Information not yet released.	TBA	https://www.sportaus.gov.au/grants_and_funding/community_sport_infrastructure_grant_program
Advancing Renewables Program (ARP)	Federal	Grants awarded to Activities under the Program are expected to be between \$100,000 and \$50 million.	<ul style="list-style-type: none"> ARP is currently continuously open. Merit Criterion A – how well does the Activity contribute towards the Program Outcomes. Merit Criterion B – assesses the capability and capacity of the applicant and activity partners to deliver the activity. Merit Criterion C -how well is the activity designed and articulated, risks assessed and compliance with program requirements. Merit Criterion D – what is the applicant’s financial capacity to deliver the activity, is the activity commercially viable without funding, what are the total costs. Merit Criterion E – the value of the knowledge generated by the activity, how well that knowledge is targeted to specific audiences, how the applicant will capture, store, and disseminate the data, information, and lessons learned from the activity. 	Med	https://arena.gov.au/funding/advancing-renewables-program/

Notes:

1. Additional “one-off” grant and funding opportunities may be introduced by governments in the future.
2. Pending election results, program names, funding limits, criteria and program structure may change in the future.

9.1 Funding Case Studies

Over the past 10 years, we have seen an increasing partnership funding trend between various levels of government (local, state and federal) to share the cost of the development of such capital-intensive facilities. There are now several precedents where either state or federal governments or both have provided differing levels of funding support for the development of aquatic and leisure facilities and indoor stadiums. These funding contributions are based on the facilities' capacity to contribute to increased local and regional employment, significant economic and social benefits, and facility users' ongoing health and activity benefits.

In the past few years, we have also seen significant improvements to environmental impacts by constructing environmentally sustainable facilities replacing high energy and large carbon footprint older facilities.

Examples of Victorian aquatic leisure centre projects and their funding mix over the last five years is detailed in the following table.

Table 33: Victorian Aquatic Leisure Centre Funding Mix

Year	Local Government Area	Facility	Project Value	Local Government Funding	Federal Government Funding	State Government Funding
2017	Hume City Council	Splash Aqua Park & Leisure Centre	\$45.0M	\$32.8M	\$9.2M	\$3.0M
2017	Wangaratta Rural City Council	Wangaratta Aquatic Centre Redevelopment	\$12.5M	\$0.6M	\$4.4M	\$7.5M (\$6M interest free loan)
2018	City of Greater Bendigo	Gurri Wanyarra Wellbeing Centre	\$35.0M*	\$14.155M plus \$1M from Council contract partner obtained via management tender process	\$4.885M	\$15.0M
2018	Mornington Shire Council	Rosebud Aquatic Leisure Centre	\$49.0M	\$39.0M	\$5.0M	\$5.0M (interest free loan)
2018	Latrobe Council	Gippsland Regional Aquatic Centre	\$54.0M	\$0M	\$0M	\$54M (\$46M grant and \$8M interest free loan)
2019#	City of Brimbank	Brimbank Aquatic and Wellness Centre	\$60M+	The total cost of the project is anticipated to be in excess of \$60M. Council has made provision in its capital works budget as well as the Long-Term Financial Plan for the project. Council continues to pursue further opportunities	\$1.53M towards an integrated renewable energy system, through the Australian Renewable Energy Agency's (ARENA) Advancing Renewables Program	\$2M grant

Year	Local Government Area	Facility	Project Value	Local Government Funding	Federal Government Funding	State Government Funding
				for funding at state and federal levels		
2019#	City of Darebin	Northcote Aquatic and Recreation Centre	\$63.5M	\$53.5M	Nil	\$10M loan via Community Sports and Infrastructure Scheme
2019#	City of Boroondara	Kew Recreation Centre	\$75M	\$73M	Nil	\$2M (Local Sports Infrastructure Fund)
2020#	Surf Coast Shire Council	Surf Coast Aquatic and Health Centre	\$39.25M	\$5.25M	\$20.0M	\$14.0M (\$10M pledge and \$4M Growing Suburbs Fund)
2021	Eurobodalla	Bay Pavilions	\$69M	\$18M	\$25M	\$26M

Notes: # Project still in design or construction phase.

11. Project Recommendations

The table below details the required tasks to progress the development of the Plumpton Aquatic and Leisure Centre

Table 34: Recommended tasks and associated detail

Task	Detail
Finalise land acquisition for the PALC site	Council to finalise the negotiations for the ownership of the land for the proposed development.
Council to formally adopt revised Business Case Report	Council to formally adopt the revised Business Case which outlines the population demand, concept design, financial modelling and project development recommendations.
Develop an advocacy package including funding strategy	Council to prepare an advocacy strategy that identifies funding partners and targets for the required capital contributions for the facility construction.
Allocation of funds for schematic and detailed design	Council to allocate funding for the development of schematic and detailed designs for the proposed facility.
Appoint architect	Prepare contract documentation for the design stages and undertake a public tender for design services. Appoint the project design team and commence design process.
Complete schematic design	Undertake schematic design phase to enable more accurate site planning, capital costs, project management tasks and project delivery options.
Complete detailed design	Undertake detailed design documentation and Council to formally adopt the final design specifications.
Prepared construction tender documentation	Prepare contract documentation for the public tender to procure a construction company for the project delivery.
Tender for the construction contractor	Undertake the tender process for the construction of PALC.
Appoint building contractor and commence construction	Negotiate with preferred tenderer and formally appoint to the project. Commence site establishment and construction. Two year construction period.
Confirm then management model for PALC	Formally endorse the preferred management model for the operation of PALC.
Prepare specifications and tender documentation for the management contract	Prepare contract specifications, returnable schedules and general conditions of contract. Finalise tender documentation for the procurement process via public tender.
Tender the management contract (if preferred model)	Undertake tender process and evaluation.
Appoint management contractor (if preferred model)	Formally appoint external management contractor.
Complete construction	Complete the facility construction and finalise hand over to Council.
Commissioning of the facility	Commence "transition in" phase with the management contractor for commissioning of the facility.
Opening of the facility	Officially open PALC to the public.

9.2 Timeline

The table below provides a summary of the tasks and indicative timelines for the development of the Plumpton Aquatic and Leisure Centre.

Table 35: Recommendation tasks and indicative timelines

Task	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Finalise land acquisition for the PALC site						
Council to formally adopt revised Business Case Report and Recommendations						
Develop an advocacy package including funding strategy that identifies funding partners and targets for the require capital contributions						
Allocation funds for the development of schematic and detailed design						
Appoint architect						
Complete schematic design						
Complete detailed design						
Prepared construction tender documentation						
Tender for the construction contractor						
Appoint building contractor and commence construction						
Confirm the external management model for PALC is Councils preferred model						
Prepare specifications and general conditions for the management contract						
Prepare tender documentation for management contract						
Tender the management contract						
Appoint management contractor						
Complete construction and site hand over						
Commissioning of the facility						
Opening of the facility						

10. Warranties and Disclaimers

The information contained in this report is provided in good faith. While Otium Planning Group has applied their experience to the task, they have relied upon information supplied to them by other persons and organisations.

We have not conducted an audit of the information provided by others but have accepted it in good faith. Some of the information may have been provided 'commercial in confidence', and these venues or sources of information are not specifically identified. Readers should be aware that the preparation of this report may have necessitated projections of the future that are inherently uncertain and that our opinion is based on the underlying representations, assumptions and projections detailed in this report.

Otium Planning Group's advice does not extend to, or imply professional expertise in the disciplines of economics, quantity surveying, engineering or architecture. External advice in one or more of these disciplines may have been sought, where necessary to address the requirements of the project objectives. There will be differences between projected and actual results because events and circumstances frequently do not occur as expected, and those differences may be material. We do not express an opinion as to whether actual results will approximate projected results, nor can we confirm, underwrite, or guarantee the projections' achievability as it is impossible to substantiate assumptions based on future events.

This report does not constitute advice, investment advice, or opinion and must not be relied on for funding or investment decisions. Independent advice should be obtained in relation to investment decisions.

Accordingly, neither Otium Planning Group, nor any member or employee of Otium Planning Group, undertakes responsibility arising in any way whatsoever to any persons other than the client in respect of this report, for any errors or omissions herein, arising through negligence or otherwise however caused.

Appendix 1: Capital Cost Report

Melton City Council Plumpton Aquatic Centre Indicative Cost Plan						
Q5 REF: PAU010003788 Date: 28/04/2023						
Based on Otium Component Schedule 260922 and Concept Design F001+F002 Rev2 27/10/22						
Function	Area	Rate \$/m2	OPTION 1 \$	Water Slides \$	Allied Health \$	Services Infrastructure \$
Ground Level						
Weights room / Gym	1000	\$ 2,800	\$ 2,800,000			
Additional Gym area 400m2 = total gym 1400m2						
Office, Fitness Test rooms	38	\$ 3,000	\$ 114,000			
Store	60	\$ 2,400	\$ 144,000			
Group fitness room	580	\$ 2,700	\$ 1,566,000			
Accessible amenities	8	\$ 6,000	\$ 48,000			
Wellness centre	142	\$ 3,500			\$ 511,200	
Wellness centre storage	20	\$ 2,400			\$ 48,000	
Wellness centre entry/lounge	28	\$ 2,500			\$ 70,000	
Indoor Aquatic / Pool Hall	4851	\$ 3,000	\$ 14,013,000	\$ 540,000		
Extra for Spectator seating [400 ppl]	Allow		\$ 600,000			
- Extra height for water slide	Allow			\$ 540,000		
Raft storage area	Included					
Sauna / steam room shell	40	\$ 2,400	\$ 96,000			
Pool Storage	90	\$ 3,000	\$ 270,000			
Pool office	16	\$ 3,000	\$ 48,000			
Plant	170	\$ 2,400	\$ 408,000			
Plant [Basement]	270	\$ 3,000	\$ 810,000			
Foyer / Merch	370	\$ 3,000	\$ 1,110,000			
Reception	30	\$ 3,600	\$ 108,000			
- EO for reception counter	Allow	\$ 45,000	\$ 45,000			
- Allow for turnstiles	Allow	\$ 120,000	\$ 120,000			
Accessible amenities	10	\$ 6,000	\$ 60,000			
Dry lounge café	Incl foyer					
Café Servery / kitchen	90	\$ 4,000	\$ 360,000			
- Allow for café equipment	Allow	\$ 150,000	\$ 150,000			
Wet lounge	Incl Pool Hall					
Café / Merch store	40	\$ 3,200	\$ 128,000			
Admin / offices	170	\$ 3,000	\$ 510,000			
Admin stores	40	\$ 2,400	\$ 96,000			
Staff amenities	20	\$ 5,000	\$ 100,000			
Staff room	40	\$ 3,600	\$ 144,000			
- Extra for kitchenette	Allow	\$ 20,000	\$ 20,000			
Meeting / Training room	60	\$ 3,000	\$ 180,000			
- Extra for kitchenette	Allow	\$ 20,000	\$ 20,000			
- Allow for operable wall	Allow	\$ 150,000	\$ 150,000			
Cleaner room	15	\$ 3,000	\$ 45,000			
First Aid	15	\$ 3,000	\$ 45,000			
Dry Change rooms and amenities	140	\$ 4,000	\$ 560,000			
School / event change rooms	100	\$ 4,000	\$ 400,000			
Wet amenities	220	\$ 4,000	\$ 880,000			
Warm Water change	32	\$ 4,000	\$ 128,000			
Change village	86	\$ 3,600	\$ 309,600			
Accessible amenities	10	\$ 6,000	\$ 60,000			
Water Sensory Room	Allow					
Comms room / MSB	Incl Plant					
Circulation	637	\$ 3,000	\$ 1,911,000			
Grossing	57	\$ 3,000	\$ 171,000			

Melton City Council Plumpton Aquatic Centre Indicative Cost Plan <small>QS REF: PAU0100003788</small> <small>Date: 28/04/2023</small>						
<small>Based on Otium Component Schedule 260922</small> <small>and Concept Design F001+F002 Rev2 27/10/22</small>						
Function	Area	Rate \$/m2	OPTION 1 \$	Water Slides \$	Allied Health \$	Services Infrastructure \$
Level 1						
Mechanical Plant room	320	\$ 2,400	\$ 768,000			
Roof plant platform	210	\$ 2,400	\$ 504,000			
Extra for upper floor construction	Allow		\$ 318,000			
Allow for staircases	Allow		\$ 60,000			
General						
Allow for piled foundations	Allow		\$ 3,037,125	\$ 54,000	\$ 57,000	
Main entry canopy			\$ 250,000			
Misc. small canopies to loading bays, exit doors etc.			\$ 120,000			
Allowance for fire sprinklers	Allow		\$ 397,958		\$ 16,388	
Allowance for building sign / wayfinding signage	Allow		\$ 100,000		\$ 10,000	
Allowance for AV/ IT infrastructure / members system	Allow		\$ 425,925		\$ 8,550	
Allowance for anti-vandalism elements / swipe card security			Included			
ESD Initiatives [Best Practice]	3%		\$ 1,041,258	\$ 34,020	\$ 21,634	
- Allow for solar panel system			Included			
- Allow for rainwater tank, treatment and reuse			Included			
- Extra for stormwater retention system			Included			
Total Building Works	9,655	\$ 3,703	\$ 35,749,866	\$ 1,168,020	\$ 742,772	\$ -
Aquatic Works						
51.5m x 10lane pool incl. ramp access	Allow		\$ 5,500,000			
- extra for swimwall	Allow		\$ 250,000			
Warm Water program pool incl ramp access and spa	Allow		\$ 1,800,000			
Sauna / Steam fitout	Allow		\$ 200,000			
LTS pool incl ramp access	Allow		\$ 1,200,000			
Toddler's pool	Allow		\$ 480,000			
Splashpad [500m2]	Allow		\$ 1,500,000			
- Extra for water features [AP750 or equiv.]	Allow		\$ 850,000			
Waterslides - 1 x raft + 1 x body slides	Allow			\$ 2,500,000		
- Allow for slide stair	Allow			\$ 500,000		
- Allow for civil works and structure to support slides	Allow			\$ 200,000		
Allow for waterside plant and equipment	Allow			\$ 500,000		
Outdoor 25m pool	Allow					
Outdoor 25m pool concourse	Allow					
Pool Equipment	Allow		\$ 150,000			
Builders Works (excavation etc)	Allow		\$ 200,000			
Allowance for piled foundations to pools	Allow		\$ 602,400	\$ 108,000		
Total Aquatic Works			\$ 12,732,400	\$ 3,808,000	\$ -	\$ -
External Works & Services						
Site Clear and Preparation	Allow		\$ 260,010	\$ 1,800	\$ 1,900	
Earthworks - assume balance cut to fill	Allow		\$ 437,750	\$ 9,000	\$ 9,500	
- EO allowance for management of rock			EXCLUDED			
- EO allowance for management of contaminated soil			EXCLUDED			
New Carpark	254 spaces		\$ 1,676,400			
Overflow carpark - unsealed	100 spaces		EXCLUDED			
Vehicle drop off / pick up area	Allow		\$ 45,000			
Bus drop off / pick up area	Allow		\$ 60,000			
Bundled pool plant delivery area	Allow		\$ 100,000			
- new road linking carpark with plant delivery	Allow		\$ 230,400			
External pavement around building - concrete	Allow		\$ 300,000			

Melton City Council Plumpton Aquatic Centre Indicative Cost Plan <small>QS REF: PAU0100003788 Date: 28/04/2023</small>						
<small>Based on Otium Component Schedule 260922 and Concept Design F001+F002 Rev2 27/10/22</small>						
Function	Area	Rate \$/m2	OPTION 1 \$	Water Slides \$	Allied Health \$	Services Infrastructure \$
Outdoor Green Space / landscape			\$ 600,000	\$ 100,000		
Allowance for bin enclosure			\$ 25,000			
Allowance for external services [within site]			\$ 1,857,000	\$ 36,000	\$ 38,000	
- Extra for kiosk substation - builders works			\$ 30,000			
Total External Works & Services	9,655	\$ 593	\$ 5,721,560	\$ 146,800	\$ 49,400	\$ -
Services Infrastructure [External to Site]						
Cost Advice included per Council						
Seal Beatty Road [650m]	Allow					\$ 1,300,000
Drainage	Allow					\$ 500,000
Gas	Allow					\$ 1,000,000
Water	Allow					\$ 50,000
Sewer	Allow					\$ 1,200,000
Electricity	Allow					\$ 100,000
NBN / Telstra	Allow					\$ 50,000
Contingency [20%]	Allow					\$ 840,000
Total Infrastructure			\$ -	\$ -	\$ -	\$ 5,040,000
Subtotal	9,655	\$ 5,614	\$ 54,203,826	\$ 5,122,820	\$ 792,172	\$ 5,040,000
Design Contingency		10%	\$ 5,421,000	\$ 513,000	\$ 80,000	\$ 504,000
Preliminaries and Margin			\$ 8,943,724	\$ 845,180	\$ 130,826	\$ 832,000
Cost escalation to tender			EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED
Cost escalation to complete			EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED
Construction Cost	9,655	\$ 7,102	\$ 68,568,550	\$ 6,481,000	\$ 1,002,997	\$ 6,376,000
Construction Contingency		10%	\$ 6,857,000	\$ 649,000	\$ 101,000	\$ 638,000
Professional Fee Allowance [Excl PM]		10%	\$ 7,543,000	\$ 713,000	\$ 111,000	\$ 702,000
Authority Fees & Charges			\$ 1,029,000	\$ 98,000	\$ 16,000	\$ 96,000
Substation contribution	Allow		\$ 200,000			
Loose Furniture and Equipment	Allow		\$ 1,628,450		\$ 20,003	
- Gym equipment [assume leased]			EXCLUDED			
Allow for AV / IT equipment / Members systems	Allow		\$ 300,000		\$ 40,000	
Council internal costs			EXCLUDED			
Legal, permits, marketing and other professional fees			EXCLUDED			
Sub Total			\$ 17,557,450	\$ 1,460,000	\$ 208,003	\$ 1,436,000
Project Total in Today's Prices (Excluding GST)			\$ 86,126,000	\$ 7,941,000	\$ 1,291,000	\$ 7,812,000

Fully Electrification Energy Option

Melton City Council

Plumpton Aquatic Centre

Indicative Cost Plan

QS REF: PAU0100003788

Date: 28/04/2023

Based on Otium Component Schedule 260922
and Concept Design F001+F002 Rev2 27/10/22

Function	Area	Rate \$/m2	OPTION 1 \$	Water Slides \$	Allied Health \$	Services Infrastructure \$
OPTION - Energy						
Base Option - electricity and gas is included in the cost plan above.						
Option - Electricity only						
- Add electricity only plant to building (Heat Pumps) incl. increase areas of plant rooms, omit gas plant and reticulation	Allow		\$ 3,000,000			
- Omit gas services infrastructure	Allow		\$ (600,000)			
Design Contingency		10%	\$ 240,000			
Preliminaries and Margin			\$ 396,000			
Cost escalation to tender			EXCLUDED			
Cost escalation to complete			EXCLUDED			
Construction Cost			\$ 3,036,000			
Construction Contingency		10%	\$ 304,000			
Professional Fee Allowance [Excl PM]		10%	\$ 334,000			
Authority Fees & Charges			\$ 46,000			
Substation contribution	Allow		\$ 250,000			
Project Total in Today's Prices (Excluding GST)			\$ 3,970,000			
Exclusions:						
We have expressly not taken into account the impact of the Covid 19 pandemic (or any other matter coming to our attention after the date of this report) and accordingly have excluded from this report any implications in relation to programme, costs, supply shortages, performance of parties due to shortages of labour and the inability to travel due to global and national travel restrictions, etc. Turner & Townsend accepts no liability for any loss or damage which arises as a result of such matters or any reliance on this report which assumes such matters have been taken into account.						
GST	Cost Escalation beyond April 2023					
No allowance for any works to the Beatty Rd - road reserve	Office Equipment costs					
Land, legal, marketing and finance costs	Public Art					
Planning professional fees and permit fees and any planning related issues	Asbestos & other hazardous materials removal					
Relocation / Decanting Costs	Impacts of flood levels					
Staging Costs	Council internal costs					
Adverse soil conditions incl. excavation in rock, contaminated soil, soft spot	Community Hub					
Demolition works	Additional carparking if required by options					
Items noted as EXCLUDED in the cost plan.						

Appendix 2: Fees and Charges Schedule

Product	Base Year	2%	2%	2%	2%	2%	2%	2026/27 Rounded Fee Assumption
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	
General Admission								
Adult	\$ 9.00	\$ 9.18	\$ 9.36	\$ 9.55	\$ 9.74	\$ 9.94	\$ 10.14	\$ 10.15
Child	\$ 6.00	\$ 6.12	\$ 6.24	\$ 6.37	\$ 6.49	\$ 6.62	\$ 6.76	\$ 6.75
Concession	\$ 5.80	\$ 5.92	\$ 6.03	\$ 6.16	\$ 6.28	\$ 6.40	\$ 6.53	\$ 6.55
Spectator	\$ 2.90	\$ 2.96	\$ 3.02	\$ 3.08	\$ 3.14	\$ 3.20	\$ 3.27	\$ 3.30
Early Bird	\$ 7.15	\$ 7.29	\$ 7.44	\$ 7.59	\$ 7.74	\$ 7.89	\$ 8.05	\$ 8.05
Large Family	\$ 27.75	\$ 28.31	\$ 28.87	\$ 29.45	\$ 30.04	\$ 30.64	\$ 31.25	\$ 31.25
Small Family	\$ 20.80	\$ 21.22	\$ 21.64	\$ 22.07	\$ 22.51	\$ 22.96	\$ 23.42	\$ 23.40
Adult 10 Visit Pass	\$ 80.55	\$ 82.16	\$ 83.80	\$ 85.48	\$ 87.19	\$ 88.93	\$ 90.71	\$ 90.70
Concession 10 Visit Pass	\$ 55.50	\$ 56.61	\$ 57.74	\$ 58.90	\$ 60.07	\$ 61.28	\$ 62.50	\$ 62.50
Adult 20 Visit Pass	\$ 152.15	\$ 155.19	\$ 158.30	\$ 161.46	\$ 164.69	\$ 167.99	\$ 171.35	\$ 171.35
Concession 20 Visit Pass	\$ 104.75	\$ 106.85	\$ 108.98	\$ 111.16	\$ 113.38	\$ 115.65	\$ 117.97	\$ 118.00
Waterslide	New Product							\$ 15.00
Swim/Spa/Sauna	New Product							\$ 15.00
Other								
Swim Club - lane per hour	\$ 25.70	\$ 26.21	\$ 26.74	\$ 27.27	\$ 27.82	\$ 28.37	\$ 28.94	\$ 28.95
Swim Carnival Half Day	\$ 496.50	\$ 506.43	\$ 516.56	\$ 526.89	\$ 537.43	\$ 548.18	\$ 559.14	\$ 559.00
Swim Carnival Full Day	\$ 873.00	\$ 890.46	\$ 908.27	\$ 926.43	\$ 944.96	\$ 963.86	\$ 983.14	\$ 983.00
Group Fitness								
Adult Casual Class	\$ 16.00	\$ 16.32	\$ 16.65	\$ 16.98	\$ 17.32	\$ 17.67	\$ 18.02	\$ 18.00
Concession Casual Class	\$ 12.20	\$ 12.44	\$ 12.69	\$ 12.95	\$ 13.21	\$ 13.47	\$ 13.74	\$ 13.75
Adult 10 Visit Pass	\$ 144.90	\$ 147.80	\$ 150.75	\$ 153.77	\$ 156.84	\$ 159.98	\$ 163.18	\$ 163.20
Concession 10 Visit Pass	\$ 274.05	\$ 279.53	\$ 285.12	\$ 290.82	\$ 296.64	\$ 302.57	\$ 308.62	\$ 308.60
Health Club								
Adult Casual Sessions	\$ 19.45	\$ 19.84	\$ 20.24	\$ 20.64	\$ 21.05	\$ 21.47	\$ 21.90	\$ 21.90
Concession Casual Session	\$ 13.85	\$ 14.13	\$ 14.41	\$ 14.70	\$ 14.99	\$ 15.29	\$ 15.60	\$ 15.60
Adult 10 Visit Pass	\$ 175.65	\$ 179.16	\$ 182.75	\$ 186.40	\$ 190.13	\$ 193.93	\$ 197.81	\$ 198.00
Adult 20 Visit Pass	\$ 346.20	\$ 353.12	\$ 360.19	\$ 367.39	\$ 374.74	\$ 382.23	\$ 389.88	\$ 390.00
Learn to Swim								
Child Price Per Lesson	\$ 17.70	\$ 18.05	\$ 18.42	\$ 18.78	\$ 19.16	\$ 19.54	\$ 19.93	\$ 19.90
Aquatic Membership								
Direct Debit Per week	\$ 16.85	\$ 17.19	\$ 17.53	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.98	\$ 19.00
Admin Fee (Join Fee)	\$ 66.15	\$ 67.47	\$ 68.82	\$ 70.20	\$ 71.60	\$ 73.03	\$ 74.50	\$ 74.50
Health Club Membership								
Adult Direct Debit Per week	\$ 21.10	\$ 21.52	\$ 21.95	\$ 22.39	\$ 22.84	\$ 23.30	\$ 23.76	\$ 23.80
Seniors Direct Debit Per Week	\$ 12.20	\$ 12.44	\$ 12.69	\$ 12.95	\$ 13.21	\$ 13.47	\$ 13.74	\$ 13.70
Teens Direct Debit Per week	\$ 11.70	\$ 11.93	\$ 12.17	\$ 12.42	\$ 12.66	\$ 12.92	\$ 13.18	\$ 13.10
Admin Fee (Join Fee)	\$ 66.15	\$ 67.47	\$ 68.82	\$ 70.20	\$ 71.60	\$ 73.03	\$ 74.50	\$ 74.50
Group Fitness Membership								
Adult Direct Debit Per week	New Product							\$ 18.46
Seniors Direct Debit Per Week	New Product							\$ 13.70
Teens Direct Debit Per week	New Product							\$ 13.10
Admin Fee (Join Fee)	New Product							\$ 74.50

Appendix 3: Program Schedules

Learn to Swim Class Schedule

Table 36: Learn to Swim Class Schedule Data

Day	Class Time	No. Classes	Class Time	No. Classes	Class Time	No. Classes	Class Time	No. Classes	Class Time	No. Classes	Class Time	No. Classes	Class Time	No. Classes	Total Weekly Classes	Total Students Per Week	Total Annual Classes	Total Students Per Year (5 per class)
Monday AM Classes	9.00am	5	9.30am	5	10.00am	5	10.30am	5	11.00am	5					25	125	1200	6000
Monday PM Classes	4.00pm	6	4.30pm	6	5.00pm	6	5.30pm	6	6.00pm	6					30	150	1440	7200
Tuesday AM Classes	9.00am	5	9.30am	5	10.00am	5	10.30am	5	11.00am	5					25	125	1200	6000
Tuesday PM Classes	4.00pm	6	4.30pm	6	5.00pm	6	5.30pm	6	6.00pm	6					30	150	1440	7200
Wednesday AM Classes	9.00am	5	9.30am	5	10.00am	5	10.30am	5	11.00am	5					25	125	1200	6000
Wednesday PM Classes	4.00pm	6	4.30pm	6	5.00pm	6	5.30pm	6	6.00pm	6					30	150	1440	7200
Thursday AM Classes	9.00am	5	9.30am	5	10.00am	5	10.30am	5	11.00am	5					25	125	1200	6000
Thursday PM Classes	4.00pm	6	4.30pm	6	5.00pm	6	5.30pm	6	6.00pm	6					30	150	1440	7200
Friday AM Classes	9.00am	5	9.30am	5	10.00am	5	10.30am	5	11.00am	5					25	125	1200	6000
Friday PM Classes	4.00pm	6	4.30pm	6	5.00pm	6	5.30pm	6							24	120	1152	5760
Saturday AM Classes	8.30am	8	9.00am	8	9.30am	8	10.00am	8	10.30am	8	11.00am	8	11.30am	8	56	280	2688	13440
Sunday AM Classes	8.30am	8	9.00am	8	9.30am	8	10.00am	8	10.30am	8	11.00am	8	11.30am	8	56	280	2688	13440
Total Classes		71	0	71	0	71	0	71	0	65	0	16	0	16	381		18288	
Total Students		355	0	355	0	355	0	355	0	325	0	80	0	80		1905		91440

Notes:

- Program operates 48 weeks per year
- 381 classes per week (Monday to Sunday) – from year 1
- 1905 students per week participating in lessons – from year 1

Group Exercise Class Schedule

Table 37: Group Exercise and Aqua Aerobics Class Schedule Data

Day	Class Time	No. Classes	Class Type	Class Time	No. Classes	Class Type	Class Time	No. Classes	Class Type	Class Time	No. Classes	Class Type	Class Time	No. Classes	Class Type	Class Time	No. Classes	Class Type	Total Weekly Classes
Monday	6.30am	1	Dry	7.30am	1	Dry	9.00am	1	Aqua	10.00am	2	Dry	11.00am	1	Aqua	6.00pm	2	Dry	8
Tuesday	6.15am	1	Dry	9.00am	1	Aqua	9.00am	1	Dry	10.00am	2	Dry				6.00pm	2	Dry	7
Wednesday	6.30am	1	Dry	7.30am	1	Dry	9.00am	1	Aqua	10.00am	2	Dry	11.00am	1	Aqua	6.00pm	2	Dry	8
Thursday	6.30am	1	Dry	9.00am	1	Aqua	9.00am	1	Dry	10.00am	2	Dry				6.00pm	2	Dry	7
Friday	6.15am	1	Dry	7.15am	1	Dry	9.00am	1	Aqua	10.00am	2	Dry	11.00am	1	Aqua	6.00pm	1	Dry	7
Saturday	8.30am	1	Dry	9.30am	1	Dry													2
Sunday	9.30am	1	Dry	10.30am	1	Dry													2
Total Classes		7			7			5			10			3			9		41

Legend:



Aqua Aerobics Classes (8 classes per week)

Group Exercise Classes (33 classes per week)

Appendix 4: Component Schedule Comparison (2017 and 2022)

Area	Facility Components	Target Markets	Facility Objectives	Area Schedules	Total Area (m ²) 2022	2017 Document Comparison	COMMENTS
Indoor Aquatic Hall	Main indoor competition pool 51.5m pool with 10 lanes (2.5m) swim wall	<ul style="list-style-type: none"> • Education • Competition • Health and fitness • Events • Training • Programs 	<ul style="list-style-type: none"> • Adjacent to spectator areas • Deep pool areas located away from shallow water pools • 50m pool needs to be isolated from other pools during competition use (noise factor) • Fully accessible via ramp 	<ul style="list-style-type: none"> • Pool 25m x 51.5m with swim wall • Wet Deck – 0.5m around pool edge • Concourse – 3.5m sides, 4.0m each end • Water depth 1.2m to 1.8m • Ramp 1.5m wide x 25m long • Spectator seating – 400 spectators 	2,236m ² (63m x 35.5m)	<p>Total area (m²) consistent with 2017. Inclusions are -Spectator seating was featured in 2017 number of seats 400 not articulated</p> <p>Boom replaced with swim wall</p>	<p>Spectator seating required to support school carnivals, particularly if Council decides to close outdoor pool at Melton Waves. All carnivals will transfer to the Plumpton facility.</p> <p>Seating would run along the length of 50 metre pool – 400 seats minimum requirement.</p> <p>Swim wall included to improved program flexibility and functionality</p> <p>No identified need to provide for water polo</p>
	Warm water program pool	<ul style="list-style-type: none"> • Aquatic programs • Water exercise 	<ul style="list-style-type: none"> • Provide new program pool • Pool to be part of pool hall with capacity to be closed off 	<ul style="list-style-type: none"> • Warm water program pool 20m x 10m (1m to 1.5m deep) • Ramp access (1.5m wide) • Concourse average 3m around pool area 	200m ² (10m x 20m) Plus concourse	<p>Increased length of pool by 5m from 2017 doc (15m x 10m in 2017)</p>	<p>Warm water pool increased to 20m x 10m pool in line with industry trends</p> <p>2017 figures included concourse and ramp. These areas are calculated separately</p>
	Spa/Saunas	<ul style="list-style-type: none"> • Older adults • Social • Therapy • Sports recovery • Non-organised leisure 	<ul style="list-style-type: none"> • Provide spa as part of warm water pool including 1 x able bodied and 1 x accessible spa • Steam room and dry sauna for social / relaxation and therapy 	<ul style="list-style-type: none"> • Spa x 2 – 35m² • Sauna – 20m² dry • Sauna – 20m² steam 	110m ²	<p>Increased total area by 35 m² from 75 m² to 110 m² from 2017 due to inclusion of additional accessible spa at 35 m²</p>	<p>Based on industry trends accessible spa included along with able bodied spa for equitable access for people with disabilities</p>

Area	Facility Components	Target Markets	Facility Objectives	Area Schedules	Total Area (m ²) 2022	2017 Document Comparison	COMMENTS
			<ul style="list-style-type: none"> Capacity for approx. 16 people Zone away from children's areas Spa saunas close to change areas 				
	LTS Pool	<ul style="list-style-type: none"> Learn to swim program 	<ul style="list-style-type: none"> Separate learn to swim pool Consider noise factor for teaching 	<ul style="list-style-type: none"> LTS Pool 20m x 10m Wet deck 0.5m Concourse average 3m Depth 0.9m to 1.2m Learn to swim office 20m² 	200m ² (10m x 20m) Plus concourse	<p>Toddler and LTS were combined in 2017 now separate</p> <p>Increased length of LTS pool by 5m from 2017 doc (15m x 10m in 2017)-Learn to swim office 20m² inclusion.</p>	<p>New schedule splits LTS and leisure water and toddlers pool to improve functionality.</p> <p>LTS pool increased to 20m x 10m in line with industry trends</p> <p>Separate toddlers pool - 60m²</p> <p>Separate splash pad -500m²</p> <p>Areas configured differently to 2017 schedule</p>
	Toddlers	<ul style="list-style-type: none"> Younger children Families 	<ul style="list-style-type: none"> Separate toddlers pool adjacent to water play area 	<ul style="list-style-type: none"> Toddlers Pool 60m² 	60m ²	Same size as 2017 but now separate from LTS pool.	<p>Separate toddlers pool provides separation of water filtration to ensure pools can remain operational during incident i.e., code brown</p>
	Splash Pad and Water Play Combination Unit	<ul style="list-style-type: none"> Leisure activities Social Groups Entertainment Children Families 	<ul style="list-style-type: none"> Indoor aquatic splash pad and water play unit Key age ranges catered for 5 to 12 years old Separate filtration unit 	<ul style="list-style-type: none"> Play unit to be decided on but for brief have used areas for AP750 (Whitewater West) as a guide that requires a 344m² splash pad area Play equipment unit footplate is 17.1m x 11.1m 	500m ²	Splash pad size up from 344m ² to 500m ² – increase of 156m ² .	<p>Areas separated into 2 bodies of water i.e.</p> <ul style="list-style-type: none"> LTS/program pool 10m x 20m Toddlers pool 60m² Leisure water 500m² <p>Area of sufficient size to create unique attractor for family social markets</p>
	Water slides and Tower	<ul style="list-style-type: none"> All customers Younger people 	<ul style="list-style-type: none"> Development of 2 x waterslides 1 x raft ride 	<ul style="list-style-type: none"> 100m² for flume drop off area in pool hall 	180m ²	Same size is as per 2017 however 2017	Industry experience and benchmarking indicates the need to have multiple slides of differing

Area	Facility Components	Target Markets	Facility Objectives	Area Schedules	Total Area (m ²) 2022	2017 Document Comparison	COMMENTS
			<ul style="list-style-type: none"> 1 x body/or raft slide Internal flume to exit ride Slide and tower external to the building 	<ul style="list-style-type: none"> Tower footplate to be designed but say 8m x 10m =80m² Raft storage area 50m² to consider aircraft height restriction development zone over building when positioning slide tower 		<p>provided for one slide</p> <p>New plan provides for one body and one raft slide to provide attractor for teenage market</p> <p>Raft storage area included</p>	<p>challenge levels to appeal to different market segments</p> <ul style="list-style-type: none"> Slide 1 – family/younger children Slide 2 – adventure/teenager slide <p>The slide tower could be added on to as a later stage</p>
	Filtration plant and storage	<ul style="list-style-type: none"> Centre staff 	<ul style="list-style-type: none"> Filtration and pool hall mechanical plant room To service new water space 	<ul style="list-style-type: none"> Plant room 800m² and may need 2 separate areas subject to pool layouts Roof plant 170m² Work desk within plant room 5m² 	970m ²	<p>Additional 460 m² here -up from 510m² in 2017 doc to 970m²</p> <p>400m² Additional 400m² for plant and 5m² for work area within plant room.</p>	<p>Size of plant room is driven by aquatic components and related plant and equipment. Plant room assumes fully electric operations and provides required room for chemical storage.</p> <p>Workstation/bench required for plant operator manual tasks</p> <p>If Council aim for 6-star green star, may want to consider area for battery storage and other possible ESD initiatives as part of plant room</p>
	Pool storage	<ul style="list-style-type: none"> Centre staff 	<ul style="list-style-type: none"> Pool cleaning equipment Learn to swim equipment 	<ul style="list-style-type: none"> Storage area Cleaning 40m² Learn to swim equipment 50m² 	90m ²	Addition to 2017	Pool storage often under provided for. Benchmarking indicates need for storage of this size for functionality.
Subtotal Indoor Aquatic Hall					4,546m²		
Health and Wellness Area	Gymnasium / Weights Room	<ul style="list-style-type: none"> Health and fitness Therapy Competition / clubs Industry Training 	<ul style="list-style-type: none"> Develop gym/fitness area incorporating weights, cardio equipment and circuit 	<ul style="list-style-type: none"> Gymnasium area 1000m² includes functional gym 2 x Office 14m² 	1,066m ²	No change	

Area	Facility Components	Target Markets	Facility Objectives	Area Schedules	Total Area (m ²) 2022	2017 Document Comparison	COMMENTS
		<ul style="list-style-type: none"> Wellness Social groups 	<ul style="list-style-type: none"> area. Provide 24-hour gym access 	<ul style="list-style-type: none"> Assessment office 10m² Accessible amenity 8m² Storage 20m² 			
	Group Fitness Rooms	<ul style="list-style-type: none"> Health and fitness Therapy Competition / clubs Industry training Social group Events/social 	<ul style="list-style-type: none"> Provide multi-use timber floor area suitable for classes and functions 	<ul style="list-style-type: none"> 1x 250m² 1x 150 m² 1x 100 m² 1 x 80m² Storage 40m² Allow for future expansion area reservation as part of future proofing design 	620m ²	Additional 80m ² from 540m ² to 620m ² : -100m ² Pilates added - Spin reduced from 100m ² to 80m ²	Range of flexible multipurpose rooms provided for health and wellness to cater for current trends i.e.: <ul style="list-style-type: none"> Pilates Yoga Group fitness Spinning
	Allied Health	<ul style="list-style-type: none"> Personal training Specialist services Relaxation Allied health services 	<ul style="list-style-type: none"> Provide a relaxing and quiet wellness and health zone 	<ul style="list-style-type: none"> 6 rooms -3m x 4m (12m²) rooms Treatment preparation room 5m x 6m (30m²) Storage 20m² Entry/Lounge/relaxation area 10m x 6m (60m²) 	190m ²	Area reduced to 190m ²	Component schedule changed to provide for 6 rooms in total based on recent benchmarking
Subtotal Health and Fitness Area					3,908m²	2,080m²	Additional increase relates primarily to the new community hub component
Front of House Areas	Foyer / Reception / Merchandising redevelopment	<ul style="list-style-type: none"> All customers 	<ul style="list-style-type: none"> Welcoming entry area that allows users to relax and socialise before entering central areas Electronic member's entry systems to reduce overcrowding at reception Provide controlled access to aquatic and 	<ul style="list-style-type: none"> Foyer – 70m² Reception – 30m² (allowance for 3 work point of sale positions) Merchandising – 50m² Store – 20m² Change area – 10m² 2 x accessible 	400m ²	Up 20m ² from 2017 doc – confirmation from Kate M if 2 x accessible toilets can fit in 20m ² or 40m ² in total. this would then equate to the same m ² as previous.	Provision has made for access to toilets in the non-paying area.

MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.2 Plumpton Aquatic Leisure Centre Business Case and Funding Strategy

Appendix 1 Plumpton Aquatic Leisure Centre Business Case and Funding Strategy

Area	Facility Components	Target Markets	Facility Objectives	Area Schedules	Total Area (m ²) 2022	2017 Document Comparison	COMMENTS
			health and fitness areas • Provide area within foyer for merchandise	toilets – 20m ²			
	Food and beverage	• All customers	• Provide food and beverage area to improve secondary spend opportunities and provide internal/external access • Serve into foyer and aquatics hall	• Dry lounge – 70m ² • Café serveries – 30m ² • Wet lounge – 60m ² • Kitchen – 40m ² • Store – 30m ² • Workstation – 10m ²	130m ²	Additional 60m ² or wet lounge	Benchmarking indicates need to provide access to food and beverage from both the wet and dry areas. This supports the social/family market use of the facility
	Meeting and Training Room	• Administration area • Centre users	• Provide meeting and training room	• Room 10m x 6m	60m ²	No change	
	Offices/Administration /Staff Rooms	• Staff area	• Provide areas for staff and administration	• Offices x 4 – 60m ² • Work area – 80m ² • Storage – 40m ² • Staff room – 40m ² • Staff amenities – 20m ² • Cash/utility room – (off reception) 10m ²	250m ²	Additional 40m ²	Office area calculated on assumed staffing structure
	Cleaner room	•	•	• Cleaners' storage 15m ²	15m ²	New area	This area was missed in 2017
Subtotal Front of House					785m²		
Amenities	Main Pool Hall / Change rooms and Amenities	• Aquatics hall users	• Provide modern amenities easily maintained	• Male – 100m ² • Female – 100m ² • Service areas – 20m ²	220m ²	No change	
	School/Event Change Rooms	• Schools • Event Users • Swim Club	• Provide separate group change areas 1 x male, 1 x female	• 2 x Group change 50m ² = 100m ²	100m ²	No change	
	Warm Water Change	• Program Pool users	• Provide separate change for Program	• Accessible change 2 x 8m ²	30m ²	This area has moved from 'program pool change' to 'warm	Benchmarking indicates need for accessible change cubicles to be provided off concourse of warm

Area	Facility Components	Target Markets	Facility Objectives	Area Schedules	Total Area (m ²) 2022	2017 Document Comparison	COMMENTS
			<ul style="list-style-type: none"> Pool users Accessible change Changing places 	<ul style="list-style-type: none"> Changing places – 14m² 		water change' and reduced from 80m ² to 30m ²	water pool – reduces the demand on communal change area.
	Dry Change Rooms and Amenities	<ul style="list-style-type: none"> Health & fitness users Meeting room users Café users 	<ul style="list-style-type: none"> Provide modern amenities easily maintained 	<ul style="list-style-type: none"> Male – 60m² Female – 60m² Service areas – 20m² 	140m ²	No Change	
	Change Village	<ul style="list-style-type: none"> Families People with disabilities Older adults Gender neutral 	<ul style="list-style-type: none"> Provide range of family/disabled cubicles 	<ul style="list-style-type: none"> 2 x 5m² 4 x 8m² 2 x 14m² 2 x 8m² accessible 50% to include showers plus communal rinse area 	86m ²	This area has moved from, family change to 'change village' Additional 26m ² from	<p>Benchmarking indicates need to provide range of change room options to meet different markets and needs and support the learn to swim program.</p> <p>Various designed change village and cubicles are required to build a sense of safety and customer satisfaction.</p>
Subtotal Amenities					576m²		
Other Areas	Communication room			<ul style="list-style-type: none"> Data and communication equipment /CCTV - 10m² 	10m ²	New area	This area was not included in 2017
	General Circulation Allowance	<ul style="list-style-type: none"> All customers 	<ul style="list-style-type: none"> Includes circulation allowance until design is completed to determine actual circulation 	<ul style="list-style-type: none"> Allowance 10% of floor area. 	700m ² to be updated once layout is determined	No change.	
	Dry Plant Room	<ul style="list-style-type: none"> Service Area 	<ul style="list-style-type: none"> Plantroom 	<ul style="list-style-type: none"> Roof plant 170m² Final design to determine if located on roof structure or as part of the building 	170m ²	Total area not changed but dispersed across 3 plant room areas	Plant room size based on the requirements. Area split between 3 areas
Subtotal Other Areas					880m²		
TOTAL BUILDING AREA					10,695m²		

Area	Facility Components	Target Markets	Facility Objectives	Area Schedules	Total Area (m ²) 2022	2017 Document Comparison	COMMENTS
Car Parking		<ul style="list-style-type: none"> • All users 	<ul style="list-style-type: none"> • Car parking • Accessible/pram friendly • Electric car charging station • Bike storage 		250 spaces	As per 2017 document	

PLUMPTON AQUATIC LEISURE CENTRE BUSINESS CASE AND FUNDING STRATEGY COMPONENT OPTIONS ADDENDUM



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Otium Planning Group acknowledges the Australian Aboriginal, Torres Strait and South Sea Islander peoples of this nation. We acknowledge the traditional custodians of the lands on which our company is located and where we conduct our business. We pay our respects to ancestors and to Elders, past, present and emerging. Otium is committed to national reconciliation and respect for indigenous peoples' unique cultural and spiritual relationships to the land, waters and seas, and their rich contribution to society.



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1. Introduction

As part of the Business Case and Funding Strategy for the proposed Plumpton Aquatic and Leisure Centre Council wished to investigate in greater detail the impact of the following new or extended facility components to address the future population aquatic and leisure facility needs.

- Water sensory facility
- Provision of an outdoor swimming pool
- Extended gym/weights room

An assessment of the above components has been undertaken to provide a greater understanding of the following impacts:

- Component size and configuration
- Capacity to accommodate on the site including functional relationships
- Indicative capital cost
- Financial operating model impact
- Usage impact
- Economic, social and health impacts

1.1 Water Sensory Area

To provide a point of difference Council may wish to consider innovative components such as a water sensory room. When Metro Sports Facility in Christchurch New Zealand opens in late 2023, it will be the largest aquatic and indoor recreation and leisure venue in New Zealand, and it will include an Aquatic Sensory Experience.

The high-tech multi-sensory environment has been specially designed to cater for people of all ages and abilities to create opportunities and connections that enhance and contribute to wellbeing.

Multi-sensory spaces are known to significantly benefit people with disabilities. This is because the design of the facility encourages fun, relaxation, intellectual activity, language and social skills in a fun and explorative way.

Sensory stimulation can be controlled and matched to meet the needs of the individual where they have choice and control. This upholds a rights-based framework that values the lives of people with disabilities by encouraging full participation.

The Brimbank Aquatic and Wellness Centre that commenced operation in late 2022 includes a dry sensory room. The centre has partnered with non-profit organisation KultureCity to make the centre and all of its programs and events sensory-inclusive.

One of the major barriers for these individuals is over stimulation and sensitivity to noise they may encounter in a venue such as the Brimbank Aquatic and Wellness Centre.

A sensory room equipped with sensory bags, noise-cancelling headphones, fidget tools, verbal cue cards and weighted lap pads are available to guests who may feel overwhelmed.

Both the wet and dry sensory stimulation facilities can be controlled and matched to meet the needs of the individual where they have choice and control. This upholds a rights-based framework that values the lives of people with disabilities by encouraging full participation.

The following image details the proposed aquatic sensory experience room at the Metro Sports facility in Christchurch.

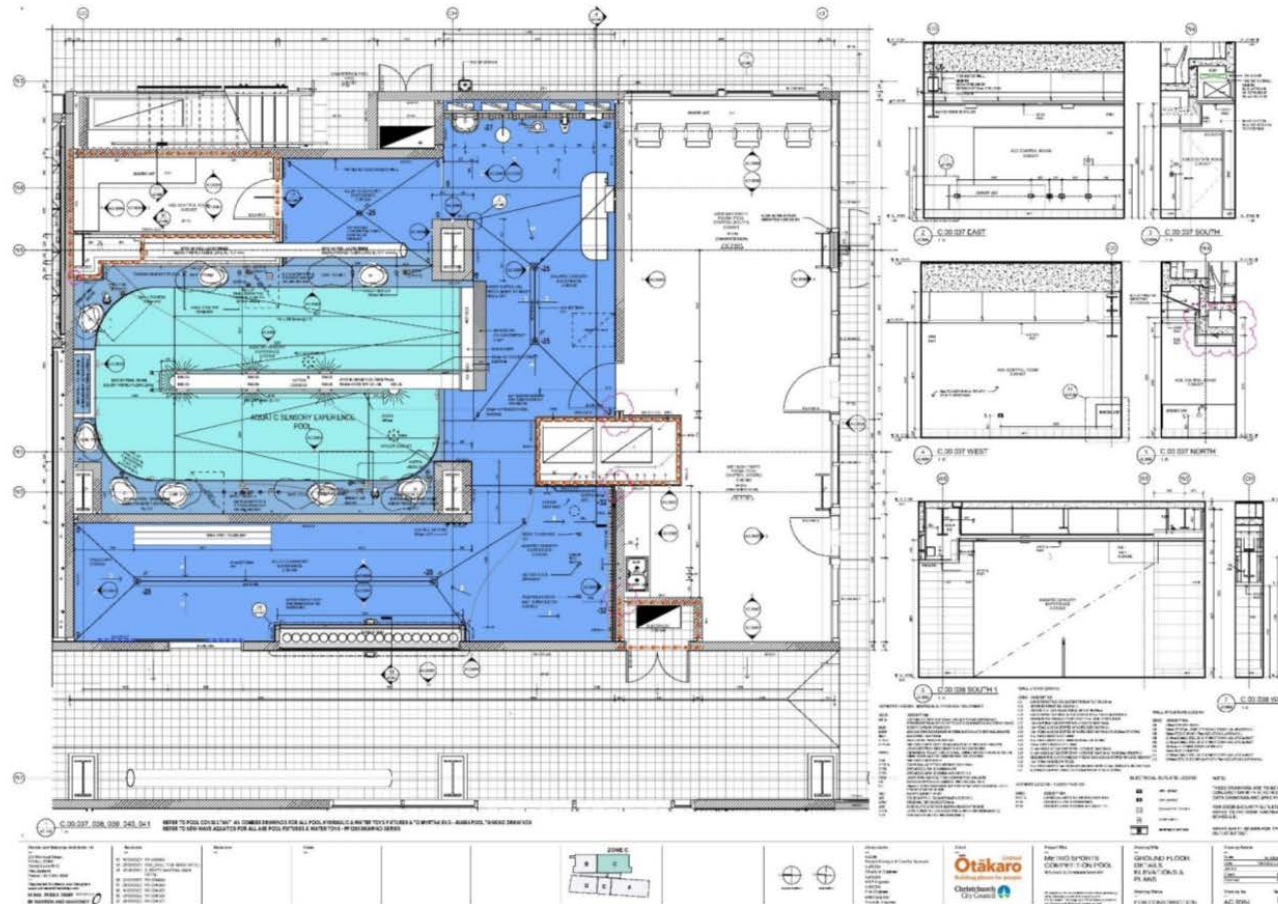
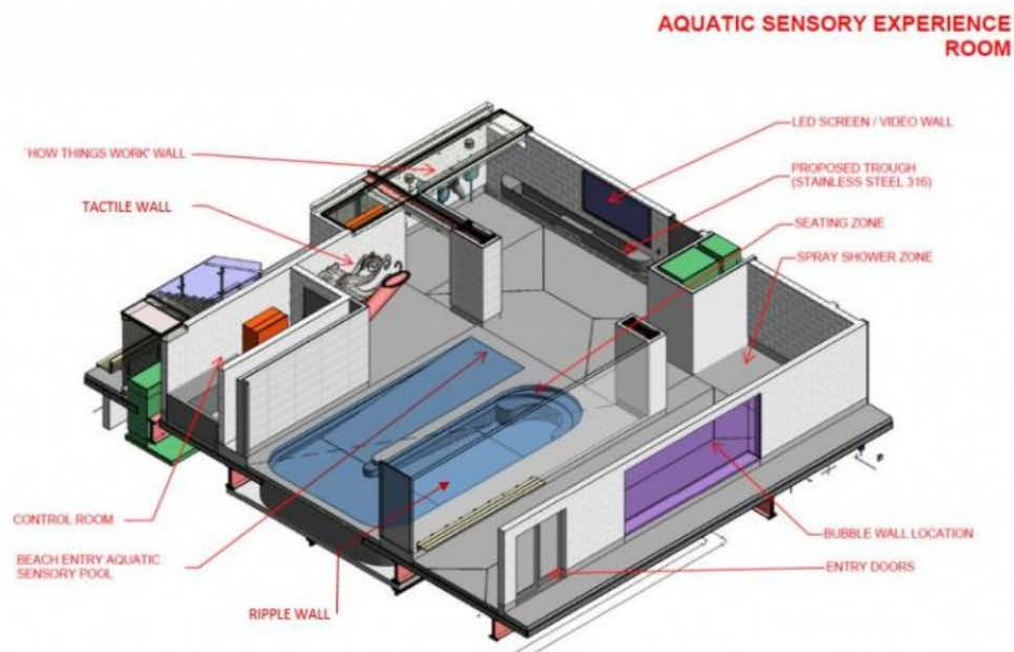


Figure 1: Sample design - Water Sensory Program Pool (Metro Sports Centre, New Zealand)



The key features of the room include:

Table 1: Aquatic Sensory Area Design Features example (Metro Sports Centre, New Zealand)

Aquatic Sensory Experience	Key Features
Heated Pool	Beach entry, 0.9m at the deep end
	Eight water features - fountains, misting spray and jets that can be activated by sensors/switches
Interactive features	Bubble column with interactive water features
	'How Things Work' wall where the flow of water through pipes can be controlled
	Interactive projector screen with video images
	Tactile wall panel relating to Canterbury area including fish, birds, rivers and mountains
	Ripple wall
Accessibility	A fully accessible sensory room located on the ground floor of the new Metro Sports Facility
	Accessible changing rooms
	Wet wheelchairs
	26 disability parking spaces

The following images provides an artist impression of the Aquatic sensory experience and some examples of interactive features that could be considered.



Figure 2: Artist impressions Aquatic Sensory Area (Metro Sports Centre, New Zealand)



Bubble Wall



Ripple Wall



Tactical Wall



Water fountains

1.2 Outdoor 25 Metre Pool

Council wished to consider the cost and usage impacts of providing an outdoor pool as part of the development of the Plumpton Aquatic Centre. This option was identified as a result of the failure of the outdoor pool currently located at Melton Waves.

For the purposes of this cost benefit analysis Otium recommends a 25-metre outdoor pool. Given the proposed PALC facility already contains an indoor 50 metre pool adding another 50 metre outdoor pool is not recommended. The 25 metre pool option has a lower capital cost and lower ongoing staffing and operating costs but can still offers the community benefits of an outdoor pool experience.

Spatially the site can accommodate the 25 metre outdoor pool component. The current indicative design has it shown at the front of the facility facing Beatty's Road, as detailed in image below. The pool would be accessed from the indoor pool hall via doors that are adjacent to the indoor water play area. Additional outdoor pool changerooms have not been included in the design under the assumption patrons will utilise the indoor amenities.

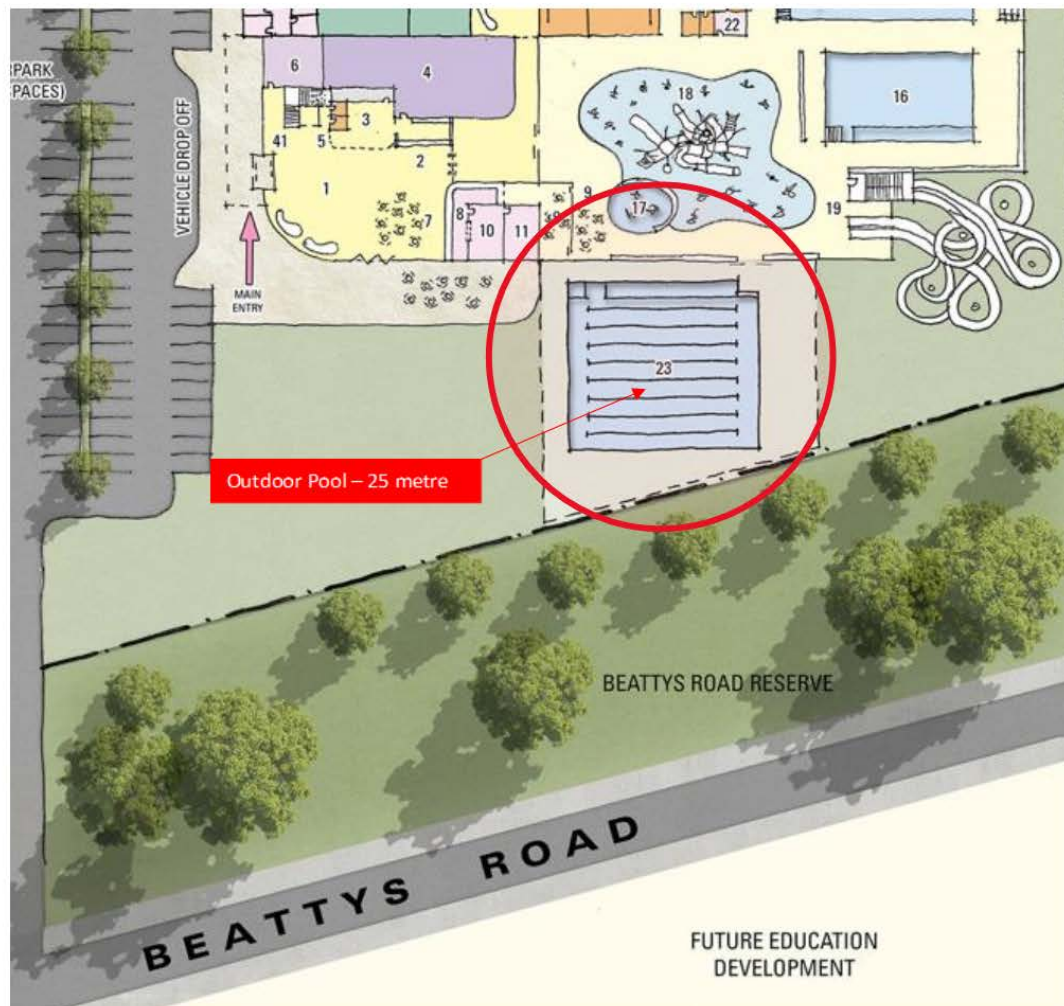


Figure 3: Concept Design extract - Outdoor 25 metre pool location

1.3 Larger Gym

Given the estimated population growth of Plumpton and surrounding areas over the next 25 years Council wished to consider the option of developing a larger gym than identified in the proposed facility component schedule. The current proposal allows for a gym of 1000m² plus a range of group fitness program rooms.

For the purposes of the cost benefit analysis Otium has recommended the extension of the proposed gym from 1000m² to a 1400m² footprint to create a larger gym area. This would enable greater capacity and flexibility with the gym floor layout to respond to population demand over time and to respond to new trends such as larger functional training areas.

The additional 400m² can be accommodated spatially by on the northern side of the proposed gym and can be extended into the “future expansion area” as shown in the image below.

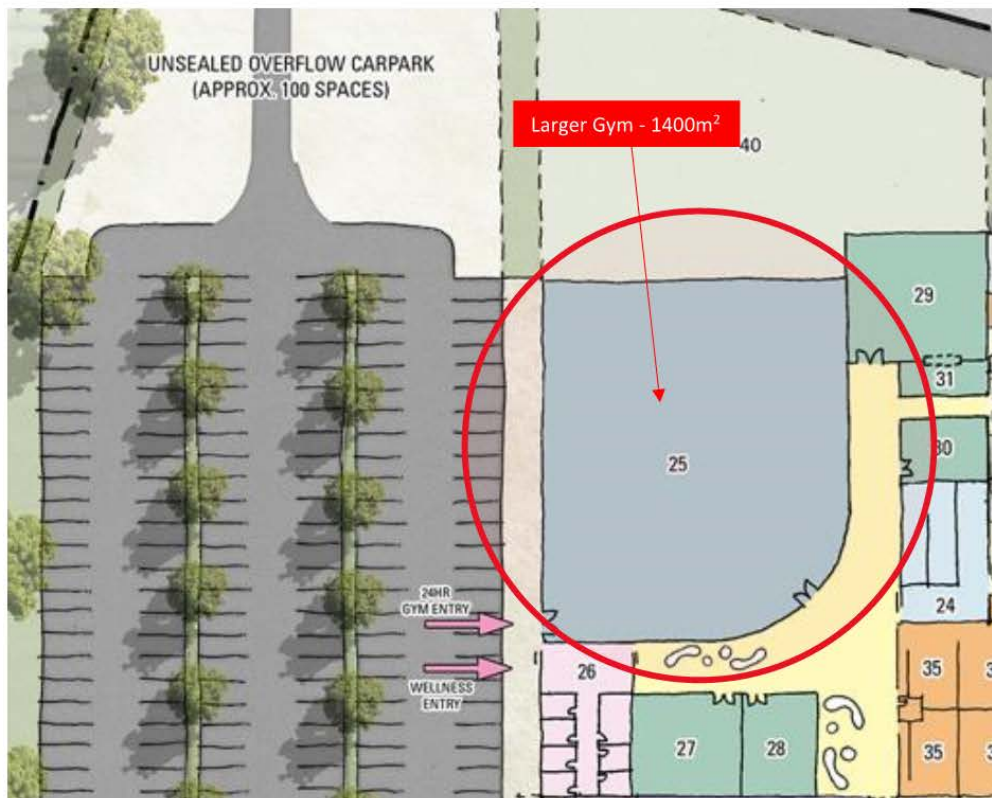


Figure 4: Concept design extract - Larger 1400m² gym location

2. Concept Plans and Indicative Cost

Based on the additional components, project architects Peddle Thorp have developed a revised layout concept plan for the proposed Plumpton Aquatic and Leisure Centre detailed on the following page.

2.1 PALC Additional Components - Indicative Capital Cost Guide (excluding escalation)

Quantity surveyors Turner Townsend have developed an indicative capital cost report for the three additional components.

A copy of the detailed cost plan is provided in **Appendix 1**.

Table 2: Indicative Capital Cost Estimate (excluding escalation)

	Water Sensory Program Pool	Outdoor 25 metre Pool	Larger Gym (1400m ²)	Total Additional Components
Construction Cost	\$1,692,900	\$3,511,360	\$1,224,000	\$6,428,260
Contingencies	\$449,435	\$931,504	\$445,000	\$1,705,989
Fees /Authority charges etc	\$566,665	\$1,090,136	\$430,950	\$2,087,751
Total (2023 Prices)	\$2,709,000	\$5,533,000	\$1,980,000	\$10,222,000

2.2 PALC Capital Cost Report – All Components (including escalation)

The following table provides a summary of all components covered in the Business Case Report and Component Options Addendum. This version of the cost plan has escalation included, based on the assumption of construction commencing in 2025.

A copy of the detailed cost plan is provided in **Appendix 2**.

Table 3: Indicative Capital Cost Estimates for all components (including escalation)

	Option 1	Waterslides	Allied Health	Services Infrastructure	Total Base Design	Water Sensory Program Pool	Outdoor 25 Metre Pool	Larger Gym (1400m ²)	Total All Components
Construction Cost	\$54,203,826	\$5,122,820	\$792,172	\$5,040,000	\$65,158,818	\$1,692,900	\$3,511,360	\$1,224,000	\$71,587,078
Contingencies	\$14,364,724	\$1,358,180	\$210,826	\$1,336,000	\$17,269,730	\$449,435	\$931,504	\$445,000	\$18,975,719
Escalation	<i>\$8,856,771</i>	<i>\$837,129</i>	<i>\$129,554</i>	<i>\$823,567</i>	<i>\$10,647,021</i>	<i>\$276,718</i>	<i>\$573,870</i>	<i>\$200,086</i>	<i>\$11,697,695</i>
Fees /Authority charges etc	\$19,760,799	\$1,648,000	\$318,594	\$1,620,000	\$23,347,393	\$634,199	\$1,230,614	\$479,952	\$25,692,158
Total (2023 Prices)	\$97,186,120	\$8,966,129	\$1,451,146	\$8,819,567	\$116,422,962	\$3,053,252	\$6,247,348	\$2,229,088	\$127,952,650
<i>Total Base Design + Additional Components</i>					<i>\$116,422,962</i>	<i>\$119,476,214</i>	<i>\$122,670,310</i>	<i>\$118,652,050</i>	<i>\$127,952,650</i>

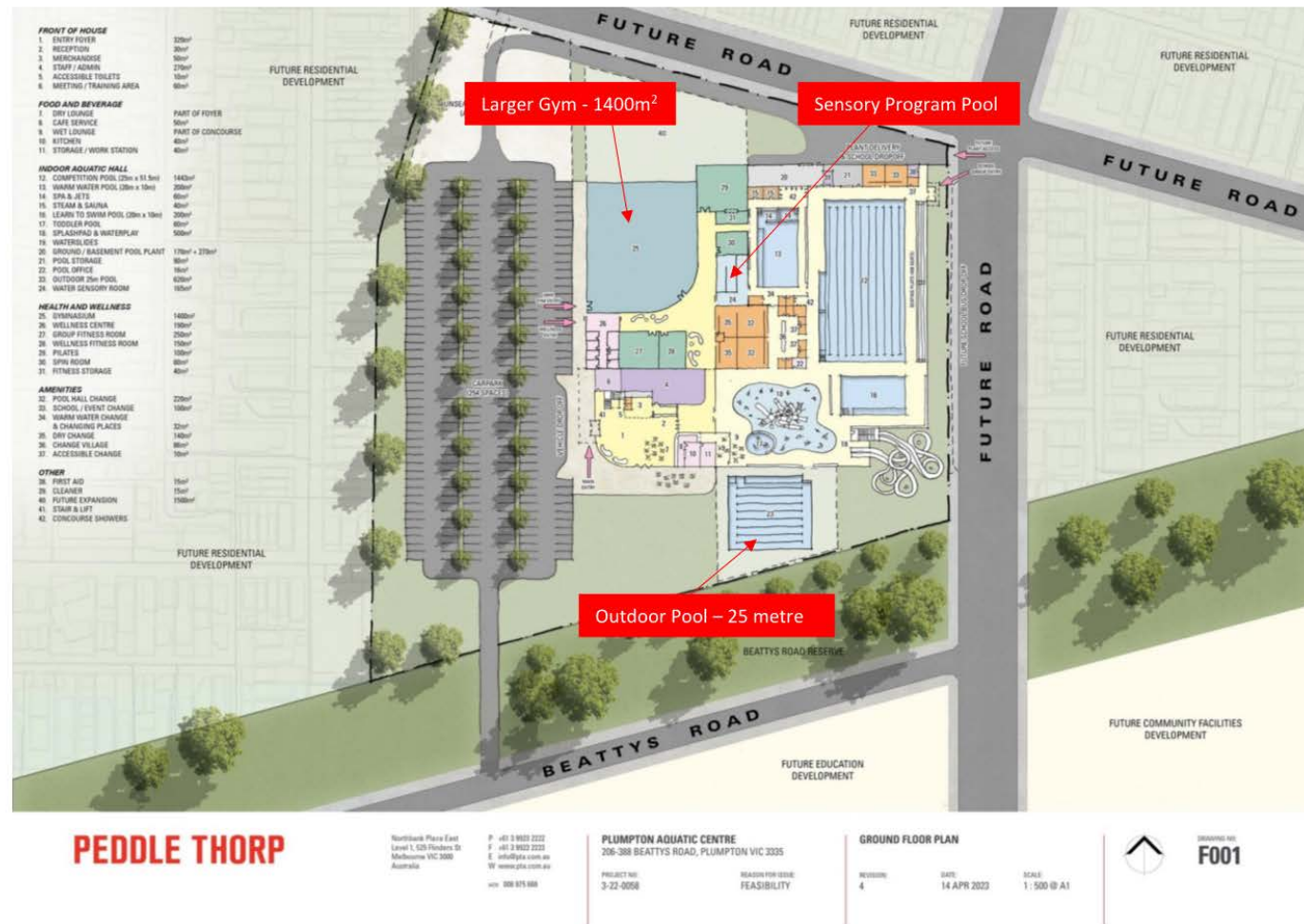


Figure 5: Plumpton Aquatic Leisure Centre Addition Component Options Concept Plan

3. Financial Operating Models

3.1 Overview of Scenarios

This section summarises the financial operational performance of the three separate component options scenarios if added to the Plumpton Aquatic Leisure Centre design scope. The three options include:

- Adding a sensory program pool
- Adding a 25 metre outdoor pool
- Adding a larger gym (1400m² floor space)

The **Otium Analytics Financial Operational Model** provides an assessment of a facility's anticipated operations and utilisation. The model considers the facility's catchment, anticipated revenue streams, programming, membership, staffing structure, overhead expenses, additional costs (such as pre-opening expenses and add on costs), accounts for CPI and business growth over a 25-year period.

The 25-year financial model software was established in collaboration with KPMG via the Business Case for Melbourne Sports and Aquatic Centre (MSAC) in 1996/97. Over the last 25 years, the model has been used and refined for over 250 aquatic, sport, health and leisure facility projects and is recognised by local, state and federal governments as a reputable and reliable business financial forecasting and operational tool.

The key model inputs include:

- Anticipated revenue sources, which could include class income, membership, leases, admission fees etc
- Programming of spaces
- Overhead expenses and distribution
- Staffing levels and wages
- Business growth.

The model outputs include:

- Overall operating position, income per activity space, expenses per activity space
- Total anticipated visitors per activity space
- Revenue and expense per visitor
- Total FTE and wages.

3.2 Financial Model Assumptions

This section summarises the global impacts and financial operational model assumptions for the facility. The following 25 year external contract management model has been created to understand the impact of the proposed future management of the new facility if the additional components are considered in the future design:

3.2.1 Global Impacts

The 25-year projections are developed using the following global impact assumptions, which are consistent with the base case financial model.

The financial models assume existing business and usage in year one. Industry trends indicate leisure facilities increase usage annually and reach business maturity in year three with peak demand. A conservative approach to business

growth has been applied for year six onwards. The financial model therefore see the following business growth impacts.

Table 4: Business Growth

Year									
1	2	3	4	5	6	7	8	9	10
96%	98%	100%	101%	102%	103%	104%	104%	104%	104%

Year									
11	12	14	14	15	16	17	18	19	20
103%	103%	102%	101%	101%	100%	100%	100%	100%	100%

Year				
21	22	23	24	25
100%	100%	100%	100%	100%

Other global impact assumptions include:

- The financial model is annually impacted by a CPI increase. This has been set at 2.2% from year 2 to year 25.
- Casual entry, facility hire, and memberships fees price growth are set at 0.5% annually from year 2 onwards.
- An additional 2.5% is provided from year 2 to year 10 to account for increase to a range of different expenses.
- An additional 1% is provided every year to account for salary increases that may occur because of local enterprise bargain agreements and or salary increases.

3.2.2 Business Assumptions

Participation levels, operating hours, fees and charges, recurrent operating expenditure, maintenance and staffing assumptions are informed by OPG benchmarking and the base case financial model.

The following list of business assumptions apply to the three component options models.

Hours of Operation

- The facility will be open for 52 weeks of the year.
- Operating hours have been assumed as 5am – 9pm (Monday to Friday) and 8am – 6pm (Saturday and Sunday).
- The 25 metre Outdoor Pool is a seasonal facility and will operate for 24 weeks per year from 1 October – 31 March.
- Gym will be open 24 hours, but staff only rostered during standard operating hours.
- The sensory program pool will be available for bookings between 9am – 6pm each day of the week. A maximum of 5 users can be booked at 1 hour intervals throughout each day.

Fees and Charges

The fees and charges applied in the three component options models are consistent with the base case financial model. The only additional fee is \$18 per session to access the Sensory Program Pool. This price is consistent with aqua aerobics pricing as an instructor lead program.

3.3 Water Sensory Program Pool Model Assumptions

The following section provides a summary of the assumption changes between the Base Case Model and Water Sensory Program Pool Financial models. It includes comparison impacts for visitations, income and expenditure.

Additional Visitations Comparison

The table below shows the additional visitation from adding the Water Sensory Program Pool. The assumption for usage is based on a programming schedule as shown in Appendix 3. The operating model is based on hourly bookings for a maximum of five users between 9am and 6pm each of the week.

Table 5: Sensory Pool Impact – Additional Visit Assumptions

Product	Base Case Annual Visits Year 3	Additional Annual Visits (from Water Sensory Pool) Year 3
Water Sensory Pool Session Visits	0	16,380

Additional Income Comparison

The table below shows the additional revenue that would be generated from the Water Sensory Program Pool bookings. The entry fee has been assumed at \$18 per hour which is consistent with the aqua aerobics and group exercise class fee. The entry fee is based on an Instructor available to support and assist users each hour of operation.

Table 6: Sensory Pool Impact – Additional Income Assumptions

Product	Base Case Income Year 3	Additional Income (from Water Sensory Pool) Year 3
Water Sensory Program Bookings	\$0	\$311,043

Additional Expenditure Comparison

The table below shows the additional expenditure items attributed the operation of the Water Sensory Program Pool. It includes staffing, maintenance, cleaning, chemicals and utilities. The assumptions are calculated on 10% additional cost to the Base Case model given that 10% extra water space has been added to the design.

Table 7: Sensory Pool Impact – Additional Expenditure Assumptions

Expenditure Item	Base Case Expenditure Year 3	Additional Expenditure (for Water Sensory Pool) Year 3
Lifeguards	\$836,827	\$106,122
Program Instructors	\$0	\$122,040
Building and equipment maintenance	\$94,000	\$9,400
Cleaning contractors and materials	\$156,673	\$15,660
Plant maintenance contracts	\$15,670	\$10,445
Chemicals	\$125,340	\$12,534
Electricity	\$472,780	\$47,278
Water	\$126,075	\$12,608

3.4 Outdoor Pool Model Assumptions

The following section provides a summary of the assumption changes between the Base Case Model and 25m Outdoor Pool Financial models. It includes comparison impacts for visitations, income and expenditure.

Additional Visitations Comparison

The table below shows the additional visitations from adding the 25m Outdoor Pool. The additional visits have been calculated on the summer peak period for the outdoor pool season which runs from 1 October to 31 March.

Table 8: Outdoor Pool Impact – Additional Visit Assumptions

Product	Base Case Annual Visits Year 3	Revised Annual Visits (including 25m Outdoor Pool) Year 3
Adult Swim	26,000	30,160
Child Swim	20,800	24,440
Concession Swim	10,400	11,440
Family Swim Pass (2 Adults and 2 children)	3,120	5,200
School Carnivals and Events	10	20

Additional Income Comparison

The table below shows the additional revenue that would be generated from the 25m Outdoor Pool during the summer season from 1 October to 31 March. The entry fees are based on the same rates used in the Base Case Model. A further 10 school event days have been added for the outdoor pool usage.

Table 9: Outdoor Pool Impact – Additional Income Assumptions

Product	Base Case Income Year 3	Revised Income (including 25m Outdoor Pool) Year 3
Adult Swim	\$278,403	\$322,947
Child Swim	\$148,116	\$174,036
Concession Swim	\$71,864	\$79,050
Family Swim Pass (2 Adults and 2 children)	\$77,020	\$128,367
School Carnivals and Events	\$10,370	\$5,275

Additional Expenditure Comparison

The table below shows the additional expenditure items attributed the operation of the 25m Outdoor Pool. It includes staffing, maintenance, equipment, chemicals and utilities. The assumptions are calculated on 25% additional cost to the Base Case model given that 25% extra water space has been added to the design.

Table 10: Outdoor Pool Impact – Additional Expenditure Assumptions

Product	Base Case Expenditure	Revised Expenditure
	Year 3	(including 25m Outdoor Pool) Year 3
Lifeguards	\$836,800	\$89,500
Building and equipment maintenance	\$94,000	\$23,500
Pool equipment	\$15,670	\$3,900
Plant maintenance contracts	\$15,670	\$5,200
Chemicals	\$125,340	\$31,330
Electricity	\$472,780	\$118,190
Water	\$126,075	\$31,500

3.5 Larger Gym Model Assumptions

The following section provides a summary of the assumption changes between the Base Case Model and Larger Gym (1400m²) Financial models. It includes comparison impacts for visitations, income and expenditure.

Additional Visitations Comparison

The table below shows the additional visitation from adding the larger gym floor area of 1400m². The assumption of 1.58 members per square metre has been used to calculate the additional gym members and is consistent with the method used for the Base Case assumptions.

Table 11: Larger Gym Impact – Additional Visit Assumptions

Product	Base Case Annual Visits	Revised Annual Visits
	Year 3	(including 1400m ² Gym) Year 3
Member Visits	278,400	397,440

Additional Income Comparison

The table below shows the additional revenue that would be generated from the larger gym facility. The additional income is based on a larger gym member base assumption of 2070 members (1400m² gym area) compared to the base case model of 1450 members (1000m² gym area). The gym membership pricing is consistent between both models.

It should be noted to achieve this 43% increase in members in the Large Gym Financial Model option, a penetration rate of 2.65% of the 117,625 residents (2026 population projection) would be required. The Base Case Financial Model penetration rate assumption is 2.12% of the 117,625 residents. The 2.65% penetration rate is significantly higher than industry benchmarks and the current penetration of Melton Waves gym membership (currently less than 1%). The trigger to achieve a higher membership would be an increase in the estimated catchment population to a minimum of 150,000 people.

Table 12: Larger Gym Impact – Additional Income Assumptions

Product	Base Case Income Year 3	Revised Income (including 1400m ² Gym)
Gym Membership Income	\$1,615,347	\$2,306,047

Additional Expenditure Comparison

The table below shows the additional expenditure items attributed the operation of the Larger Gym footprint. It includes staffing, maintenance, equipment leases, uniforms, cleaning and utilities. The assumptions are calculated on 40% additional cost to the Base Case model given that 40% extra gym floor space has been added to the design. A second gym instructor has been added to the staffing cost for each hour of operation.

Table 13: Larger Gym Impact – Additional Expenditure Assumptions

Product	Base Case Expenditure Year 3	Revised Expenditure (including 1400m ² Gym)
Gym Instructors	\$153,429	\$310,054
Building and equipment maintenance	\$10,445	\$4,178
Gym equipment leases	\$208,897	\$83,559
Uniforms	\$10,445	\$3,133
Cleaning contractors	\$20,890	\$8,356
Electricity	\$21,013	\$8,405

3.6 Financial Models Summary

The following table shows the 25 Year Average Financial Model scenario outputs for the three component options including

- Original Base case
- Water Sensory Program Pool
- 25m Outdoor Pool
- Larger Gym (1400m²)

Table 14: Financial Model Outputs Comparison – 25 Year Averages

25 Year Model Outputs	Base Case 25 Year Ave.	Sensory Pool Model 25 Year Ave.	Outdoor Pool Model 25 Year Ave.	Larger Gym Model 25 Year Ave.
Visitations	713,759	730,309	726,813	834,037
Income	\$8,768,119	\$9,186,145	\$8,948,574	\$9,696,385
Expenditure	\$8,332,668	\$8,918,923	\$8,785,390	\$8,820,162
Net Operating Perf.	\$435,451	\$267,221	\$163,185	\$876,223
FTE	36.7	40.1	38.1	39.2

The financial model comparison indicates:

- The larger gym model would deliver the highest 25 year average operating surplus of \$876,223. The key driver for this improved performance is a higher membership base with 2070 gym members compared to 1950 gym members in the original base case. This model also assumes an additional 2.5 FTE would be added and would achieve the highest visitations of the four models. It should be noted to achieve this 43% increase in members in the Large Gym Financial Model option, a penetration rate of 2.65% of the 117,625 residents (2026 population projection) would be required. The Base Case Financial Model penetration rate assumption is 2.12% of the 117,625 residents
- The original base case model (excluding the three additional components) results in the second highest 25 year average operating surplus of \$435,451. The base case model has the lowest visitation numbers and staffing requirements.
- The water sensory program pool model has the third highest 25 year average operating surplus of \$267,721. This model requires the highest staffing at 40.1 FTE with extra lifeguards and program instructors required for the dedicated spec program pool area.
- The 25 metre outdoor pool model has the lowest 25 year average operating surplus of \$163,185. Although some additional casual aquatic income (seasonal only) would be generated the outdoor pool requires significantly higher operating costs compared to the base case. An additional \$452,722 expenditure is assumed in the model for staffing, maintenance, utilities and chemicals.

4. Cost Benefit Analysis

4.1 Financial Model Impacts Comparison

In order to quantify the capital cost and operational impacts of the additional component options the following section provides a comparison of the modelling outputs.

The table below provides a summary of the differences between the financial model outputs as the result of the adjusted assumptions outlined above.

Table 15: Operating Performance Comparisons – Additional Component Options

Comparison Item	PALC Operating Model Base Case	Sensory Pool Operating Model	Outdoor Pool Operating Model	Larger Gym Operating Model
Visitations (25 year average)	713,759	730,309	726,813	834,037
Income (25 year average)	\$8,768,119	\$9,186,145	\$8,948,574	\$9,696,385
Expenditure (25 year average)	\$8,332,668	\$8,918,923	\$8,785,390	\$8,820,162
Net Operating Performance (25 year average)	\$435,451	\$267,721	\$163,185	\$876,223
Depreciation (25 year average)	\$1,303,176	\$1,337,034	\$1,373,403	\$1,327,656
Centre Performance (25 year average)	(\$867,725)	(\$1,069,813)	(\$1,210,218)	(\$451,433)
EFT	36.7	40.1	38.1	39.2

4.2 Capital Costs (excluding escalation) – Base Design and Additional Components Comparison

The tables below provide a summary of the capital cost differences with the three component options.

Table 16: Construction Cost Additional Component Options Comparison (excluding escalation)

	PALC Base Case Design	Water Sensory Program Pool	Outdoor 25 Metre Pool	Larger Gym (1400m ²)	Total Additional Components
Construction Cost	\$65,158,818	\$1,692,900	\$3,511,360	\$1,224,000	\$6,428,260
Contingencies	\$17,269,730	\$449,435	\$931,504	\$445,000	\$1,705,989
Fees /Authority charges etc	\$20,741,453	\$566,665	\$1,090,136	\$430,950	\$2,087,751
Total (2023 Prices)	\$103,170,001	\$2,709,000	\$5,533,000	\$1,980,000	\$10,222,000
Total Base Design + Additional Components	\$103,170,001	\$105,879,001	\$108,703,001	\$105,150,001	

4.3 Benefits Assessment Model Overview

This section summarises the social and economic benefits of the proposed PALC base design and additional component option scenarios.

The **Otium Analytics Benefits Assessment Model** provides a “high-level” analysis of the economic benefits of a proposed project and converts social and health benefits to economic value. The assumptions and economic outputs are updated and calibrated for each project to reflect any new work on benefits calculation and the local economic conditions of the project being modelled. An economist report is recommended to be commissioned for a more detailed assessment of the economic and social benefits.

Otium's Social and Economic Benefits Model provides an assessment of projects to identify:

- Direct economic benefits in terms of:
 - Capital spends
 - Revenue generated
 - Recurrent spending (operating expenditure)
 - Jobs created in construction and operation.
- Indirect economic (flow-on) benefits in terms of:
 - Additional economic activity
 - Additional jobs.
- Social and Health benefits in terms of:
 - Criminal and social justice benefit
 - Human capital benefit
 - Personal health benefit
 - Productivity benefit.
- Net Present Value and BCR (benefit to cost ratios) using a range of discount rates.

The model considers a range of inputs and estimated economic outputs to derive the above, including:

- Regional economic and industry data
- Proposed capital cost
- Estimated recurrent/operating expenses and revenues
- FTE jobs associated with construction and operation (usually based on industry figures for the region)
- Industry/activity-specific economic multipliers
- Likely per-visit expenditure
- Economic benefit of deferring or avoiding health costs
- Assumptions on 20 year operating period. Note: the Benefits Assessment Model only projects over a 20 year period and as such aligns with the first twenty years of the Financial Operating Model.
- Assumptions on management and operational models.

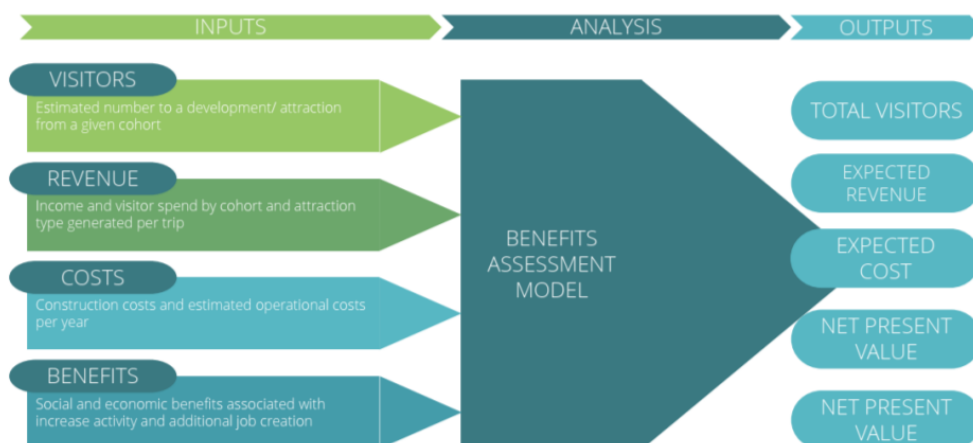


Figure 6: Benefits Assessment Model Framework

4.4 Base Case Option - Benefits Assessment Model Assumptions

The following assumptions have informed the social and economic benefit model. These are:

- The total construction cost is informed by the capital cost estimate (excluding escalation) obtained from Turner and Townsend.
- Visitation projections from year 1 to year 20.
- Revenue projections from year 1 to 20
- Expenditure projections from year 1 to 20
- Depreciation allowance of 2% of the capital cost for construction of the new facility.
- The new facility and continued population expansions will see a growth in program participation and an increase in employment.
- Melton Remplan has been used to inform the model assumptions. Specifically:
 - The construction industry provides for 6,854 construction jobs and an estimated annual output of \$3,010,146,000.
 - The manufacturing industry provides for 1,603 manufacturing jobs and an estimated annual output of \$1,134,046,000.
- ABS Labour Force Survey (May 2022) has informed the model assumptions. Specifically:
 - Average weekly construction job wage is \$1,751.20.
 - Average weekly manufacturing job wage is \$1,551.10.
 - Average weekly retail job wage is \$1,327.00.
- A multiplier effect of 1.25 has been assumed that recognises the higher flow-on effect from initial construction and regular users.
- Secondary “intangible” benefits have also been measured, including health, productivity, human capital uplift, and criminal and social benefits. These benefits estimate the reduction in negative effects of poor health, productivity, and effects of crime and have been informed by the KPMG The Value of Community Sport Infrastructure Report in 2018.

4.5 Benefits Assessment Model Outputs

The following table provides a summary comparison of the Social and Economic Impact Assessment model outputs for the base case design and the three additional component options.

Table 17: Benefits Assessment Model Outputs Comparison

Benefit Assessment Model Outputs	PALC Operating Model Base Case	Sensory Pool Operating Model	Outdoor Pool Operating Model	Larger Gym Operating Model
Capital Cost (excluding escalation)	\$65,158,181	\$66,851,718	\$68,670,178	\$66,382,818
Social Impacts				
Average Annual Visitations	715,595	732,188	728,683	836,183
Total Visits (20 years)	14,311,905	14,643,766	14,573,666	16,723,658
Construction Phase Impacts				
Direct Constructions Jobs (FTE)	119	122	125	121
Indirect Constructions Jobs (FTE)	29	30	31	30
Total Employment (FTE)	148	152	156	151
Annual Regional Income *	\$20,602,283	\$21,137,761	\$21,712,737	\$20,989,500

Benefit Assessment Model Outputs	PALC Operating Model Base Case	Sensory Pool Operating Model	Outdoor Pool Operating Model	Larger Gym Operating Model
Operational Phase Impacts				
Facility Employment (FTE)	36.7	40.07	38.15	39.20
Annual Regional Income Benefit	\$4,919,565	\$5,081,824	\$4,780,802	\$5,943,563
Total Regional Income Benefit (20 Years)	\$98,391,308	\$101,636,487	\$95,616,033	\$118,871,262
Benefit Cost Analysis				
Benefit Cost Ratio (4% Discount Rate)	1.30	1.31	1.23	1.49
Net Present Value of Total Benefits	\$84,943,329	\$87,686,940	\$84,260,198	\$98,763,983
Total Regional Economic Benefits (20 years)	\$118,993,592	\$122,774,248	\$117,328,770	\$139,860,762
Health Benefits (20 years)	\$57,247,621	\$58,575,064	\$58,294,665	\$66,894,630
Consumer Surplus Value (20 years)	\$81,771,833	\$85,668,508	\$83,453,969	\$90,424,766

* This assumes the construction workforce would come from Melton LGA and adjacent areas

The Benefits Assessment modelling shows an increase in activity and employment generated by the facility that will boost regional income. The following section provides a summary of the range of outputs derived from the modelling.

Social Impacts

The facility will attract an annual average attendances ranging from 715,595 visits to 836,183 visits. Total visitations over the first twenty years ranging from 14,311,905 to 16,723,658 visits

Several additional social and productivity benefits are difficult to quantify and are not included in this assessment. These are:

- Lower workforce absentee rates from a fitter and more active workforce.
- Career and training opportunities in sports and recreational services.
- Volunteering and urban consolidation benefits (including transport benefits) are associated with the clustering of sports facilities in proximity to community services, schools, and significant residential and activity centres.

Construction Phase Impact

Local jobs and an increase in regional income will be generated during the construction phase of the project:

- Total employment range from 148 FTE jobs to 156 FTE jobs would be generated during construction.
- During construction, the total regional income generated would range from \$20,602,283 to \$21,712,737.

Operational Phase Impact

The ongoing growth in user numbers will support an increasing number of jobs in the region:

- The operation of the facility would generate new jobs ranging from 36.7 FTE to 40.07 FTE.
- On a sector basis, facility users' jobs (FTE-direct and indirect) are concentrated in recreational services, food service and other retail.
- The total increase in regional income generated by the operation of the facility and users/day visitor spending would range from \$98,391,308 to \$118,871,262 over the 20 years.

Benefit Cost Analysis

The project is estimated to deliver a Benefit-Cost Ratio range of **1.23 to 1.49** (4% discount rate):

- The net present value of total benefits generated by the investment is estimated to range from \$84.26 million to \$98.76 million (4% discount) over twenty years.

- The total regional economic benefits (construction and operational) generated by the investment are estimated to range from \$117.33million to \$139.86 million over twenty years.
- A health benefit ranging from \$57.25 million to \$66.89 million over the twenty years for facility users.
- The consumer surplus value ranging from \$81.77 million to \$90.42 million over the twenty years for facility users.

4.6 Additional Components Cost Benefit Summary

The modelling comparison demonstrates substantial differences in the three components options if they were to be included in the design or as staged extensions to the facility.

The larger gym design has the greatest benefits across all outputs produced in Benefits Assessment Modelling. **It has a highest benefit cost benefit ratio of 1.49** due to a combination of lower capital cost, higher visitations and the best net operating performance. The key risk for this option is the population penetration being sustainable based on the catchment size the time of the facility development.

The sensory pool addition delivers slightly higher overall benefits than the base case design but has a higher net annual operational cost and capital cost. This design requires higher staffing levels with the addition of the specialised sensory program pool and higher utilities, chemicals and maintenance. **The benefit cost ratio is the second highest at 1.31.**

The outdoor pool addition delivers the lowest overall benefits of the three options due to higher capital and operational costs. Given the limited seasonal operating hours of the outdoor pool only slightly visitations are projected in this model compared to the base case design and this facility has a higher staffing, utilities, chemicals and maintenance costs. **The benefit cost ratio is the lowest of the three component options at 1.23.**

5. Warranties and Disclaimers

The information contained in this report is provided in good faith. While Otium Planning Group has applied their experience to the task, they have relied upon information supplied to them by other persons and organisations.

We have not conducted an audit of the information provided by others but have accepted it in good faith. Some of the information may have been provided 'commercial in confidence', and these venues or sources of information are not specifically identified. Readers should be aware that the preparation of this report may have necessitated projections of the future that are inherently uncertain and that our opinion is based on the underlying representations, assumptions and projections detailed in this report.

Otium Planning Group's advice does not extend to, or imply professional expertise in the disciplines of economics, quantity surveying, engineering or architecture. External advice in one or more of these disciplines may have been sought, where necessary to address the requirements of the project objectives. There will be differences between projected and actual results because events and circumstances frequently do not occur as expected, and those differences may be material. We do not express an opinion as to whether actual results will approximate projected results, nor can we confirm, underwrite, or guarantee the projections' achievability as it is impossible to substantiate assumptions based on future events.

This report does not constitute advice, investment advice, or opinion and must not be relied on for funding or investment decisions. Independent advice should be obtained in relation to investment decisions.

Accordingly, neither Otium Planning Group, nor any member or employee of Otium Planning Group, undertakes responsibility arising in any way whatsoever to any persons other than the client in respect of this report, for any errors or omissions herein, arising through negligence or otherwise however caused.

Appendix 1: Capital Cost Report (Excluding Escalation)

Melton City Council Plumpton Aquatic Centre Indicative Cost Plan			Turner & Townsend						
Based on Otim Component Schedule 260922 and Concept Design F001+F002 Rev2 27/10/22									
QS REF: PAU0100003788 Date: 28/04/2023									
Function	Area	Rate \$/m2	OPTION 1 \$	Water Slides \$	Allied Health \$	Services Infrastructure \$	Larger Gym +100m2 \$	Outdoor 25m Pool \$	Water Sensory Room \$
Ground Level									
Weights room / Gym	1000	\$ 2,800	\$ 2,800,000						
Additional Gym area 400m2 = total gym 1400m2							\$ 1,120,000		
Office, Fitness Test rooms	38	\$ 3,000	\$ 114,000						
Store	60	\$ 2,400	\$ 144,000						
Group fitness room	580	\$ 2,700	\$ 1,566,000						
Accessible amenities	8	\$ 6,000	\$ 48,000						
Wellness centre	142	\$ 3,600	\$ 511,200		\$ 511,200				
Wellness centre storage	20	\$ 2,400	\$ 48,000		\$ 48,000				
Wellness centre entry/lounge	28	\$ 2,500	\$ 70,000						
Indoor Aquatic / Pool Hall	4851	\$ 3,000	\$ 14,013,000	\$ 540,000					
Extra for Spectator seating [400 ppl]			\$ 600,000						
- Extra height for water slide				\$ 540,000					
Raft storage area	Included								
Sauna / steam room shell	40	\$ 2,400	\$ 96,000						
Pool Storage	90	\$ 3,000	\$ 270,000						
Pool office	16	\$ 3,000	\$ 48,000						
Plant	170	\$ 2,400	\$ 408,000						
Plant [Basement]	270	\$ 3,000	\$ 810,000						
Foyer / Merch	370	\$ 3,000	\$ 1,110,000						
Reception	30	\$ 3,600	\$ 108,000						
- FO for reception counter			\$ 45,000						
- Allow for turnstiles	Allow	\$ 120,000	\$ 120,000						
Accessible amenities	10	\$ 6,000	\$ 60,000						
Dry lounge café	Incl foyer								
Café Servery / Kitchen	90	\$ 4,000	\$ 360,000						
- Allow for café equipment	Allow	\$ 150,000	\$ 150,000						
Wet lounge	Incl Pool Hall								
Café / Merch store	40	\$ 3,200	\$ 128,000						
Admin / offices	170	\$ 3,000	\$ 510,000						
Admin stores	40	\$ 2,400	\$ 96,000						
Staff amenities	20	\$ 5,000	\$ 100,000						
Staff room	40	\$ 3,600	\$ 144,000						
- Extra for kitchenette	Allow		\$ 20,000						
Meeting / Training room	60	\$ 3,000	\$ 180,000						
- Extra for kitchenette	Allow		\$ 20,000						
- Allow for operable wall	Allow		\$ 150,000						
Cleaner room	15	\$ 3,000	\$ 45,000						
First Aid	15	\$ 3,000	\$ 45,000						
Dry Change rooms and amenities	140	\$ 4,000	\$ 560,000						
School / event change rooms	100	\$ 4,000	\$ 400,000						
Wet amenities	220	\$ 4,000	\$ 880,000						
Warm Water change	32	\$ 4,000	\$ 128,000						
Change village	86	\$ 3,600	\$ 309,600						
Accessible amenities	10	\$ 6,000	\$ 60,000						
Water Sensory Room	Allow								\$ 1,650,000
Comms room / MSB	Incl Plant								
Circulation	637	\$ 3,000	\$ 1,911,000						
Grossing	57	\$ 3,000	\$ 171,000						

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MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.2 Plumpton Aquatic Leisure Centre Business Case and Funding Strategy

Appendix 1 Plumpton Aquatic Leisure Centre Business Case and Funding Strategy


Melton City Council Plumpton Aquatic Centre Indicative Cost Plan			Turner & Townsend						
OS REF: PAU0100003788 Date: 28/04/2023			Based on Otium Component Schedule 260922 and Concept Design F001+F002 Rev2 27/10/22						
Function	Area	Rate \$/m2	OPTION 1 \$	Water Slides \$	Allied Health \$	Services Infrastructure \$	Larger Gym +400m2 \$	Outdoor 25m Pool \$	Water Sensory Room \$
Level 1									
Mechanical Plant room	320	\$ 2,400	\$ 768,000						
Roof plant platform	210	\$ 2,400	\$ 504,000						
Extra for upper floor construction	Allow		\$ 318,000						
Allow for staircases	Allow		\$ 60,000						
General									
Allow for piled foundations	Allow		\$ 3,037,125	\$ 54,000	\$ 57,000				
Main entry canopy			\$ 250,000						
Plac. small canopies to loading bays, exit doors etc.			\$ 120,000						
Allowance for fire sprinklers	Allow		\$ 397,958		\$ 16,388				
Allowance for building sign / wayfinding signage	Allow		\$ 100,000		\$ 10,000				
Allowance for AV/ IT Infrastructure / members system	Allow		\$ 425,925		\$ 8,550				
Allowance for anti-vandalism elements / swipe card security			Included						
ESD Initiatives [Best Practice]	3%		\$ 1,041,258	\$ 34,020	\$ 21,634				
- Allow for solar panel system			Included						
- Allow for rainwater tank, treatment and reuse			Included						
- Extra for stormwater retention system			Included						
Total Building Works	9,655	\$ 3,703	\$ 35,749,866	\$ 1,168,020	\$ 742,772	\$ -	\$ 1,120,000	\$ -	\$ 1,650,000
Aquatic Works									
51.5m x 10lane pool Incl. ramp access	Allow		\$ 5,500,000						
- extra for swimwall	Allow		\$ 250,000						
Warm Water program pool Incl ramp access and spa	Allow		\$ 1,800,000						
Sauna / Steam fitout	Allow		\$ 200,000						
1.75 pool Incl ramp access	Allow		\$ 1,200,000						
Toddlers pool	Allow		\$ 480,000						
Splashpad [500m2]	Allow		\$ 1,500,000						
- Extra for water features [AP750 or equiv.]	Allow		\$ 850,000						
Waterslides - 1 x raft + 1 x body slides	Allow			\$ 2,500,000					
- Allow for slide stair	Allow			\$ 500,000					
- Allow for civil works and structure to support slides	Allow			\$ 200,000					
Allow for waterslide plant and equipment	Allow			\$ 500,000					
Outdoor 25m pool	Allow							\$ 2,500,000	
Outdoor 25m pool concourse	Allow							\$ 224,000	
Pool Equipment	Allow		\$ 150,000					\$ 100,000	
Builders Works (excavation etc)	Allow		\$ 200,000					\$ 100,000	
Allowance for piled foundations to pools	Allow		\$ 602,400	\$ 108,000				\$ 187,500	
Total Aquatic Works			\$ 12,732,400	\$ 3,808,000	\$ -	\$ -	\$ -	\$ 3,111,500	\$ -
External Works & Services									
Site Clear and Preparation	Allow		\$ 360,010	\$ 1,800	\$ 1,900		\$ 4,000	\$ 9,610	\$ 1,650
Earthworks - assume balance cut to fill	Allow		\$ 437,750	\$ 9,000	\$ 9,500		\$ 20,000	\$ 48,050	\$ 8,250
- EO allowance for management of rock			EXCLUDED						
- EO allowance for management of contaminated soil			EXCLUDED						
New Carpark	254 spaces		\$ 1,676,400						
Overflow carpark - unsealed	100 spaces		EXCLUDED						
Vehicle drop off / pick up area	Allow		\$ 45,000						
Bus drop off / pick up area	Allow		\$ 60,000						
Bunded pool plant delivery area	Allow		\$ 100,000						
- new road linking carpark with plant delivery	Allow		\$ 230,400						
External pavement around building - concrete	Allow		\$ 300,000					\$ 50,000	

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MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.2 Plumpton Aquatic Leisure Centre Business Case and Funding Strategy Appendix 1 Plumpton Aquatic Leisure Centre Business Case and Funding Strategy

Melton City Council Plumpton Aquatic Centre Indicative Cost Plan									
QS REF: PAU0100003788 Date: 28/04/2023			Based on Otium Component Schedule 260922 and Concept Design F001+F002 Rev2 27/10/22						
Function	Area	Rate \$/m2	OPTION 1 \$	Water Slides \$	Allied Health \$	Services Infrastructure \$	Larger Gym +400m2 \$	Outdoor 25m Pool \$	Water Sensory Room \$
Outdoor Green Space / landscape			\$ 600,000	\$ 100,000				\$ 100,000	
Allowance for bin enclosure			\$ 25,000						
Allowance for external services [within site]			\$ 1,857,000	\$ 36,000	\$ 38,000		\$ 80,000	\$ 192,200	\$ 33,000
- Extra for kiosk substation - builders works			\$ 30,000						
Total External Works & Services	9,655	\$ 593	\$ 5,721,560	\$ 146,800	\$ 49,400	\$ -	\$ 104,000	\$ 399,860	\$ 42,900
Services Infrastructure [External to Site]									
<i>Cost Advice included per Council</i>									
Seal Beatty Road [650m]	Allow					\$ 1,300,000			
Drainage	Allow					\$ 500,000			
Gas	Allow					\$ 1,000,000			
Water	Allow					\$ 50,000			
Sewer	Allow					\$ 1,200,000			
Electricity	Allow					\$ 100,000			
NBN / Telstra	Allow					\$ 50,000			
Contingency [20%]	Allow					\$ 840,000			
Total Infrastructure			\$ -	\$ -	\$ -	\$ 5,040,000	\$ -	\$ -	\$ -
Subtotal	9,655	\$ 5,614	\$ 54,203,826	\$ 5,122,820	\$ 792,172	\$ 5,040,000	\$ 1,224,000	\$ 3,511,360	\$ 1,692,900
Design Contingency		10%	\$ 5,421,000	\$ 513,000	\$ 80,000	\$ 504,000	\$ 123,000	\$ 352,000	\$ 170,000
Preliminaries and Margin			\$ 8,943,724	\$ 845,180	\$ 130,826	\$ 832,000	\$ 202,050	\$ 579,504	\$ 279,435
Cost escalation to tender			EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED
Cost escalation to complete			EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED
Construction Cost	9,655	\$ 7,102	\$ 68,568,550	\$ 6,481,000	\$ 1,002,997	\$ 6,376,000	\$ 1,549,050	\$ 4,442,864	\$ 2,142,335
Construction Contingency		10%	\$ 6,857,000	\$ 649,000	\$ 101,000	\$ 638,000	\$ 155,000	\$ 445,000	\$ 215,000
Professional Fee Allowance [Excl PM]		10%	\$ 7,543,000	\$ 713,000	\$ 111,000	\$ 702,000	\$ 171,000	\$ 489,000	\$ 236,000
Authority Fees & Charges			\$ 1,029,000	\$ 98,000	\$ 16,000	\$ 96,000	\$ 24,000	\$ 67,000	\$ 33,000
Substation contribution	Allow		\$ 200,000						
Loose Furniture and Equipment	Allow		\$ 1,628,450		\$ 20,003		\$ 30,950	\$ 89,136	\$ 42,665
- Gym equipment [assume leased]	Allow		EXCLUDED						
Allow for AV / IT equipment / Members systems	Allow		\$ 300,000		\$ 40,000		\$ 50,000		\$ 40,000
Council internal costs			EXCLUDED						
Legal, permits, marketing and other professional fees			EXCLUDED						
Sub Total			\$ 17,557,450	\$ 1,460,000	\$ 288,003	\$ 1,436,000	\$ 430,950	\$ 1,090,136	\$ 566,665
Project Total in Today's Prices (Excluding GST)			\$ 86,126,000	\$ 7,941,000	\$ 1,291,000	\$ 7,812,000	\$ 1,980,000	\$ 5,533,000	\$ 2,709,000

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Appendix 2: Capital Cost Report (Including Escalation)

Melton City Council Plumpton Aquatic Centre Indicative Cost Plan			Turner & Townsend						
Based on Oltum Component Schedule 260922 and Concept Design F001+F002 Rev2 27/10/22									
QS REF: PAU0100003788 Date: 11/05/2023									
Function	Area	Rate \$/m2	OPTION 1 \$	Water Slides \$	Allied Health \$	Services Infrastructure \$	Larger Gym +400m2 \$	Outdoor 25m Pool \$	Water Sensory Room \$
Ground Level									
Weights room / Gym	1000	\$ 2,800	\$ 2,800,000						
Additional Gym area 400m2 = total gym 1400m2							\$ 1,120,000		
Office, fitness Test rooms	38	\$ 3,000	\$ 114,000						
Store	60	\$ 2,400	\$ 144,000						
Group fitness room	580	\$ 2,700	\$ 1,566,000						
Accessible amenities	8	\$ 6,000	\$ 48,000						
Wellness centre	142	\$ 3,600	\$ 511,200		\$ 511,200				
Wellness centre storage	20	\$ 2,400	\$ 48,000		\$ 48,000				
Wellness centre entry/lounge	28	\$ 2,500	\$ 70,000		\$ 70,000				
Indoor Aquatic / Pool Hall	4851	\$ 3,000	\$ 14,613,000	\$ 540,000					
Extra for Spectator seating [400 ppl]	Allow		\$ 600,000						
- Extra height for water slide	Allow			\$ 540,000					
Raft storage area	Included								
Sauna / steam room shell	40	\$ 2,400	\$ 96,000						
Pool Storage	90	\$ 3,000	\$ 270,000						
Pool office	16	\$ 3,000	\$ 48,000						
Plant	170	\$ 2,400	\$ 408,000						
Plant [Basement]	270	\$ 3,000	\$ 810,000						
Foyer / Merch	370	\$ 3,000	\$ 1,110,000						
Reception	30	\$ 3,600	\$ 108,000						
- EQ for reception counter	Allow	\$ 45,000	\$ 45,000						
- Allow for turnstiles	Allow	\$ 120,000	\$ 120,000						
Accessible amenities	10	\$ 6,000	\$ 60,000						
Dry lounge café	Incl foyer								
Café Servery / kitchen	90	\$ 4,000	\$ 360,000						
- Allow for café equipment	Allow	\$ 150,000	\$ 150,000						
Wet lounge	Incl Pool Hall								
Café / Merch store	40	\$ 3,200	\$ 128,000						
Admin / offices	170	\$ 3,000	\$ 510,000						
Admin stores	40	\$ 2,400	\$ 96,000						
Staff amenities	20	\$ 5,000	\$ 100,000						
Staff room	40	\$ 3,600	\$ 144,000						
- Extra for kitchenette	Allow		\$ 20,000						
Meeting / Training room	60	\$ 3,000	\$ 180,000						
- Extra for kitchenette	Allow		\$ 20,000						
- Allow for operable wall	Allow		\$ 150,000						
Cleaner room	15	\$ 3,000	\$ 45,000						
First Aid	15	\$ 3,000	\$ 45,000						
Dry Change rooms and amenities	140	\$ 4,000	\$ 560,000						
School / event change rooms	100	\$ 4,000	\$ 400,000						
Wet amenities	220	\$ 4,000	\$ 880,000						
Warm Water change	32	\$ 4,000	\$ 128,000						
Change village	86	\$ 3,600	\$ 309,600						
Accessible amenities	10	\$ 6,000	\$ 60,000						
Water Sensory Room	Allow								\$ 1,650,000
Comms room / MSB	Incl Plant								
Circulation	637	\$ 3,000	\$ 1,911,000						
Crossing	57	\$ 3,000	\$ 171,000						

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<div> <div>Melton City Council</div> <div>Plumpton Aquatic Centre</div> <div>Indicative Cost Plan</div> </div> <div> <div>Turner & Townsend</div> </div>									
<div> <div>Based on Otium Component Schedule 260922</div> <div>and Concept Design F001-F002 Rev2 27/10/22</div> </div> <div> <div>QIS REF: PMU0100003788</div> <div>Date: 11/05/2023</div> </div>									
Function	Area	Rate \$/m2	OPTION 1 \$	Water Slides \$	Allied Health \$	Services Infrastructure \$	Larger Gym +400m2 \$	Outdoor 25m Pool \$	Water Sensory Room \$
Level 1									
Mechanical Plant room	320	\$ 2,400	\$ 768,000						
Roof plant platform	210	\$ 2,400	\$ 504,000						
Extra for upper floor construction	Allow		\$ 318,000						
Allow for staircases	Allow		\$ 60,000						
General									
Allow for piled foundations	Allow		\$ 3,037,125	\$ 54,000	\$ 57,000				
Main entry canopy			\$ 250,000						
Misc. small canopies to loading bays, exit doors etc.			\$ 120,000						
Allowance for fire sprinklers	Allow		\$ 397,958		\$ 16,388				
Allowance for building sign / wayfinding signage	Allow		\$ 100,000		\$ 10,000				
Allowance for AV/ IT infrastructure / members system	Allow		\$ 425,925		\$ 8,550				
Allowance for anti-vandalism elements / swipe card security			Included						
ESD Initiatives [Best Practice]	3%		\$ 1,041,258	\$ 34,020	\$ 21,634				
- Allow for solar panel system			Included						
- Allow for rainwater tank, treatment and reuse			Included						
- Extra for stormwater retention system			Included						
Total Building Works	9,655	\$ 3,703	\$ 35,749,866	\$ 1,168,020	\$ 742,772	\$ -	\$ 1,120,000	\$ -	\$ 1,650,000
Aquatic Works									
51.5m x 10lane pool incl. ramp access	Allow		\$ 5,500,000						
- extra for swimwall	Allow		\$ 250,000						
Warm Water program pool incl ramp access and spa	Allow		\$ 1,800,000						
Sauna / Steam fitout	Allow		\$ 200,000						
LTS pool incl ramp access	Allow		\$ 1,200,000						
Toddler's pool	Allow		\$ 480,000						
Splashpad (500m2)	Allow		\$ 1,500,000						
- Extra for water features [AP750 or equiv.]	Allow		\$ 850,000						
Waterslides - 1 x raft + 1 x body slides	Allow			\$ 2,500,000					
- Allow for slide stair	Allow			\$ 500,000					
- Allow for civil works and structure to support slides	Allow			\$ 200,000					
Allow for waterslide plant and equipment	Allow			\$ 500,000					
Outdoor 25m pool	Allow							\$ 2,500,000	
Outdoor 25m pool concourse	Allow							\$ 224,000	
Pool Equipment	Allow		\$ 150,000					\$ 100,000	
Builders Works (excavation etc)	Allow		\$ 200,000					\$ 100,000	
Allowance for piled foundations to pools	Allow		\$ 602,400	\$ 108,000				\$ 187,500	
Total Aquatic Works			\$ 12,732,400	\$ 3,808,000	\$ -	\$ -	\$ -	\$ 3,111,500	\$ -
External Works & Services									
Site Clear and Preparation	Allow		\$ 360,010	\$ 1,800	\$ 1,900		\$ 4,000	\$ 9,610	\$ 1,650
Earthworks - assume balance cut to fill	Allow		\$ 437,750	\$ 9,000	\$ 9,500		\$ 20,000	\$ 48,050	\$ 8,250
- EO allowance for management of rock			EXCLUDED						
- EO allowance for management of contaminated soil			EXCLUDED						
New Carpark	254 spaces		\$ 1,876,400						
Overflow carpark - unsealed	160 spaces		EXCLUDED						
Vehicle drop off / pick up area	Allow		\$ 45,000						
Bus drop off / pick up area	Allow		\$ 60,000						
Bunded pool plant delivery area	Allow		\$ 100,000						
- new road linking carpark with plant delivery	Allow		\$ 230,400						
External pavement around building - concrete	Allow		\$ 300,000					\$ 50,000	

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MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.2 Plumpton Aquatic Leisure Centre Business Case and Funding Strategy

Appendix 1 Plumpton Aquatic Leisure Centre Business Case and Funding Strategy

<div> <div>Melton City Council</div> <div>Plumpton Aquatic Centre</div> <div>Indicative Cost Plan</div> </div> <div> <div>Based on Otium Component Schedule 260922</div> <div>and Concept Design F001+F002 Rev2 27/10/22</div> </div> <div> <div>OS REF: PAU0100003788</div> <div>Date: 11/05/2023</div> </div> <div> <div>Turner & Townsend</div> </div>									
Function	Area	Rate \$/m2	OPTION 1 \$	Water Slides \$	Allied Health \$	Services Infrastructure \$	Larger Gym +400m2 \$	Outdoor 25m Pool \$	Water Sensory Room \$
Outdoor Green Space / landscape			\$ 600,000	\$ 100,000					\$ 100,000
Allowance for bin enclosure			\$ 25,000						
Allowance for external services (within site)			\$ 1,857,000	\$ 36,000	\$ 38,000		\$ 80,000	\$ 192,200	\$ 33,000
- Extra for kiosk substation - builders works			\$ 30,000						
Total External Works & Services	9,655	\$ 593	\$ 5,721,560	\$ 146,800	\$ 49,400	\$ -	\$ 104,000	\$ 399,860	\$ 42,900
Services Infrastructure [External to Site]									
Cost Advice included per Council									
Seal Beatty Road [650m]	Allow					\$ 1,300,000			
Drainage	Allow					\$ 500,000			
Gas	Allow					\$ 1,000,000			
Water	Allow					\$ 50,000			
Sewer	Allow					\$ 1,200,000			
Electricity	Allow					\$ 100,000			
NBN / Telstra	Allow					\$ 50,000			
Contingency [20%]	Allow					\$ 840,000			
Total Infrastructure			\$ -	\$ -	\$ -	\$ 5,040,000	\$ -	\$ -	\$ -
Subtotal	9,655	\$ 5,614	\$ 54,203,826	\$ 5,122,820	\$ 792,172	\$ 5,040,000	\$ 1,224,000	\$ 3,511,360	\$ 1,692,900
Design Contingency		10%	\$ 5,421,000	\$ 513,000	\$ 80,000	\$ 504,000	\$ 123,000	\$ 352,000	\$ 170,000
Preliminaries and Margin			\$ 8,943,724	\$ 845,180	\$ 130,826	\$ 832,000	\$ 202,050	\$ 579,504	\$ 279,435
Cost escalation to tender (assume end of 2025)		5% pa	\$ 8,856,771	\$ 837,129	\$ 129,554	\$ 823,567	\$ 200,086	\$ 573,870	\$ 276,718
Cost escalation to complete			EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED	EXCLUDED
Construction Cost	9,655	\$ 8,019	\$ 77,425,321	\$ 7,318,129	\$ 1,132,551	\$ 7,199,567	\$ 1,749,136	\$ 5,016,734	\$ 2,419,053
Construction Contingency		10%	\$ 7,743,000	\$ 732,000	\$ 114,000	\$ 720,000	\$ 175,000	\$ 502,000	\$ 242,000
Professional Fee Allowance [Excl PM]		10%	\$ 8,517,000	\$ 806,000	\$ 125,000	\$ 792,000	\$ 193,000	\$ 552,000	\$ 267,000
Authority Fees & Charges			\$ 1,162,000	\$ 110,000	\$ 17,000	\$ 108,000	\$ 27,000	\$ 76,000	\$ 37,000
Substation contribution	Allow		\$ 200,000						
Loose Furniture and Equipment	Allow		\$ 1,838,799		\$ 22,594		\$ 34,952	\$ 100,614	\$ 48,199
- Gym equipment [assume leased]			EXCLUDED						
Allow for AV / IT equipment / Members systems	Allow		\$ 300,000		\$ 40,000		\$ 50,000		\$ 40,000
Council internal costs			EXCLUDED						
Legal, permits, marketing and other professional fees			EXCLUDED						
Sub Total			\$ 19,760,799	\$ 1,648,000	\$ 318,594	\$ 1,620,000	\$ 479,952	\$ 1,230,614	\$ 634,199
Project Total (Excluding GST)			\$ 97,186,120	\$ 8,966,129	\$ 1,451,145	\$ 8,819,567	\$ 2,229,087	\$ 6,247,348	\$ 3,053,252

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Melton City Council

Plumpton Aquatic Centre

Indicative Cost Plan

OS REF: PAU0100003788

Date: 11/05/2023

Based on Otium Component Schedule 260922

and Concept Design F001+F002 Rev2 27/10/22

Function

Area

Rate
\$/m2

OPTION 1
\$

Water Slides
\$

Allied Health
\$

Services
Infrastructure
\$

Larger Gym
+400m2
\$

Outdoor 25m Pool
\$

Water Sensory
Room
\$

OPTION - Energy

Base Option - electricity and gas is included in the cost plan above.

Option - Electricity only

- Add electricity only plant to building (Heat Pumps) Incl. Increase areas of plant rooms, omit gas plant and reticulation

- Omit gas services infrastructure

Design Contingency

Preliminaries and Margin

Cost escalation to tender

Cost escalation to complete

Construction Cost

Construction Contingency

Professional Fee Allowance [Excl PM]

Authority Fees & Charges

Substation contribution

Project Total in Today's Prices (Excluding GST)

Allow

Allow

10%

10%

10%

Allow

\$ 3,000,000

\$ (600,000)

\$ 240,000

\$ 396,000

EXCLUDED

EXCLUDED

\$ 3,036,000

\$ 304,000

\$ 334,000

\$ 46,000

\$ 250,000

\$ 3,970,000

Exclusions:

We have expressly not taken into account the impact of the Covid 19 pandemic (or any other matter coming to our attention after the date of this report) and accordingly have excluded from this report any implications in relation to programme, costs, supply shortages, performance of parties due to shortages of labour and the inability to travel due to global and national travel restrictions, etc. Turner & Townsend accepts no liability for any loss or damage which arises as a result of such matters or any reliance on this report which assumes such matters have been taken into account.

GST

No allowance for any works to the Beatty Rd - road reserve

Land, legal, marketing and finance costs

Planning professional fees and permit fees and any planning related issues

Relocation / Decanting Costs

Staging Costs

Adverse soil conditions Incl. excavation in rock, contaminated soil, soft spot

Demolition works

Cost Escalation beyond end of 2025 for Base Option 1

Cost Escalation for all options other than Base

Office Equipment costs

Public Art

Asbestos & other hazardous materials removal

Impacts of flood levels

Council Internal costs

Community Hub

Additional carparking if required by options

Items noted as EXCLUDED in the cost plan.

Turner & Townsend

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Appendix 3: Program Schedules

Sensory Pool Booking Schedule

Table 18: Sensory Program Pool Booking Schedule

Day	Class Time	Sessions	Class Time	Sessions	Class Time	Sessions	Class Time	Sessions	Class Time	Sessions	Class Time	Sessions	Class Time	Sessions	Class Time	Sessions	Class Time	Sessions	Total Weekly Sessions	Total Visits Per Week	Total Annual Sessions	Total Visits Per Year (5 per session)
Monday Sessions	9.00am	1	10.00am	1	11.00am	1	12.00pm	1	1.00pm	1	2.00pm	1	3.00pm	1	4.00pm	1	5.00pm	1	9	45	432	2160
Tuesday Sessions	9.00am	1	10.00am	1	11.00am	1	12.00pm	1	1.00pm	1	2.00pm	1	3.00pm	1	4.00pm	1	5.00pm	1	9	45	432	2160
Wednesday Sessions	9.00am	1	10.00am	1	11.00am	1	12.00pm	1	1.00pm	1	2.00pm	1	3.00pm	1	4.00pm	1	5.00pm	1	9	45	432	2160
Thursday Sessions	9.00am	1	10.00am	1	11.00am	1	12.00pm	1	1.00pm	1	2.00pm	1	3.00pm	1	4.00pm	1	5.00pm	1	9	45	432	2160
Friday Sessions	9.00am	1	10.00am	1	11.00am	1	12.00pm	1	1.00pm	1	2.00pm	1	3.00pm	1	4.00pm	1	5.00pm	1	9	45	432	2160
Saturday Sessions	9.00am	1	10.00am	1	11.00am	1	12.00am	1	1.00pm	1	2.00pm	1	3.00pm	1	4.00pm	1	5.00pm	1	9	45	432	2160
Sunday Sessions	9.00am	1	10.00am	1	11.00am	1	12.00am	1	1.00pm	1	2.00pm	1	3.00pm	1	4.00pm	1	5.00pm	1	9	45	432	2160
																		63	315	3024	15120	
Total Sessions		7		7		7		7		7		7		7		7		7	63		3276	
Total Visits		35		35		35		35		35		35		35		35		35		315		16380

Public Booking Times 9am - 12noon (Monday to Friday)
 3pm - 6.00pm (Monday to Friday)
 9am - 5pm (Saturday and Sunday)

School Booking Times 12noon - 3pm (Monday to Friday)

Appendix 2: Plumpton Aquatic Leisure Centre - Facility Component Schedule**Table 1: Base Provision**

Area	Facility Components	Target Markets	Facility Objectives	Area Schedules	Total Area (m²)
Indoor Aquatic Hall	Main indoor competition pool 51.5m pool with 10 lanes (2.5m swim wall)	<ul style="list-style-type: none"> Education Competition Health and fitness Events Training Programs 	<ul style="list-style-type: none"> Adjacent to spectator areas Deep pool areas located away from shallow water pools 50m pool needs to be isolated from other pools during competition use (noise factor) Fully accessible via ramp 	<ul style="list-style-type: none"> Pool 25m x 51.5m with swim wall Wet Deck – 0.5m around pool edge Concourse – 3.5m sides, 4.0m each end Water depth 1.2m to 1.8m Ramp 1.5m wide x 25m long Spectator seating – 400 spectators 	2,236m² (63m x 35.5m)
	Warm water program pool	<ul style="list-style-type: none"> Aquatic programs Water exercise 	<ul style="list-style-type: none"> Pool to be part of pool hall with capacity to be closed off 	<ul style="list-style-type: none"> Warm water program pool 20m x 10m (1m to 1.5m deep) Ramp access (1.5m wide) Concourse average 3m around pool area 	200m² (10m x 20m) Plus concourse
	Spa/Saunas	<ul style="list-style-type: none"> Older adults Social Therapy Sports recovery Non-organised leisure 	<ul style="list-style-type: none"> Provide spa as part of warm water pool including 1 x able bodied and 1 x accessible spa Steam room and dry sauna for social / relaxation and therapy Capacity for approx. 16 people Zone away from children's areas Spa saunas close to change areas 	<ul style="list-style-type: none"> Spa x 2 – 35m² Sauna – 20m² dry Sauna – 20m² steam 	110m²
	Learn to swim (LTS) pool	<ul style="list-style-type: none"> Learn to swim program 	<ul style="list-style-type: none"> Separate learn to swim pool Consider noise factor for teaching 	<ul style="list-style-type: none"> LTS Pool 20m x 10m Wet deck 0.5m Concourse average 3m Depth 0.9m to 1.2m Learn to swim office 20m² 	200m² (10m x 20m) Plus concourse
	Toddlers pool	<ul style="list-style-type: none"> Younger children Families 	<ul style="list-style-type: none"> Separate toddlers pool adjacent to water play area 	<ul style="list-style-type: none"> Toddlers Pool 60m² 	60m²
	Splash Pad and Water Play Combination Unit	<ul style="list-style-type: none"> Leisure activities Social Groups Entertainment Children Families 	<ul style="list-style-type: none"> Indoor aquatic splash pad and water play unit Key age ranges catered for 5 to 12 years old Separate filtration unit 	<ul style="list-style-type: none"> Play unit to be decided on but for brief have used areas for AP750 (Whitewater West) as a guide that requires a 344m² splash pad area Play equipment unit footplate is 17.1m x 11.1m 	500m²
	Water slides and Tower	<ul style="list-style-type: none"> All customers Younger people 	<ul style="list-style-type: none"> Development of 2 x waterslides 1 x raft ride 1 x body/or raft slide 	<ul style="list-style-type: none"> 100m² for flume drop off area in pool hall Tower footplate to be designed but say 8m x 10m = 80m² 	180m²

Area	Facility Components	Target Markets	Facility Objectives	Area Schedules	Total Area (m ²)
			<ul style="list-style-type: none"> Internal flume to exit ride Slide and tower external to the building 	<ul style="list-style-type: none"> Raft storage area 50m² to consider aircraft height restriction development zone over building when positioning slide tower 	
	Filtration plant and storage	<ul style="list-style-type: none"> Centre staff 	<ul style="list-style-type: none"> Filtration and pool hall mechanical plant room To service new water space 	<ul style="list-style-type: none"> Plant room 800m² and may need 2 separate areas subject to pool layouts Roof plant 170m² Work desk within plant room 5m² Size of plant room is driven by aquatic components and related plant and equipment. Plant room assumes fully electric operations and provides required room for chemical storage 	970m ²
	Pool storage	<ul style="list-style-type: none"> Centre staff 	<ul style="list-style-type: none"> Pool cleaning equipment Learn to swim equipment 	<ul style="list-style-type: none"> Storage area Cleaning 40m² Learn to swim equipment 50m² 	90m ²
Subtotal Indoor Aquatic Hall					4,546m²
Health and Wellness Area	Gymnasium / Weights Room	<ul style="list-style-type: none"> Health and fitness Therapy Competition / clubs Industry Training Wellness Social groups 	<ul style="list-style-type: none"> Develop gym/fitness area incorporating weights, cardio equipment and circuit area. Provide 24-hour gym access 	<ul style="list-style-type: none"> Gymnasium area 1000m² includes functional gym 2 x Office 14m² Assessment office 10m² Accessible amenity 8m² Storage 20m² 	1,066m ²
	Group Fitness Rooms	<ul style="list-style-type: none"> Health and fitness Therapy Competition / clubs Industry training Social group Events/social 	Provide multi-use timber floor area suitable for classes and functions. Range of flexible multipurpose rooms provided for health and wellness to cater for current trends i.e.: <ul style="list-style-type: none"> Pilates Yoga Group fitness Spinning 	<ul style="list-style-type: none"> 1x 250m² 1x 150 m² 1x 100 m² 1 x 80m² Storage 40m² Allow for future expansion area reservation as part of future proofing design 	620m ²
	Allied Health	<ul style="list-style-type: none"> Personal training Specialist services Relaxation Allied health services 	<ul style="list-style-type: none"> Provide a relaxing and quiet wellness and health zone 	<ul style="list-style-type: none"> 6 rooms -3m x 4m (12m²) rooms Treatment preparation room 5m x 6m (30m²) Storage 20m² Entry/Lounge/relaxation area 10m x 6m (60m²) 	190m ²

Area	Facility Components	Target Markets	Facility Objectives	Area Schedules	Total Area (m ²)
Subtotal Health and Fitness Area					1,876m²
Front of House Areas	Foyer / Reception / Merchandising redevelopment	<ul style="list-style-type: none"> All customers 	<ul style="list-style-type: none"> Welcoming entry area that allows users to relax and socialise before entering central areas Electronic member's entry systems to reduce overcrowding at reception Provide controlled access to aquatic and health and fitness areas Provide area within foyer for merchandise 	<ul style="list-style-type: none"> Foyer – 70m² Reception – 30m² (allowance for 3 work point of sale positions) Merchandising – 50m² Store – 20m² Change area – 10m² 2 x accessible toilets – 20m² 	400m ²
	Food and beverage	<ul style="list-style-type: none"> All customers 	<ul style="list-style-type: none"> Provide food and beverage area to improve secondary spend opportunities and provide internal/external access Serve into foyer and aquatics hall 	<ul style="list-style-type: none"> Dry lounge – 70m² Café serveries – 30m² Wet lounge – 60m² Kitchen – 40m² Store – 30m² Workstation – 10m² 	130m ²
	Meeting and Training Room	<ul style="list-style-type: none"> Administration area Centre users 	<ul style="list-style-type: none"> Provide meeting and training room 	<ul style="list-style-type: none"> Room 10m x 6m 	60m ²
	Offices/Administration /Staff Rooms	<ul style="list-style-type: none"> Staff area 	<ul style="list-style-type: none"> Provide areas for staff and administration 	<ul style="list-style-type: none"> Offices x 4 – 60m² Work area – 80m² Storage – 40m² Staff room – 40m² Staff amenities – 20m² Cash/utility room – (off reception) 10m² 	250m ²
	Cleaner room	<ul style="list-style-type: none"> Staff area 	<ul style="list-style-type: none"> Provide area for cleaning equipment 	<ul style="list-style-type: none"> Cleaners' storage 15m² 	15m ²
Subtotal Front of House					855m²
Amenities	Main Pool Hall / Change rooms and Amenities	<ul style="list-style-type: none"> Aquatics hall users 	<ul style="list-style-type: none"> Provide modern amenities easily maintained 	<ul style="list-style-type: none"> Male – 100m² Female – 100m² Service areas – 20m² 	220m ²
	School/Event Change Rooms	<ul style="list-style-type: none"> Schools Event Users Swim Club 	<ul style="list-style-type: none"> Provide separate group change areas 1 x male, 1 x female 	<ul style="list-style-type: none"> 2 x Group change 50m²= 100m² 	100m ²
	Warm Water Change	<ul style="list-style-type: none"> Program Pool users 	<ul style="list-style-type: none"> Provide separate change for Program Pool users Accessible change 	<ul style="list-style-type: none"> Accessible change 2 x 8m² Changing places – 14m² 	30m ²

Area	Facility Components	Target Markets	Facility Objectives	Area Schedules	Total Area (m ²)
			• Changing places		
	Dry Change Rooms and Amenities	<ul style="list-style-type: none"> • Health & fitness users • Meeting room users • Café users 	• Provide modern amenities easily maintained	<ul style="list-style-type: none"> • Male – 60m² • Female – 60m² • Service areas – 20m² 	140m ²
	Change Village	<ul style="list-style-type: none"> • Families • People with disabilities • Older adults • Gender neutral 	• Provide range of family/disabled cubicles	<ul style="list-style-type: none"> • 2 x 5m² • 4 x 8m² • 2 x 14m² • 2 x 8m² accessible • 50% to include showers plus communal rinse area 	86m ²
Subtotal Amenities					576m²
Other Areas	Communication room			• Data and communication equipment /CCTV - 10m ²	10m ²
	General Circulation Allowance	• All customers	• Includes circulation allowance until design is completed to determine actual circulation	• Allowance 10% of floor area.	700m ² to be updated once layout is determined
	Dry Plant Room	• Service Area	• Plantroom	<ul style="list-style-type: none"> • Roof plant 170m² • Final design to determine if located on roof structure or as part of the building 	170m ²
Subtotal Other Areas					880m²
TOTAL BUILDING AREA					8,733m²
Car Parking		• All users	<ul style="list-style-type: none"> • Car parking • Accessible/pram friendly • Electric car charging station • Bike storage 		250 spaces

Table 2: Additional Facility Components

Facility Components	Facility Objectives
Outdoor 25-metre pool 25m, 8 lane pool	<ul style="list-style-type: none"> • Adjacent to indoor pool hall • Access to indoor change spaces • Seasonal operation
Larger gymnasium / Weights Room	<ul style="list-style-type: none"> • Increase size of gymnasium area from 100m2 to 1400m2
Water sensory area	<ul style="list-style-type: none"> • High-tech multi-sensory environment has been specially designed to cater for people of all ages and abilities to create opportunities and connections that enhance and contribute to wellbeing. • Heated pool with beach entry and water features. • Interactive features. • Separate fully accessible sensory room. • Accessible change rooms and disability car parking spaces.
Fully electrified centre	<ul style="list-style-type: none"> • ESD initiative. • Provide fully electrified centre. • Solar panels. • Area for battery storage.
Future Expansion	<ul style="list-style-type: none"> • Investigate opportunities for future expansion of the facilities including a second story to further enhance allied health, sensory and community spaces.

12.3 COUNCIL AND WELLBEING PLAN 2021-2025 DRAFT ANNUAL ACTION PLAN 2023/24

Author: Bob Baker - Corporate Planning and Performance Coordinator
Presenter: Peter Leersen - Director Organisational Performance

PURPOSE OF REPORT

To present the Draft Council and Wellbeing Plan 2021-2025 Annual Action Plan 2023/24 for Council's consideration.

RECOMMENDATION:

That Council endorse the Council and Wellbeing Plan 2021-2025 Annual Action Plan 2023/24 as detailed in **Appendix 1**.

Motion

Crs Abboushi/Shannon.

That Council endorse the Council and Wellbeing Plan 2021-2025 Annual Action Plan 2023/24 as detailed in **Appendix 1**.

CARRIED

REPORT

1. Executive Summary

Each year Council produces an Annual Action Plan identifying the key activities that Council will undertake to achieve the strategic outcomes, objectives and strategies identified in the Council and Wellbeing Plan 2021-2025. All strategies within the plan will have a minimum of one action over the four-year term of the plan.

There are 62 actions detailed in the proposed Council and Wellbeing Plan 2021-2025 Annual Action Plan 2023/24 as detailed in **Appendix 1**.

Progress against these actions will be reported to Council in the quarterly progress report and at the end of the year in Council's Annual Report.

2. Background/Issues

The Council and Wellbeing Plan 2021-2025 details the vision for the community, and the strategic outcomes, objectives and strategies to be undertaken in the work toward that vision.

The vision for the community is that Melton is "A vibrant, safe and liveable City accessible to all." The Council and Wellbeing Plan 2021-2025 identifies six (6) themes to guide the work of the organisation. These themes are:

1. A safe City that is socially and culturally connected
2. A vibrant and healthy natural and built environment
3. A fast growing, innovative and well-planned City

4. A City that promotes greater education and employment
5. A community that is actively engaged in the City
6. A high performing organisation that demonstrates civic leadership and organisational excellence

Each year Council produces an Annual Action Plan identifying key activity that Council will undertake in implementing the Council and Wellbeing Plan 2021-2025. The Council and Wellbeing Plan 2021-2025 Annual Action Plan 2023/24 includes projects, programs, services and service enhancements that will occur within a twelve (12) month period.

The Council and Wellbeing Plan 2021-2025 Annual Action Plan 2023/24 includes 62 actions to be delivered during the year. Again, the major focus for 2023/24 is to include high level strategic actions and remove business as usual activity to ensure quarterly reporting is geared toward major milestones and achievements.

The Council and Wellbeing Plan requires an action against all strategies over the four-year term. At the end of the third year of the Council and Wellbeing Plan 2021-2025 only two strategies will not have had at least one action deployed across them. Actions to address these strategies will be included in the final annual action plan in 2024/25.

Some significant initiatives included in the 2023/24 Council and Wellbeing Annual Action Plan include:

- Deliver initiatives and service improvements under the Growing and Thriving Strategy for people of all abilities and all ages
- Complete initiatives and review the effectiveness of the Safe City, Proud Communities Plan
- Delivery of an assertive outreach response initiative to people who are sleeping rough in our community
- Address social isolation challenges through improving access to community programs, events, services, and facilities
- Complete a masterplan for Lake Caroline
- Complete the Western Plains South Green Wedge Management Plan
- Complete a review of the Melton Planning Scheme
- Complete the Dog Park Strategy and implementation plan
- Complete a review of the 2005 Masterplan for the Melton Weir
- Complete the Melton Town Centre Revitalisation Plan
- Undertake master planning, concept designs and stakeholder engagement for the Cobblebank Community Services Hub
- Design and commence construction of the Weir Views, Aintree and Plumpton Children's and Community Centres
- Finalise planning for, and commence the concept design stage for the Plumpton Aquatic and Leisure Centre
- Implement actions to attract, retain and develop Council's Maternal and Child Health workforce and service
- Development of a Roads Upgrade Strategy with a focus on rural, interface, and growth area roads
- Work with providers to deliver the Kindergarten Culturally and Linguistically Diverse Engagement program
- Complete the Employment and Industrial Land Strategy for the municipality

The list of actions above is not exhaustive, and the Council and Wellbeing Plan 2021-2025 Annual Action Plan 2023/24 itself provides only a selection of the work being delivered by Council.

Progress against all of the actions in the Council and Wellbeing Plan 2021-2025 Annual Action Plan 2023/24 will be detailed in quarterly progress reports presented to the Meeting of Council, with the end of year outcomes detailed in Council's Annual Report.

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

The Council and Wellbeing Plan 2021-2025 Annual Action Plan 2023/24 is resourced via the adopted 2023/24 Council Budget.

5. Consultation/Public Submissions

Actions contained in the Council and Wellbeing Plan 2021-2025 Annual Action Plan 2023/24 are a result of Council's ongoing engagement with community and prioritisation processes in the development of the Council and Wellbeing Plan 2021-2025 and through annual business planning and budget development.

6. Risk Analysis

Nil

7. Options

That Council:

1. Adopt the Council and Wellbeing Plan 2021-2025 Annual Action Plan 2023/24 as detailed at **Appendix 1**;
2. Not adopt the Council and Wellbeing Plan 2021-2025 Annual Action Plan 2023/24 and refer back to officers for further work;
3. Provides an alternative option as considered by Council.

LIST OF APPENDICES

1. Council and Wellbeing Plan 2021-2025 Annual Action Plan 2023/24



Council and Wellbeing Plan 2021-2025 Annual Action Plan Organisational Actions 1 July 2023 to 30 June 2024

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 2023/24 Annual Action Plan. The Action Plan contains **62** actions. There are **54** strategies without actions in the 23/24 financial year. Across the first three years of the Council and Wellbeing Plan 2021-2025, **2** 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 2024 unless specified differently.

Status		Symbol	Number of Actions	% of Actions
Completed	The Action has been completed for the year.	✓	0	
On Track	The action is on track and expected to be completed by the designated timeline	●	0	
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	●	0	
Postponed	The Action has been deferred for the financial year. An explanation will be provided in the 'Year to Date Comments' column.	●	0	
		Total	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	Service Unit
1	1.1.1	Deliver initiatives and develop stakeholder relationships with local organisations to support gender equality and gender diversity				Healthy Connected Communities
2	1.1.2	Enable community to celebrate and acknowledge diversity through community events, activities and programs				Healthy Connected Communities
3	1.1.3	Deliver initiatives and service improvements under the Growing and Thriving Strategy for people of all abilities and all ages				Healthy Connected Communities
4	1.1.3	Deliver initiatives and service improvements to improve access and reduce inequalities for people of diverse identities and backgrounds				Healthy Connected Communities
5	1.1.3	Delivery of externally funded programs to support the Health and Wellbeing of the community				Community Care & Active Living

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	Service Unit
6	1.2.1	Complete initiatives and review the effectiveness of the Safe City, Proud Communities Plan				Healthy Connected Communities
7	1.2.2	Develop and improve the reach, impact and accessibility of Council's Community Grants Program				Healthy Connected Communities

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	Service Unit
8	1.3.3	Address social isolation challenges through improving access to community programs, events, services, and facilities				Healthy Connected Communities

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	Service Unit
9	1.4.1	Strengthen relationships with and between existing and new health, education, community and social support services				Healthy Connected Communities
10	1.4.1	Delivery of an assertive outreach response initiative to people who are sleeping rough in our community				Community Care & Active Living
11	1.4.1	Invest in education and training opportunities for community sport, recreation and leisure				Recreation & Facility Activation
12	1.4.2	Delivery of externally funded programs to support health and wellbeing of the community				Healthy Connected Communities
13	1.4.4	Deliver initiatives under the Equality and Respect Strategy				Healthy Connected Communities

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	Service Unit
14	1.5.1	Deliver initiatives and enable the community to recognise and celebrate Aboriginal and/or Torres Strait Islander history and culture				Healthy Connected Communities
15	1.5.4	Work with Traditional Owners, community stakeholders, and Aboriginal Controlled Community organisations to strengthen Aboriginal and Torres Strait Islander Reconciliation and services locally				Healthy Connected Communities

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	Service Unit
16	2.1.1	Complete a masterplan for Lake Caroline				City Strategy
17	2.1.3	Commence development of a Biodiversity Strategy				Environment & Sustainability

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	Service Unit
18	2.2.1	Complete review of Council's current Environmental Enhancement Program				Environment & Sustainability

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	Service Unit
19	2.3.1	Complete the Western Plains South Green Wedge Management Plan				City Strategy
20	2.3.3	Develop and publish Environmentally Sustainable Design (ESD) guidelines for the City of Melton				Environment & Sustainability

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	Service Unit
21	2.4.4	Develop a Resource Recovery & Circular Economy Strategy				Environment & Sustainability

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	Service Unit
22	3.1.1	Advocate for minimal adverse impact in our community and where appropriate, make submissions on the Western Renewable Link Project				City Strategy
23	3.1.1	Complete a review of the Melton Planning Scheme				City Strategy
24	3.1.2	Complete the Melton Town Centre Revitalisation Plan				City Strategy
25	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				City Strategy
26	3.1.4	Complete the Dog Park Strategy and implementation plan				City Strategy
27	3.1.4	Complete a review of the 2005 Masterplan for the Melton Weir				City Strategy
28	3.1.4	Commence a review the Open Space Plan 2016-2026				City Strategy
29	3.1.6	Utilise new technologies to collect and collate client and community feedback and data to improve services within Community Care and Active Living				Community Care & Active Living

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	Service Unit
30	3.2.1	Develop action plans for Council's agreed advocacy priorities regarding health and community services				Engagement & Advocacy
31	3.2.1	Facilitate the acquisition of land for the Plumpton Aquatic Centre				Strategic Initiatives
32	3.2.2	Undertake master planning, concept designs and stakeholder engagement for the Cobblebank Community Services Hub				Strategic Initiatives
33	3.2.2	Support community and health services to offer locally accessible services and work in partnership through Council's community facilities				Healthy Connected Communities
34	3.2.2	Design and commence construction of the Weir Views, Aintree and Plumpton Children's and Community Centres				Child, Family & Youth
35	3.2.2	Finalise planning for, and commence the concept design stage for the Plumpton Aquatic and Leisure Centre				Recreation & Facility Activation
36	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				Strategic Initiatives
37	3.2.3	Implement actions to attract, retain and develop Council's Maternal and Child Health workforce and service				Maternal & Child Health

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	Service Unit
38	3.3.1	Plan, develop and deliver opportunities for increased provision of recreation and leisure opportunities				Recreation & Facility Activation
39	3.3.2	Commence a review Council's Housing Strategy and Character Design Guidelines (House Smart and House Rules)				City Strategy
40	3.3.3	Refresh Council's advocacy priorities and commence the implementation of action plans to lobby for the timely delivery of infrastructure				Engagement & Advocacy

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	Service Unit
41	3.4.1	Develop and commence implementation of action plans for Council's agreed advocacy priorities for transport infrastructure				Engagement & Advocacy
42	3.4.2	Development of a Roads Upgrade Strategy with a focus on rural, interface, and growth area roads				Infrastructure Planning

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	Service Unit
43	4.1.2	Complete the Employment and Industrial Land Strategy for the Municipality				City Strategy
44	4.1.3	Prepare and endorse relevant Urban Design Frameworks for employment areas within approved Precinct Structure Plans				City Strategy

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	Service Unit
45	4.2.2	Activate the use of library and community facilities for community learning				Libraries & Learning
46	4.2.3	Advocate for the timely delivery of the new TAFE in Cobblebank and continue to advocate for increased course offerings				Engagement & Advocacy
47	4.2.4	Work with local schools and learning networks to provide work experience and placement opportunities				Libraries & Learning

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	Service Unit
48	4.4.1	Provide a range of learning programs and events to support literacy development and reading culture				Libraries & Learning
49	4.4.2	Support digital inclusion through access to technology, staff expertise and learning programs				Libraries & Learning
50	4.4.3	Promote opportunities for children and young people to engage with education and learning opprounities				Child, Family & Youth
51	4.4.3	Promote the benefits of reading to young children's learning outcomes through the provision of early years' literacy programs				Child, Family & Youth
52	4.4.4	Work with providers to deliver the Kindergarten Culturally and Linguistically Diverse Engagement program				Child, Family & Youth
53	4.4.4	Actively promote Libraries as a partner of choice to facilitate lifelong learning opportunities				Libraries & Learning

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	Service Unit
54	5.1.2	Engage children and young people to contribute to decisions about their communities and their wellbeing				Child, Family & Youth

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	Service Unit
55	5.2.1	Plan and design a Customer Relationship Management (CRM) solution that will enable anyone in the community, including those with accessibility issues, to engage with Council through a single system/portal for community engagement				Technology

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	Service Unit
56	6.1.1	Implement recommendations of the Planning Services Review				City Growth & Development
57	6.1.1	Expand the Customer Care program to support ratepayers needing financial assistance				Finance

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	Service Unit
58	6.3.1	Update Council's Compliance Framework				Governance
59	6.3.1	Review Council's Policy Framework				Governance
60	6.3.5	Develop and commence implementation of an advocacy engagement plan				Engagement & Advocacy
61	6.3.5	Engage with the Commonwealth Government, Municipal Association of Victoria (MAV), and Aged and Community Care Providers Association (ACCPA) to support and contribute to the development of a new Aged Care System as part of the national Aged Care Reform				Community Care & Active Living

Objective 6.4: An organisation that celebrates diversity and inclusion ♥**Strategies:**

6.4.1 Build capacity of Council to ensure all programs and services are inclusive, accessible and consider intersectionality ♥

6.4.2 Strengthen the organisation's commitment to gender equity ♥

6.4.3 Build the cultural competence of Council to understand and promote Aboriginal self-determination ♥

6.4.4 Position the organisation as an employer of choice

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit
62	6.4.1	Undertake capacity building engagement and initiatives with relevant Council programs and services to further strengthen inclusive and accessible practises across Council				Community Care & Active Living

12.4 RESPONSE TO PUBLIC PETITION REGARDING THE ESTABLISHMENT OF AN LGBTIQA+ ADVISORY COMMITTEE

Author: Troy Scoble - Director City Life

PURPOSE OF REPORT

To provide a response to a public petition requesting Council establish an LGBTIQA+ Advisory Committee.

RECOMMENDATION:

That Council:

1. Endorse consideration of renaming the Intercultural Advisory Committee to Inclusive Cities Advisory Committee to provide advice on Council policies and strategies with 2 distinct working groups. One for Culturally diverse community and one for LGBTIQA+ communities in the City of Melton.
2. Endorse officers to commence the development of the terms of reference governing the new Inclusive Cities Advisory Committee in preparation for Council's annual review of Advisory Committee's in December 2023.

Motion

Crs Ramsey/Abboushi.

That Council:

1. Endorse consideration of renaming the Intercultural Advisory Committee to Inclusive Cities Advisory Committee to provide advice on Council policies and strategies with 2 distinct working groups. One for Culturally diverse community and one for LGBTIQA+ communities in the City of Melton.
2. Endorse officers to commence the development of the terms of reference governing the new Inclusive Cities Advisory Committee in preparation for Council's annual review of Advisory Committee's in December 2023.

LOST

Foreshadowed Motion

Crs Majdlik/Kesic.

That Council:

1. Endorse the consideration of renaming the Intercultural Advisory Committee to 'Inclusive Cities Advisory Committee', to provide advice on Council's policies and strategies after consulting with the current 'Intercultural Advisory Committee'.
2. Provide a response to the signatories of the outcome of this report of the current ways in which they can provide their feedback on Council's policies and strategies, including deliberative community engagement.
3. Keep its current Council's community advisory committees and current Council's working groups and not introduce any new advisory committee or working groups for the remainder of this term unless council officers recommend disbanding any current committees of council.

CARRIED

REPORT

1. Executive Summary

At the Scheduled Meeting of Council on 27 February 2023, a public petition was tabled requesting Council establish an LGBTIQA+ Advisory Committee. The petition was submitted by the Rainbow Local Government and signed by 20 residents of the City of Melton.

Council has several Advisory Committees of Council, whilst some of these addresses and respond to issues that are inclusive of the LGBTIQA+ community, none provide specific and expert advice to Council on matters related to LGBTIQA+ community members.

Council resolved that a report be prepared for Council consideration relating to the petition request, outlining Council's current strategic commitments to the LGBTIQA+ community in the City of Melton and opportunities within the existing Council Advisory Committee framework to include a further commitment to the LGBTIQA+ community.

2. Background/Issues

At the Scheduled Meeting of Council on 27 February 2023, a public petition was tabled from the Rainbow Local Government consisting of 20 City of Melton resident signatures requesting Council to establish an LGBTIQA+ Advisory Committee.

In response to the petition Council resolved (Crs Vandenberg/Ramsey)

That Council:

- *Receive the petition containing 20 signatures requesting Council establish an LGBTIQA+ Advisory Committee*
- *Request a report be prepared by officers for Council's consideration pertaining to the petitioner's request.*

Council currently has a number of strategic commitments through Council plans and strategies seeking to promote social cohesion, a sense of belonging for all, and a welcoming community which embraces diversity and reduces inequalities among people living with disability, seniors, diverse faith and cultural groups, Aboriginal and/or Torres Strait Islander communities and LGBTIQA+ people.

These strategies include:

- Council Wellbeing Plan 2021-2025
- Existing Reconciliation Action Plan
- Intercultural Strategy and Interfaith Plan
- Safe City Proud Communities Plan
- Equality and Respect 2030
- Growing and Thriving: a strategy for people of all abilities and all ages

Advisory Committees of Council

Council annually reviews existing, and establishes delegated and advisory committees of Council, including appointing Councillors as nominated representatives on those committees for the following year. This process enables Councillors the opportunity to consider the committees and groups which will represent and provide strategic advice to Council the following year.

Representation on Council advisory committees and on external organisation committees is important to policy development, advocacy, planning and provision of a wide range of services directly relevant to the community and provides a framework for Council to receive community feedback and external advice.

Advisory Committees were previously defined in section 3(1) of the Local Government Act 1989 (the 1989 Act). Advisory Committees are not defined in the 2020 Act however Council has the power to create such Committees pursuant to its general power set out in section 10 of the 2020 Act.

An Advisory Committee is a Committee established by Council to provide advice to it or its delegate. It considers issues and makes recommendations to the full Council. Advisory Committees have no delegated power and so their recommendations need to be adopted or endorsed by the full Council at a Council meeting before they can be implemented. The role, composition, and operating arrangements for both Delegated and Advisory Committees are set out in their respective Terms of Reference.

Opportunity to expand the Intercultural Advisory Committee

Council has a current Intercultural Advisory Committee that works together with communities and stakeholders to support the City of Melton to be inclusive of diverse cultural identities and backgrounds, valuing and acknowledging the contribution of cultural diversity and the role of diverse communities within the municipality. This committee currently has a strong focus on cultural and faith diversity and inclusion.

The Committee is currently responsible to advise Council on issues and barriers that affect people from diverse backgrounds who are either living, working, recreating and/or learning in the City of Melton and assist Council to promote the benefits of diversity within the City of Melton and region.

An opportunity exists as part of the Terms of Reference Review that is currently underway in 2023 to broaden the scope of the Terms of Reference to an "Inclusive Cities Advisory Committee" that supports and is inclusive of Melton's diverse community. As with other Council Advisory Committees specific working groups including one focussed on Melton's culturally diverse community and one focussed specifically on Melton's LGBTIQIA+ community could be established and supported to report back into the broader Inclusive Cities Advisory Committee.

Review of the Petition

Officers have reviewed the intent of the petition, engaged with the petitioner and identified an opportunity for the Inclusive Cities Advisory Committee to be established with two supporting working groups, one dedicated to Melton's LGBTIQIA+ community. This working group would provide a sounding board for Council policies, be a useful network for dissemination of information relating to the LGBTIQIA+ community, an advocacy platform for people within the LGBTIQIA+ community, provide a strong connection between Council and the LGBTIQIA+ community of Melton and provide an awareness and what is important to the LGBTIQIA+ community as residents within the City of Melton.

The Terms of Reference would be drafted, engaging Council further and completed prior to Council's annual review of Advisory Committees in December in readiness for the following year.

3. Council and Wellbeing Plan Reference and Policy Reference

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

1. A safe City that is socially and culturally connected

1.1 A community that celebrates diversity and is inclusive of all.

4. Financial Considerations

There are no financial considerations associated with this report.

5. Consultation/Public Submissions

Officers have informed the Rainbow Local Government that submitted the petition that Officers are currently assessing the petition and options for Council consideration and will present the report to Council at the June 2023 Scheduled Meeting of Council. The Rainbow Local Government have also indicated to Officers their objectives in submitting the petition.

6. Risk Analysis

Council is committed through the Council and Wellbeing Plan 2021-2025 to promote social cohesion, a sense of belonging for all, and a welcoming community which embraces diversity and reduces inequalities among people living with disability, seniors, diverse faith and cultural groups, Aboriginal and/or Torres Strait Islander communities and LGBTIQ+ people. The proposal in this report reduces the risk of Council not achieving this objective.

7. Options

Council has the option to:

1. Support the recommendation of this report
2. Establish an LGBTIQ+ Advisory Committee to Council.
3. Move an alternate recommendation.

LIST OF APPENDICES

Nil

12.5 PLANNING APPLICATION PA 2012/3780/5 - AMENDMENTS TO EXISTING PERMIT TO ENABLE USE AND DEVELOPMENT OF A COMMUNITY HALL, INDEPENDENT LIVING UNITS (FOUR DWELLINGS) AND DISPLAY OF NON-ILLUMINATED BUSINESS IDENTIFICATION SIGNAGE AT 139A GRAY COURT (1 MURUGAN STREET, DEANSIDE) AND 14 VEL STREET, DEANSIDE

Author: Valentine Sedze - Senior Major Development Planner
Presenter: Bob Baggio - Senior Advisor

PURPOSE OF REPORT

To consider and determine Planning Application PA 2012/3780/5 - Amendments to existing permit to enable use and development of a community hall, independent living units (four dwellings) and display of non-illuminated business identification signage at 139A Gray Court (1 Murugan Street, Deanside) and 14 Vel Street, Deanside.

RECOMMENDATION:

That Council issue a Notice of Decision to Grant an Amended Permit subject to the conditions outlined in **Appendix 6** of this report.

Motion

Crs Abboushi/Kesic.

That Council issue a Notice of Decision to Grant an Amended Permit subject to the conditions outlined in **Appendix 6** of this report.

CARRIED

REPORT

1. Background

Executive Summary

Applicant:	Perry Town Planning
Proposal:	Amendments to existing permit to enable use and development of a community hall, independent living units (four dwellings) and display of non-illuminated business identification signage
Existing Land Use:	Place of worship
Zone:	Part Urban Growth – Schedule 12, General Residential 1 (Applied Zone) Part Rural Conservation – Schedule 3 (RCZ3)
Overlays:	Infrastructure Contributions Overlay – Schedule 1 (ICO1) Part Environmental Significance Overlay – Schedule 6 (ESO6) Part Land Subject to Inundation Overlay – Schedule 1 (LSIO1) Part Incorporated Plan Overlay – Schedule 4 (IPO4)
Number of Objections:	14
Key Planning Issues:	Site location suitability Zoning and policy context Compliance with Kororoit Precinct Structure Plan Built form and neighbourhood character Off-site amenity impacts Adequacy of the surrounding road network to cope with increased traffic Adequacy of on-site car parking

Recommendation:	Approve application
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The Land and Surrounding Area

The subject site has an area of approximately 4.84 hectares and is located on the east side of Vel Street and Murugan Street, approximately 190m east of the intersection on Hopkins Road and Vel Street. The site adjoins Brimba Road to the south. Other features of the site are as follows:

- The site comprises three adjoining lots and is irregular in shape.
- It contains a conservation area adjoining the Kororoit Creek to the north.
- A future shared path is proposed within the southern portion of the Kororoit Creek conservation area.
- The site contains an existing Place of Worship (Temple), associated buildings and car parking.
- Two existing vehicle access points exist, one from Vel Street and the other from the end of Murugan Street.
- The site contains an existing asphalt sealed car park with 118 (including 3 disabled) car spaces and a gravel car park with 52 car spaces.
- Existing easements which include a sewerage easement (E-7) located on the southwestern corner, water supply, distribution/ transmission of gas, powerline easement (E-14) adjoining the southern boundary and water supply, distribution/ transmission of gas, powerline easement (E-16) on the north-eastern corner of the site.

The surrounding area can be characterised as transitioning from predominantly rural land/activities to urban development in accordance with the Kororoit Precinct Structure Plan. To the south, is the future Local Town Centre and immediately west and south, is the emerging Deanside residential estate.

Refer to **Appendix 1** for a locality plan

Planning History

Planning Permit No PA2012/3780/4 was issued by Council on 28 March 2013. This permit allows for the use and development of the land for the purpose of a place of worship, caretakers residence, shrine, dining room and shed in accordance with the endorsed plans. This Planning Permit does not allow more than 150 people on site at any time.

The Application

The application proposes to amend the existing planning permit outlined above to include use and development of a community hall, independent living units (four dwellings) and display of non-illuminated business identification signage.

The proposed development is summarised as follows:

- Construction of a two-storey building with a floor area of 1,682m² for use as a community hall.
- The community hall has a maximum building height of 8.3m from the natural ground level.
- The building will be constructed of concrete precast panels, fibre cement column cladding, aluminium metal cladding, clear and translucent glazing and profiled roof sheet cladding.
- The building will comprise a main hall with associated stage, kitchen, storage area, staff amenities and toilets at the ground floor level and a common waiting/reception area, office, sitting room, three guest rooms, two change rooms, common kitchen, store and green room at the first floor level.

- The three guest rooms will provide periodic accommodation to visiting religious scholars and clerics.
- Hours and days of operation for the community hall are 8.30am to 10.00pm, Monday to Sunday.
- The community hall will be available for booking to the wider community. It will however be closed during the peak use of the Temple. Bookings from the wider public will be conditional on the requirement that all food served will be vegetarian and no alcohol will be served.
- The use of the community hall will be organised to complement the existing place of worship (Temple). The table below shows the proposed patrons at any given time and event.

Event	Total Number of days per year when the facility will be in use	Maximum Number of attendees at the Temple	Maximum number of attendees at the community hall	Total attendance on the site at one time
Normal days	-	70	100	170
Special Religious events	24	170	100	270
Major Religious festivals	2	500	0	500
Standard functions at the community hall	30	70	300	370
Large functions at the community hall	20	70	450	520

- Vehicle access to the site is proposed via the two existing vehicle access points being Vel Street and Murugan Street.
- This site has a total of 164 car spaces. This includes 156 at grade car spaces within the car park and 8 car spaces for the proposed four dwellings (4 undercover car spaces and 4 tandem car spaces).
- The existing gravel car park located on the western portion of the site will be formalised.
- A total of 10 bicycle spaces are proposed on-site.
- Four dwellings each containing two bedrooms, single garage and a second tandem car space are also proposed. These dwellings will provide accommodation for the priests on a two yearly rotation.
- The dwellings will be constructed of face brick work and metal roof cladding and have individual vehicle access points from the existing internal accessway that connects to Vel Street.
- Waste collection will be by a private contractor.
- No vegetation is proposed to be removed.

- A business identification sign is also proposed on the north elevation measuring 8m by 1.5m.

Refer to **Appendix 2** for plans of the proposal.

Planning Controls

Zone	Clause 37.07 – Part Urban Growth Zone – Schedule 12	A planning permit is required for any use in Section 2 of the applied zone (General Residential 1).
	Clause 32.08 – General Residential Zone	Permit required for use and development.
Overlays	Clause 45.11 – Infrastructure Contributions Overlay – Schedule 1	Developer Contributions will be required to be paid in accordance with the Plumpton and Kororoit Infrastructure Contributions Plan.
Particular Provisions	Clause 52.05 – Advertising Signs	A permit is required to erect business identification signage and internally illuminated signs.
Particular Provisions	Clause 52.06 – Car Parking	<p>A rate of 0.3 car spaces to each patron permitted is required for a place of assembly. A maximum of 520 are proposed to be accommodated twenty times a year resulting in the need for the proposal to provide a total of 156 car spaces on-site.</p> <p>Two car spaces are required for each three bedroom dwelling and one car space for each two bedroom dwelling. One visitor car space is also required for every five dwellings.</p> <p>A total of 4 car spaces are required for the proposed four dwellings comprising two bedrooms each. However, the proposal provides a total of 8 car spaces for the proposed four dwellings.</p> <p>Based on the above car parking requirements, the proposal requires 160 car spaces. The application makes provision for 164 car spaces.</p>

A full assessment of the proposal against the relevant State and Local planning policies is included in **Appendix 3**.

Clause 55 – ResCode

Under the requirements of the zone, the development of two or more dwellings on a lot must meet the requirements of Clause 55 of the Planning Scheme. Clause 55 requires that a development:

- must meet all of the objectives
- should meet all the standards.

If the Council however is satisfied that an application for an alternative design solution meets the objective, the alternative design solution may be considered.

Is the land affected by a Restrictive Covenant?

The land is not affected by a Restrictive Covenant.

Is the land of Cultural Heritage Sensitivity?

The land is considered to be of cultural heritage sensitivity under the *Aboriginal Heritage Regulations 2007*; and an amended Cultural Heritage Management Plan (CHMP No.14952, dated, 21 January 2021) prepared by Archaeology at Tardis was approved for the broader Deanside Village Estate.

2. Council and Wellbeing Plan Reference and Policy Reference

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

3. A well planned and built City: A City with a clear vision to manage growth in a sustainable and accessible way.

3.1 A City that strategically plans for growth and development.

3. Financial Considerations

No Council related financial considerations are involved with the application.

4. Consultation/Public Submissions**Public notification of the application**

The application was subject to notification. The notification was satisfactorily completed and 14 objections were received. Three submissions in support of the proposal were also received.

The grounds of objection may be summarised as follows:

- Safety concerns for children and residents due to increase in traffic.
- Increase in traffic and congestion.
- Amenity impacts to the surrounding residents i.e. noise.
- Inappropriate vehicle access arrangement due to narrow road widths. Provision of alternative access from either Sinclairs Road or a wider connector road such as Brimba Road should be considered.
- Inadequate provision of on-site car parking.
- The proposal excludes the local access street and pedestrian connectivity along Kororoit Creek and the local access street on the western boundary is contrary to the Kororoit Precinct Structure Plan.
- The scale and intensity of the proposed use is inappropriate.
- The proposed built form is excessive.
- Air pollution from additional traffic generated by the use.
- The proposed minimum 1.6m rear setback of the four dwellings to the property at 196 Sinclairs Road is inadequate and will provide limited opportunity for landscaping.
- The proposed secluded private open space areas for the four dwellings will be overshadowed.

A response to the objections is provided in **Appendix 4**.

It should also be noted that a Consultation Meeting was conducted on 25 May 2023 to discuss the application in more detail. The meeting was attended by Council officers, a number of

Councillors, the applicants and their representatives, and a number of residents. Many of the resident concerns outlined above were discussed.

Referral of the application

The application was referred to a number of Council's internal teams for comment and advice. The application was also required to be referred to Melbourne Water and Department of Energy, Environment and Climate Action (DEECA). A complete list of responses is included in **Appendix 5**.

5. Issues

Planning Assessment

The proposal is considered to be generally consistent with relevant planning policies in the Melton Planning Scheme, and the Kororoit Precinct Structure Plan.

The proposed community hall including its ancillary accommodation is anticipated by the purpose of the General Residential Zone (GRZ) which seeks *"to allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations"*. The community hall is appropriate for the area as it will service a local community need and complement the existing place of worship (Temple). The proposed hours of operation and number of patrons are unlikely to have an adverse impact on the surrounding residents subject to the inclusion of appropriate conditions. It is considered appropriate that the use of the community hall be limited to the users of the Place of Worship (Temple) only and not be open to the wider community for bookings.

The proposed built form of the community hall is generally site responsive and will not result in any unreasonable amenity impacts on the surrounding properties. Whilst the form of the community hall may generally be different to immediate building stock, it is noteworthy that respecting the existing character does not mean replicating what exists. If that was the case, there would be virtually no change to the types of buildings that exist in an area. The planning scheme does not prohibit alternative built form to the existing built form. The overall height of the proposed building is 8.3m, considerably lower than the maximum permissible building height of 11m and 3 storeys under the zone. The height is not dissimilar to that of double storey dwelling and the recessed built form assists in breaking the visual bulk. The built form provides an appropriate transition to the residential interface to the west by appropriate side setbacks and a staggered building height at 7.3m and 8.3m. As such, it is reasonable to allow a building for a non-residential use the same built form opportunity.

The proposed facade treatments of the community hall provide an appropriate degree of visual interest through use of glazing and colour finishes, along with vertical and horizontal articulation elements to minimize the perception of visual bulk and enhance the buildings' appearance. The design response of the proposal is generally considered an appropriate fit in terms of the emerging character of the locality as it will sit comfortably in its context.

The proposed side setbacks, built form, external materials and design of the proposed four dwellings will respect and complement the emerging neighbourhood character of the area. The proposed dwellings demonstrates a high level of compliance with Clause 55 (ResCode) subject to amendments which include provision of external storage space, clotheslines, mailboxes, bin and recycling enclosures and increasing the rear setback of all dwellings to allow adequate solar access to open space.

Off-site amenity impacts

Some surrounding residents have expressed concern regarding the adequacy of the surrounding local access streets to handle the increased traffic generated by the proposal, and the adequacy of on-site car parking.

Council's Engineering Services team is satisfied that the local road network can accommodate the anticipated increase in traffic that will be generated by the proposal.

Provision of car parking for each dwelling and the community hall including its ancillary accommodation complies with the requirement of Clause 52.06.

The proposed signage on the north elevation is modest in size and is considered acceptable. The proposed signage is generally consistent with the decision guidelines of Clause 52.05 and Council's Outdoor Advertising Signs Policy. However, the details relating to the colour materials and colours of the proposed signage will need to be conditioned.

Off-road shared path within the Kororoit Conservation area

The location of the future east-west off-road shared path shown on the southern portion of the Kororoit Creek Conservation Area within the Kororoit Precinct Structure Plan is indicatively proposed to be realigned. The indicative location and realignment of the off-road footpath will not connect with the existing footpath located within the southern portion of the conservation area that terminates at the north-eastern portion of the local park. The conservation area within the site is privately owned and contains existing buildings that are currently being used as part of the Place of Worship.

The continuity of the existing footpath along the southern boundary of the conservation area will be impeded by the existing buildings located within the Kororoit Conservation Area and, as such, an indicative realignment is proposed by the applicant. The Kororoit Conservation Area is subject to a Conservation Agreement pursuant to Section 69 of the Conservation, Forests and Lands Act 1987 which prohibits the use and construction of the off-road shared footpath without prior written consent of the Secretary. The obligation is on the landowner to apply for and obtain any necessary exemption to comply with the Conservation Agreement before commencing any works associated with, and use of, the off-road shared footpath. On this basis, it is considered appropriate that the construction of the off-road shared footpath be considered as a separate matter and the applicant enter into a Section 173 Agreement to secure the future construction/timing of the off-road shared path within the Kororoit Conservation Area.

6. Options

Council can either support the application by issuing a Notice of Decision to Grant an Amended Permit or not support the proposal by issuing a Notice of Refusal.

7. Conclusion

The application has been assessed against the Kororoit Precinct Structure Plan, Planning Policy Framework, Local Planning Policy Framework, Zone provisions and Clause 65 of the Melton Planning Scheme.

It is considered that the proposed development is respectful of the emerging character of the surrounding area and generally complies with the Kororoit Precinct Structure Plan, relevant policy of the Melton Planning Scheme and objectives and standards of Clause 55 - ResCode. The design of the community hall with the recessed building heights assists in breaking up the building mass and providing visual relief from adjoining properties. The proposed built form of the four dwellings is also generally in keeping with the surrounding area.

The General Residential Zone anticipates modest housing growth which facilitates a diversity of housing types in locations offering good access to services and transport – which is achieved on this site.

It is considered that the proposal generally complies with the relevant requirements of the Melton Planning Scheme.

Therefore, it is recommended that the application be approved as outlined in **Appendix 6**.

LIST OF APPENDICES

1. Locality Plan - dated 13 June 2023
2. Plans for the proposal
3. Assessment against Planning Scheme - undated
4. Response to objections - undated
5. Referral comments - undated
6. Proposed conditions - undated

Item 12.5 Planning Application PA 2012/3780/5 - Amendments to existing permit to enable use and development of a community hall, independent living units (four dwellings) and display of non-illuminated business identification signage At 139A Gray Court (1 Murugan Street, Deanside) and 14 Vel Street, Deanside

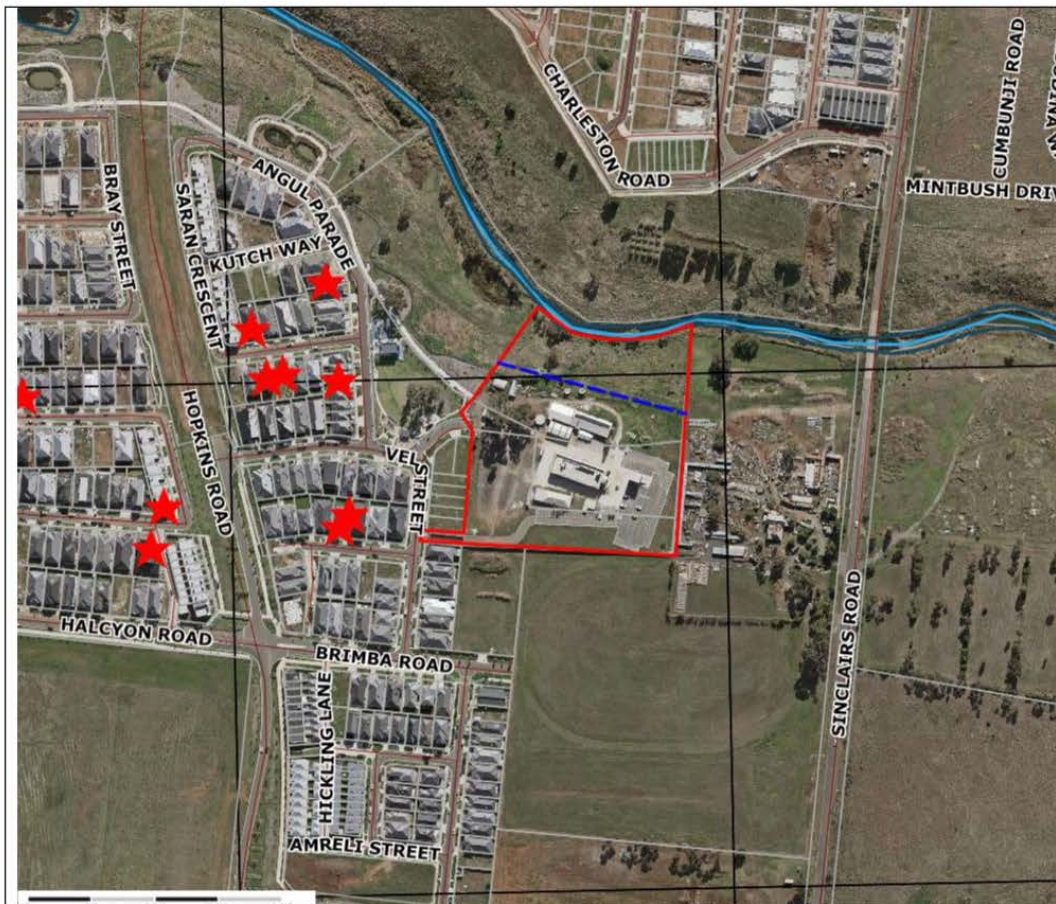
Appendix 1 Locality Plan - dated 13 June 2023





No: PA 2012/3780/5

Address: 139A Gray Court, Deanside (1 Murugan Street, Deanside) and 14 Vel Street, Deanside VIC 3336

Proposal: Amendments associated with use and development of land for the purposes of a place of worship, caretaker's residence, shrine, dining room, shed, use and development of a community hall, independent living units (four dwellings) and display of non-illuminated business identification signage

Ward: Cambridge



	Subject Site	13/06/2023	
	Indicative Location of Shared Path		
	Objections		



MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.5 Planning Application PA 2012/3780/5 - Amendments to existing permit to enable use and development of a community hall, independent living units (four dwellings) and display of non-illuminated business identification signage At 139A Gray Court (1 Murugan Street, Deanside) and 14 Vel Street, Deanside

Appendix 2 Plans for the proposal



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3	DEC 2020	SCHEMATIC DESIGN CLIENT CHANGES
4	OCT 2021	PRELIMINARY CLIENT CHANGES
5	OCT 2021	PLANNING PERMIT DRAFT
6	FEB 2022	PLANNING PERMIT DRAFT
7	FEB 2022	PLANNING PERMIT APPLICATION
8	AUG 2022	PLANNING PERMIT

SCALE	1:250
STATUS	TOWN PLANNING
DRAWING NUMBER	A100
REVISION	8

EXISTING SITE PLAN

DATE AUG 2022

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MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

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Appendix 2 Plans for the proposal



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TOWN PLANNING DIAGRAM

REV	DATE	DESCRIPTION
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3	SEP 2022	CONCEPT DESIGN PRESENTATION
4	OCT 2022	CONCEPT DESIGN PRESENTATION
5	NOV 2022	CONCEPT DESIGN PRESENTATION
6	DEC 2022	CONCEPT DESIGN PRESENTATION
7	JAN 2023	CONCEPT DESIGN PRESENTATION
8	FEB 2023	CONCEPT DESIGN PRESENTATION
9	MAR 2023	CONCEPT DESIGN PRESENTATION
10	APR 2023	CONCEPT DESIGN PRESENTATION

SCALE	1:300
STATUS	TOWN PLANNING
DRAWING NUMBER	A300

COMMUNITY HALL - PROPOSED MASTERPLAN DIAGRAM

DATE	SEP 2022
DESIGNED	KM
APPROVED	MC
REVISION	9

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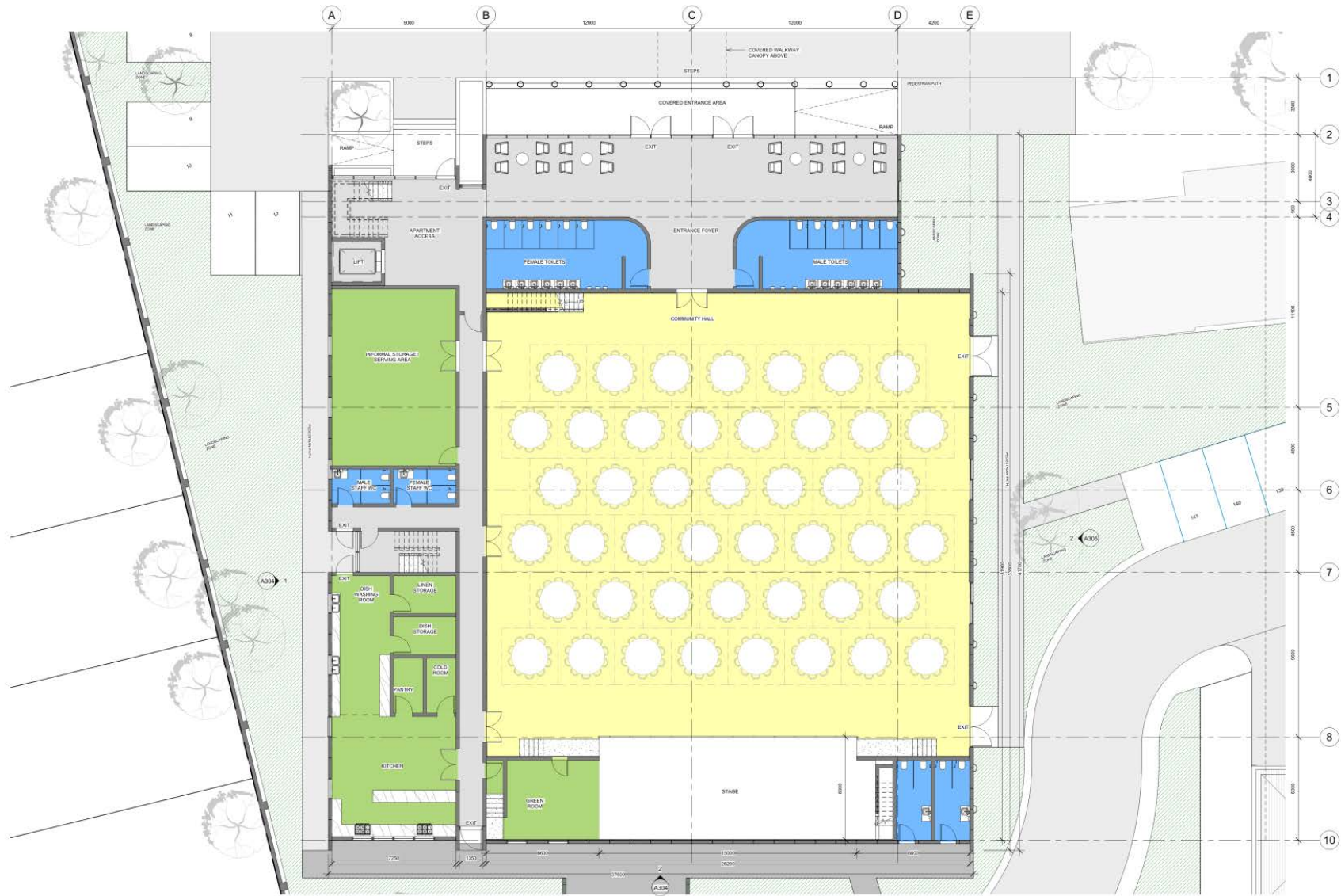


MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

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Appendix 2 Plans for the proposal



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10	APR 2021	CONCEPT DESIGN PRESENTATION

SCALE

1:100

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TOWN PLANNING

A301

PROJECT #

20-15

REVISION

8

COMMUNITY HALL - GROUND LEVEL
PLAN

DATE AUG 2022

DRAWN KR

APPROVED MC

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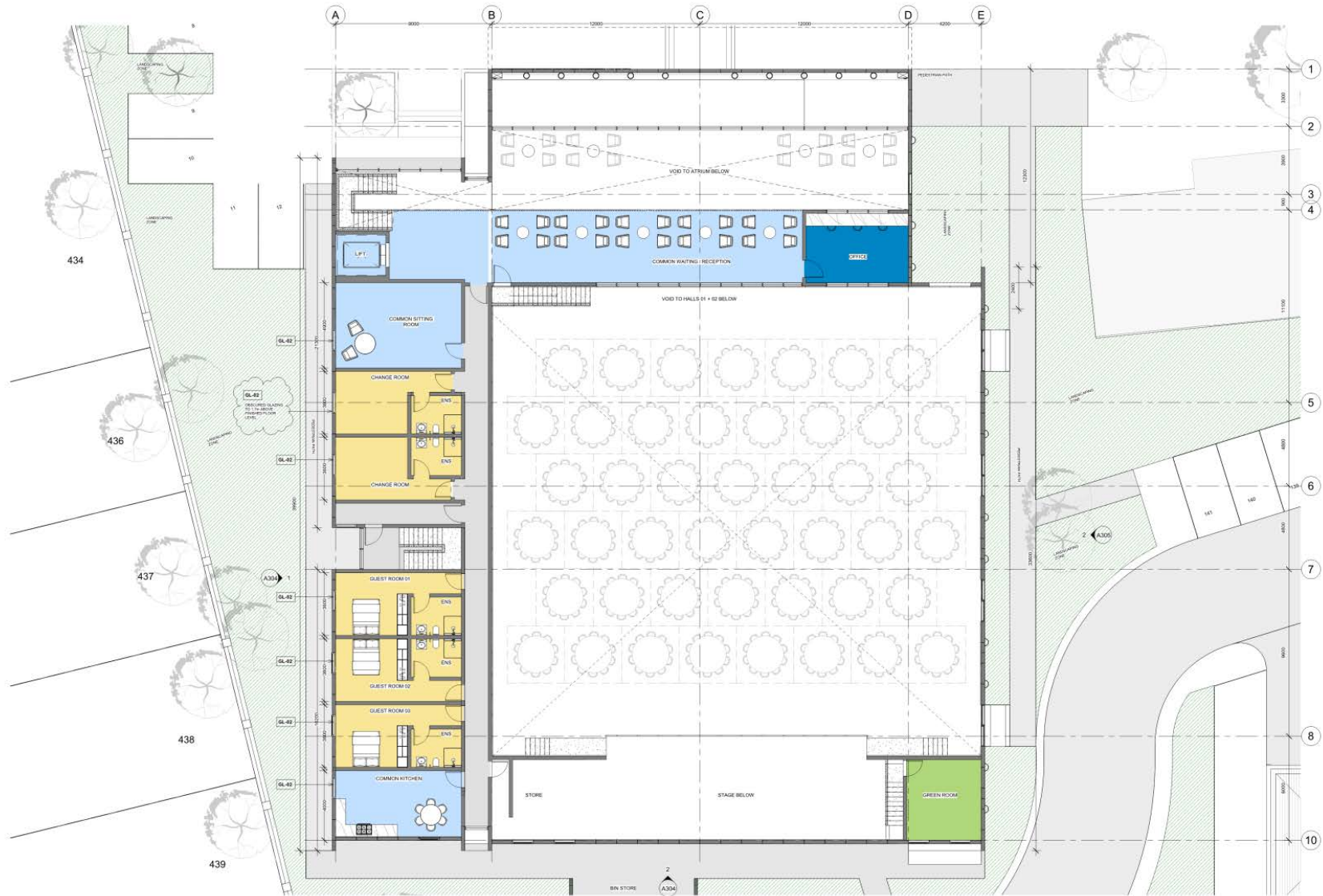


MINUTES OF THE MEETING OF COUNCIL

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Appendix 2 Plans for the proposal



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6	FEB 2022	PLANNING PERMIT DRAFT
7	FEB 2022	PLANNING PERMIT APPLICATION

SCALE

1:100

1/4"

STATUS

TOWN PLANNING

DRAWING NUMBER

A302

DATE

AUG 2022

DESIGNED

KR

APPROVED

MC

REVISION

7

COMMUNITY HALL - LEVEL 01 PLAN

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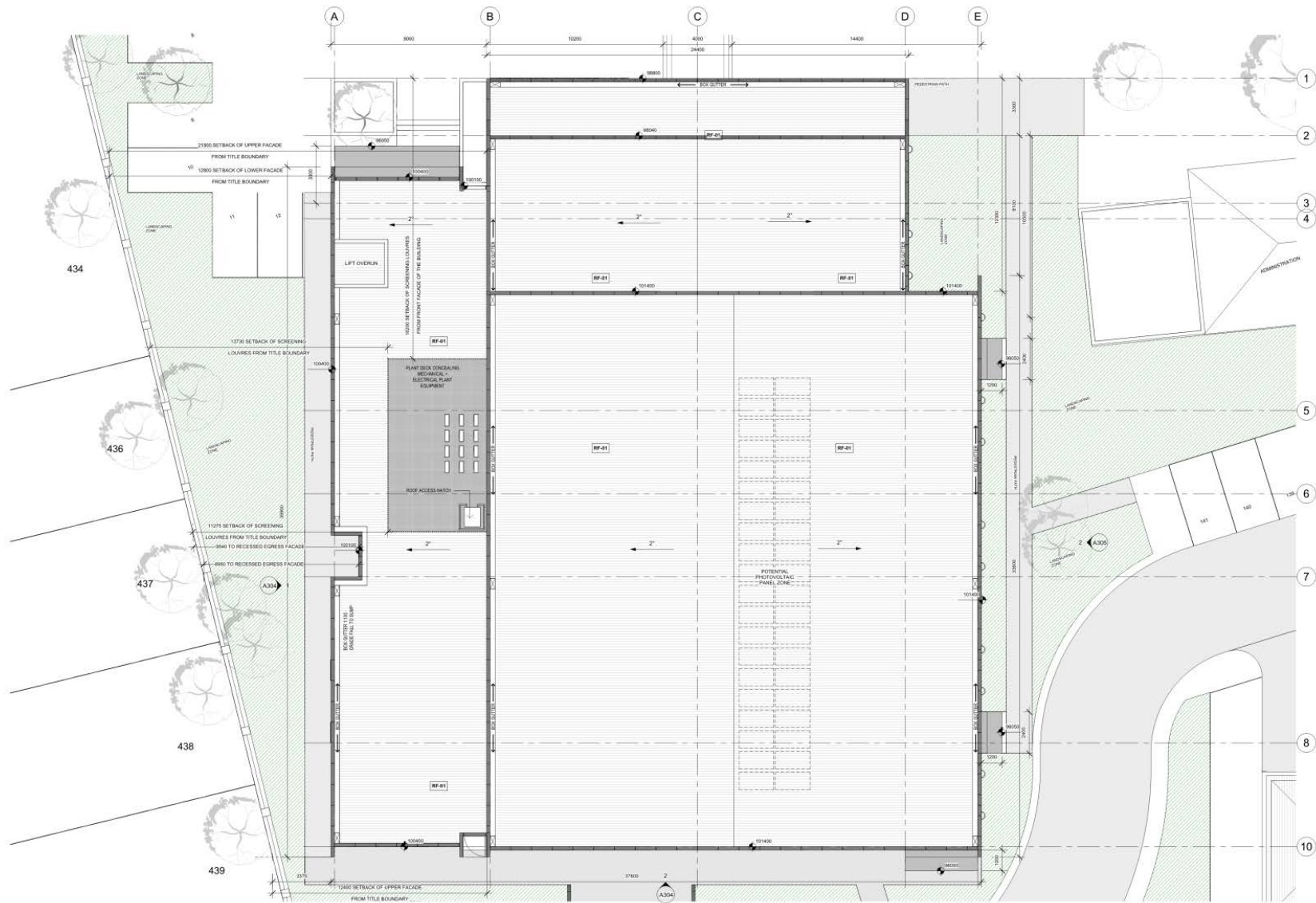


MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

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Appendix 2 Plans for the proposal



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7	FEB 2022	PLANNING PERMIT APPLICATION
8	AUG 2022	PLANNING PERMIT

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 TOWN PLANNING
 DRAWING NUMBER
 A303

PROJECT #
 20-15
 REVISION
 8

COMMUNITY HALL - ROOF PLAN

DATE
 AUG 2022
 CHECKED
 KM
 APPROVED
 MC

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 PROJECT
 COMMUNITY HALL + ASSOCIATED BUILDINGS
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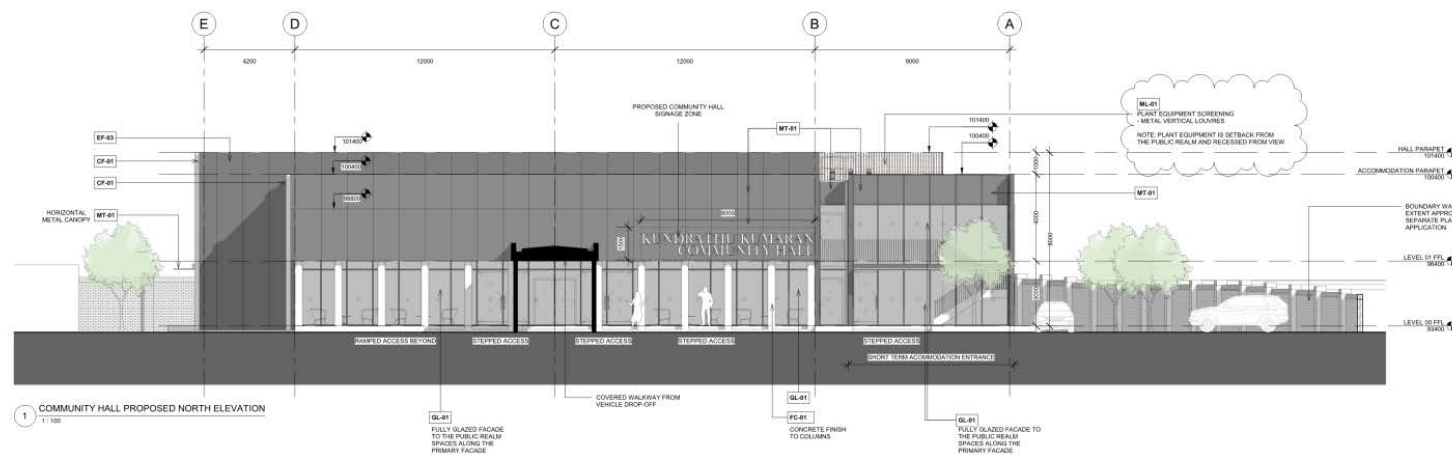
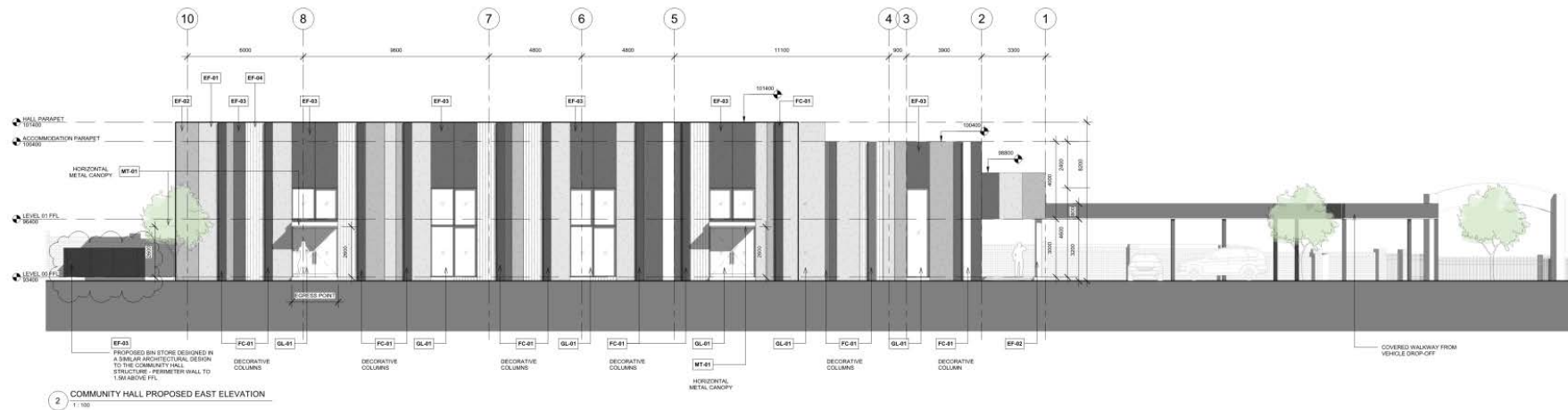
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Item 12.5	Planning Application PA 2012/3780/5 - Amendments to existing permit to enable use and development of a community hall, independent living units (four dwellings) and display of non-illuminated business identification signage At 139A Gray Court (1 Murugan Street, Deanside) and 14 Vel Street, Deanside
Appendix 2	Plans for the proposal

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MATERIALS SCHEDULE

EF-01	SMOOTH CONCRETE PRECAST - LIGHT GREY FINISH
EF-02	SMOOTH CONCRETE PRECAST - MID GREY FINISH
EF-03	SMOOTH CONCRETE PRECAST - DARK GREY FINISH
EF-04	PROFILED CONCRETE PRECAST - MID GREY FINISH
FC-01	FIBRE CEMENT COLUMN CLADDING
GL-01	CLEAR GLAZING - DOUBLE GLAZED
GL-02	TRANSLUCENT OBSCURED GLAZING - DOUBLE GLAZED
MT-01	ALUMINIUM METAL CLADDING - POWDERCOAT FINISH DARK GREY FINISH
RP-01	ROOF CLADDING - PROFILED ROOF SHEET
ML-01	METAL LOUVRES

NOTE: DOWNPIPES, TV AERIAL + OTHER
GENERAL PLANT EQUIPMENT NOT SHOWN
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6	FEB 2022	PLANNING PERMIT DRAFT
7	FEB 2022	PLANNING PERMIT APPLICATION
8	AUG 2022	PLANNING PERMIT OFF

SCALE
As indicated
0 0.2 0.5 0.1 0.15
STATUS
TOWN PLANNING
DRAWING NUMBER
A305
PROJECT
20-15
REVISION
8

DRAWING TITLE		
COMMUNITY HALL NORTH + EAST ELEVATIONS		
DATE	CHECKED	APPROVED
AUG 2022	KM	MC

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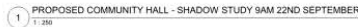
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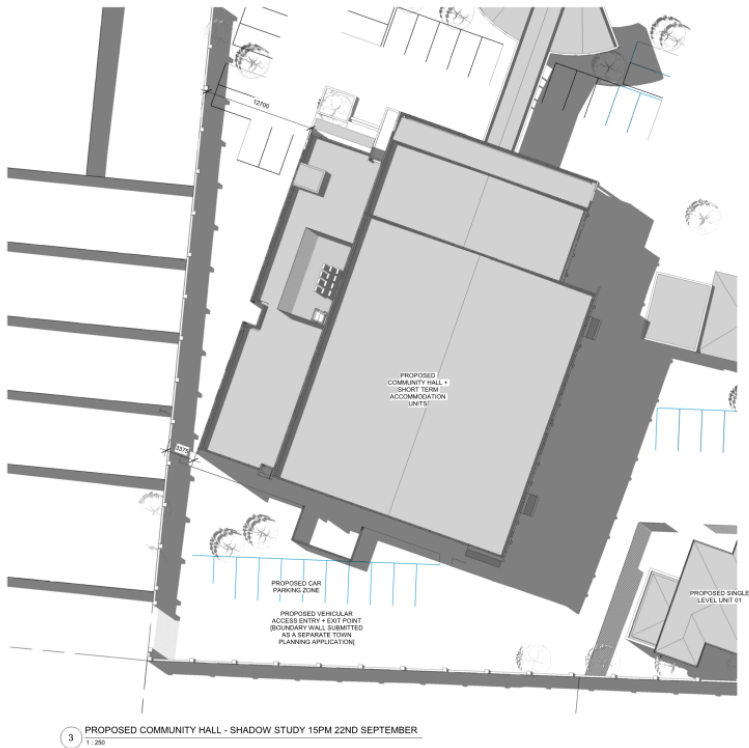


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8	AUG 2022	PLANNING PERMIT

SCALE
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STATUS
TOWN PLANNING

PROJECT #
20-15

DRAWING NUMBER
A307

REVISION
8

DRAWING TITLE
COMMUNITY HALL
- SHADOWS 22ND SEP

DATE
AUG 2022

DRAWN
KM

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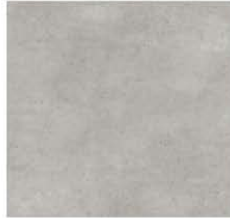
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26 JUNE 2023

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Appendix 2	Plans for the proposal

EF-01
SMOOTH CONCRETE PRECAST - LIGHT GREY FINISH



EF-02
SMOOTH CONCRETE PRECAST - MID GREY FINISH



EF-43
SMOOTH CONCRETE PRECAST - DARK GREY FINISH



EF-34
PROFLED CONCRETE PRECAST - MID GRAY FINISH

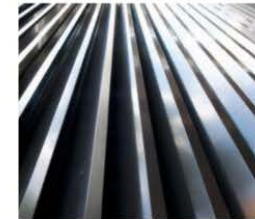
FC-01
FIBRE CEMENT COLUMN CLADDING

GL-01
CLEAR GLAZING - DOUBLE GLAZED

GL-42
TRANSLUCENT OBSCURED-GLAZING - DOUBLE GLAZED



MT-01
ALUMINUM METAL CLADDING - POWDERCOAT FINISH DARK GREY FINISH

RF-01
ROOF CLADDING - PROFILED ROOF SHEETML-01
METAL LOUVRES

MATERIALS SCHEDULE

EF-01	SMOOTH CONCRETE PRECAST - LIGHT GREY FINISH
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MT-01	ALUMINIUM METAL CLADDING - POWDERCOAT FINISH DARK GREY FINISH
RF-01	ROOF CLADDING - PROFILED ROOF SHEET
ML-01	METAL LOUVRES

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REV	DATE	DESCRIPTION
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7	FEB 2022	PLANNING PERMIT APPLICATION
8	AUG 2022	PLANNING PERMIT RFI

SCALE

BAY

TOWN PLANNING

PROJECT
20-15

CHAIRING TITLE

MATERIALS SCHEDULE

DATE	CHECKED	APPROVED
AUG 2022	KR	MC

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PROJECT
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1 PLANNING PERSPECTIVE CONSERVATION RESERVE 01



2 PLANNING PERSPECTIVE CONSERVATION RESERVE 02

GENERAL NOTES

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TOWN PLANNING DRAWINGS
FOR COUNCIL APPROVAL

REV	DATE	DESCRIPTION
1	AUG 2022	PLANNING PERMIT (P1)

SCALE

1:500

STATUS	PROJECT #
TOWN PLANNING	20-15
DRAWING NUMBER	8
A500	

DRAWING TITLE

ARTIST IMPRESSION

DATE	DRAWN	APPROVED
AUG 2022	KM	MC

CLIENT
TAMIL EDUCATIONAL CULTURAL + CHARITABLE ASSOCIATION

PROJECT
COMMUNITY HALL + ASSOCIATED BUILDINGS
139 GRAY COURT, DEANSIDE, VIC

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+ INTERIOR DESIGNERS

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MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

Item 12.5 Planning Application PA 2012/3780/5 - Amendments to existing permit to enable use and development of a community hall, independent living units (four dwellings) and display of non-illuminated business identification signage At 139A Gray Court (1 Murugan Street, Deanside) and 14 Vel Street, Deanside

Appendix 2 Plans for the proposal



3 PLANNING PERSPECTIVE CONSERVATION RESERVE 03



4 PLANNING PERSPECTIVE VEL STREET

GENERAL NOTES

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TOWN PLANNING DRAWINGS
FOR COUNCIL APPROVAL

REV	DATE	DESCRIPTION
1	AUG 2022	PLANNING PERMIT (P1)

SCALE

1:100

STATUS
TOWN PLANNING
DRAWING NUMBER
A501

PROJECT #
20-15
REVISION
8

DRAWING TITLE
ARTIST IMPRESSION

DATE
AUG 2022

DRAWN
KM

APPROVED
MC

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MINUTES OF THE MEETING OF COUNCIL

26 JUNE 2023

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Appendix 2 Plans for the proposal



MINUTES OF THE MEETING OF COUNCIL

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Appendix 2 Plans for the proposal

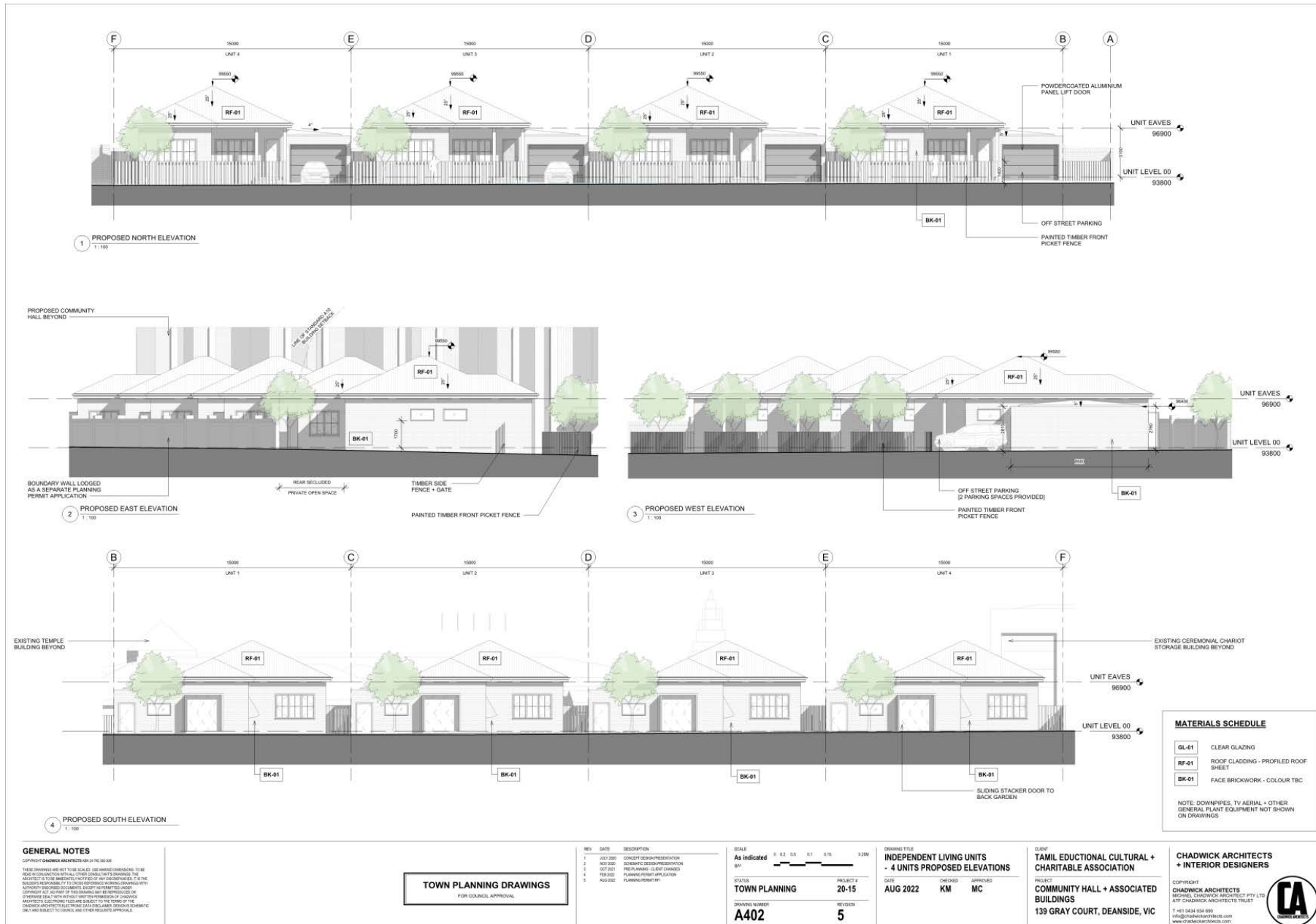


MINUTES OF THE MEETING OF COUNCIL

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Appendix 2 Plans for the proposal

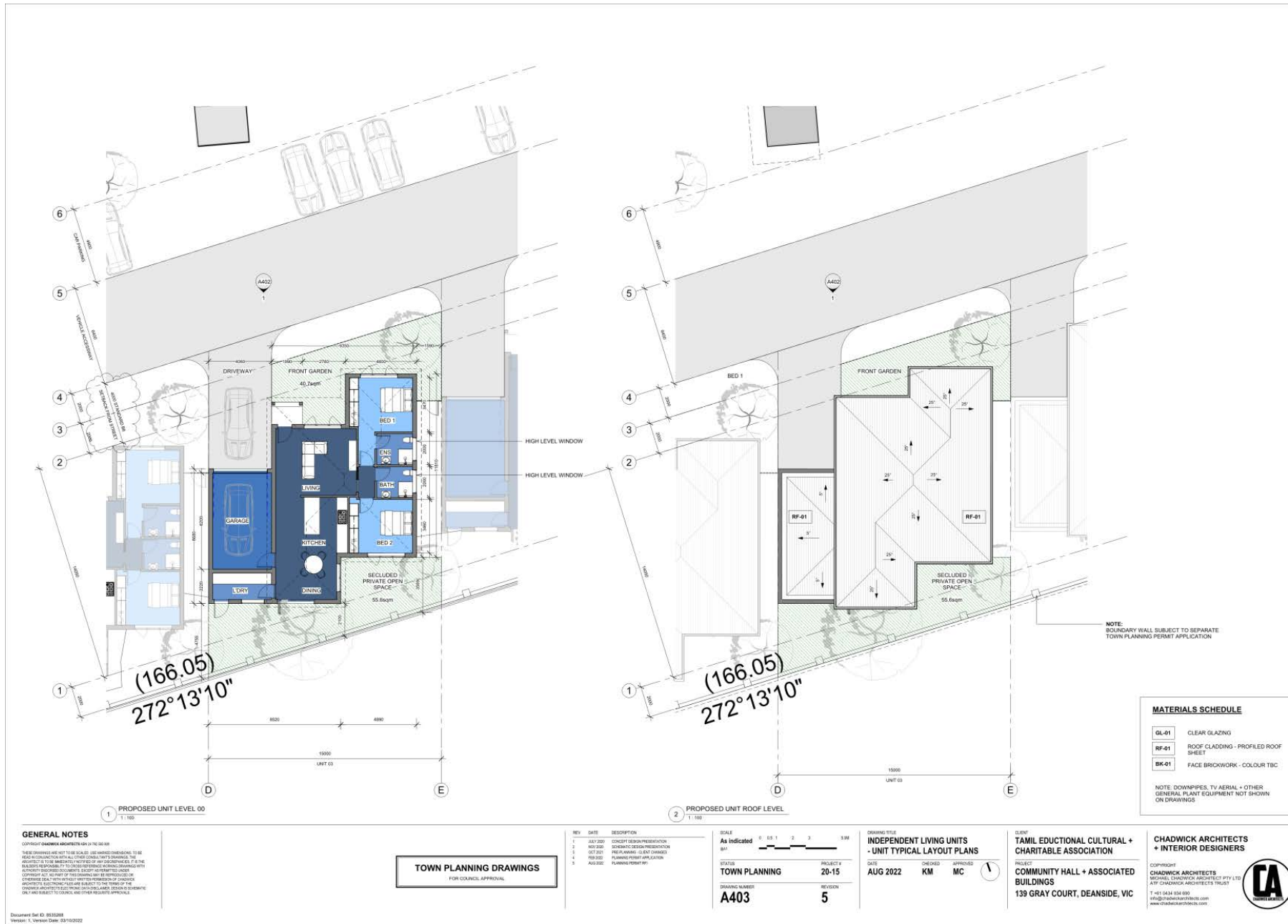


MINUTES OF THE MEETING OF COUNCIL

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Appendix 2 Plans for the proposal



MINUTES OF THE MEETING OF COUNCIL

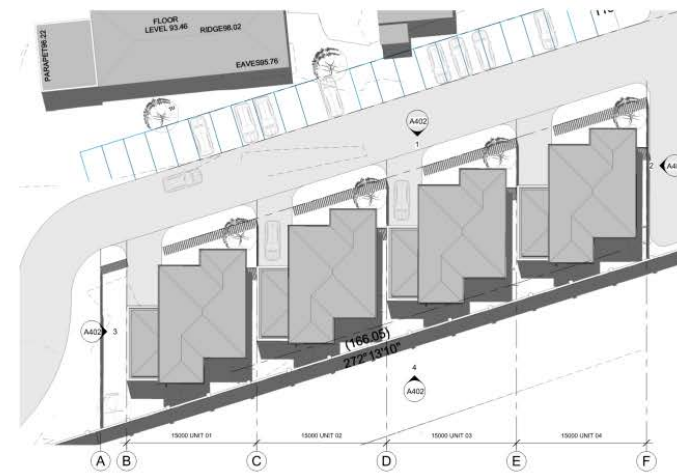
26 JUNE 2023

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Appendix 2 Plans for the proposal



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2 SHADOW 12PM 22 SEPT
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3 SHADOW 15PM 22 SEPT
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TOWN PLANNING DRAWINGS

FOR COUNCIL APPROVAL

REV	DATE	DESCRIPTION
1	JULY 2020	CONCEPT DESIGN PRESENTATION
2	AUG 2020	SCHEMATIC DESIGN PRESENTATION
3	OCT 2021	PRELIMINARY (2 EAT CHANGES)
4	NOV 2022	PLANNING PERMIT APPLICATION
5	AUG 2022	PLANNING PERMIT (P1)

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Item 12.5 Planning Application PA 2012/3780/5 - Amendments to existing permit to enable use and development of a community hall, independent living units (four dwellings) and display of non-illuminated business identification signage At 139A Gray Court (1 Murugan Street, Deanside) and 14 Vel Street, Deanside

Appendix 3 Assessment against Planning Scheme - undated

Appendix 3 – Assessment against relevant Planning Scheme controls

Planning Scheme Reference	Assessment
Planning Policy Framework	
Clause 11.01-1S (Settlement)	<p>The objective of this clause is to promote the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements.</p> <p>The proposal complies with this clause.</p>
Clause 11.02-1S (Supply of urban land)	<p>The objective of this clause is to promote the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements.</p> <p>The proposal complies with this clause.</p>
Clause 11.02-2S (Structure planning)	<p>The objective of this clause is to facilitate the orderly development of urban areas.</p> <p>The proposal complies with this clause.</p>
Clause 11.02-3S (Sequencing of development)	<p>The objective of this clause is to manage the sequence of development in areas of growth so that services are available from early in the life of new communities.</p> <p>The proposal complies with this clause.</p>
Clause 11.03-2S (Growth areas)	<p>The objective of this clause is to locate urban growth close to transport corridors and services and provide efficient and effective infrastructure to create sustainability benefits while protecting primary production, major sources of raw materials and valued environmental areas.</p> <p>The proposal complies with this clause.</p>
13.02-1S (Bushfire planning)	<p>The objective of this clause is to strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life.</p> <p>The subject site is not covered by a Bushfire Management Overlay but is located within a bushfire prone area. In accordance with Clause 13.02 (Bush fire) of the Melton Planning Scheme bushfire risk, consideration should be given for use and development in a bushfire prone area for a place of assembly and any application for development that will result in people congregating in large numbers. It is considered that appropriate bushfire protection measures can be implemented to address the bushfire risk. Should an emergency or bushfire occur, it is considered reasonable to require the preparation of an Emergency Management Plan to ensure that there would be no loss of life during such a circumstance. This issue can be addressed as a condition on any permit that may issue.</p>
Clause 13.05-1S (Noise)	<p>The objective of this clause is to assist the control of</p>

Item 12.5 Planning Application PA 2012/3780/5 - Amendments to existing permit to enable use and development of a community hall, independent living units (four dwellings) and display of non-illuminated business identification signage At 139A Gray Court (1 Murugan Street, Deanside) and 14 Vel Street, Deanside

Appendix 3 Assessment against Planning Scheme - undated

Abatement)	noise effects on sensitive land uses. The proposal complies with this clause.
Clause 13.07-1S (Land use compatibility)	The objective of this clause is to safeguard community amenity while facilitating appropriate commercial, industrial or other uses with potential off-site effects. The proposal complies with this clause.
Clause 15.01-1S (Urban design)	The objective of this clause is to create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity. The proposal complies with this clause.
Clause 15.01-1R (Urban design - Metropolitan Melbourne)	The objective of this clause is to create a distinctive and liveable city with quality design and amenity. The proposal complies with this clause.
Clause 15.01-2S (Building design)	The objective of this clause is to achieve building design outcomes that contribute positively to the local context and enhance the public realm. The scale, height, high quality urban design and building form of the development is sympathetic to, and will make a positive contribution to, the emerging character of the area.
Clause 15.01-4S – Healthy neighbourhoods	The objective of this clause is to achieve neighbourhoods that foster healthy and active living and community wellbeing. The proposal complies with this clause.
Clause 15.01-4R – Healthy neighbourhoods – Metropolitan Melbourne	The strategy of this clause is to create a city of 20 minute neighbourhoods that give people the ability to meet most of their everyday needs within a 20 minute walk, cycle or local public transport trip from their home. The proposal complies with this clause.
Clause 15.01-05S (Neighbourhood character)	The objective of this clause is to recognise, support and protect neighbourhood character, cultural identity, and sense of place. The building integrates with the emerging neighbourhood character by its built form, contemporary design and boundary setbacks. The proposal complies with this clause.
Clause 15.03-2S (Aboriginal cultural heritage)	The objective of this clause is to ensure the protection and conservation of places of Aboriginal cultural heritage significance. The proposal complies with this clause.
Clause 16.01-1S Housing Supply	The objective of this clause is to facilitate well-located,

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Appendix 3 Assessment against Planning Scheme - undated

	integrated and diverse housing that meets community needs.
	The proposal complies with this clause.
16.01-1R (Housing supply - Metropolitan Melbourne)	<p>The strategy of this clause is to:</p> <ul style="list-style-type: none"> • Manage the supply of new housing to meet population growth and create a sustainable city by developing housing and mixed use development opportunities in locations that are: <ul style="list-style-type: none"> • In and around the Central City. • Urban-renewal precincts and sites. • Areas for residential growth. • Areas for greyfield renewal, particularly through opportunities for land consolidation. • Areas designated as National Employment and Innovation Clusters. • Metropolitan activity centres and major activity centres. • Neighbourhood activity centres - especially those with good public transport connections. • Areas near existing and proposed railway stations that can support transit-oriented development. • Identify areas that offer opportunities for more medium and high density housing near employment and transport in Metropolitan Melbourne. • Facilitate increased housing in established areas to create a city of 20 minute neighbourhoods close to existing services, jobs and public transport. • Provide certainty about the scale of growth by prescribing appropriate height and site coverage provisions for different areas. • Allow for a range of minimal, incremental and high change residential areas that balance the need to protect valued areas with the need to ensure choice and growth in housing. • Create mixed-use neighbourhoods at varying densities that offer more choice in housing. <p>The proposal complies with this clause.</p>
Clause 16.01-2S - Housing affordability	<p>The objective of this clause is to deliver more affordable housing closer to jobs, transport and services.</p> <p>The proposal complies with this clause.</p>
Clause 19.02-3S (Cultural facilities)	The objective of this clause is to develop a strong cultural environment and increase access to arts, recreation and other cultural facilities.

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Appendix 3 Assessment against Planning Scheme - undated

	<p>The strategies of this clause:</p> <ul style="list-style-type: none"> • Encourage a wider range of arts, cultural and entertainment facilities including cinemas, restaurants, nightclubs and live theatres in the Central City and at Metropolitan Activity Centres. • Reinforce the existing major precincts for arts, sports and major events of state wide appeal. • Establish new facilities at locations well served by public transport. <p>The proposal complies with this clause.</p>
Clause 19.03-1S (Development and infrastructure contributions plans)	<p>The objective of this clause is to facilitate the timely provision of planned infrastructure to communities through the preparation and implementation of development contributions plans and infrastructure contributions plans.</p>
Clause 19.03-2S (Infrastructure design and provision)	<p>The objective of this clause is to provide timely, efficient and cost-effective development infrastructure that meets the needs of the community.</p> <p>The proposal complies with this clause.</p>
Clause 19.03-3S (Integrated water management)	<p>The objective of this clause is to sustainably manage water supply, water resources, wastewater, drainage and stormwater through an integrated water management approach.</p> <p>The proposal complies with this clause.</p>
Local Planning Policy Framework	
Clause 21.01-1 (Municipal profile)	<p>The City of Melton is a key part of Melbourne's western growth corridor. It comprises three distinct areas; the existing urban areas known as the established areas, the growth areas, and the rural areas which lie outside the Urban Growth Boundary and are part of the 'Green Wedge' which forms a ring around Melbourne.</p> <p>The city is adjacent to the municipalities of Wyndham, Brimbank, Macedon Ranges, Hume, and Moorabool. The municipality encompasses 52,730 hectares of land and is strategically located with good access to Melbourne's key freeways, airports and the Port of Melbourne.</p> <p>The City of Melton is one of Australia's fastest growing communities. The population grew from 52,029 in 2001, to 146,979 in 2017 and is forecast to be more than 381,000 by 2041. When the City of Melton reaches its ultimate population, it will be a city of more than 400,000 people. This unprecedented growth brings great challenges as well as opportunities.</p> <p>This population growth has led to the establishment of eleven new suburbs across the growth corridor between the existing suburbs of Melton and Caroline Springs and in areas including</p>

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Appendix 3 Assessment against Planning Scheme - undated

	<p>Plumpton, Rockbank and Truganina. Boundary changes have also occurred in long-established localities such as Melton, Melton South and Melton West. Increasingly, the focus of development is dispersing to the smaller townships of Eynesbury, and Diggers Rest, and the growth suburbs of Aintree, Bonnie Brook, Cobblebank, Deanside, Fieldstone, Fraser Rise, Grangefields, Ravenhall, Rockbank, Strathtulloh, Thornhill Park, Truganina, Harkness and Weir Views.</p> <p>The proposal complies with this clause.</p>
Clause 21.01-4 (Vision)	<p>The Melton City Council is committed to strategically and inclusively planning for the future. Council's vision is to create a thriving community where everyone belongs. Council seeks to achieve the following outcomes for its community:</p> <ul style="list-style-type: none"> • A City of people leading happy and healthy lives. • A City that preserves and enhances its natural environment for future generations. • A City with a clear vision to manage growth in a sustainable and accessible way. • A City rich in local employment and education opportunities. • An organisation operating with innovation, transparency, accountability and sustainability. <p>The provision the proposed use and development in this location responds to this clause.</p>
Clause 21.02-1 – (Urban Growth Areas)	<p>The objective of this clause is:</p> <ul style="list-style-type: none"> • To manage urban growth in a planned and orderly manner. • To manage urban growth so that services are available from early in the life of new communities. <p>The proposal complies with this clause.</p>
Clause 21.07-1 – (Local character and sense of place)	<p>The objective of this clause is:</p> <ul style="list-style-type: none"> • To create healthy and safe communities. • To protect the preferred neighbourhood character in established residential areas of the municipality. • To enhance the amenity and appearance of industrial and commercial areas. • To create communities that are attractive and desirable places in which to live, work and visit. • To improve the quality and functionality of green space throughout the municipality. <p>The proposal complies with this clause.</p>
Clause 21.11-1 – (Provision of Infrastructure)	<p>The relevant objective of this clause is to:</p> <ul style="list-style-type: none"> • To ensure that developers contribute equitably to the cost and provision of physical and community

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Appendix 3 Assessment against Planning Scheme - undated

	<p>infrastructure.</p> <ul style="list-style-type: none"> To ensure that new communications infrastructure does not adversely impact upon sensitive uses and landscape features whilst also facilitating a world class communications network. To minimise the impacts of stormwater runoff. <p>The proposal complies with this clause.</p>
Clause 22.12 – Housing Diversity Policy	<p>The objective of this clause is to</p> <ul style="list-style-type: none"> To encourage the provision of affordable housing options for households of all income levels; To protect and enhance the neighbourhood character of residential areas where appropriate; To facilitate a diverse range of housing to meet the needs of a diverse population and provide genuine choice in housing products; To support increased residential densities in locations with high levels of access to infrastructure, services and transport and To encourage innovative housing design and development that is adaptable, site responsive and environmentally sustainable. <p>It is policy to:</p> <ul style="list-style-type: none"> Encourage the development of a range of housing options throughout the municipality. Ensure that new development does not impact adversely on areas of recognised neighbourhood character. Encourage higher density development to locate in areas with high levels of accessibility to infrastructure and services. Encourage the redevelopment of well-located infill sites. Encourage housing development that features innovative design and responds to the principles of sustainability. <p>The proposal complies with this clause.</p>
Clause 22.17 Advertising Signs Policy	<p>The objectives of this policy are to:</p> <ul style="list-style-type: none"> Allow for the reasonable identification and marketing of businesses in the City of Melton. Require advertising signage to respond to and enhance the character, scale, architectural quality and appearance of a building, site and landscape setting. Support signs that contribute to the interest, vitality and improve the quality of commercial and industrial areas. Ensure that signs enhance residential areas and other high amenity built and natural areas and do

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Appendix 3 Assessment against Planning Scheme - undated

	<p>not detract from the appearance or character of the area.</p> <ul style="list-style-type: none"> • Maximise the effectiveness of signs by minimising and consolidating signage to avoid visual clutter. • Enhance the character and amenity of the City of Melton's gateways. <p>The proposal complies with this clause.</p>
Zone	
Clause 37.07 – (Urban Growth Zone)	<p>The purpose of this zone is:</p> <ul style="list-style-type: none"> • To implement the Municipal Planning Strategy and the Planning Policy Framework. • To manage the transition of non-urban land into urban land in accordance with a precinct structure plan. • To provide for a range of uses and the development of land generally in accordance with a precinct structure plan. • To contain urban use and development to areas identified for urban development in a precinct structure plan. • To provide for the continued non-urban use of the land until urban development in accordance with a precinct structure plan occurs. • To ensure that, before a precinct structure plan is applied, the use and development of land does not prejudice the future urban use and development of the land. <p>The proposal complies with this clause.</p>
Clause 32.08 General Residential Zone 1 (GRZ1)	<p>The purpose of this clause is:</p> <ul style="list-style-type: none"> • To implement the Municipal Planning Strategy and the Planning Policy Framework. • To encourage development that respects the neighbourhood character of the area. • To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport. • To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations. <p>The proposal complies with this clause.</p>
Overlay	
Clause 45.11 (Infrastructure Contributions Overlay – Schedule 1)	<p>The purpose of this clause is:</p> <ul style="list-style-type: none"> • To implement the Municipal Planning Strategy and the Planning Policy Framework. • To identify the area where an infrastructure

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Appendix 3 Assessment against Planning Scheme - undated

	<p>contributions plan applies for the purpose of imposing contributions for the provision of infrastructure.</p> <ul style="list-style-type: none"> To identify the infrastructure contribution imposed for the development of land. <p>The proposal complies with this clause subject to conditions. Developer Contributions will be required to be paid in accordance with the Plumpton and Kororoit Infrastructure Contributions Plan towards provision of future local community facilities.</p>
Particular Provisions	
Clause 52.05 (Signs)	<p>The purpose of this clause is:</p> <ul style="list-style-type: none"> To regulate the development of land for signs and associated structures. To ensure signs are compatible with the amenity and visual appearance of an area, including the existing or desired future character. To ensure signs do not contribute to excessive visual clutter or visual disorder. To ensure that signs do not cause loss of amenity or adversely affect the natural or built environment or the safety, appearance or efficiency of a road. <p>The proposed signage is modest in size and is considered acceptable.</p>
Clause 52.06 (Car parking)	<p>The purpose of this clause is:</p> <ul style="list-style-type: none"> To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework. To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality. To support sustainable transport alternatives to the motor car. To promote the efficient use of car parking spaces through the consolidation of car parking facilities. To ensure that car parking does not adversely affect the amenity of the locality. To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use. <p>The proposal complies with this clause.</p>
Clause 52.34 Bicycle facilities	<p>The total number of bicycle spaces required for a place of assembly is the sum of the employee/resident bicycle rate and the visitor/shopper/student bicycle rate. The bicycle spaces rates are:</p>

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	<ul style="list-style-type: none"> Employee/resident: 1 to each 1500m² of net floor area. Visitor/shopper/student: 2 plus 1 to each 1500m² of net floor area. <p>Under this clause, if five or more employee bicycle spaces are required, one shower for the first five employee bicycle spaces, plus one to each 10 employee bicycle spaces thereafter should be provided. One change room or direct access to a communal change room to each shower should also be provided. The change room may be a combined shower and change room.</p> <p>The community hall has a floor area floor area of 1682m². This equates to 4 bicycle spaces are required (1.12 employee bicycle space and 3.12 visitor bicycle spaces). Given less than 5 employee bicycle spaces are required, provision of shower rooms and change rooms is not required.</p> <p>Accordingly, the proposal requires a total of 4 bicycles spaces. The requirements of Clause 52.34 have been satisfied as the development proposes a total of 10 bicycle spaces.</p>
Clause 55 (Two or More Dwellings on a Lot and Residential Buildings)	The purpose of this clause is to achieve residential development that respects the existing neighbourhood character and encourage residential development that provides reasonable standards of amenity for existing and new residents.
General Provisions	
Clause 65.01 (Approval of an application or plan)	<p>Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate: The matters set out in section 60 of the Act.</p> <ul style="list-style-type: none"> The Municipal Planning Strategy and the Planning Policy Framework. The purpose of the zone, overlay or other provision. Any matter required to be considered in the zone, overlay or other provision. The orderly planning of the area. The effect on the amenity of the area. The proximity of the land to any public land. Factors likely to cause or contribute to land degradation, salinity or reduce water quality. Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.

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	<ul style="list-style-type: none"> The extent and character of native vegetation and the likelihood of its destruction. Whether native vegetation is to be or can be protected, planted or allowed to regenerate. The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard. The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts. <p>The proposal complies with this clause.</p>
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The following table provides details on whether the proposed four dwellings comply with the requirements of Clause 55 of the Melton Planning Scheme.

	✓ - Compliance x - Non - Compliance	Objectives	Standards	Comments
B1	Neighbourhood Character	✓	✓	It is considered that the proposed development is generally consistent with the emerging character of the area.
B2	Residential Policy	✓	✓	Complies.
B3	Dwelling Diversity	N/A	N/A	Only applies where 10 or more dwellings are proposed.
B4	Infrastructure	✓	✓	Complies.
B5	Integration with the street	✓	✓	Complies.
B6	Street setback	✓	✓	Complies.
B7	Building height	✓	✓	The overall building height of the development is 5.75m which is less than 9m specified under this standard.
B8	Site coverage	✓	✓	Complies.
B9	Permeability	✓	✓ The site area covered by the pervious surfaces should be at least: The minimum area specified in a schedule to	Complies.

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			<p>the zone, or If no minimum is specified in a schedule to the zone, 20 percent of the site.</p> <p>The stormwater management system should be designed to: Meet the current best practice performance objectives for stormwater quality as contained in the <i>Urban Stormwater - Best Practice Environmental Management Guidelines</i> (Victorian Stormwater Committee, 1999).</p> <p>Contribute to cooling, improving local habitat and providing attractive and enjoyable spaces.</p>	
B10	Energy efficiency	✓	<p>✓</p> <p>Buildings should be:</p> <ul style="list-style-type: none"> • Oriented to make appropriate use of solar energy. • Sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced. • Sited and designed to ensure that the performance of existing rooftop solar energy systems on dwellings on adjoining lots in a General Residential Zone, Neighbourhood Residential Zone or Township Zone are not unreasonably reduced. The existing rooftop solar energy system must exist at the date the application is lodged. 	<p>Complies.</p> <p>The primary living areas of all dwellings are located within the northern portions of the dwellings.</p> <p>The secluded private open spaces of the development are located on the southern side of the development.</p> <p>The proposed development will not impact on the performance of the existing rooftop solar energy systems on dwellings on the adjoining lot.</p>

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			<p>Living areas and private open space should be located on the north side of the development, if practicable.</p> <p>Developments should be designed so that solar access to north-facing windows is maximised.</p>	
B11	Communal and public open space	N/A	N/A	Only applicable if public or communal open space is to be provided on site or adjacent to the development.
B12	Safety	✓	✓	<p>The layout of the development will ensure the future safety and security of residents.</p> <p>The entrances of the proposed dwellings will be visible at entry to the site.</p> <p>Private areas within the development will be secured via appropriate fencing. Location, type, materials and height of internal fencing is required to be annotated on the plan as condition of approval.</p>
B13	Landscaping	✓	✓	<p>Complies subject to conditions.</p> <p>A landscape plan will be required as a condition of permit.</p>
B14	Access	✓	✓	Complies.
B15	Parking location objectives.	✓	<p>Car parking facilities should:</p> <ul style="list-style-type: none"> • Be reasonably close and convenient to dwellings and residential buildings. 	Complies.

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			<ul style="list-style-type: none"> • Be secure. • Be well ventilated if enclosed. <p>Shared accessways or car parks of other dwellings and residential buildings should be located at least 1.5 metres from the windows of habitable rooms. This setback may be reduced to 1 metre where there is a fence at least 1.5 metres high or where window sills are at least 1.4 metres above the accessway.</p>	
B17	Side and rear setbacks	✓	<p>A new building not on or within 200mm of a boundary should be set back from side or rear boundaries:</p> <p>At least the distance specified in a schedule to the zone, or If no distance is specified in a schedule to the zone, 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.</p> <p>Sunblinds, verandahs, porches, eaves, fascias, gutters, masonry chimneys, flues, pipes, domestic fuel or water tanks, and heating or cooling equipment or other services may encroach not more than 0.5 metres into the setbacks of this standard.</p>	Complies.
B18	Walls on boundaries	✓	<p>✓</p> <p>A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport</p>	<p>Complies.</p> <p>No wall on boundary.</p>

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			<p>constructed on or within 1 metre of a side or rear boundary of lot should not abut the boundary:</p> <ul style="list-style-type: none"> ▪ For a length of more than the distance specified in a schedule to the zone; or ▪ If no distance is specified in a schedule to the zone, for a length of more than: <ul style="list-style-type: none"> ○ 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or ○ Where there are existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot, the length of the existing or simultaneously constructed walls or carports whichever is the greater. <p>A new wall or carport may fully abut a side or rear boundary where slope and retaining walls or fences would result in the effective height of the wall or carport being less than 2 metres on the abutting property boundary.</p> <p>A building on a boundary includes a building set back up to 200mm from a boundary.</p> <p>The height of a new wall constructed on or within 200mm of a side or rear boundary or a carport</p>	
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			constructed on or within 1 metre of a side or rear boundary should not exceed an average of 3.2 metres with no part higher than 3.6 metres unless abutting a higher existing or simultaneously constructed wall.	
B19	Daylight to existing windows	✓	<p>✓</p> <p>Buildings opposite an existing habitable room window should provide for a light court to the existing window that has a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky. The calculation of the area may include land on the abutting lot.</p> <p>Walls or carports more than 3 metres in height opposite an existing habitable room window should be set back from the window at least 50 per cent of the height of the new wall if the wall is within a 55 degree arc from the centre of the existing window. The arc may be swung to within 35 degrees of the plane of the wall containing the existing window.</p> <p>Where the existing window is above ground floor level, the wall height is measured from the floor level of the room containing the window.</p>	Complies.
B20	North-facing windows	✓	<p>✓</p> <p>If a north-facing habitable room window of an existing dwelling is within 3 metres of a boundary on an abutting lot, a building should be setback from the boundary 1 metre, plus</p>	<p>Complies.</p> <p>There are no existing north facing windows within 3m of a boundary on an abutting lot.</p>

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			0.6 metre for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres, for a distance of 3 metres from the edge of each side of the window. A north-facing window is a window with an axis perpendicular to its surface oriented north 20 degrees west to north 30 degrees east.	
B21	Overshadowing open space	✓ To ensure buildings do not significantly overshadow existing secluded private open space.	✓ Where sunlight to the secluded private open space of an existing dwelling is reduced, at least 75 per cent, or 40 square metres with minimum dimension of 3 metres, whichever is the lesser area, of the secluded private open space should receive a minimum of five hours of sunlight between 9 am and 3 pm on 22 September. If existing sunlight to the secluded private open space of an existing dwelling is less than the requirements of this standard, the amount of sunlight should not be further reduced.	Complies. Based on the submitted shadow diagrams of the proposed development, overshadowing will be contained within the site.
B22	Overlooking	✓	✓ A habitable room window, balcony, terrace, deck or patio with a direct view into a habitable room window of existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio should be either:	Complies.

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			<ul style="list-style-type: none"> • Offset a minimum of 1.5 metres from the edge of one window to the edge of the other. • Have sill heights of at least 1.7 metres above floor level. • Have fixed, obscure glazing in any part of the window below 1.7 metre above floor level. <p>Have permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent.</p> <p>Obscure glazing in any part of the window below 1.7 metres above floor level may be openable provided that there are no direct views as specified in this standard.</p> <p>Screens used to obscure a view should be:</p> <ul style="list-style-type: none"> • Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels. • Permanent, fixed and durable. • Designed and coloured to blend in with the development. <p>This standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace,</p>	
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			deck or patio is less than 0.8 metres above ground level at the boundary.	
B23	Internal views	✓	Windows and balconies should be designed to prevent overlooking of more than 50 per cent of the secluded private open space of a lower-level dwelling or residential building directly below and within the same development.	Complies.
B24	Noise impacts	✓	✓	Complies. No external noise impacts have been identified. The proposed development is residential in nature.
B25	Accessibility	✓	✓	Complies.
B26	Dwelling entry	✓	✓	The dwelling entries of the proposed dwellings will be visible at entry to the site.
B27	Daylight to new windows	✓	✓ A window in a habitable room should be located to face: <ul style="list-style-type: none"> • An outdoor space clear to the sky or a light court with a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky, not including land on an abutting lot, or • A verandah provided it is open for at least one third of its perimeter, or • A carport provided it has two or more open 	Complies.

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			sides and is open for at least one third of its perimeter.	
B28	Private open space	✓	✓	Complies. The proposed dwellings will have access to at least 25m ² of secluded private open space at ground level and total private open space areas with an area of over 40m ² .
B29	Solar access to open space	✓	✓ The private open space should be located on the north side of the dwelling or residential building, if appropriate. The southern boundary of secluded private open space should be set back from any wall on the north of the space at least (2 + 0.9h) metres, where 'h' is the height of the wall.	Complies subject to condition. The southern boundary of the secluded private open spaces of the dwellings must be setback at least 4.7m from any north wall
B30	Storage	✓	✓ Each dwelling should have convenient access to at least 6 cubic metres of externally accessible, secure storage space.	Complies subject to condition. 6m ³ of external storage space for each dwelling is required to be provided as a condition of approval.
B31	Design detail	✓	✓ The design of buildings, including: <ul style="list-style-type: none"> • Facade articulation and detailing, • Window and door proportions, • Roof form, and • Verandahs, 	Complies.

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			<p>eaves and parapets,</p> <p>should respect the existing or preferred neighbourhood character.</p> <p>Garages and carports should be visually compatible with the development and the existing or preferred neighbourhood character.</p>							
B32	Front fences	✓	<p>✓</p> <p>The design of front fences should complement the design of the dwelling or residential building and any front fences on adjoining properties.</p> <p>A front fence within 3 metres of a street should not exceed:</p> <ul style="list-style-type: none">• The maximum height specified in a schedule to the zone, or• If no maximum height is specified in a schedule to the zone, the maximum height specified in Table B3. <table><caption>Table B3 Maximum front fence height</caption><thead><tr><th>Street Context</th><th>Maximum front fence height</th></tr></thead><tbody><tr><td>Streets in a Transport Zone 2</td><td>2 metres</td></tr><tr><td>Other streets</td><td>1.5 metres</td></tr></tbody></table>	Street Context	Maximum front fence height	Streets in a Transport Zone 2	2 metres	Other streets	1.5 metres	Not applicable.
Street Context	Maximum front fence height									
Streets in a Transport Zone 2	2 metres									
Other streets	1.5 metres									
B33	Common property	✓	<p>✓</p> <p>Developments should clearly delineate public, communal and private</p>	Not applicable.						

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			areas. Common property, where provided, should be functional and capable of efficient management.	
B34	Site services	✓	<p>✓</p> <p>The design and layout of dwellings and residential buildings should provide sufficient space (including easements where required) and facilities for services to be installed and maintained efficiently and economically.</p> <p>Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and blend in with the development.</p> <p>Bin and recycling enclosures should be located for convenient access by residents.</p> <p>Mailboxes should be provided and located for convenient access as required by Australia Post.</p>	<p>Complies subject to condition</p> <p>Amended plans are required to show location of bin and recycling enclosures, clotheslines, and mailboxes.</p>

Assessment of the proposal against Kororoit Precinct Structure Plan (PSP)

The subject site is located on a property identified as Properties 43 in the Kororoit PSP. A breakdown of the future urban structure of the property is provided as follows:

Property Number	Future Urban Structure (PSP)
43	<p>Total area of 13.34 hectares</p> <ul style="list-style-type: none"> Arterial Road – new/widening/intersection flaring – 1.32 hectares. Conservation reserve – 1.23 hectares.

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	<ul style="list-style-type: none"> Waterway and drainage reserve – 1.86 hectares. Local Park - 0.5 hectares. <p>Total net developable area of 8.43 hectares.</p>
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The PSP states that for each element the objectives must be met while the planning and design guidelines set out elements that **must** and **should** be met. The following table sets out an assessment of the proposal against the elements as set out in Section 3.0 of the PSP.

3.1 Image, character, heritage and housing

3.1.1 Image and character		Response
The following requirements must be met:		
R1	All public landscape areas must be planted and designed to the satisfaction of the Responsible Authority.	Not Applicable
R2	Street trees must be planted on both sides for all roads and streets (excluding laneways) at regular intervals appropriate to tree size at maturity, in accordance with relevant Melton City Council landscaping policy unless otherwise agreed by the responsible authority, and unless not required as per relevant Conservation Interface Sections in Appendix G.	Not Applicable
R3	Street tree planting on declared arterial roads must be established in accordance with the clear zone guidelines to the satisfaction of the coordinating road authority.	Not Applicable
R4	Trees in parks and streets must be: <ul style="list-style-type: none"> Suitable for local conditions Planted in modified and improved soil to support tree detailed design of the establishment and longevity subdivision layout. Consistent with any guidance provided on the relevant cross section within this PSP unless otherwise approved by the responsible authority 	Not Applicable
R5	Boundary fences forward of the building line in residential development must not exceed 1.2 metres in height.	Complies subject to condition
The following design guidelines should be met:		
G1	Streets should be provided directly abutting waterways reserves, open spaces and utilities easements to ensure houses generally face these public spaces	Not Applicable
G2	In locations where the responsible authority is satisfied it is not feasible to locate a street adjacent to the open space network (including waterway reserve, open space or utilities easement), then houses should face the path within the open space network path and be 'rear-loaded'.	Not Applicable
G3	High quality landscape treatments should be	Complies with condition

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	provided throughout the precinct, most particularly in streetscapes and along creek and drainage waterway corridors	Conditions on permit will ensure this is met.
G4	Street networks within subdivisions should be designed to maximise the number of connections and direct views to the open space network and town centres.	Not Applicable
G5	Subdivision design should incorporate natural and built design elements which respond to local heritage and topography to assist in place making and the achievement of a sense of place.	Not Applicable
G6	To reinforce neighbourhood character and the role of the street or public place, a consistent suite of lighting and furniture should be used across neighbourhoods, appropriate to the type and role of street or public space, unless otherwise approved by the responsible authority.	Not Applicable
G7	Salvaged rocks should be retained on site where possible and incorporated in the design of waterways, retaining structures, fences and other landscape features.	Not Applicable
G8	Existing trees shown on Plan 2 should be retained where possible along streets and in subdivisions.	Complies. No vegetation is proposed to be removed.
G9	Built form on corner lots should provide a positive address to both frontages. This can be achieved through appropriate use of glazing and other architectural treatments	Not Applicable
G10	Built form should add to the precinct character by providing an attractive street address that encourages passive surveillance and visual interest.	Not Applicable
G11	Sites in prominent locations, such as the Local Town Centres and at major intersections such as Neale Road and Hopkins Road, should be developed to respond to their strategic location and have greater height, density, and architectural quality subject to limitation imposed by utilities or external land uses (refer Appendix C).	Not Applicable
G12	Development adjacent to the Kororoit Creek and Conservation Areas should respond sensitively to the topography and local environment in terms of building scale, landscape design and plant selection, in accordance with interface treatments in Appendix F and Appendix G.	Not Applicable
Clause 3.1.2 Heritage		
R6	Any subdivision and/or development of land adjoining a heritage site identified under the Heritage Overlay in the Melton Planning Scheme and/or of post-contact cultural heritage significance must have regard to the heritage significance of the site and provide a sensitive interface.	Not Applicable
R7	Dry stone walls illustrated on Plan 2 must be retained unless otherwise agreed by the responsible authority. Dry stone walls to be retained must:	Not applicable Plan 2 of the PSP does not show any dry stone walls for

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	<ul style="list-style-type: none"> Be situated within public open space or road reserve to the satisfaction of the responsible authority Have a suitable landscape interface Be checked and repaired by a suitably qualified dry stone waller for any loose stones. Any loose stones are to be reinstated in the wall in secure positions Retain post and wire or post and rail fences situated within the walls, with any wire protruding beyond the vertical face of the wall reinstated to its original position or removed Be incorporated into subdivision design to minimise disturbance to the walls (e.g. utilisation of existing openings for vehicle and pedestrian access). 	retention.
R8	Any reinstatement or repair of walls must be undertaken by a suitably qualified dry stone waller and is to be consistent with the construction style of the original wall.	Not Applicable No dry stone walls are proposed to be reinstated or repaired.
R9	Installation of services across the alignment of retained dry stone walls must be undertaken by boring rather than open trenching. If open trenching or disturbance to the wall is unavoidable, a minimum section of wall may be temporarily removed and then reinstated to original condition under the supervision of a suitably qualified dry stone waller to the satisfaction of the responsible authority.	Not Applicable
R10	Reinstatement of walls must use stone from (in order of priority): <ul style="list-style-type: none"> The original wall in that location (including fallen stone adjacent to the wall) A nearby section of the wall approved to be removed Any adjacent paddock containing wall parts which can be recovered Walls approved to be removed in the nearby area (including any stone which has been stockpiled by Melton City Council). 	Not Applicable No dry stone walls are proposed to be reinstated or repaired.
R11	Any subdivision and/or development of land on or adjoining the Deanside Homestead Complex heritage site must have regard to the heritage significance of the site, provide a sensitive interface, and respond to Figure 1 and Appendix B	Not Applicable
The following guidelines should be met		
G13	Proponents undertaking development of land identified on the Victorian Aboriginal Heritage Register, and/or with high Aboriginal cultural heritage values including those identified on Plan 2, should liaise with the designated Registered Aboriginal Party (or Aboriginal Victoria and Traditional Owner Groups in its absence) to ascertain whether heritage interpretation is	Complies A cultural heritage management plan has been approved for the site.

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	appropriate in these identified locations, and how the heritage site(s) should be incorporated into the design of the subdivision.	
G14	Land uses abutting retained dry stone walls should enhance public visibility of the walls. Relevant uses include open space, conservation reserve, road verge or property boundary wall.	Not Applicable
G15	Where it has been agreed with the responsible authority that an existing dry stone wall is to be removed, land owners should consult with Melton City Council to determine whether the stone should be retained for use in repairing other walls within the PSP or in landscape designs.	Not Applicable
G16	Development of land subject to the Heritage Overlay in the Melton Planning Scheme should ensure that the heritage place is recognised within, and well integrated with, the subdivision.	Not Applicable
G17	Adaptive reuse of the Deanside Homestead Complex (VHR H0810/HO4) and Stoneleigh Homestead (HO128) may be appropriate if it is demonstrated that it will contribute to the long term conservation of these heritage places.	Not Applicable
G18	A heritage interpretation trail should be provided along the Kororoit Creek that tells a story of the area's local history, both Aboriginal and post-contact cultural heritage, through appropriate interpretive installations in consultation with relevant stakeholders, which meets with the existing cultural heritage trail network to the east in Caroline Springs and Burnside	Not Applicable
G19	A small section of the Deanside Southern Access Track should be retained in the central median to provide some heritage interpretation to the satisfaction of the responsible authority	Not Applicable
3.1.3 Housing		Response
R12	Subdivision of land must deliver an overall average density of 16.5 dwellings per net developable hectare on residential land outside the walkable catchment. Where a subdivision proposal represents a single stage or limited number of stages, proponents should demonstrate how the subdivision will contribute to the eventual satisfaction of this guideline through further stage of development.	Not Applicable
R13	Subdivision of land within the walkable residential catchment shown on Plan 3 must create lots suitable for the delivery of medium or higher density housing as outlined in Table 2, and also achieve a minimum average density of 21 dwellings per hectare. Applications for subdivision that can demonstrate how target densities can be achieved over time, to the satisfaction of the responsible authority shall be considered	Not Applicable
R14	Dwellings must front or side:	Not Applicable

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	<ul style="list-style-type: none"> Waterways and the open space network (including local parks and easements); Arterial and connector streets (including the Outer Metropolitan Ring and Western Freeway (refer to Appendix J); and <p>The siting of lots to the above must be kept to a minimum.</p>	
R15	Lots must front Conservation Areas and must provide for the outcomes illustrated in Appendix F and Appendix G as relevant.	Not Applicable
R16	New dwellings must not be located within land identified as Melbourne Water 50m setback from Kororoit Creek, as identified in Figure 7.	Not Applicable
R17	Residential subdivision applications must include layouts for any lots identified for future development of medium density, high density or integrated housing that suitably demonstrate: <ul style="list-style-type: none"> Potential dwelling yield; Active interfaces with adjacent street, open space and waterways; Safe and effective internal vehicle and pedestrian circulation; The delivery of dwelling diversity and lot sizes; Servicing arrangements; and Treatments for sensitive interfaces. 	Not Applicable
R18	Where housing is proposed adjacent to an acoustic wall, dwellings must front an internal road which runs directly parallel to the acoustic wall unless agreed otherwise by the responsible authority.	Not Applicable
The following design guidelines should be met:		Response
G20	Residential subdivisions should provide a broad range of lot sizes capable of accommodating a variety of housing types as described in <i>Table 2 – Housing Types by Lot Size</i> .	Not Applicable
G21	Specialised housing forms such as lifestyle communities, retirement living or aged care facilities should: <ul style="list-style-type: none"> Be integrated into the wider urban structure; Be located in close proximity to town centres and community hubs; Be accessible by public transport; Not present a barrier to movement through the surrounding road network; and Be located outside the pipeline measurement length where possible. 	Not Applicable
G22	Lots adjacent to the Growling Grass Frog Conservation Area and Nature Conservation Areas should use indigenous plantings in front gardens, to the satisfaction of the responsible authority.	Not Applicable
G23	Any new fencing facing the Kororoit Creek on land within the Melbourne Water 50m setback from Kororoit Creek, as identified in Figure 7 should be rural post and rail style fencing.	Not Applicable

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3.2 Employment and town centres

3.2.1 Local Town Centre	Response
Not applicable The Local Town Centre is not part of this permit area.	
3.2.2 Local Convenience Centres	Response
Not Applicable The Local Convenience Centre is not part of the permit area	

3.3 Community Facilities and Education

3.3.1 Community facilities and education	Response
Not applicable No community or education facilities land is part of this permit area.	

3.4 Open space and natural systems

3.4.1 Open space and natural systems	
The following requirements must be met:	Response
R27 All parks must be located, designed and developed to the satisfaction of the responsible authority generally in accordance with Plan 6 and Table 6, unless otherwise approved by the responsible authority. An alternative provision of land for a local park is considered to be generally in accordance with that illustrated on Plan 6 provided: <ul style="list-style-type: none"> The location does not reduce the walkable access to local parks demonstrated on Plan 6; The design does not diminish the quality or usability of the space for passive recreation; The land area is equal to or more than the local park provision outlined in Table 6; Where a proposed park is larger than outlined in the table it may be accepted so long as it does not result in the removal of another park allocation; Where it is proposed to provide two or more local parks instead of a local park described in Table 6, the combined area of those parks must not be less than the area of the local park described in Table 6, and the responsible authority must be assured that this will be delivered; The location of the park remains abutting a GGF Conservation Area or Nature Conservation Area, if Plan 6 indicated the local park was abutting a Growling Grass Frog Conservation Area or Nature Conservation Area 	Not Applicable
R28 All open space and public landscaped areas must contain extensive planting of robust large-canopy trees appropriate to the local climate and soil conditions that are suitable to the urban	Not Applicable

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	environment, to the satisfaction of the responsible authority.	
R29	Where fencing of open space is required, it must be low scale and/or visually permeable to facilitate public safety and surveillance.	Not Applicable
R30	Where a local park shown on Plan 6 spans across multiple properties, the first development proponent to lodge a permit application must undertake a master plan for the entire park unless otherwise agreed by the responsible authority.	Not Applicable
R31	Land designated for local parks must be finished and maintained to a suitable standard, prior to the transfer of land, to the satisfaction of the responsible authority.	Not Applicable
R32	Design of service open space including waterway corridors, utilities easements and any other encumbered open space, must maximise the amenity value of that open space and provide for flexible recreational opportunities, particularly when such land also abuts unencumbered open space.	Not Applicable
R33	Appropriately scaled lighting must be installed along all major pedestrian thoroughfares traversing public open space and along the cycling network to the satisfaction of the responsible authority.	Not Applicable
R34	Development of land in a subdivision which includes the powerlines easement must include landscaping for a width of at least 10 metres along the residential or conservation area interface, to the satisfaction of the responsible authority and Ausnet Services. This requirement does not apply to land in the powerlines easement which is also in a Conservation Area.	Not Applicable
R35	Development of land in a subdivision which includes the high pressure gas transmission pipeline easement must include landscaping of the full easement to the satisfaction of the responsible authority and APA.	Not Applicable
R36	Where local parks and recreation areas occur adjacent Growling Grass Frog Conservation Areas and Nature Conservation Areas, they must be designed and managed to complement the outcomes required by the BCS conservation area and provide for the outcomes illustrated in Appendix F and Appendix G.	Not Applicable
R37	Local Parks abutting the Deanside Homestead Complex must provide for the outcomes illustrated in Figure 1.	Not Applicable
The following guidelines must be met:		Response
G33	Local parks should cater for a broad range of users by providing a mix of spaces and planting to support both structured and unstructured recreational activities and play opportunities for all ages and abilities, as well as supporting	Not Applicable

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	biodiversity	
G34	Any existing vegetation, including grassland, that can be viably maintained, should be protected and enhanced through open space networks which facilitate habitat and movement corridors for species found within the region of the Precinct.	Not Applicable
G35	Design of the Biodiversity Conservation Strategy conservation areas, local parks and sporting reserves should demonstrate integration with the values of adjoining encumbered land including Aboriginal and post-contact heritage and drainage waterways (for example through adopting a similar planting palette, through minimising fencing or through landscape design).	Not Applicable
G36	To enable good passive surveillance, open space should have an active frontage	Not Applicable
G37	Design for safety guidelines, and in particular the provision of active frontage and good passive surveillance from adjoining development, should guide the design of open spaces and associated infrastructure.	Not Applicable
G38	Path networks associated with open space located inside and outside of the Precinct should include way finding signage which clearly identifies key destinations.	Not Applicable
G39	Land in the powerlines easement should be utilised for open space, recreation and other activities including those outlined in in Table 5 - Powerline Easement Possible Use and Development and detailed on Figure 4 Kororoit Powerline Easement Concept in accordance with A Guide to Living with Transmission Line Easements (AusNet Services) to the satisfaction of AusNet Services and the responsible authority.	Not Applicable
G40	Where landscaping in the powerlines easement is required as part of subdivision, this should be provided to the satisfaction of AusNet Services and the responsible authority, as follows: <ul style="list-style-type: none"> • Provision of a shared path and planting of indigenous grasses and shrubs with full coverage over the area required to be landscaped; and • In accordance with Appendix K - Service Placement Guidelines and A Guide to Living with Transmission Easements (AusNet Services). 	Not Applicable
G41	Where landscaping in the gas easement is required as part of subdivision, this should be provided to the satisfaction of APA and the responsible authority as follows: <ul style="list-style-type: none"> • Planting of indigenous grasses and shrubs with full coverage over the area required to be landscaped; 	Not Applicable

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	<ul style="list-style-type: none"> In accordance with Appendix K and APA guidance; and Hard landscaping (e.g. street furniture) and small trees may be included, provided sight lines between signs indicating the location of the pipe are not obscured and compliance with mandated pipeline clearances is achieved. 	
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3.4.2 Biodiversity and Threatened Species		Response
R38	Streets abutting a BCS conservation area must be in accordance with the corresponding Nature Conservation Area Concept Plan.	Not Applicable
R39	Drainage from storm water treatment infrastructure must be designed to minimise impacts on biodiversity values, particularly matters of national environmental significance.	Complies with condition Conditions on permit will ensure this is met
R40	Locate public lighting in accordance with the Conservation Area Concept Plan. Include baffling to prevent light spill and glare within and adjacent any GGF conservation area, unless otherwise agreed by the Department of Environment, Land, Water and Planning.	Not Applicable
R41	Public paths or infrastructure located within a BCS conservation area must be designed to avoid and minimise disturbance to native vegetation and habitat for matters of national environmental significance and be located in accordance with the BCS Conservation Area Concept Plan to the satisfaction of the Department of Environment, Land, Water and Planning.	Not Applicable
R42	Development within any BCS Conservation Area must be in accordance with the relevant Concept Plan and Interface Cross Section in Appendices F and G, to the satisfaction of the Department of Environment, Land, Water and Planning.	Not Applicable
R43	A 20m buffer zone must be provided around all edges of Nature Conservation Areas 1 and 2, as shown in Appendix F. No additional buffer zone is required for GGF Conservation Area edges. The buffer zone must exclude buildings but may include roads, paths, nature strips, public open space and drainage infrastructure. A frontage road must be provided between the conservation area and adjacent development where indicated in Appendix F.	Not Applicable
R44	Frontage roads must contain planting and street trees of indigenous species. Frontage roads must not include plant species that could behave as environmental weeds including vigorous rhizomatic grasses	Not Applicable
R45	Where there is no separation between the Growling Grass Frog Conservation Area and urban development by a road, development must face the Conservation Area	Not Applicable

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The following guidelines should be met:		
G42	Planting in the open space network including conservation areas, waterways, streets, parks and utilities easements should make use of indigenous species to the satisfaction of the responsible authority (and Melbourne Water as relevant).	Not Applicable
G43	The layout and design of the waterways, wetlands and retarding basins (including the design of paths, bridges and boardwalks and the stormwater drainage system) connecting to the Kororoit Creek should integrate with biodiversity and natural systems to the satisfaction of the responsible authority and Melbourne Water as relevant.	Not Applicable
G44	Where appropriate, parks should be located abutting Nature Conservation Conservation Areas and GGF Conservation Areas conservation areas and waterways to provide a buffer to development.	Not Applicable

3.5 Transport and Movement

3.5.1 Street network		Response
R46	Subdivision layouts must provide: <ul style="list-style-type: none"> A permeable and safe street network for walking and cycling A safe and low speed street network that encourages walking and cycling Convenient access to local points of interest and destinations for the effective integration with neighbouring properties. 	Not Applicable
R47	Properties abutting the future Hopkins Road must prioritise delivery of the road in the early stages of development, to the satisfaction of the responsible authority	Not applicable
R48	Configuration of vehicle access to lots from a public street must ensure that there is sufficient separation between crossovers to allow for a minimum of one on-street car park for every two residential lots and canopy tree planting in accordance with Appendix G.	Not Applicable
R49	Vehicle access to lots fronting arterial roads must be provided from a local internal loop road, rear lane, or service road to the satisfaction of the road authority	Not Applicable
R50	Where a lot is 7.5 metres or less in width, vehicle access must be via rear laneway, unless otherwise approved by the responsible authority.	Not Applicable
R51	Development must positively address all waterways through the use of frontage roads or lots with a direct frontage and rear access to the satisfaction of Melbourne Water and the responsible authority.	Not Applicable
R52	Roundabouts, where determined to be required at cross road intersections, must be designed to reduce vehicle speeds, and ensure safe crossings	Not Applicable

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	for pedestrians and cyclists and continuity of shared paths and bicycle paths.	
R53	Where a connector street crosses a waterway as illustrated on Plan 8, the development proponent must construct an appropriate vehicle crossing prior to the issue of statement of compliance for the initial stage of subdivision on the opposite side of the waterway, whether or not that residential subdivision directly abuts the waterway, to the satisfaction of the responsible authority and Melbourne Water.	Not Applicable
R54	Waterway crossings within a BCS conservation area must consider design and construction standards for Growling Grass Frog passage structures to the satisfaction of the Department of Environment, Land, Water and Planning.	Not Applicable
R55	Road networks and street types must be designed and developed in accordance with the street cross sections in Appendix G unless otherwise agreed by the responsible authority	Not Applicable
R56	Alternative street cross sections such as illustrated Appendix G must be to the satisfaction of the responsible authority and ensure that: <ul style="list-style-type: none"> • Minimum required carriageway dimensions are maintained to ensure safe and efficient operation of emergency vehicles on all streets as well as buses on connector streets; • The performance characteristics of standard street cross sections as they relate to pedestrian and cycling use are maintained; and • Relevant minimum road reserve widths for the type of street are maintained as illustrated in Appendix G – Road Cross Sections. 	Not Applicable
R57	Any changes required to the design of roads and intersections in the PSP at the time of development must be accommodated within the land take identified in Plan 4 and Appendix A.	Not Applicable
R58	Where a local access street is determined to be required to cross a waterway (Uncredited Open Space (Drainage)), the proponent must construct a local access street culvert to the satisfaction of the responsible authority.	Not Applicable
The following guidelines should be met:		
G45	Approximately 30% of streets (including connector streets) within a subdivision should apply an alternative cross section to the standard street cross sections outlined in Appendix D – Alternative Road Cross Section Examples, to the satisfaction of the responsible authority. Other non-standard variations are encouraged regarding, but not limited to: <ul style="list-style-type: none"> • Varied street tree placement • Varied footpath or carriageway placement 	Not Applicable

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	<ul style="list-style-type: none"> Varied carriageway or parking bay pavement material Introduction of elements to create a boulevard effect Differing tree outstand treatments. 	
G46	Street layouts should provide multiple convenient routes to key destinations such as schools, community facilities, sports reserves, Local Town Centres, Local Convenience Centres and access to the possible future Mt Atkinson station south of the Western Freeway.	Not Applicable
G47	Street block lengths should not exceed 240 metres to ensure a safe, permeable and low speed environment for pedestrians, cyclists and vehicles is achieved.	Not Applicable
G48	Culs-de-sac should not detract from convenient pedestrian, cycle and vehicular connections.	Not Applicable
G49	The frequency of vehicular crossovers on widened verges (a verge in excess of six metres) should be minimised through the use of a combination of: <ul style="list-style-type: none"> Rear loaded lots with laneway access Vehicular access from the side of a lot Combined or grouped crossovers Increased lot widths. 	Not Applicable
G50	Slip lanes should be avoided in areas of high pedestrian activity and only be provided at any other intersection between connector streets and arterial roads where they are necessitated by high traffic volumes to the satisfaction of the coordinating road authority and the responsible authority.	Not Applicable
G51	Alignment of future primary arterial roads may be altered so long as the intended performance and function of the roads are maintained to the satisfaction of the coordinating road authority and the responsible authority.	Not Applicable
G52	Streets should be the primary interface between development and waterways, with open space and lots with a direct frontage allowed only as a minor component of the waterway interface.	Not Applicable
G53	Where lots with direct frontage are provided, they should be set back five metres from the drainage reserve to provide pedestrian and service vehicle access to those lots, to the satisfaction of Melbourne Water and the responsible authority.	Not Applicable
G54	All signalised intersections should be designed in accordance with the VicRoads <i>Growth Area Road Network Planning Guidance & Policy Principles</i> .	Not Applicable
3.5.2 Public transport		Response
R59	The street network must be designed to ensure 95% of all households are located within 400 metres of public transport services.	Not Applicable

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R60	Subdivision design must enable passive surveillance to the public transport network by designing buildings which front on to streets on the public transport network.	Not Applicable
R61	Bus stops must be provided which enable convenient access to activity-generating land uses such as schools, community facilities, Mt Atkinson Volcanic Cone Reserve, sports reserves, Mt Atkinson Major Town Centre and Local and Industrial Convenience Centres and key employment locations.	Not Applicable
R62	All roads, intersections and roundabouts shown as 'bus capable' on <i>Plan 10 – Public Transport and Path Network</i> , should be constructed to accommodate ultra-low floor buses to the satisfaction of Public Transport Victoria (PTV) and the responsible authority.	Not Applicable
3.5.3 Walking and cycling		
R63	Design of all subdivisions, streets and arterial roads must give priority to the requirements of pedestrians and cyclists by providing: <ul style="list-style-type: none"> • Footpaths of at least 1.5 metres in width on both sides of all streets, roads and bridges unless otherwise specified by the PSP; • Shared paths or bicycle paths of 3.0 metres in width where shown on Plan 9 or as shown on the relevant cross sections illustrated at Appendix G or as specified in another requirement in the PSP; • Safe and convenient crossing points of connector and local streets at all intersections and at key desire lines; • Pedestrian and cyclist priority crossings on all slip lanes; and • Safe and convenient transition between on- and off-road bicycle networks. All to the satisfaction of the coordinating road authority and the responsible authority	Not Applicable
R64	Pedestrian and cyclist bridges must be provided in accordance with Plan 9, to provide pedestrian and cyclist connectivity throughout the precinct.	Not Applicable
R65	Road bridges within the precinct and to areas outside the precinct (such as Hopkins Road Freeway Interchange, and the future Taylors Road crossing of the OMR) must: <ul style="list-style-type: none"> • Include off-road pedestrian and cyclist paths (and/or shared path as relevant); and • Provide sufficient clearance over creeks and waterways to allow for a shared path under the bridge where relevant. 	Not Applicable
R66	Shared and pedestrian paths along waterways must be constructed to a standard that satisfies the requirements of Melbourne Water and the responsible authority, and must be:	Not Applicable

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	<ul style="list-style-type: none"> Delivered by development proponents consistent with the network shown on Plan 9; and Positioned above 1:10 year flood levels with a crossing of the waterway designed above 1:100 year flood level to maintain hydraulic function of the waterway. Where direct access is provided to the dwelling from the reserve/ drainage corridor the path is to be above the 1:100 year flood level. 	
R67	Safe, accessible and convenient pedestrian and cycle crossing points must be provided at all intersections, key desire lines and locations of high amenity.	Not Applicable
R68	Bicycle priority at intersections of minor streets and connector streets with dedicated off-road bicycle paths must be achieved through strong and consistent visual clues and supportive directional and associated road signs.	Not Applicable
R69	Alignment of the off-road bicycle path must be designed for cyclists to travel up to 30km/h to the satisfaction of the responsible authority.	Not Applicable
R70	Bicycle parking facilities including bicycle hoops and way-finding signage must be provided by development proponents in, and to, key destinations such as Local Town Centres, schools, community facilities and across the open space network.	Not Applicable
R71	Design and construction of any paths within the Growling Grass Frog Conservation Area and Nature Conservation Areas must be consistent with Appendix F and Appendix G, the relevant Conservation Management Plan and any relevant approved Cultural Heritage Management Plan.	Not Applicable
R72	Lighting must be installed along shared, pedestrian and cycle paths linking to key destinations, unless otherwise agreed by the responsible authority	Complies with condition Subject to detailed engineering plans as a condition on permit.
3.5.4 Town centre transport, access and connectivity		
Not applicable		
No town centre land forms part of this permit area.		

4.0 Integrated Water Management and Utilities

4.1 Integrated water management		Response
R77	Stormwater runoff from the development must meet or exceed the performance objectives of the CSIRO <i>Best Practice Environmental Management Guidelines for Urban Stormwater Management</i> prior to discharge to receiving waterways and as illustrated on Plan 10 – Integrated Water Management, unless otherwise approved by Melbourne Water and the responsible authority.	Complies with condition Subject to engineering plans as a condition on permit.
R78	Final design and boundary of constructed waterways, drainage corridors, retarding basins,	Not Applicable

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	<p>wetlands, water sensitive urban design features and associated paths, boardwalks, bridges and planting, must be to the satisfaction of Melbourne Water and the responsible authority.</p> <p>Where stormwater management infrastructure has the potential to impact on GGF Conservation Area or Nature Conservation Area values, particularly Matters of National Environmental Significance (MNES), the final location and design must consider measures to protect and manage for MNES values including the maintenance of water quality and natural hydrological regimes (both surface and groundwater).</p>	
R79	<p>Development applications must demonstrate how:</p> <ul style="list-style-type: none"> • Waterways and integrated water management design enables land to be used for multiple recreation and environmental purposes; • Overland flow paths and piping within road reserves will be connected and integrated across property/parcel boundaries; • Melbourne Water and the responsible authority freeboard requirements for overland flow paths will be adequately contained within the road reserves; • Relevant integrated water management plan requirements will be achieved to the satisfaction of the water retail authority; and • Melbourne Water drainage assets must be delivered to the satisfaction of Melbourne Water and the responsible authority. 	<p>Complies with condition Subject to engineering plans as a condition on permit.</p>
R80	<p>Development staging must provide for delivery of ultimate waterway and drainage infrastructure including stormwater quality treatment. Where this is not possible, development must demonstrate how any interim solution adequately manages and treats stormwater generated from the development and how this will enable delivery of an ultimate drainage solution, all to the satisfaction of the responsible authority.</p>	<p>Complies with condition Subject to engineering plans as a condition on permit.</p>
R81	<p>Stormwater conveyance and treatment must be designed in accordance with the relevant Development Services Scheme, Plan 10 and Table 7 to the satisfaction of Melbourne Water and the responsible authority.</p>	<p>Complies with condition Subject to engineering plans as a condition on permit.</p>
The following guidelines should be met:		Response
G60	<p>Development should have regard to relevant policies and strategies being implemented by the responsible authority, Melbourne Water and water retail authority, including any approved Integrated Water Management Plan.</p>	<p>Complies with condition Subject to engineering plans as a condition on permit.</p>
G61	<p>Where practical, integrated water management systems should be designed to:</p> <ul style="list-style-type: none"> • Maximise habitat values for local flora and 	<p>Complies with condition Subject to engineering plans as a condition on permit.</p>

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	<p>fauna species;</p> <ul style="list-style-type: none"> • Enable future harvesting and/or treatment and re-use of stormwater, including those options or opportunities outlined on Plan 10; and • Protect and manage for MNES (Matters of National Environmental Significance) values, particularly within conservation areas, in relation to water quality and suitable hydrological regimes (both surfaces and groundwater). 	
G62	The design and layout of roads, road reserves, and public open space should optimise water use efficiency and long-term viability of vegetation and public uses through the use of overland flow paths, Water Sensitive Urban Design initiatives such as rain gardens and/or locally treated storm water for irrigation to contribute to a sustainable and green urban environment.	Not Applicable
G63	Development should reduce reliance on potable water by increasing the utilisation of fit-for-purpose alternative water sources such as storm water, rain water and recycled water.	Complies with condition
3.7.2 Utilities		Response
R82	Trunk services are to be placed along the general alignments shown on Plan 11, subject to any refinements as advised by the relevant servicing authorities	Not Applicable
R83	<p>Before development commences on a property, functional layout plans of the road network must be submitted that illustrate the location of all:</p> <ul style="list-style-type: none"> • Underground services; • Driveways and crossovers; • Intersection devices; • Shared, pedestrian and bicycle paths; • Street lights; and • Street trees. <p>A typical cross section of each street must also be submitted showing above- and below-ground placement of services, street lights and trees.</p> <p>The plans and cross sections must demonstrate how services, driveways and street lights will be placed to achieve the required road reserve width (consistent with the road cross sections outlined in Appendix G) and accommodate at least the minimum street tree planting requirements.</p> <p>The plans and cross sections are to be approved by the responsible authority and all relevant service authorities before development commences and may be approved in stages to the satisfaction of the responsible authority</p>	Not Applicable
R84	Delivery of underground services must be coordinated, located and bundled (utilising common trenching) to facilitate tree and other planting within	Not Applicable

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	road verges.	
R85	All existing above ground electricity cables (excluding substations and cables with voltage 66kv or greater) must be placed underground as part of the upgrade or subdivision of existing roads.	Not Applicable
R86	All new electricity supply infrastructure (excluding substations and cables with voltage 66kv or greater) must be provided underground.	Not Applicable
R87	Above ground utilities must be identified at the subdivision design stage to ensure effective integration with the surrounding neighbourhood and to minimise amenity impacts, and be designed to the satisfaction of the responsible authority. Where that infrastructure is intended to be located in public open space, the land required to accommodate that infrastructure will not be counted as contribution to public open space requirements classified under the Plumpton and Kororoit Infrastructure Contributions Plan.	Not Applicable
R88	Utilities must be placed outside conservation areas, natural waterway corridors or on the outer edges of these corridors in the first instance. Where services cannot avoid crossing or being located within a conservation area or natural waterway corridor they must be located to avoid disturbance to existing waterway values, native vegetation, areas of strategic importance to Growling Grass Frog, significant landform features and heritage sites, to the satisfaction of the Department of Environment, Land, Water and Planning, Melbourne Water and the responsible authority	Not Applicable
R89	Subdivisional development must consolidate utilities into dedicated service corridors within: <ul style="list-style-type: none"> • Growling Grass Frog conservation areas; • Regional Parks; and • Open Space conservation areas. 	Not Applicable
R90	All temporary infrastructure must be removed once permanent infrastructure is connected and operating.	Not Applicable
The following guidelines should be met		Response
G64	Utilities should be placed outside any conservation areas shown on Plan 3, unless identified on the relevant Concept Plan in Appendix F	Not Applicable
G65	Above-ground utilities should be located outside of key view lines and screened with vegetation, as appropriate.	Not Applicable

3.8 Infrastructure delivery and staging

3.8.1 Subdivision works by developers		Response
R91	Subdivision of land within the precinct must provide and meet the total cost of delivering the following infrastructure (other than where indicated otherwise	Not Applicable

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	<p>in Plan 12 and Plan 13):</p> <ul style="list-style-type: none"> • Connector streets and local streets; • Local bus stop infrastructure (where locations have been agreed in writing by Public Transport Victoria); • Landscaping of all existing and future roads and local streets, including canopy tree planting; • Intersection works and traffic management measures along arterial roads, connector streets, and local streets; • Local shared, pedestrian and bicycle paths along local roads, connector streets, utilities easements, local streets, waterways and within local parks including bridges, intersections, and barrier crossing points; • Council-approved fencing and landscaping along arterial roads, where required; • Bicycle parking; • Appropriately scaled lighting along all roads and major shared and pedestrian paths across the open space network; • Basic improvements to local parks and open space as outlined in this PSP; • Local drainage system; • Connector and local street or pedestrian/cycle path crossings of waterways • Infrastructure as required by utility services providers, including water, sewerage, drainage (except where the item is funded through a DSS), electricity, gas and telecommunications; and • Remediation and/or reconstruction of dry stone walls, where required. 	
R92	<p>All public open space (other than where improvements are included in Table 8) must be finished to a standard that satisfies the requirements of the responsible authority prior to the transfer of the public open space, including but not limited to:</p> <ul style="list-style-type: none"> • Removal of all existing disused structures, foundations, pipelines and stockpiles; • Clearing of rubbish and environmental weeds and rocks, levelled, topsoiled and grassed with warm climate grass; • Provision of water tapping, potable and recycled water connection points; • Sewer, gas and electricity connection points to land identified as sports reserves and community facilities; • Trees and other plantings; • Vehicle exclusion devices (fence, bollards or other suitable methods) and maintenance access points; • Construction of pedestrian paths to a minimum 1.5 metres in width around the perimeter of the 	Not Applicable

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	<p>reserve and connecting to the surrounding path network (and/or a 3.0m wide shared path where required by Plan 10 and connecting to the surrounding path network);</p> <ul style="list-style-type: none"> • Installation of park furniture, including barbecues, shelters, furniture, rubbish bins, local-scale play areas, and appropriate paving to support these facilities, consistent with the type of open space listed in Table 6 and Appendix K, and in accordance with any relevant adopted Melton City Council open space/ landscape document; and • Removal of any soil contamination. 	
R93	<p>Local sports reserves identified in Table 8 must be vested in the relevant authority in the following condition:</p> <ul style="list-style-type: none"> • Free from surface and/or protruding rocks and structures; • Reasonably graded and/or topsoiled to create a safe and regular surface with a maximum 1:6 gradient; • Seeded and top-dressed with drought-resistant grass in bare, patchy and newly-graded areas; and • Removal of any soil contamination. 	Not Applicable
R94	<p>Convenient and direct access to the connector road network must be provided through neighbouring properties where a property does not otherwise have access to the connector network or signalised access to the arterial road network, as appropriate.</p>	Not Applicable
R95	<p>Where a street has already been constructed or approved for construction to a property boundary, subsequent development must connect with that street to adopt a consistent cross-section until a suitable transition can be made.</p>	Complies
R96	<p>Any development in proximity to the freeway that triggers the VicRoads Requirements of Developers – Noise Sensitive Uses document must respond to its requirements to the satisfaction of the responsible authority and VicRoads</p>	Not Applicable
3.8.2 Development Staging		Response
R97	<p>Development staging must provide for the timely provision and delivery of:</p> <ul style="list-style-type: none"> • Arterial road reservations • Connector streets • Street links between properties, constructed to the property boundary • Connection of the on-road and off-road pedestrian and bicycle network. 	Not Applicable
R98	<p>Streets must be constructed to property boundaries where an inter-parcel connection is intended or indicated in this PSP, by any date or stage of development required or approved by the responsible authority.</p>	Not Applicable

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R99	<p>Staging will be determined largely by the development proposals on land within the precinct and the availability of infrastructure services. Within this context, development applications must demonstrate how the development will:</p> <ul style="list-style-type: none"> • Integrate with adjoining developments, including the timely provision of road and path connections, to the extent practical; • Integrate with other developments, including the timely provision of road and path connections to the extent practical, where the proposed development does not adjoin an existing development front; • Provide sealed road access to each new allotment; • Provide open space and amenity to new residents in the early stages of the development, where relevant; • Deliver any necessary trunk service extensions, including confirmation of agreed approach and timing by the relevant authority; and • Avoid and minimise impacts to conservation areas through consolidating utilities into dedicated service corridors. 	Not Applicable
The following guidelines should be met		Response
G66	<p>Staging will be determined largely by the development proposals on land within the precinct and the availability of infrastructure services. Development applications should demonstrate how the development will:</p> <ul style="list-style-type: none"> • Integrate with adjoining developments, including the timely provision of road and path connections, to a practical extent; • Integrate with other developments, including timely provision of road and path connections to the extent practicable, where proposed development does not adjoin an existing development front; • Provide sealed road access to each new allotment; • Provide open space and amenity to new residents in the early stages of the development, where relevant; • Deliver any necessary trunk services extensions, including confirmation of agreed approach and timing by the relevant authority; and • Avoid and minimise impacts to conservation areas through consolidating utilities into dedicated service corridors. 	Not Applicable
G67	<p>Early delivery of community facilities, local parks and playgrounds is encouraged within each neighbourhood and may be delivered in stages, to the satisfaction of the responsible authority.</p>	Not Applicable

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Appendix 4 Response to objections - undated

Appendix 4 – Response to Objections

Objection	Comment
Safety concerns for children and residents due to increase in traffic.	There is always potential for an accident, even in the safest of situations. In this instance, it is considered that safety would not be compromised. Pedestrians will be able to utilise the existing footpath network to ensure safety. Notwithstanding, all drivers and pedestrians must always exercise due care within the local road network.
Increase in traffic and congestion.	Council's Engineering team has reviewed the proposal and supports the proposal. It is considered that the existing local road network can accommodate the anticipated increase in traffic that will be generated by the proposal.
Amenity impacts to the surrounding residents i.e. noise.	If a permit is to issue, amenity related conditions will form part of the permit to mitigate off-site amenity impacts.
Inappropriate vehicle access arrangement due to narrow road widths. Provision of alternative access from either Sinclairs Road or a wider connector road such as Brimba Road must be considered.	The applicant has supplied a Traffic Impact Assessment report prepared by One Mile Grid Pty Ltd which concludes that the proposal is unlikely to result in detrimental traffic impacts. Council's Engineering team has reviewed the Traffic Impact Assessment report and agrees with the recommendations of the report. It is considered that the proposed vehicle access arrangements and the existing local road network can adequately accommodate the anticipated increase in traffic that will be generated by the proposal. Alternative access to the site is dependent on the undeveloped land to the east of the site being developed. The eastern dead-end of Brimba Road will ultimately be extended to connect to Sinclairs Road to the east when the undeveloped land to the east is developed.
Inadequate provision of on-site car parking.	The proposed on-site car parking is considered satisfactory.
The proposal excludes the local access street and pedestrian connectivity along Kororoit Creek and the local access street on	The location of the local access streets and pedestrian connectivity within the site as per the Kororoit Precinct Structure Plan is not

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the western boundary contrary to the Kororoit Precinct Structure Plan.	achievable considering the existing location of approved buildings and associated car parking.
The scale and intensity of the proposed use is inappropriate.	If a permit is to issue, amenity related conditions will form part of the permit to mitigate off-site amenity impacts.
The proposed built form is excessive.	Whilst the form of the development may generally be different to immediate building stock, the proposed buildings are considered to be respectful to the character of the area considering its height is not dissimilar to a double storey dwelling.
Air pollution from additional traffic generated by the use.	This is not a matter that can be addressed as part of this application.
The proposed minimum 1.6m rear setback of the four dwellings to the property at 196 Sinclairs Road is inadequate and will provide limited opportunity for landscaping.	It is considered that the proposed rear yards of Dwelling 1 with an area of 112m ² of secluded private open space and Dwellings 2 to 4 each with a minimum area of 55.6m ² of secluded private open spaces will be adequate to allow provision of appropriate landscaping.
The proposed secluded private open space areas for the four dwellings will be overshadowed.	If any permit is to issue the setback of the southern boundary of the secluded private open spaces from any wall to the north must be increased to comply with the Rescode standard to allow appropriate levels of solar access into the proposed secluded private open spaces of the dwellings.

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Appendix 5 Referral comments - undated

Appendix 5 – Referral Comments

Type of Referral	Responses
Internal	
Infrastructure Planning Unit	No objection subject to conditions.
Traffic and Transport Unit	No objection subject to the proposal.
City Design Unit	<ul style="list-style-type: none"> It is recommended that the building (community hall) adopt a more refined architectural response that better responds to its surrounding residential and natural context. This refinement should be reflected both in architectural form and material palette. Built form must be designed to avoid the appearance of a large, boxy structure. <ul style="list-style-type: none"> Utilise articulation and layered façade treatments to provide the built form with depth and mitigate the effects of visual bulk. Ensure that the primary façade responds to the Creek Interface, increasing glazing, modulation and locating the more highly activated uses along the entirety of the façade. Locate the alternate uses within the structure around the community hall – utilizing glazing/transparent materials to provide activation its surrounds and increase the visual interest within the design, whilst maintaining the focus on the community hall. Reduce the height/scale of the built form and set back the upper floor to allow the structure to step up towards the main community hall structure. Provide a pitched roofline, to better match the character of the surrounding area. Use materials that are more sympathetic to the surrounding area. Relocate servicing away from the public realm. Incorporate bin storage within the design of the built form; if the storage area is separated from the built form, it should be designed in a similar architectural design to the community hall structure.
Waste Services	No objection to proposal. The submitted Waste Management Plan is satisfactory.
Environment Health	No objection subject to conditions.
External	Responses

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Appendix 5 Referral comments - undated

Melbourne Water	No objection to proposal subject to conditions.
Department of Energy, Environment and Climate Action (DEECA)	No response.

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- Appendix 6 Proposed conditions - undated
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Appendix 6 – Planning Permit conditions

A Notice of Decision to Grant an Amended Planning Permit is recommended to be issued subject to the following conditions:

- 1) Before the development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application (Drawing Nos. A100 – Revision No.8, dated August 2022, A300 - Revision No.9, September 2022, A301 - A307 and A310 Revision No.8, dated August 2022, A500 - A501 - Revision No.8, dated August 2022, A400 - A404 – Revision 5 dated August 2022 prepared by Michael Chadwick Architect Pty Ltd) but modified to show:
 - a) The existing and proposed car parking spaces.
 - b) Boundary fencing forward of the building line of the dwellings not exceeding 1.2m in height.
 - c) The materials, colours and height above ground of the proposed signage.
 - d) The location, type, materials and height of internal fencing for the proposed dwellings.
 - e) The location, type, materials and height of existing and proposed external boundary fencing.
 - f) Location of 6m³ of external storage space for each proposed dwelling.
 - g) Location of bin and recycling enclosures, clotheslines and mailboxes for all proposed dwellings.
 - h) The southern boundary of secluded private open spaces of all dwellings set back from any wall on the north of the space at least $(2 + 0.9h)$ metres, where 'h' is the height of the wall in accordance with Standard B29 of ResCode.
 - i) A minimum of one disabled car space in proximity to the main entry of the community hall.
 - j) Deletion of the indicative off-road shared path within the Kororoit Conservation Area.
- 2) The following shall be submitted and approved by the Responsible Authority prior to the commencement of the development hereby permitted:
 - a) An Environmental Management Plan in accordance with Guidelines for Preparation of Environmental Management Plans in Melton's Rural Areas (Melton Shire Council, 1996). The plan may should generally provide for:
 - i) ongoing control of environmental weeds on the site.
 - ii) protection of the significant vegetation along the Kororoit Creek.
 - iii) provision of indigenous planting on the site.
 - b) Three (3) copies of plans generally in accordance with the plans submitted with the application but amended to show:

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- i) The provision of a landscape screen of four (4) rows of trees and/or shrubs, indigenous to the locality provided maintained around the car park of proposed Temple and Caretakers Dwelling. Also, a landscape screen of advanced indigenous plants (minimum of two metres high at the time of planting) shall be provided and maintained around the proposed shrine, dining room and shed within six (6) months of completion to provide an appropriate visual buffer to soften the appearance of the proposed shrine, dining room and shed to the satisfaction of the Responsible Authority. Any existing trees that are dead or damaged must be replaced to the satisfaction of the Responsible Authority.
 - ii) Detail of the proposed colouring of the Temple and the Caretakers Dwelling. Colours must be in muted shades of green, beige, ochre or brown.
 - iii) The provision of a second disabled car parking space alongside the existing.
 - iv) Reduction of the height of the proposed sign at the entrance to Gray Court. The sign must not exceed 1.5 metres in height above ground level. The sign must not be illuminated, except for low level baffled lighting, which must only operate from dusk until 10.00pm.
- c) Three copies of a detailed landscape plan prepared by a suitably qualified person must be submitted to and approved by the responsible authority showing the following:
- i) Planting layout;
 - ii) Schedule of species; with particular emphasis on drought tolerant, indigenous plantings; and
 - iii) Provision of irrigation system.
- 3) The layout of the site and the size, and internal layout of the buildings and works as shown on the endorsed plans must not be altered or modified without the written consent of the Responsible Authority.
- 4) The following must be undertaken to the requirements and satisfaction of the responsible authority prior to the commencement of the use hereby permitted:
- a) All buildings shall be located a minimum of 300mm above 100 year flood level. (This applies only to the areas which are subject to inundation).
 - b) The landscaping works as described on the endorsed landscape plan must be provided and completed to the satisfaction of the Responsible Authority.
 - c) The site shall be drained to the satisfaction of the Responsible Authority.
 - d) Stormwater drainage shall be directed to a point a minimum 18m down slope from any buildings on the lot for disposal. All storm water discharged off each site shall be restricted to a sheet flow condition.
 - e) All parking areas, access ways and ancillary works must be designed in accordance with AS2890 – Parking Facilities and AS1742 – Manual of Uniform Traffic Control Devices.
 - f) Access for disabled persons between the parking area and the building must be in accordance with AS1428 – Design for Disabled Access.

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- g) Pedestrian entranceways to car parking areas must have suitably sized raised concrete platforms to provide some separation between the parked vehicles and the pedestrian areas.
 - h) Neale Road 150m east of Gray Court be constructed sealed in accordance with plans and specifications submitted to and approved by the Responsible Authority. It shall consist of rural road construction with a crushed rock pavement and sealed all weather surface and associated table drains to the satisfaction of the Responsible Authority. Neale Road shall be provided a minimum pavement width of 6.0m and a minimum shoulder width of 1.5m. All relevant signage and pavement line marking to be provided in accordance with the relevant Australian Standards.
 - i) All existing works affected by the new works shall be reinstated at no cost and to the satisfaction of the Responsible Authority.
 - j) The access road from Gray Court to the parking area shall be provided with a minimum crushed rock pavement and provide for two way access.
 - k) The area set aside for the parking of vehicles together with associated access lanes as delineated on the endorsed plan must:
 - (i) Be made available for such use;
 - (ii) Not be used for any other purpose;
 - (iii) Be properly formed to such levels that it can be used in accordance with the endorsed plans;
 - (iv) Sealed with a concrete or asphalt surface;
 - (v) Be adequately drained and maintained continuously in a usable condition; and
 - (vi) Be clearly delineated on the ground.to the satisfaction of the Responsible Authority.
 - l) A wastewater treatment and disposal system shall be installed in accordance with the recommendation of a land capacity assessment, which demonstrates that the system can treat and retain effluent within the site.
- 5) Without the prior written consent of the Responsible Authority, no more than 520 people may use the place of worship and community hall at any one time.
- 6) Landscaping shall be maintained in accordance with the endorsed landscape plans and shall not be used for any other purpose.
- 7) The place of worship and community hall shall only operate between the hours of:
- 9.00 am –10.00 pm, Monday to Sunday.
- These hours must not be varied, changed or extended without the written consent of the Responsible Authority.
- 8) The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity, gas and telecommunications services to the proposed building in accordance with the authority's requirements and relevant legislation at the time to the satisfaction of the Responsible Authority.

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- 9) The proposed buildings and activities must comply with the requirements of the Environmental Protection Act 1970 and such compliance must reflect an acoustic building design to minimise the emission of noise. Such requirements must be forwarded to the Responsible Authority for endorsement.
- 10) The external cladding and trim of all walls and the roof of the proposed building must be of a non-reflective nature to the satisfaction of the Responsible Authority and must thereafter be maintained to the satisfaction of the Responsible Authority.
- 11) Where external lighting has been provided it must be fitted with suitable baffles so as to prevent the emission of direct light onto adjoining properties or roadways to the satisfaction of the Responsible Authority.
- 12) The use and development must not cause any detriment to any person or the amenity of the area by reason of:
 - a) The appearance of the property or otherwise;
 - b) The transport of materials, goods or commodities to or from the land;
 - c) The appearance of any stored goods or materials; and
 - d) The emission of noise, artificial light, dust, wastewater, waste products or otherwise.
- 13) The loading and unloading of vehicles, and the delivery of goods to and from the premises, must, at all times, be carried out entirely within the site and be conducted as to cause minimum interference with other vehicle traffic.
- 14) The site must at all times be kept in a neat and tidy condition to the satisfaction of the Responsible Authority. Any litter must be immediately removed from the site and surrounding area at the direction of the Responsible Authority.
- 15) No goods or materials associated with the use or otherwise are to be stored or left exposed outside the building so as to be visible from any public road or thoroughfare.
- 16) The operation of this use must at all times be in accordance with the prescribed EPA noise levels.
- 17) All buildings and works must be maintained in good order and appearance to the satisfaction of the Responsible Authority.
- 18) The amenity of the locality must not be adversely affected by the activity on the site, the appearance of any building, works or materials, emissions from the premises or in any other way to the satisfaction of the Responsible Authority.
- 19) No fireworks shall be permitted to be displayed on site at any time.
- 20) The owner of the land is requested to contact Council's Environmental Health Office to apply for plan assessment and subsequent registration of the kitchen pursuant to the food Act 1984.
- 21) The following must be undertaken to the requirements of Melbourne Water:
 - a) No polluted and / or sediment laden runoff is to be discharged directly or indirectly into Melbourne Water's drains or watercourses.

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- 22) The following must be undertaken to the requirements of Western Water:
- a) Payment of a monetary contribution towards the area's water supply Headwork's and trunk main system for water supply for the development, such amount being determined by Western Water at the time of payment.
 - b) Provision of a reticulated water mains and associated construction works to front each allotment within the development, at the developers' expense, in accordance with the standards of construction adopted by and to the satisfaction of Western Water.
 - c) Provision of separate water services to each development without cost to Western Water where the existing water main is on the opposite side of the road payment to the land.
 - d) Any existing water service which crosses within the proposed allotment boundaries within the proposed development must be disconnected and re-located at the developer's expense, to be wholly within one allotment only and to the satisfaction of Western Water.
 - e) The owner/applicant shall make a written request to Western Water for the terms and conditions of the agreement.
- 23) The following must be undertaken to the requirements of the Environmental Protection Authority:
- a) Any clearing or construction activity associated with earthworks on the subject land must be carried out in accordance with EPA publication 275 *Construction techniques for Sediment Pollution Control*.
 - b) The premises must be connected to sewer within 12 months of reticulated sewer becoming available to the premises.
- 24) The following must be undertaken to the requirements of Southern Rural Water:
- a) In the absence of a sewer disposal system permits for buildings with the potential to generate effluent shall require that the site is capable of containing an appropriate water treatment system and that the setback distance for the disposal of septic tank effluent be in accordance with the EPA's Code of Practice – Septic Tanks 1996 (pub 451)
 - b) If any works will impact on a waterway or groundwater or will include the use of water from these resources, it will be necessary for the applicant to apply to SRW for a licence in accordance with Section 51 or 67 Water Act 1989.
 - c) It is noted that Kororoit Creek forms the northeast boundary of the subject land. From the information provided it would appear that the applicant may use the Kororoit Creek as a drainage outlet. Given that the Kororoit Creek is a source of water supply to adjoining landowners and also has significant environmental values, it will be necessary for the applicant to provide a detailed environmental impact assessment which primarily addresses impacts on the water quality of the waterway environment.

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- 25) The following must be undertaken to the requirements of the Department of Sustainability and Environment:
- a) The effluent disposal systems must comply with the EPA Code of Practice (1996), and the effluent must not be discharged into the waterways
 - b) The effluent disposal field must be fenced off to exclude all traffic and vehicles, to the satisfaction of the responsible authority.
 - c) Granting of this permit is conditional on the location of the proposed buildings being above the 1:100 year flood level, to the satisfaction of the responsible authority.
 - d) The area set aside for the parking of vehicles together with the access road shall be properly formed and shall be drained and constructed to all weather standard, to the satisfaction of the responsible authority.
 - e) The management of stormwater drainage from the access road and carpark must show the proposed development will not have environmental impacts on the Kororoit Creek and downstream.
 - f) No works shall be undertaken within 20 metres of the waterway unless approved by the Responsible Authority.

Engineering Conditions

- 26) Before the development starts, engineering plans and relevant design calculations for all areas set aside for car spaces, access lanes and the development must be submitted to the Responsible Authority. The engineering plans shall, as a minimum, comprise of the layout plan, the drainage plans, signage and line marking plans, pavement design plans and, where applicable, street lighting plans. All works within the site shall remain the property of the lot owner, except where it is located in an easement, and be maintained by the lot owner to the satisfaction of the Responsible Authority.
- 27) All car parking spaces must be designed to allow all vehicles to drive forwards both when entering and leaving the property.
- 28) Prior to the commencement of works, any proposed vehicle crossing must be constructed to an industrial standard in accordance with Council's Standard Drawings.
- A 'Consent to Work within a Road Reserve' must be obtained from Council prior to the commencement of construction.
- 29) All disused or redundant vehicle crossings must be removed and the area reinstated to kerb and channel to the satisfaction of the Responsible Authority.
- 30) All pedestrian access to buildings must be designed and constructed to comply with the Disability Discrimination Act.
- 31) All existing conditions affected by the development works associated with the construction of all car spaces must be reinstated at no cost and to the satisfaction of the Responsible Authority.
- 32) The amount of hydrocarbon and other oil based contaminants discharged to Council drains must not exceed 5 parts per million.

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Appendix 6 Proposed conditions - undated

- 33) Stormwater must not be discharged from the site other than by means of an underground pipe drain discharged to Council's maintained legal point of discharge.
- 34) A minimum of 156 car spaces must be provided on the land for the use and/or development hereby permitted to the satisfaction of the Responsible Authority.
- 35) Before the use or occupation of the development starts, the area(s) set aside for the parking of vehicles and access lanes as shown on the endorsed plans must be:
- a) Constructed.
 - b) Properly formed to such levels that they can be used in accordance with the plans.
 - c) Sealed with a concrete or asphalt surface.
 - d) Drained.
 - e) Line marked to indicate each car space and all access lanes.
 - f) Clearly marked to show the direction of traffic along access lanes and driveways to the satisfaction of the Responsible Authority.

Car spaces, access lanes and driveways must be kept available for these purposes at all times.

- 36) Protective kerbs of a minimum height of 150mm must be provided to the satisfaction of the Responsible Authority to prevent damage to fences or landscaped areas in all areas set aside for car spaces.
- 37) Before the development starts, a landscape plan prepared by a person suitably qualified or experienced in landscape design must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. The plan must show:
- a) Location and identification of all proposed plants.
 - b) A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant.
 - c) A survey (including botanical names) of all existing vegetation to be retained and/or removed.
 - d) Buildings and trees (including botanical names) on neighbouring properties within three metres of the boundary.
 - e) Details of surface finishes of pathways and driveways.

All species selected must be to the satisfaction of the Responsible Authority.

- 38) Before the use/occupation of the development starts or by such later date as is approved by the Responsible Authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the Responsible Authority.

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- 39) In areas set aside for car parking, measures must be taken to the satisfaction of the Responsible Authority to prevent damage to fences or landscaped areas.
- 40) A minimum of three car spaces must be provided for the exclusive use of disabled persons. The car spaces must be provided as close as practicable to a suitable entrance of the building and must be clearly marked with a sign to indicate that the spaces must only be utilised by disabled persons. The dimensions of the disabled car spaces must be in accordance with the current Australian Standards, AS 2890.6.
- 41) Civil and landscape works must be fully constructed and completed to the satisfaction of the Responsible Authority prior to the commencement of use or occupancy, whichever comes first or applies.
- 42) All existing conditions affected by the construction of the areas set aside for car spaces, access lanes and development must be reinstated at no cost and to the satisfaction of the Responsible Authority.
- 43) All works associated with the construction of the areas set aside for car spaces, access lanes and development must be maintained in perpetuity to a standard that is to the satisfaction of the Responsible Authority. Otherwise, rectification works at the direction of and to the satisfaction of the Responsible Authority must be undertaken within a timeframe as directed by the Responsible Authority.
- 44) Appropriate lighting must be provided in parking and circulation areas and on pedestrian pathways in accordance with AS 1680.2.1 and AS/NZS 1158.3.1 to the satisfaction of the Responsible Authority.
- 45) Signs to the satisfaction of the Responsible Authority must be provided directing drivers to the area set aside for car parking and must be maintained to the satisfaction of the Responsible Authority. The signs must not exceed 0.3 square metres in area.

Permit Expiry

- 46) This permit will expire if one of the following circumstances applies:
 - a) The development is not started within two years of the amended date of this permit.
 - b) The development is not completed within four years from the amended date of this permit.
 - c) The use is not started within two years after the completion of the development.
 - d) The use is discontinued for a period of two years.

The responsible authority may extend the periods referred to above if a request is made in writing. This request must be made before or within 6 months after the permit expiry date where the development has not yet started and within 12 months after the permit expiry date where the development allowed by the permit has lawfully started before the permit expires.

- 47) The use of the community hall hereby approved is limited to the users of the Place of Worship (Temple) and must not be open to the wider community for bookings to the satisfaction of the Responsible Authority.
- 48) Prior to the use of the community hall hereby approved, or such other time as agreed in writing by the Responsible Authority, the owner must enter into an agreement, or

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agreements, under Section 173 of the *Planning and Environment Act 1987* which specifies:

- a) That the developer is responsible for the future construction of the off-road shared path within the Kororoit Conservation Area.
- b) That the developer constructs the off-road shared within 6 months of the off-road shared path being constructed on the adjoining land to the east.
- c) That the developer obtains written consent of the Secretary, before the use and construction of the off-road shared path within the Kororoit Conservation Area as required by the Conservation Agreement under Section 69 of the *Conservation, Forests and Lands Act 1987*.

Application must be made to the Registrar of Titles to register the 173 Agreement on the title to the land under Section 181 of the Act.

The landowner under this permit must pay the reasonable costs of the preparation, execution, registration and any future amendments of the Section 173 agreement.

- 49) All pipes (except down-pipes), fixtures, fittings and vents servicing any building on the site must be concealed in service ducts or otherwise hidden from external view to the satisfaction of the Responsible Authority.
- 50) The nature and colour of building materials used in the construction of the buildings and works hereby permitted shall be of a non-reflective finish and in muted tones to the satisfaction of the Responsible Authority.
- 51) Once the development hereby permitted has started it must be continued and completed to the satisfaction of the Responsible Authority.
- 52) Prior to any buildings or works commencing on the land, an Emergency Management Plan (EMP) must be prepared in conjunction with relevant emergency service agencies and submitted to Council. The EMP must address how users of the site will be managed in the event of an emergency and/or bushfire event.

Infrastructure Contributions Plan (ICP)

- 53) Prior to the commencement of the use hereby permitted, or such other time as agreed, the owner must, if required by the Responsible Authority, enter into an agreement, or agreements, under Section 173 of the *Planning and Environment Act 1987* which specifies:
 - a) The infrastructure contribution to be paid in accordance with the Approved Infrastructure Contributions Plan; and
 - b) The payment of the land equalisation amount, and the payment of any land credit amount in accordance with the Approved Infrastructure Contribution Plan.

Application must be made to the Registrar of Titles to register the 173 Agreement on the title to the land under Section 181 of the Act.

The landowner under this permit must pay the reasonable costs of the preparation, execution, registration and any future amendments of the Section 173 Agreement.

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Prior to the commencement of the use hereby permitted, or such other time which is agreed, a dealing number for the registration of the Section 173 Agreement must be provided to the Responsible Authority.

- 54) The monetary component and any land equalisation amount of the infrastructure contribution must be paid to the Responsible Authority in accordance with the provisions of the Approved Infrastructure Contributions Plan for the land within the following specified time, namely not more than 21 days prior to the issue of a Building Permit in relation to land within that plan.
- 55) Prior to the commencement of the use hereby permitted, a Schedule of Infrastructure Contributions must be submitted to and approved by the Responsible Authority. The Schedule of Infrastructure Contributions must show the amount or area (as applicable) of infrastructure contributions to the satisfaction of the Responsible Authority.
- 56) At least 21 days prior to the commencement of the use hereby permitted, a revised Schedule of Infrastructure Contributions must be submitted and approved by the Responsible Authority to reflect any changes to the levy rates. Unless with the prior written consent of the Responsible Authority, if Infrastructure Contributions are paid after the applicable indexation period but indexation has not been calculated and applied prior to the payment of contributions, an adjustment will be made to the contributions to reflect any increased contribution that ought to have been paid had indexation been applied. Any adjustment must be paid prior to the Certificate of Occupancy.

Environmental Health

- 57) Food businesses (fixed, mobile or temporary) storing, preparing or handling food intended for sale must be registered under the *Food Act 1984* through Council's Environmental Health Unit prior to trading. Food business must adhere to the *Food Act 1984* and Australian New Zealand Food Standards Code. It is highly recommended the business go through the plan assessment process prior to construction to ensure the premises and fit outs are compliant under relevant legislation.
- 58) Any business involved in providing Prescribed Accommodation, as defined in the *Public Health and Wellbeing Act 2008* must be registered and adhere to the Act and *Public Health and Wellbeing Regulations 2019*. It is highly recommended the business go through the plan assessment process prior to construction to ensure the premises and fit outs are compliant under relevant legislation.
- 59) The premises must not cause a nuisance, as defined under the *Public Health and Wellbeing Act 2008*.
- 60) The Environmental Protection Authority Prohibited Times relating to noise must be adhered to for both indoor and outdoor areas.
- 61) Businesses must abide by the *Tobacco Act 1987* for both indoor and outdoor areas.
- 62) If the sewer is not available, prior to any development the applicant shall apply for a Permit to Install/Alter a Septic Tank in accordance with Part IXB of the Environment Protection Act 1970. The application is available by contacting the Environmental Health Unit.

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Construction Management Plan

63) Prior to the commencement of works, a Construction Management Plan must be prepared and approved by the Responsible Authority. When approved, the plan will be endorsed and will form part of this permit. The Construction Management Plan must include, but not limited to the following:

- a. Proposed working hours;
- b. Haulage routes to the site;
- c. Methods of dust suppression;
- d. Sediment control and gross pollutant management;
- e. Procedures to ensure that no significant adverse environmental impacts occur as a result of the development;
- f. Earthworks (Consistent with Construction Techniques for Sediment Pollution Control (EPA, 1991);
- g. Showing where stockpiling, machinery wash down, lay down, storage and personnel rest areas occur;
- h. Vehicle exclusion areas; and
- i. Weed management measures to be undertaken during and post construction.

In addition, the construction management plan must ensure:

- a. All machinery brought on site to be weed and pathogen free.
- b. All machinery wash down, lay down and personnel rest areas to be clearly fenced and located in disturbed areas.
- c. Contractors working on the site to be inducted into an environmental management program for construction work.
- d. Best practice erosion and sediment control techniques to be used to protect any native flora and fauna.

Waste Management Plan

64) The use and development must be carried out and implemented by the permit holder in a manner which is consistent with the recommendations set out in the endorsed Waste Management Plan prepared by One Mile Grid Pty Ltd dated 2 March 2022 to the satisfaction of the Responsible Authority.

65) All waste collection is to be undertaken on site by a private contractor and in accordance with the approved Waste Management Plan unless with the written consent of the Responsible Authority.

66) Adequate provision shall be made for the storage and collection of garbage and other solid wastes within the curtilage of the site. This area shall be properly graded and drained and screened from public view to the satisfaction of the Responsible Authority.

Plant equipment and air conditioning

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- 67) Before commencement of the use, all air-conditioning equipment and other plant equipment must be screened or concealed from view to the satisfaction of the Responsible Authority.
- 68) All plant and equipment (including air-conditioning units) shall be located or screened so as not to be visible from any of the surrounding footpaths and adjoining properties and shall be baffled so as to minimise the emission of unreasonable noise to the environment in accordance with Section 48A of the Environment Protection Act 1970 to the satisfaction of the Responsible Authority.
- 69) No air conditioning equipment, plant or the like shall be installed on the roof of the building such that it would be visible to the public without prior consent from the Responsible Authority.
- 70) Air-conditioning and other plant and equipment installed on the subject building(s) shall be positioned and baffled so that noise disturbance is minimised, to the satisfaction of the Responsible Authority.
- 71) Noise emissions from any equipment for refrigeration, air conditioning, heating, ventilation and the like must comply with State Environment Protection Policy (Control of Noise from Commerce, Industry and Trade) No. N-1 and/or Environment Protection (Residential Noise) Regulations 2008 and/or Environment Protection Authority Noise Control Guidelines TG 1254, whichever is deemed to be appropriate by the Responsible Authority.
- 72) The permit holder of the permitted uses must ensure that they notify patrons of the premises to exit the site quietly, so as to not disturb neighbouring properties. This must include signs in prominent locations within the car parks so that it can be easily seen by patrons leaving the site.
- 73) No external sound amplification equipment or loud speakers are to be used for the purpose of announcement, broadcast, playing of music or similar purpose.
- 74) Vehicles under the control of the operator of the use or the operator's staff must not be parked on neighbouring streets.
- 75) Goods must not be stored or left exposed outside the building so as to be visible from any public road or thoroughfare to the satisfaction of the Responsible Authority.
- 76) The permit holder must promptly remove or obliterate any graffiti on the subject site which is visible to the public and keep the site free from graffiti at all times to the satisfaction of the Responsible Authority.
- 77) Noise levels emanating from the premises must not exceed those required to be met under State Environment Protection Policy (Control of Noise from Commerce, Industry and Trade), No. N-1.
- 78) Except with the written consent of the Responsible Authority, no more than 24 special religious events, 2 major religious festivals/events, 30 standard functions/events and 20 large functions/events may be held in each calendar year. The permit holder must keep a tally of these events held in each calendar year to the satisfaction of the Responsible

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Authority. The record must be made available for inspection by, or a copy provided to, the Responsible Authority upon written request.

- 79) Before the use of the development hereby approved commences, a Venue Management Plan (VMP) must be submitted to and approved by the Responsible Authority. The VMP must be to the satisfaction of the Responsible Authority. When approved, the VMP will be endorsed and will then form part of this permit. The VMP must include the following information to the satisfaction of the Responsible Authority:
- a) The maintenance of a complaints register and corrective action taken to resolve any concern.
 - b) A traffic management plan to manage traffic and parking flow.
 - c) Staffing and other measures which are designed to ensure the orderly arrival and departure of patrons.
 - d) Measures to control noise emissions from the premises.
 - e) Staffing and other measures to ensure the orderly departure and arrival of patrons especially any large groups departing at closing time.
 - f) Collection of rubbish from roads, car parks and public reserves in the vicinity of the premises used by patrons.
 - g) Contact point(s) during hours of operation.
 - h) Staff communication arrangements.
 - i) Any other measures to be undertaken to ensure minimal amenity impacts from the premises.

The approved VMP must be complied with at all times to the satisfaction of the Responsible Authority.

- 80) During the construction phase, a truck wheel washing facility or similar device must be installed and used to the satisfaction of the Responsible Authority so that vehicles leaving the site do not deposit mud or other materials on roadways. Any mud or other materials deposited on roadways as a result of construction works on the site must be cleaned to the satisfaction of the Responsible Authority within two hours of it being deposited.
- 81) Any litter generated by building activities on the site must be collected and stored in an appropriate enclosure to the satisfaction of the Responsible Authority. The enclosures must be regularly emptied and maintained such that no litter overflows onto adjoining land. Prior to occupation of the development, all litter must be completely removed from the site.
- 82) A sign must be displayed at the exit of the premises advising patrons to respect the amenity of the nearby residential area and to leave the premises in a quiet and orderly manner, to the satisfaction of the Responsible Authority.
- 83) The *Environmental Protection (Residential Noise) Regulations 2018* must be adhered to during construction.

Signage

- 84) The location and details of the sign(s), including supporting structures, as shown on the endorsed plans, must not be altered unless with the prior written consent of the Responsible Authority.

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- 85) The sign(s) must not contain any flashing or moving light to the satisfaction of the Responsible Authority.
- 86) The sign(s) must not be illuminated by external or internal light.
- 87) The sign(s) must be constructed and maintained to the satisfaction of the Responsible Authority.
- 88) No bunting, streamers, windvanes or the like shall be displayed unless with the prior written consent of the Responsible Authority.
- 89) The signage approved by this permit expires 15 years from the date of issue. All signage must be removed to the satisfaction of the Responsible Authority by this date.

Conditions under Schedule 12 to Clause 37.07 Urban Growth Zone

- 90) Prior to the commencement of development, a salvage inquiry form must be submitted to the Secretary to the Department of Environment, Land, Water and Planning (as constituted under Part 2 of the *Conservation, Forests and Lands Act 1987*) (Secretary), and where required the Secretary must be permitted to access the land to conduct salvage operations, in accordance with the requirements of the *Salvage and Translocation Protocol for Melbourne's Growth Corridors 2018* (Department of Environment, Land, Water and Planning, 2018).
- 91) Before works start, a Construction Environmental Management Plan consistent with *DELWP requirements for Construction Environmental Management Plans under the Melbourne Strategic Assessment* (Department of Environment, Land, Water and Planning, November 2020) must be submitted to and approved by the Secretary to the Department of Environment, Land, Water and Planning (as constituted under Part 2 of the *Conservation, Forests and Lands Act 1987*) and the responsible authority, demonstrating how the conservation area will be protected during works.

Once approved the plan will form part of the permit and must be implemented to the satisfaction of the Secretary and the responsible authority.

- 92) Prior to the commencement of development, a conservation area fencing plan must be submitted to and approved by the Secretary to the Department of Environment, Land, Water, and Planning (as constituted under Part 2 of the *Conservation, Forests and Lands Act 1987*) (Secretary) to ensure the conservation area is adequately protected. The fencing plan must contain the following:
 - The boundaries of any conservation area, and the location of any scattered tree and the boundaries of any patch of native vegetation within the conservation area.
 - The location and alignment of temporary protection fencing showing the following minimum distance from the element to be protected:

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Element	Distance
Conservation area	0.5 metres
Scattered tree	12 x diameter at a height of 1.3 metres
Patch of native vegetation	2 metres

- The timing of installation and removal of temporary protection fencing.
- The timing of installation of permanent fencing.
- Location and details of ongoing maintenance vehicle access points.
- The type of temporary and permanent fencing including materials, heights and spacing of uprights.
- Frequency of inspections and rectification works for temporary protection fencing.

Once approved the plan will form part of the permit and must be implemented to the satisfaction of the Secretary to the Department of Environment, Land, Water and Planning and the responsible authority.

Stockpiles, fill, machinery, vehicle parking, excavation and construction activity of any kind must not be brought into, or be undertaken within, the area to be fenced, except with the prior written consent from the Secretary.

- 93) Buildings and works must not commence until written evidence that protection fencing has been erected in accordance with the approved Conservation Area Fencing Plan is provided by a suitably qualified land surveyor to the Secretary to the Department of Environment, Land, Water and Planning (as constituted under Part 2 of the *Conservation, Forests and Lands Act 1987*) (Secretary), and the Secretary confirms it is satisfied by the evidence.

Melbourne Water

- 94) Prior to the issue of consent to Statement of Compliance, the Owner shall enter into and comply with an agreement with Melbourne Water Corporation for the acceptance of surface and storm water from the subject land directly or indirectly into Melbourne Water's drainage systems and waterways, the provision of drainage works and other matters in accordance with the statutory powers of Melbourne Water Corporation.
- 95) Pollution and sediment laden runoff shall not be discharged directly or indirectly into Melbourne Water's drains or watercourses. Prior to the issue of consent to Statement of Compliance for the subdivision, a Council approved Site Management Plan detailing pollution and sediment control measures must be submitted to Melbourne Water.
- 96) Prior to Certification of any Plan of Subdivision, a Stormwater Management Strategy must be submitted and in-principally accepted by Melbourne Water and Council. The version of the strategy accepted by both authorities is to be consistent. Written acceptance from Council to be submitted to Melbourne Water for our records. The strategy must demonstrate the following:
- The proposed alignment for any 20% AEP drainage infrastructure and any associated overland flow path directions for the 1% AEP flood event
 - That the lot layout adequately conveys the flows.

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- The details of the outfall/s for the development and calculations of the flows, volumes and flood levels for the 1% AEP storm event within the property.
- 97) Prior to consent to Certification, a free draining outfall is to be arranged to the satisfaction of Melbourne Water, Council and the affected downstream property owner(s). Written acceptance from downstream landowners and Council is to be forwarded to Melbourne Water for our records.
- 98) All new lots are to be filled to a minimum of either; 300mm above the 1% Annual Exceedance Probability (AEP) flood level associated with an existing or proposed Melbourne Water asset or 600mm above the 1% AEP flood level associated with an existing or proposed Melbourne Water waterway, wetland or retarding basin, whichever is the greater.
- 99) Prior to the issue of a Statement of Compliance for the subdivision, a certified survey plan (CSP) prepared by or under the supervision of a licensed land surveyor, showing finished lot levels reduced to the Australian Height Datum, must be submitted to Melbourne Water for our records. The CSP must show the 1% AEP flood levels associated with an existing or proposed major drainage or stormwater quality assets.
- 100) Prior to the commencement of works, a separate application direct to Melbourne Water must be made for the approval of any new or modified stormwater connection to Melbourne Water's drains or watercourses. Apply online using our application portal at <http://melbournewater.com.au/apply>
- 101) Melbourne Water requires evidence demonstrating that appropriate interim drainage solutions (retardation and sediment control) have been implemented to mitigate the risk to downstream landowners. Council acceptance of any temporary drainage infrastructure should be forwarded to Melbourne Water; and for any works proposed around our mains, drains and waterways, a separate application must be made direct to Melbourne Water's Asset Services Team.
- 102) Prior to the issue of consent to Statement of Compliance, council approved engineering plans (road and drainage) of the subdivision (in electronic format) are to be forwarded to Melbourne Water for our records. These plans must show road and drainage details and any overland flow paths for the 1% AEP storm event.
- 103) The subdivision is to make provision for overland flows from the upstream catchment utilising roads and/or reserve. Alignment of roads and reserves with any adjoining estates must ensure continuity and provide uninterrupted conveyance of overland flows.
- 104) Any road or access way intended to act as a stormwater overland flow path must be designed and constructed to comply with the floodway safety criteria outlined in section 8 of the Guidelines for Development in Flood Affected Areas (DELWP 2019), or where appropriate to Council's requirements and standards.
- 105) All new lots must achieve appropriate freeboard in relation to local overland flow paths to Council's satisfaction.
- 106) Prior to the endorsement of the Development Plan, any lot or design changes as recommended or required by the final Stormwater Management Strategy must be made

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to the plans to the written satisfaction of the Responsible Authority and Melbourne Water. While Melbourne Water offers in principal support for the Development Plan, it is expected that alterations will be required to be made to the plans to accommodate for the findings of the Stormwater Management Strategy. Melbourne Water reserves the right to enforce these amendments as part of this condition of permit.

Planning Permit No.PA2012/3780/5 will be amended as follows:

Date of amendment	Brief description of amendment
19 February 2021	<ul style="list-style-type: none"> • New Conditions Nos. 25 to 40 have been included relating to the construction of an additional 118 sealed car spaces/accesways. • The remaining conditions have been renumbered accordingly.
26 June 2023	<ul style="list-style-type: none"> • Condition No. 1 has been added requesting amended plans. • Condition No. 4k (iv) has been modified to require a sealed car park and access lanes. • Condition No. 5 has been modified to increase the number of patrons permitted on the site at any one time from 150 to 520. In addition, the condition now references the place of worship and community hall. • Condition No. 7 has been modified to include reference to the community hall. • Existing Condition No. 13 has been replaced by a new condition (now Condition No. 14). • Existing Conditions Nos. 25, 26, 30, 33, 34, 38 and 39 have been amended to relate to all car spaces, access lanes and development. • Existing Condition No. 33 (now Condition No. 35) has been amended to relate to the entire car park (existing car spaces and proposed car spaces) and access lanes. • Existing Condition No. 35 has been deleted and replaced by a new condition (now Condition No. 37). • A new Condition No. 34 has been included requiring a minimum of 156 car spaces to be provided on-site. • The permit preamble has been

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	<p>amended to read “use and development of land for the purposes of a place of worship, caretaker's residence, shrine, dining room, shed, use and development of a community hall, independent living units (four dwellings) and display of non-illuminated business identification signage”.</p> <ul style="list-style-type: none"> • Existing Condition No. 42 (now Condition No. 46) has been amended to refer to the amended date. • Notes Nos. 8 to 16 have been added. • New Conditions Nos. 38, 39 and 47 to 106 have been added. • The remaining conditions have been renumbered accordingly.
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Notes

- 1) Except where a permit is not required under the provisions of the Melton Planning Scheme, no sign or advertisement shall be constructed or displayed without the granting of a separate planning permit by Council, except for the sign noted on the endorsed plan.
- 2) Buildings must comply with the Building Regulations 1994 and the Building Code of Australia.
- 3) All internal drainage shall remain as private drains. Council shall have no further responsibility for the future maintenance of these drains.
- 4) The development must comply with all aspects of the Health Act 1958, Food Act 1984, Food Premises Code, Health (Infectious Diseases) Regulations 1990 and Health (Fire Prevention) Regulations 1984.

Melbourne Water

- 5) The property is subject to flooding in a 1 in 100 year storm event from the Kororoit Creek (upper). The applicable flood level for the property is approximately 85.5 metres to Australian Height Datum (AHD).
- 6) If further information is required in relation to Melbourne Water's permit conditions shown above, please contact Melbourne Water on telephone 9679 7517, quoting Melbourne Water's reference **218010**.
- 7) Revegetation Species selection - Indigenous plants installed are to be from the relevant Ecological Vegetation Community (EVC) for this area: Victorian Volcanic

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Plain Bioregion and the Plains Grassland EVC (132) and Creekline Grassy Woodland EVC (68).

Cultural Heritage Management Plan

- 8) The development must at all times comply with the recommendations of the amended Cultural Heritage Management Plan (CHMP No.14952 prepared by Archaeology at Tardis) and approved by Aboriginal Affairs Victoria on 21 January 2021.

Engineering Notes

- 9) All drains contained within the allotment, except in drainage easements, must remain the property of the landowners and must not be taken over by Council for future maintenance.
- 10) Council's waste collection vehicles will not enter any allotment to collect bins.
- 11) All vehicle pathways contained within the allotment, other than stated in this permit, must remain the property of the landowners and must not be taken over by Council for future maintenance.
- 12) Relevant permits, including but not limited to a road opening permit will be required from Council prior to development.
- 13) Any proposed vehicle crossing must have clearance from other services, public light poles, street sign poles, other street furniture and any traffic management devices.

Landscape Notes

- 14) All plans submitted must be in accordance with Council's current standards, policies and guidelines. In the absence of relevant standards, policies and guidelines proposals must demonstrate the standards they're designed to.

Advanced tree note:

- 15) An advanced tree under this permit shall generally constitute the following: Evergreen – minimum container size 45 litre spring ring, 50mm calliper at ground level. Deciduous – minimum calliper at ground level 65mm, minimum height 2 metres.

Building over easements:

- 16) Any building or works to occur within an easement must be carried out to the satisfaction of the Responsible Authority. In addition, the following will apply:
- a) Access to any drainage pit in the easement is to be maintained.
- b) The Responsible Authority reserves the right to excavate, lay, repair or

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replace pipes within the easement.

- c) The Responsible Authority is not liable for any damage from such works and that reinstatement shall be the owner's responsibility and at the owner's expense.
- d) Prior to a building approval being issued, any drain(s) existing in the easement are required to be shown on the plans, with a detailed sketch indicating any pier and beam footings required to span these public assets.
- e) Building approval must be obtained prior to the commencement of the works.
- f) Construction (engineering) Plans with details of additional pit(s), must be submitted to and approved by the Responsible Authority.

12.6 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 and 2** to this report, and adopt the recommendations arising within the respective Minutes:

1. Safe City Advisory Committee – 16 March 2023
2. Heritage Advisory Committee – 4 May 2023
3. Disability Advisory Committee – 1 June 2023

Motion

Crs Abboushi/Majdlik.

That Council receive the minutes of the following Advisory Committee meetings, provided as **Appendices 1 and 2** to this report, and adopt the recommendations arising within the respective Minutes:

1. Safe City Advisory Committee – 16 March 2023
2. Heritage Advisory Committee – 4 May 2023
3. Disability Advisory Committee – 1 June 2023

CARRIED

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.

Appendix	Advisory Committee	Meeting Date
1.	Safe City Advisory Committee	16 March 2023
2.	Heritage Advisory Committee	4 May 2023
3.	Disability Advisory Committee	1 June 2023

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. Safe City Advisory Committee - 16 March 2023
2. Heritage Advisory Committee - 4 May 2023
3. Disability Advisory Committee - 1 June 2023



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SAFE CITY ADVISORY COMMITTEE

held on 16 March 2023 at 10am on Microsoft Teams

Present:

Cr Lara Carli	Mayor
Cr Sophie Ramsey	Councillor
Elyse Rider	Melton City Council
Daisy Brundell	Melton City Council
Rayna Berg	Melton City Council
Lisa Prentice-Evans	Victoria Police
Joanne Mutsaerts	Victoria Police
Trinity Gathercole	Western Health
Zoe Stewart	Fit 2 Drive Foundation
Amanda Venda	Department of Transport
Archangelo Nyuol Madut	Centre for Multicultural Youth

Guests:

Ruth Liston	Victoria University
Elizabeth Johnston	Melton City Council

Quorum: A quorum for the Committee will require attendance of one (1) Councillor, and at least four (4) persons from the community representatives and external stakeholder members.

Chairperson: Councillor Sophie Ramsey

1. Welcome

Councillor Ramsey opened the meeting at 10:08am, welcoming 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

Cr Julie Shannon	Councillor
Cr Steve Abboushi	Councillor
Kerry Walton	Melton City Council
Essan Dileri	Melton City Council
Samantha Sales	Melton City Council
Sebastian Zita	Department of Justice and Community Safety
Sue Tantaró	Djerriwarrh Community & Education Services
Golam Haque	Community Representative (Cambridge Ward)

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Jasleen Kaur Community Representative (Watts Ward)
Shanti Dicello Community Representative (Coburns Ward)

3. Declaration of interests and/or conflict of interests

Nil

4. Confirmation of minutes of previous meeting

Minutes of the Safe City Advisory Committee meeting held on 12 December 2022 were circulated to the Committee for ratification on 20 December and adopted by Council at the Ordinary Council Meeting on 27 February 2023.

5. Business arising**5.1 Update on actions from previous meeting – R Berg**

R Berg has reached out to Department of Transport to enquire about advocacy to State Government regarding road safety program participation and will follow up with A Venda.

R Berg circulated the Green Light Initiative (GLI) video and the Safe City, Proud Communities 2022 Progress Report to the committee on 10 March 2023.

R Liston and L Prentice-Evans accepted invitation to present at the Committee meeting and are included later in the agenda.

E Johnston shared information regarding road safety programs for migrant communities with S Dicello following the Committee meeting held on 12 December 2022.

R Berg presented on safety related initiatives that have been delivered under Melton Town Centre Revitalisation funding and subsidised accredited first aid courses being delivered in the municipality.

Cr Carli joined the meeting at 10:20.

Action

R Berg to follow up with A Venda about advocacy to State Government regarding road safety program participation.

6. General business**6.1 Presentation on community crime prevention principles – R Liston**

R Liston, lecturer in crime prevention at Victoria University delivered presentation to the Committee. Committee members completed a quiz on crime statistics in the City of Melton, which highlighted that reported crime is declining in the municipality. R Liston presented on crime prevention principles including lighting, Closed Circuit Television (CCTV) and Crime Prevention Through Environmental Design (CPTED) as well as the protective capacity of communities. The quiz and slides will be shared with the committee.

Questions raised if there are simple tools that can be put in place to support crime prevention in the community. R Liston responded that there is no such thing as a “crime-free society” and mentioned that it is worth celebrating that we live in “low crime.” R Liston explained that a mind shift needs to take place where the focus for crime prevention is on the whole community and not individual members. R Liston explained that rates of depression or inclusion correlate with crime rates and that Council has an obligation to act and work with the community to



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understand that the distribution of resources, such as access to services and education, has benefits for the whole community.

Question if the City of Melton crime reporting data gets separated from the prisons in the municipality. L Prentice-Evans responded that it does not, however explained that crime in correctional facilities is not driving the statistics.

T Gathercole joined the meeting at 10:34, R Liston left the meeting at 11:03.

Action

R Berg to circulate slides and quiz from R Liston's presentation.

6.2 Presentation on Victoria Police Local Safety Plan – L Prentice-Evans

L Prentice-Evans presented on Melton Public Service Area's (PSA) neighbourhood policing unit and the local safety plan.

The Safety Plan for the Melton PSA identifies four priority areas for action. L Prentice Evans explained the rationale behind each priority area and will share the slide deck for circulation.

Cr Ramsey asked if efforts so far regarding sales of illegal vapes have made an impact and if businesses have improved.

L Prentice-Evans answered yes, the businesses have improved as Victoria Police have kept watch and seized items, up to the value of \$50,000 in one instance.

Cr Carli left the meeting at 11:18, Archangelo joined the meeting at 11:19.

Action

R Berg to circulate slides from L Prentice-Evan's presentation.

6.3 CPTED audits and police reporting – J Mutsaerts

J Mutsaerts provided an update on five community locations that have been identified as having safety concerns since the last advisory committee meeting.

The first was Melton Botanic Gardens where a site visit and discussions with volunteers took place. Due to the nature of the site, a full CPTED audit was not undertaken, however a report with recommendations was delivered. J Mutsaerts highlighted there is a large underreporting of crime and that education on the importance of reporting is needed.

The next three locations: Barwon Street Reserve, John Paul Drive Reserve and Brookside Village Park, were all very similar. All three locations had maintenance opportunities identified that can be considered to potentially improve perceptions of safety.

The final location, the newly opened Atherstone Traffic School, was visited pro-actively. Recommendations of the CPTED report included an opportunity to improve the boundary fencing, restricting public access to electrical equipment, installing anti-graffiti film and provision of adequate bins to meet rubbish demands.

A question was asked what the process is to action the recommendations on the report. Officers provided an update on the process for the opening of the traffic school and explained that the audit was proactively undertaken to ensure the asset will be adequately protected and to ensure safe and long-term use.

Discussion regarding a launch event that will be planned for when the education provider to operate the facility is in place.

Explained that Victoria Police are working with Council to streamline the process for requesting audits so can be undertaken in a more meaningful way and with appropriate objectives.

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An update on the ongoing work to improve perceptions of safety and reduce antisocial behaviour in and around the Amphitheatre in Melton. "Ice Cream with a Cop" was provided and will be commencing the week Thursday 23 March from 1:30-2:30pm.

6.4 Member updates – All***Update from the Department of Transport – A Venda***

A Venda provided an update on VicRoads 23-24 Community Road Safety Grants program that closed on 15 March. Melton City Council submitted applications for two funding categories.

Update from Fit 2 Drive – Z Stewart

Z Stewart updated the committee on the new structure of Fit 2 Drive's workshop, where schools can select up to six relevant points of discussion (PODs), making the program more affordable and directly targeted.

Question discussed that if the PODs that the school does not pick are covered in the session. Z Stewart replied that it depends on the topic and the school. The CFA and Victoria Police presentation are still being delivered and always touch on higher priority topics.

Empowering Communities Project – R Berg

Officers explained that the project action group are holding an in-person meeting on Thursday 16 March as a networking opportunity and a celebration of the projects so far. Both the FEEL and COCO projects are well into the delivery stage.

Kurunjang Community Strengthening Project – R Berg

R Berg advised that the new, finalised scope of works that meets objective and budget is in the approvals process and that community consultation for activating Little Blind Creek is currently underway.

Discussion regarding clarification of what scope items were reviewed. Officers outlined that the proposed BBQ was not included in the final scope of works however the final scope meets the objective of the project.

Lake Caroline CCTV Trial – R Berg

R Berg advised that the current survey was extended to receive results that are more closely representative of the baseline data and is set to close on 23 March. Preliminary results and an update on findings will be shared soon after.

Community Road Safety Forums – R Berg

R Berg explained that Council is continuing to plan for what these will look like going forward. Based on community feedback, a tailored online education session is being trailed in April and will be evaluated with findings reported back to the committee.

Raised that an opportunity to re-engage with the court systems to increase attendance could be explored. Members acknowledged that the focus of the forums needs to pivot to be effective and they can continue to add value to the Melton community. R Berg responded that contact with the courts has already begun in this space.

7. Next Meeting

The next meeting is to be held on Thursday 8 June commencing at 10am, online via Microsoft Teams.

8. Close of Business

Cr Ramsey closed the meeting closed at 11:55am.



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HERITAGE ADVISORY COMMITTEE (HAC)

Held on 4 May 2023 at 5:30pm at the Melton Library and Learning Hub

Present: Cr Sophie Ramsey, Councillor
Cr Bob Turner, Councillor
Deb Slattery, Community Representative
Frank Sultana, Community Representative
Anne Woof, Community Representative
Alan Perry, Community Representative
Georgina Borg, Coordinator City Strategy
Sera Jane Peters, Heritage Advisor
Tunc Ozlatif, Strategic Planner

Chairperson: Cr Sophie Ramsey

Minute Taker: Georgina Borg

1. Welcome

Councilor Ramsey opened the meeting and welcomed everyone.

2. Apologies

- Benjamin Petkov, Community Representative
- Imran Mushtaq, Community Representative

3. Declaration of interests and/or conflict of interests

Nil.

4. Business Arising

Nil.

5. General Business

• **Amendment C231**

Mr. Ozlatif stated that the 24 April Ordinary Council meeting resolved to endorse Council to consider submissions and proceed to a Planning Panel.

Mr. Ozlatif provided a brief overview of the amendment and Ms. Peters discussed the content of the submissions received by Council.

Cr Ramsey noted that there was a fire that occurred next to the Diggers Rest Army Housing Estate two days after the 24 April Council Meeting. Cr Ramsey will provide more information on this to Council officers.

Mr. Ozlatif to send out information on the Planning Panel to the Committee once the Directions Hearing has taken place. Mr. Ozlatif will provide the Committee an executive summary of the Planning Panel once the process is complete. A link to Planning Panels Victoria's website will also be provided to the Committee to view the Planning Panel Report.

Ms Borg stated that this Amendment is a great milestone given that these heritage places are the last of the 'Conservation Desirables' list from the *Melton Heritage Study 2007*.



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- **Heritage Assistance Fund projects**

Ms. Peters noted works from Round 11 and 12 of the fund are ongoing.

- **Restructure**

Mr. Ozlatif stated that there will be a Heritage Team created as part of Council's organisational restructure. Ms Borg emphasised this highlights the value of heritage within the organisation and provides a dedicated team to undertake future heritage policy and strategies, as well as championing heritage both within Council and within the community in a full-time capacity.

Ms. Borg advised that the creation of the team will form in due course and that we will defer work in relation to the Committee such as the review of the Terms of Reference to the new team.

Ms. Peters and Ms. Borg also advised the Committee that Council is currently undertaking a best practice review of Council grants which includes the Heritage Assistance Fund.

6. Other Business

- Melton Cemetery Launch for the Reflection Garden is upcoming and Mr. Ozlatif to contact Sean McManus, Manager Engagement and Advocacy to ensure the Committee is invited to the cemetery launch.

7. Actions

- Mr. Ozlatif to send out information to the Committee once the Planning Panel dates and times are organized.
- Mr. Ozlatif to provide the Committee an executive summary on the Planning Panel once the process is complete.
- Mr. Ozlatif to contact Sean to ensure HAC is included on the invite list for the cemetery launch

8. Next Meeting

6 July 5:30pm-6:30pm 2023

9. Close of Business

The meeting closed at 6:30pm.

Community Representative Member Terms

Name	Deb	Frank	Alan	Benjamin	Imran	Anne
Term Ends	Dec 2023	Dec 2024	February 2024	February 2023	December 2023	December 2023



MINUTES

DISABILITY ADVISORY COMMITTEE

Held on 1 June 2023 at 12.00pm at the Melton Library and Learning Hub

Present:

Name	Title	In	Out
Cr L Carli	Mayor	12:00 p.m.	2:10 p.m.
Cr K Majdlik	Councillor	12:00 p.m.	2:10 p.m.
Cr S Ramsey	Councillor	12:00 p.m.	2:10 p.m.
T Scoble	Council Officer – Director City Life	12:00 p.m.	2:10 p.m.
C Crameri	Council Officer –Manager Community Care	12:00 p.m.	2:10 p.m.
A Tan	Council Officer – Housing Services Coordinator	12:00 p.m.	2:10 p.m.
N Migani-Roberts	Council Officer – Advocacy and Inclusion	12:00 p.m.	2:10 p.m.
S Sales	Council Officer – Wellness and Engagement Coordinator	12:00 p.m.	2:10 p.m.
L Campbell	Community Representative	12:00 p.m.	2:10 p.m.
T Woof	Community Representative	12:00 p.m.	2:10 p.m.
M Sidhu	Community representative	12:00 p.m.	2:10 p.m.
H Sayers	Community representative	12:00 p.m.	2:10 p.m.
S Singh	Service System Navigator – The Orange Door	12:00 p.m.	2:10 p.m.
E Attard	Director – Specialist Hoops	12:30 p.m.	1:15 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

R. Wai	Chief Executive Officer
M. Hutchinson	Manager Engineering Services
A. Afonzo	Community Representative



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3. Declaration of interests and/or conflict of interests

Nil

4. Confirmation of minutes of previous meeting

C. Crameri confirmed the minutes of the April Disability Advisory Committee (DAC) meeting were endorsed at the Council meeting, held 27 April 2023.

5. Actions from previous minutes

Nil

6. Orange Door

S. Singh, Service Navigator, The Orange Door presented to the committee an overview of their services provided to the Melton and Brimbank regions and the referral process.

7. Specialist Hoops – Disability Hub

E. Attard, Director, Specialist Hoops presented to the Committee her vision and a concept of an all-inclusive Disability Hub for the City of Melton.

E. Attard has met with Cr. Carli, T. Scoble, A. Tan and N. Migani-Roberts on separate occasions to discuss the concept.

Following these meetings, A. Tan and N. Migani-Roberts invited E. Attard to present her concept to the Committee for feedback.

Cr. Majdlik recommended that Council Officers explore future opportunities for a disability hub within the City of Melton.

T. Scoble suggested that Council Officers could also consider exploring the possibility of the identified services be integrated into existing Council Facilities at Cobblebank given the current infrastructures.

Action:

N. Migani-Roberts to facilitate the recommendation that relevant Council Officers to explore future opportunities for a disability hub within the City of Melton.



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8. Advocacy and Inclusion Officer Update

Community Achievement Awards

N. Migani-Roberts informed the Committee that she had been invited to join the Project Working Group (PWG) for the Community Achievement Awards.

The PWG has been established with the goal of increasing applications.

Community Grants

N. Migani-Roberts provided the Committee with an overview of the FairGo 4 Youth Funding.

The FairGo 4 Youth Funding is available to low-income earners, with additional funding available to people with disability.

Applications are now open with the closing date, 7 July 2023.

H. Sayers suggested for consideration that the criteria should be extended to the participant being the holder of a Health Care Card.

M. Sidhu suggested that the awards flyer should include images that convey a wider range of activities.

Melton Business Excellence Awards

N. Migani-Roberts updated the Committee on the 2023 Melton Business Excellence Awards.

Applications are open with the closing date, 7 July 2023.

The awards night will be held at the Windmill Garden Receptions, 14 September 2023.

Changing Places

N. Migani-Roberts informed the Committee that due to unforeseen circumstances the Changing Places, Caroline Springs has been delayed.

N. Migani-Roberts informed the Committee that Council has submitted an application on 14 April 2023 for funding grant for a portable Changing Place.

To date Council have not received an outcome.

Careers Expo

N. Migani-Roberts reported to Council that on 23 May 2023, Young Communities hosted a Careers Forum.

The forum was available to all-City of Melton school students with an emphasis on Year 10 and Year 11 students attending.



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N. Migani-Roberts was proud to update this was the first year that Melton Specialist School (MSS) attended the event. Twenty-seven (MSS) Year 10 and Year 11 students were in attendance. Six disability specific Service Providers also attended.

N. Migani-Roberts met with Young Committees following the event to provide them with feedback. Moving forward for 2024, a chill out zone will be incorporated into the Expo.

Special Olympics World Games Berlin 2023

N. Migani-Roberts informed the Committee that she had recently been contacted by a local sporting coach. He advised that a local resident with disability had been selected to represent Australia in Basketball in the Special Olympics.

Melton Service Providers Network

N. Migani-Roberts provided information regarding the Melton Service Providers Network (MSPN).

The MSPN have over two hundred and fifty members and meets bi-monthly, online.

N. Migani-Roberts is currently the Acting Facilitator till August 2023.

Action:

N. Migani-Roberts to forward suggested feedback to Council's Community Awards and Grants Officer.

N. Migani-Roberts will continue to inform the Committee on the Changing Places build and funding updates.

N. Migani-Roberts will update the Committee regarding the Special Olympics athlete as more information comes to hand.



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9. Business Arising

Nil

10. General Business

Due to time constraints the General Business update by M. Sidhu will be moved to the August 2023 meeting.

The update regarding Melton Hospital, as to be presented by T. Scoble will be emailed to the Committee with any outstanding questions to be answered at the August 2023 meeting.

A. Tan advised that N. Migani-Roberts has been nominated and was one of the five finalists for the Australian Services Union and Vision Super Local Heroes Awards 2023. This award recognises local government workers for their outstanding contributions to their communities. Congratulations N. Migani-Roberts and thank you for your ongoing contributions to our community in the City of Melton.

Action:

N. Migani-Roberts to include M. Sidhu's NDIA update on the August meeting agenda.

N. Migani-Roberts to allow time in General Business in the August meeting for a follow up on Melton Hospital questions.

11. Next Meeting

Date: 3 August, 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 2:10 p.m.

**13. REPORTS FROM DELEGATES APPOINTED TO OTHER BODIES
AND COUNCILLOR REPRESENTATIONS AND
ACKNOWLEDGEMENTS**

Reports were received from Councillors Shannon, Kesic, Turner, Farrugia, Ramsey, Majdlik, Abboushi and Carli.

14. NOTICES OF MOTION**14.1 NOTICE OF MOTION 874 (CR FARRUGIA) - POTABLE WATER AT PARKS AND GREEN SPACES.**

Councillor: Justine Farrugia - Councillor

NOTICE:

That Council investigate implementing a strategy to introduce potable water at our local parks and green spaces for community use.

Motion

Crs Farrugia/Kesic.

That Council investigate implementing a strategy to introduce potable water at our local parks and green spaces for community use.

CARRIED

14.2 NOTICE OF MOTION 875 (CR MAJDLIK) - KOROROIT CREEK BIKE AND PEDESTRIAN PATH**Councillor: Kathy Majdlik - Councillor****NOTICE:**

That officers prepare a report for a future briefing of councillors identifying the current walking and cycling network along the Kororoit Creek, and potential opportunities to expand this network along the Kororoit Creek corridor throughout the municipality.

Motion

Crs Majdlik/Kesic.

That officers prepare a report for a future briefing of councillors identifying the current walking and cycling network along the Kororoit Creek, and potential opportunities to expand this network along the Kororoit Creek corridor throughout the municipality.

CARRIED

15. COUNCILLOR'S QUESTIONS WITHOUT NOTICE**15.1 COUNCILLORS' QUESTIONS WITHOUT NOTICE**

Cr Ramsey

Can I please get an update on the Exford Road reduction of speed limit and the signage alerting drivers of that change?

15.2 COUNCILLORS' QUESTIONS WITHOUT NOTICE

Cr Ramsey

Our Young Communities deliver the Youth Crime Prevention Project; could I have an update on the funding situation please?

15.3 COUNCILLORS' QUESTIONS WITHOUT NOTICE

Cr Farrugia

If we could raise, potentially with Engineering, the bumpiness of Hume Drive as there seems to be a lot of bumps, dips or troughs on that road?

15.4 COUNCILLORS' QUESTIONS WITHOUT NOTICE

Cr Turner

Now that there's an actual figure in the budget, \$3.75 mil for the urbanisation of Bulmans Road, can you please give us an update on expected completion date and also on the junction of traffic lights at High Street and Bulmans Road?

15.5 COUNCILLORS' QUESTIONS WITHOUT NOTICE

Cr Turner

Can Council officers please confirm the start date for building the new Melton Hospital, the expected number of beds in the first stage, and when it's expected to be completed please?

16. URGENT BUSINESS

Nil.

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 Proposed Purchase of Land

(a) as it relates to Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

17.2 C23-009 - Cobblebank Community Services Hub - Design Services

(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 Melton Waves Leisure Centre - Request for Financial Support

(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 Audit and Risk Committee Matters

(e) as it relates to security information, being information that if released is likely to endanger the security of Council property or the safety of any person; AND legal privileged information, being information to which legal professional privilege or client legal privilege applies.

17.5 Reconciliation Advisory Committee - Filling Current Membership Vacancies

(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.

Motion

Crs Majdlik/Ramsey.

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:

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(e) as it relates to security information, being information that if released is likely to endanger the security of Council property or the safety of any person; AND legal privileged information, being information to which legal professional privilege or client legal privilege applies.

17.5 Reconciliation Advisory Committee - Filling Current Membership Vacancies

(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.

CARRIED

18. CLOSE OF BUSINESS

The meeting closed at 8.54pm.

Confirmed

Dated this

.....CHAIRPERSON