



***City of*  
Whittlesea**

# **AGENDA**

## **OF SPECIAL COUNCIL MEETING**

**HELD ON**

**TUESDAY 26 MARCH 2019**

**AT 6:00PM**

### **SUMMONS**

You are advised that a Special Meeting of Council has been called by the Chief Executive Officer on Tuesday, 26 March 2019 in Council Chamber, 25 Ferres Boulevard, South Morang at 6:00PM for the transaction of the following business.

**S OVERLAND  
CHIEF EXECUTIVE OFFICER**



---

## COUNCILLORS

---

LAWRIE COX	MAYOR, SOUTH WEST WARD
STEVAN KOZMEVSKI	SOUTH WEST WARD
CAZ MONTELEONE	SOUTH WEST WARD
KRIS PAVLIDIS	SOUTH WEST WARD
TOM JOSEPH	DEPUTY MAYOR, NORTH WARD
RICKY KIRKHAM	NORTH WARD
EMILIA LISA STERJOVA	NORTH WARD
SAM ALESSI	SOUTH EAST WARD
ALAHNA DESIATO	SOUTH EAST WARD
NORM KELLY	SOUTH EAST WARD
MARY LALIOS	SOUTH EAST WARD





---

## SENIOR OFFICERS

---

SIMON OVERLAND

CHIEF EXECUTIVE OFFICER

RUSSELL HOPKINS

DIRECTOR COMMUNITY SERVICES

NICK MANN

DIRECTOR CITY TRANSPORT & PRESENTATION

HELEN SUI

DIRECTOR CORPORATE SERVICES

LIANA THOMPSON

DIRECTOR PARTNERSHIPS, PLANNING &  
ENGAGEMENT

MICHAEL TONTA

MANAGER GOVERNANCE



## ORDER OF BUSINESS

The Chief Executive Officer submits the following business:

<b>1.</b>	<b>OPENING.....</b>	<b>9</b>
<b>1.1</b>	<b>MEETING OPENING AND PRAYER.....</b>	<b>9</b>
<b>1.2</b>	<b>ACKNOWLEDGMENT OF TRADITIONAL OWNERS STATEMENT .....</b>	<b>9</b>
<b>2.</b>	<b>PRESENT .....</b>	<b>9</b>
<b>3.</b>	<b>APOLOGIES.....</b>	<b>9</b>
<b>4.</b>	<b>OFFICERS' REPORTS .....</b>	<b>11</b>
<b>4.1</b>	<b>CORPORATE SERVICES.....</b>	<b>11</b>
4.1.1	DRAFT COUNCIL PLAN 2017-2021 (UPDATE 2019) A PLACE FOR ALL INCLUDING DRAFT COUNCIL ACTION PLAN 2019-2020.....	11
4.1.2	PROPOSED ANNUAL BUDGET 2019/20 & PROPOSED STRATEGIC RESOURCE PLAN 2019-23 .....	25
<b>5.</b>	<b>CLOSURE.....</b>	<b>199</b>



**Note:**

At Council's discretion, the meeting may be closed in accordance with Section 89 of the Local Government Act 1989. The provision which is likely to be relied upon to enable closure is set out in each item. These reports are not available for public distribution.

**Large Attachments:**

Where large attachments form part of the Report, due to the size of the attachments – a copy has not been provided in the Agenda document

Copies of these attachments are available for inspection by the public at the following locations:

- a) Council offices at 25 Ferres Boulevard, South Morang; and
- b) Council's internet site – <http://cam.whittlesea.vic.gov.au/>



- 1. OPENING**
  - 1.1 MEETING OPENING AND PRAYER**
  - 1.2 ACKNOWLEDGMENT OF TRADITIONAL OWNERS STATEMENT**
- 2. PRESENT**
- 3. APOLOGIES**





**4. OFFICERS' REPORTS****4.1 CORPORATE SERVICES****4.1.1 DRAFT COUNCIL PLAN 2017-2021 (UPDATE 2019) A PLACE FOR ALL INCLUDING DRAFT COUNCIL ACTION PLAN 2019-2020**

**Attachments:** 1 **Draft Council Plan 2017-2021 A place for all (update 2019) including draft Council Action Plan 2019-2020** [↓](#)

**Responsible Officer:** Director Corporate Services

**Author:** Team Leader Corporate Planning and Improvement

**RECOMMENDATION SUMMARY**

1. Authorise the Chief Executive Officer to give public notice of the Draft Council Plan 2017-2021 A place for all (Update 2019) including the Draft Council Action Plan 2019-2020 (the 'Draft Plan') for the purposes of allowing consultation in accordance with sections 125, 126 and 223 of the *Local Government Act 1989* (the 'Act').
2. Note that the Proposed Strategic Resource Plan 2019-23 (the 'Proposed SRP') will be considered in conjunction with the Proposed Annual Budget 2019/20 (the 'Proposed Budget') and is referred to in the Draft Plan.

**KEY FACTS AND / OR ISSUES**

- The Council Plan 2017-2021 is being updated to incorporate the goals, key directions, strategies and priority indicators established in Whittlesea 2040.
- The Draft Plan includes 28 major initiatives for the 2019/2020 financial year.
- The Proposed SRP is a component of the Council Plan which is updated annually to reflect the medium term (four year) changes in financial planning; it will be considered in context with the Proposed Budget.
- It is recommended Council adopt the Draft Plan to allow public consultation to take place between 28 March and 26 April 2019 as required under the Act.
- The final Council Plan 2017-2021 A place for all (Update 2019) including the Council Action Plan 2019-2020 is scheduled for Council adoption at the 6 June 2019 Council meeting.

**REPORT****BACKGROUND**

Under sections 3C and 125 *Local Government Act 1989* (the 'Act'), the Council Plan is the City of Whittlesea's main legislated plan to endeavour to achieve the best outcomes for the local community. Key elements of the Council Plan include Council's strategic objectives, strategies, indicators and strategic resource planning.

The current Council Plan 2017-2021 was developed in accordance with the Act and adopted by Council on 30 May 2017. It included seven Council priorities being 'Roads, access and public transport', 'Health and wellbeing', 'Community safety', 'Jobs and investment', 'Organisational sustainability', 'Planning and infrastructure' and 'Environmental sustainability'.

**ACHIEVEMENTS UNDER THE CURRENT COUNCIL PLAN**

Great community outcomes drive Council's program of work. Over the past 21 months since the current Council Plan has been in force, Council has delivered numerous initiatives. Amongst others, Council:

- Developed the new vision **Whittlesea 2040 A place for all** in partnership with the community
- Prevented the installation of further electronic gaming machines in South Morang in a landmark legal case that will contribute to addressing the harmful impacts of gambling more broadly across the municipality
- Delivered more than \$110 million in infrastructure and refurbished major facilities including:
  - the start of the \$25 million Mill Park Leisure,
  - Stage 1 of the Whittlesea Swim Centre, and
  - the Civic Centre redevelopment.
- Advocated successfully for key local infrastructure including:
  - two new primary schools,
  - the O'Herns Road/Hume Freeway interchange,
  - Plenty Road duplication,
  - Mernda Rail extension, and
  - Mernda Town Centre
- Led an innovative collaboration with neighbouring Councils to deliver the new Animal Welfare Facility in Epping
- Will save \$10 million over ten years, grow local jobs and encourage social inclusion due to an innovative new approach to procurement
- Redeveloped and upgraded parks, gardens and recreation reserves including an all abilities play space, sports grounds, soccer pitches and pavilions
- Delivered 100% of the Council Action Plan 2017-2018 and is on track for 100% completion for 2018-2019.

**ALIGNING THE COUNCIL PLAN WITH WHITTLESEA 2040**

At its meeting on 2 October 2018, Council adopted Whittlesea 2040 A place for all ('W2040'), Council's vision developed with the community. There is now an opportunity to align the Council Plan with the goals and directions identified in W2040. W2040 defines the four goals 'Connected community', 'Liveable neighbourhoods', 'Strong local economy' and 'Sustainable environment'. Please refer to the W2040 overview:



Incorporating the W2040 goals and directions into the Council Plan will subsequently align all Council's work with the key strategic documents, as shown in the integrated planning diagram:



## PROPOSAL

To align the Council Plan with W2040, an updated Draft Plan has been developed (please refer to *Attachment 1*).

The Draft Plan includes:

- The four goals and 12 key directions under which Council proposes to plan for community outcome delivery
- Council's 22 main community services
- Council's 17 strategic indicators for monitoring the achievement of the goals and directions
- 28 major initiatives proposed for delivery in the 2019/20 financial year
- Council's key achievements between July 2017 and June 2019
- Performance information for some of Council's valued services
- Council's goal to be a high-performing organisation, including the reference to Council's four internal services
- Reference to the Strategic Resource Plan, which is part of the Council Plan.

It is proposed that Council authorise the Chief Executive Officer to give public notice of the Draft Plan and that following public consultation, the Draft Plan be adopted at a Special Council to be held on Thursday, 6 June 2019.

## CONSULTATION

Extensive community consultation has been conducted as part of the Whittlesea 2040 development, which reached more than 4,000 individuals, community groups and organisations. The initial Draft Plan was developed following a series of internal workshops including the Corporate Leadership Team.

Councillors considered and provided feedback on the updated Council Plan 2017-2021 at the Councillor Briefings on 20 November 2018 and 31 January 2019 and Special Council meeting on 12 March 2019. The Draft Plan has been updated to reflect Councillor feedback.

It is proposed that the Draft Plan will be advertised on Thursday 28 March 2019, allowing public comments and submissions to be received up until 5pm Friday 26 April 2019.

### **CRITICAL DATES**

It is proposed that the final Council Plan 2017-2021 A place for all (Update 2019) including the Council Action Plan 2019/2020, be adopted by Council at a Special Council Meeting to be held on Thursday 6 June 2019 following consideration of any submissions by an Advisory Committee of Councillors.

### **FINANCIAL IMPLICATIONS**

The Draft Plan has been considered in conjunction with planning for the Proposed Budget and the Proposed SRP. The cost for preparing these documents is included as part of Council's recurrent budget.

### **POLICY STRATEGY AND LEGISLATION**

Key legislative and policy linkages for the Council Plan include:

- Sections 3C, 125, 126 and 223 of the Act
- Whittlesea 2040

### **LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN**

<b>Whittlesea 2040 Goal</b>	<b>Connected community</b>
<b>Whittlesea 2040 Key Direction</b>	<b>A participating community</b>
<b>Strategic Objective</b>	<b>Our voice is reflected through inclusive Council decision making processes</b>
<b>Council Priority</b>	<b>Organisational Sustainability</b>

### **DECLARATIONS OF CONFLICTS OF INTEREST**

Under section 80C of the *Local Government Act 1989* officers providing advice to Council must disclose any interests, including the type of interest.

The Responsible Officer reviewing this report, having made enquiries with the relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

### **CONCLUSION**

The Draft Plan incorporates the W2040 goals and key directions into the Council Plan and Council Action Plan. It will be subject to a formal consultation period as required by the Act. Following receipt and consideration of community feedback, the Draft Plan (with any amendments) will be adopted as the Council Plan 2017-2021 A place for all (Update 2019) including the Council Action Plan 2019-2020.

**RECOMMENDATION**

**THAT Council resolve to:**

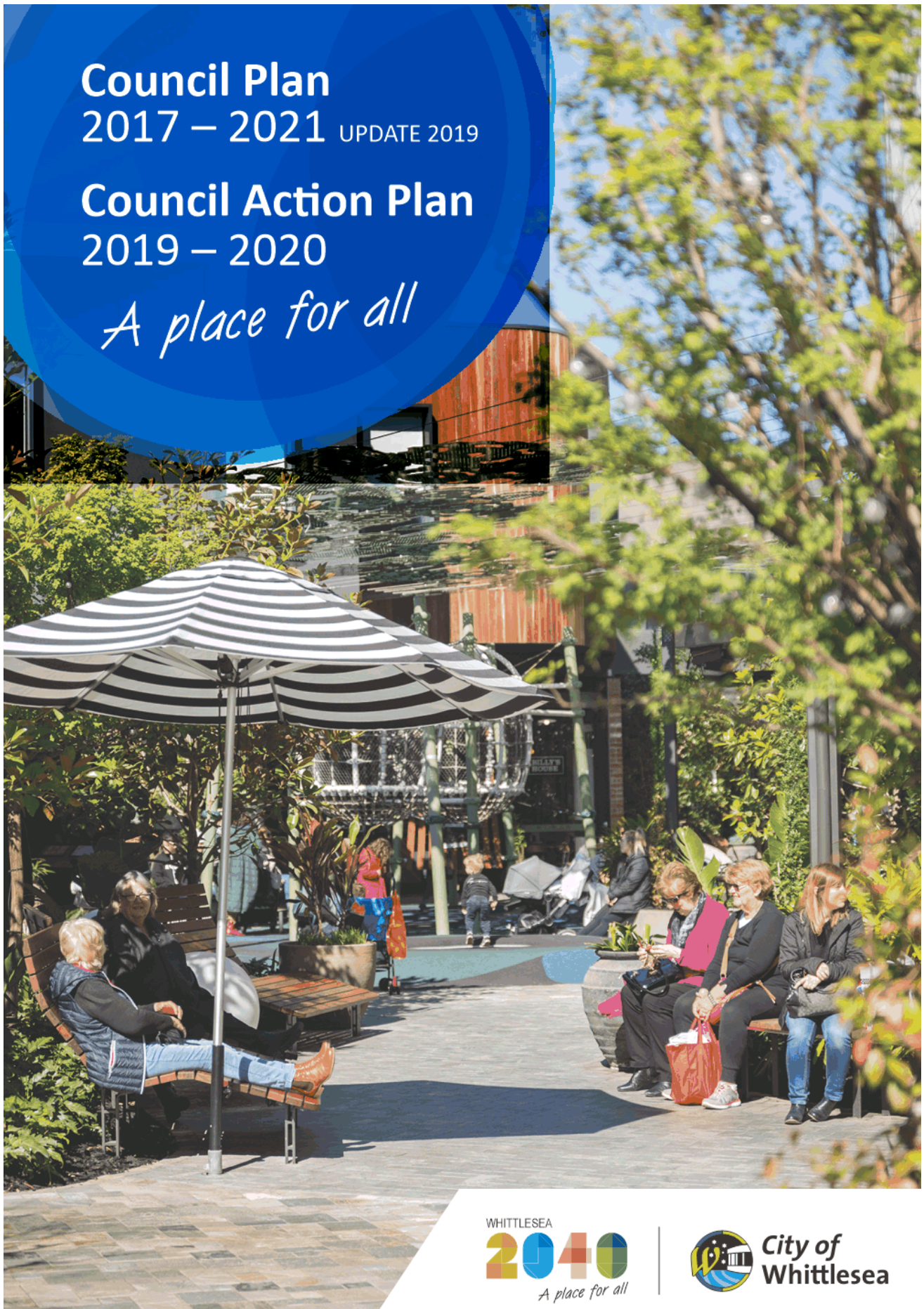
- 1. Authorise the Chief Executive Officer to give public notice of the Draft Council Plan 2017-2021 A place for all (Update 2019) including the Draft Council Action Plan 2019-2020 (the 'Draft Plan') for the purposes of allowing consultation in accordance with sections 125, 126 and 223 of the Local Government Act 1989 (the 'Act').**
- 2. Establish an Advisory Committee of Council comprising of Cr \_\_\_\_\_, Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to consider any written submissions and to hear those persons requesting to be heard in relation to their submission by the Advisory Committee at the Civic Centre, Ferres Boulevard South Morang at a time and date to be determined by the Advisory Committee.**
- 3. Require the Advisory Committee to report to Council, with any recommendations, at the Council Meeting to be held at 6.00 pm on Thursday, 6 June 2019.**
- 4. Make copies of the Draft Plan available for inspection at the following locations:**
  - a. Council Offices at –**
    - i. 25 Ferres Boulevard, South Morang**
    - ii. Westfield Plenty Valley Shopping Centre**
  - b. Libraries at –**
    - i. May Road, Lalor**
    - ii. Main Street, Thomastown**
    - iii. Plenty Road, Mill Park**
    - iv. Laurel Street, Whittlesea**
    - v. The Mobile Library.**
  - c. Whittlesea City Council's website – [www.whittlesea.vic.gov.au](http://www.whittlesea.vic.gov.au).**
- 4. Seek written public submissions on the Draft Plan during the consultation period of Thursday 28 March 2019 to 5.00 pm Friday 26 April 2019.**
- 5. Note that the Proposed Strategic Resource Plan 2019-23 will be considered in conjunction with the Proposed Annual Budget 2019/20 and is referred to in the Draft Plan.**



# Council Plan 2017 – 2021 UPDATE 2019

## Council Action Plan 2019 – 2020

*A place for all*





## About the City of Whittlesea

The City of Whittlesea is located about 20 kilometres north of Melbourne. It is one of Melbourne's largest municipalities, covering a land area of approximately 490 square kilometres with 223,000 residents. It is also one of the fastest growing municipalities, welcoming approximately 8,000 new residents every year.

The City of Whittlesea includes the suburbs of Beveridge (part), Bundoora (part), Donnybrook, Doreen (part), Eden Park, Epping, Humevale, Kinglake West (part), Lalor, Mernda, Mill Park, South Morang, Thomastown, Whittlesea, Wollert, Woodstock and Yan Yean (part).

The City of Whittlesea provides a range of civic and social services including waste and recycling collection services, building and planning services, maternal and child health services, services and support for the aged, people with a disability and migrants.

Council is also responsible for community infrastructure such as community centres, bike paths, upgrades to sporting facilities, local roads and playgrounds and parks.

Council works with all levels of government including other local councils, developers, local organisations and community groups to advocate, plan and provide for our community's needs.

***The City of Whittlesea recognises the rich Aboriginal heritage of this country and acknowledges the Wurundjeri Willum Clan as the traditional owners of this place.***



2 | City of Whittlesea *A place for all*



## Message from the Mayor

I am delighted to present an Update to the City of Whittlesea Council Plan 2017-2021. This Update aligns our Council Plan to the newly adopted *Whittlesea 2040 vision; A place for all*.

The vision was developed by Council in partnership with our community and has four goals:

GOAL 1 – Connected community

GOAL 2 – Liveable neighbourhoods

GOAL 3 – Strong local economy

GOAL 4 – Sustainable environment



These goals pave the way for our city to grow and thrive over the next 20 years. However, these goals are more than words in a document, they also come with actions to ensure we achieve what we say we will.

I'm proud of what we've achieved over the past two years including delivering more than \$110 million in infrastructure and refurbishing major facilities, but we still have a long way to go.

We know that we are not alone in helping our residents create the type of community they want to live and work in. We rely on our partners in community groups and in the state and federal governments to achieve the best outcomes for our community. We'd like to acknowledge and thank them. Without their support these vital projects wouldn't happen.

I commend this Update and Action Plan to you. I believe they position us well to deliver the services, activities, facilities and infrastructure our rapidly growing community deserves.

Cr Lawrie Cox  
MAYOR



## Key achievements 2017-2019

We redeveloped and upgraded parks, gardens and recreation reserves including an all abilities play space, sports grounds, soccer pitches and pavilions.

In partnership with the community, a new vision was developed.

**Whittlesea 2040;  
A place for all.**

Council prevented the installation of further electronic gaming machines in South Morang in a landmark legal case that will contribute to addressing the harmful impacts of gambling more broadly across the municipality.

We delivered more than \$110 million in infrastructure and refurbished major facilities including the start of the \$25 million Mill Park Leisure, Stage 1 of the Whittlesea Swim Centre and the Civic Centre redevelopment.



Council has delivered 100% of the Council Action Plan 2017-2018 and is on track for 100% completion for 2018-2019.

Our innovative new approach to procurement will save \$10 million over ten years, grow local jobs and encourage social inclusion.

We led an innovative collaboration with neighbouring Councils to deliver the new Animal Welfare Facility in Epping.

Council successfully advocated for key local infrastructure including two new primary schools, the O'Herns Road/Hume Freeway interchange, Plenty Road duplication, Mernda Rail extension and Mernda Town Centre.

Our city opens its arms to every resident and is a place where all walks of life are celebrated and supported.

**1.1 We want a **socially cohesive community** where:**

- our community is friendly and welcoming
- there is a sense of community and belonging
- we embrace and celebrate diversity
- there are opportunities to connect and build social networks.

**1.2 We want a **healthy and safe community** where our community:**

- is healthy and well
- is physically active
- has access to health and support services
- is safe at home and in public.

**1.3 We want a **participating community** where:**

- our community is well-informed
- decisions are made locally
- there is volunteering and leadership
- we have vibrant community groups.

**Council provides these services:**

- community facilities
- Aboriginal reconciliation
- arts, heritage and festivals
- leisure and recreation
- ageing well
- animal management
- public health and safety
- youth services
- family and children's services
- community strengthening
- customer service, communications and civic participation.

**Council measures progress on:**

- social cohesion
- physical activity
- safety in public areas
- civic participation.

Our city is the smart choice for innovation, business growth and industry investment.

**3.1 We want **increased local employment** where:**

- residents are employed locally
- there are a variety of jobs to meet local needs
- there is job seeker and employment support.

**3.2 We want **education opportunities for all** including:**

- local access to quality education and lifelong learning
- flexible training and skills for jobs
- our community being engaged in learning.

**3.3 We want **successful, innovative local businesses** which:**

- invest and grow
- produce locally and create new enterprises and start-ups
- have access and provide a variety of local services, trades and commercial centres.

**Council provides these services:**

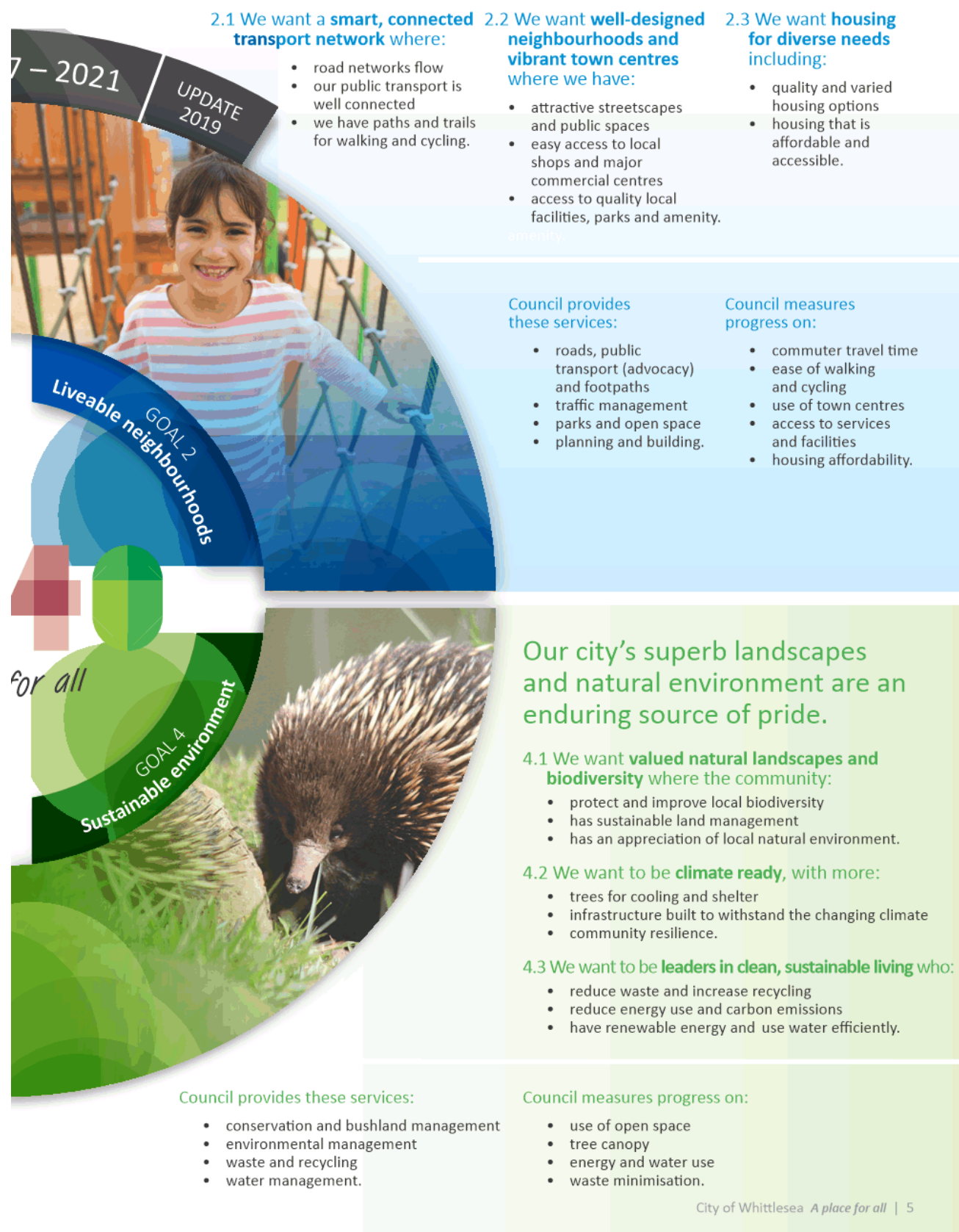
- investment attraction
- libraries
- local business support.

**Council measures progress on:**

- local jobs
- access to education
- gross regional product.



Our city is well-planned and beautiful and our neighbourhoods and town centres are convenient and vibrant places to live, work and play.



**7 – 2021**  
**UPDATE 2019**

**GOAL 2 Liveable neighbourhoods**

**GOAL 4 Sustainable environment**

**2.1 We want a **smart, connected** transport network where:**

- road networks flow
- our public transport is well connected
- we have paths and trails for walking and cycling.

**2.2 We want **well-designed** neighbourhoods and vibrant town centres where we have:**

- attractive streetscapes and public spaces
- easy access to local shops and major commercial centres
- access to quality local facilities, parks and amenity.

**2.3 We want **housing** for diverse needs including:**

- quality and varied housing options
- housing that is affordable and accessible.

**Council provides these services:**

- roads, public transport (advocacy) and footpaths
- traffic management
- parks and open space
- planning and building.

**Council measures progress on:**

- commuter travel time
- ease of walking and cycling
- use of town centres
- access to services and facilities
- housing affordability.

**Our city's superb landscapes and natural environment are an enduring source of pride.**

**4.1 We want **valued natural landscapes and biodiversity** where the community:**

- protect and improve local biodiversity
- has sustainable land management
- has an appreciation of local natural environment.

**4.2 We want to be **climate ready**, with more:**

- trees for cooling and shelter
- infrastructure built to withstand the changing climate
- community resilience.

**4.3 We want to be **leaders in clean, sustainable living** who:**

- reduce waste and increase recycling
- reduce energy use and carbon emissions
- have renewable energy and use water efficiently.

**Council provides these services:**

- conservation and bushland management
- environmental management
- waste and recycling
- water management.

**Council measures progress on:**

- use of open space
- tree canopy
- energy and water use
- waste minimisation.

City of Whittlesea A place for all | 5



### 1.1 A socially cohesive community

- **Early activation of the growth corridor** – work closely with developers, state government and emerging communities for better service access, participation and social connection.
- **Places free from racism** – support and foster local settings that are fair, welcoming and inclusive.
- **Advocate for multicultural communities** – provide leadership and advocacy training for multicultural women and community groups, and facilitate key multicultural networks.

### 1.2 A healthy and safe community

- **Aboriginal gathering place** – create an inclusive and culturally safe space where the local Aboriginal community can access a comprehensive range of community supported programs.
- **Improving community safety and preventing violence against women** – invest into community safety, crime prevention, gender equality and prevention of violence against women/family violence.
- **Addressing financial vulnerability** – increase community understanding of financial hardship and advocate for better access to services.
- **Building inclusive sporting environments** – increase participation particularly for women and girls and develop guidelines and processes to encourage greater community access.
- **Improving safety outcomes** – achieving better safety outcomes by applying a risk-based approach to regulatory issues.

### 1.3 A participating community

- **Local area community planning** – explore the feasibility and process for developing place-based community plans across the 13 precincts in the City of Whittlesea.

Council A  
Major initiatives

GOAL 1  
Connected community



WHITTLESEA  
20  
A place for all

### 3.1 Increased local employment

*Council provides ongoing services and programs to attract investment and support local businesses.*

### 3.2 Education opportunities for all

- **Preventing youth disengagement from education** – partner with key stakeholders to support at risk young people from disengaging from school.

### 3.3 Successful, innovative local businesses

- **Driving our rural economy** – work with the sector to adapt to climate change.
- **Whittlesea Food and Farm Collective** – partner to support people experiencing food insecurity.

GOAL 3  
Strong local economy



## 2.1 Smart, connected transport network

- **Upgrading local roads** – improve traffic flow, the overall condition of the road network and road safety, including the extension of Findon Road and the Lakes Boulevard intersection.
- **Cycling and walking** – continue to improve the local shared path network including Hendersons Creek Trail and McDonalds Road shared path, and advocate for further external funding.
- **Advocate for better public transport** – influence other levels of government to deliver favourable community outcomes regarding the Wollert rail corridor and the tram route 86.

- **Advocate for better state roads** – influence other levels of government to deliver favourable community outcomes regarding arterial roads and the Epping-Wollert-Donnybrook transport corridor.

## 2.2 Well-designed neighbourhoods and vibrant town centres

- **Redeveloping Mill Park Leisure Centre** – deliver a facility that is accessible, equitable, affordable and viable.
- **Rejuvenating neighbourhoods in established areas** – invest in the modern appearance and amenity of our suburbs.
- **Improve established town centres** – make retail and activity centres more attractive, particularly through traffic management and street scaping.
- **Improve the city's parks** – Improve Norris Bank Reserve, Whittlesea Gardens and six neighbourhood parks in Thomastown, Mill Park and Bundoora, and commence construction of the All Abilities Playspace in Mill Park.
- **Improve the city's buildings and accessibility** – better access to public buildings and toilets.
- **Improve protection of historic dry-stone walls** – use technology and planning tools so developers can protect and incorporate these important heritage features more effectively into our landscape and neighbourhoods.
- **Edgars Creek Community Activity Centre** – deliver an activity centre in the Epping North growth area.

## 2.3 Housing for diverse needs

- **Delivering social housing in growth areas partnership project** – partner with developers and housing associations across Whittlesea, Mitchell and Hume to increase supply of social housing.

ion Plan  
2019 – 2020

GOAL 2  
Liveable neighbourhoods

or all

GOAL 4  
Sustainable environment

## 4.1 Valued natural landscapes and biodiversity

*Council is finalising the Biodiversity Strategy and Action Plan to solidify key future initiatives to protect and grow appreciation of our local natural environment.*

## 4.2 Climate ready

- **Greening Whittlesea Urban Forest Plan** – plant more trees and grow community ownership of our local trees to adapt to climate change and build resilience.
- **Integrated Water Management Strategy and Action Plan** – secure safe and affordable water supply, prepare for droughts and mitigate against stormwater risks.

## 4.3 Leaders in clean, sustainable living

- **Corporate Energy Transition Plan** – achieve zero net emissions by 2022 and grow energy leadership.
- **Food and Garden Organics Waste Collection** – trial a better service option for the disposal of organic waste to reduce greenhouse gas emissions and increase diversion from landfill.

## Delivering value to the City of Whittlesea community



**927,000**  
Aquatic facility visits



**2,065**  
Animals collected



**5,786,682**  
Bins lifted



**164,070**  
Customer service calls



**28,236**  
Meals delivered



**2,344**  
Food and health inspections



**29,143**  
Vaccinations administered



**8,552km**  
Local roads swept/maintained



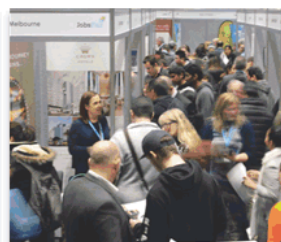
**1,016,089**  
Books and other library items loaned



**3,220**  
Maternal & Child Health consultations



**1,110**  
Planning and building permits issued



**959**  
Business engagement activities to support local jobs growth

### High-performing organisation

Council delivers a range of internal functions and activities enabling the delivery of efficient and effective services and initiatives. Council's goal is to be a high-performing organisation which delivers best value to the community. There are four main internal services:

- our governance
- our people
- our finance and assets and
- our systems and knowledge.

### The Strategic Resource Plan

The Strategic Resource Plan is prepared and updated every year in conjunction with the Council Plan to reflect the financial and non-financial resources required to achieve the key directions and actions included in the Council Plan.

The Strategic Resource Plan is available at Council's offices or on Council's website [whittlesea.vic.gov.au](http://whittlesea.vic.gov.au)



**City of Whittlesea**



**City of Whittlesea**  
25 Ferres Boulevard  
South Morang VIC 3752

**Opening hours**  
Monday-Friday, 8.30am-5pm



9217 2170 (24 hours)  
TTY: 133 677 (ask for 9217 2170)



[info@whittlesea.vic.gov.au](mailto:info@whittlesea.vic.gov.au)



[whittlesea.vic.gov.au](http://whittlesea.vic.gov.au)



[facebook.com/cityofwhittlesea](https://facebook.com/cityofwhittlesea)



[@citywhittlesea](https://twitter.com/citywhittlesea)



[CityWhittlesea](https://www.instagram.com/CityWhittlesea)



**4.1.2 PROPOSED ANNUAL BUDGET 2019/20 & PROPOSED STRATEGIC RESOURCE PLAN 2019-23**

<b>Attachments:</b>	<b>1</b>	<b>Proposed Annual Budget 2019/20</b> <a href="#">↓</a>
	<b>2</b>	<b>Proposed Strategic Resource Plan 2019-2023</b> <a href="#">↓</a>
	<b>3</b>	<b>Proposed Schedule of Fees and Charges 2019/20</b> <a href="#">↓</a>
	<b>4</b>	<b>2019/20 Draft Rating Strategy</b> <a href="#">↓</a>

**Responsible Officer:** Director Corporate Services

**Author:** Manager Finance & Assets

**RECOMMENDATION SUMMARY**

Authorise the Chief Executive Officer to give public notice of the Proposed Annual Budget 2019/20, ('the Proposed Budget'), Attachment 1 to this report, and Proposed Strategic Resource Plan 2019-23 ('Proposed SRP'), Attachment 2 to this report, which make provision for two rate rebates (a \$838,186 rebate relating to the Melbourne Wholesale Markets, and a \$200,000 allocation for Sustainable Land Management Rebates).

This Proposed Budget and Proposed SRP are prepared for the purposes of sections 126, 127, 129 and 223 of *the Local Government Act 1989*.

**KEY FACTS AND / OR ISSUES**

- Average rates in 2019/2020 will increase by 2.50 per cent, in line with the rate cap set by the Victorian Government under the Fair Go Rates System.
- The Proposed Budget is \$272.1 million, which includes an operating budget of \$199.4 million and a capital works program of \$72.7 million to improve roads and facilities around the City.
- The Proposed Budget will be advertised on Thursday 28 March 2019, allowing public comments and submissions to be received up until 5pm Friday 26 April 2019.
- The final Budget is scheduled to be adopted by Council at a Special Council Meeting to be held on Thursday 6 June 2019 following consideration of any submissions by a Committee of Councillors.
- The Proposed Budget includes a \$532,000 cash surplus.

**REPORT****INTRODUCTION**

Councillors and officers have worked together over many months in developing the Proposed Budget and Proposed SRP to ensure it meets the needs and aspirations of our community.

The Proposed Budget balances the needs for additional infrastructure and responsible expenditure, while meeting the key priorities outlined within the proposed 2018-22 Council Plan.

In 2019/20 Council will spend \$272.1 million to deliver more than 100 community services and invest in essential new infrastructure. This includes a \$72.7 million capital works program.

The proposed rate increase is 2.50%, in line with the order by the Minister for Local Government on 20 December 2018 under the Fair Go Rates System. Council will not be seeking a variation to the rate cap for the 2019/20 year and is very aware of cost pressures on individuals and businesses, and has historically made every attempt to minimise rate increases.

After hearing public submissions, it is proposed that the Budget and SRP will be adopted at a Special Council Meeting to be held on Thursday, 6 June 2019.

**BACKGROUND**

The Proposed Budget (Attachment 1) has been prepared on the principles of responsible financial management to achieve an operating surplus that ensures and maintains long term financial sustainability and on a cash basis to deliver a surplus in order to fund new works.

The compilation of the Proposed Budget has been challenging in order to deliver services to a growing community, whilst improving organisation efficiencies and business processes.

Whilst always difficult to raise revenue, especially in times of economic uncertainty, the rate increase proposed is in line with the rate cap set by the State Government and provides for a continued mix of responsible recurrent and capital budget expenditures.

**BUDGET HIGHLIGHTS**

Some key features of the budget include:

- Operating revenue of \$222.5 million (excluding developer contributions, non-monetary assets and non-recurrent capital grants)
- Operating expenditure of \$199.4 million
- \$12.22 million to provide services, programs and activities and enable older people to live independently in their homes
- \$9.07 million for provision of family and children services
- \$4.89 million contribution to provide the Regional Library Service
- \$3.45 million for traffic management services, including school crossings and community education programs
- \$5.74 million for public health services and programs delivered to protect and enhance community health, safety and wellbeing
- \$2.28 million for supporting local youth services.



**Capital works**

The Proposed Budget includes a new capital works budget of \$72.7 million and \$10.5 million of works carried forward from 2018/19 including:

**Improving roads, footpaths and bike paths**

- \$4.1 million for construction of Findon Road extension from Williamsons Road to Danaher Drive.
- \$8.9 million for signalisation of the intersection at Ferres Boulevard and Findon Road.
- Continued investment in roads renewal and rehabilitation program, dogs off leash areas, disability access and traffic management initiatives around schools.

**Upgrading or building new community facilities**

- \$9.7 million for Mill Park Leisure development
- \$2.48 million for Mernda Recreation Leisure Centre
- \$1.37 for pavilion at Painted Hills Recreation Reserve
- \$1.19 million for Norris Bank Recreation Reserve masterplan
- \$1.64 million for construction of Edgars Creek Community Activity Centre.

**Parks and playgrounds**

- \$1.1 million for ongoing program for upgrading playgrounds and general landscape
- \$3 million for developing an All Abilities Play Space in Mill Park.

**WASTE CHARGE**

When Council separated the waste charge from general rates in its 2018/19 Budget, there was uncertainty in relation to processing costs for recyclable materials and Council undertook to absorb the additional costs in 2018/19 year only.

In the *Fact Sheet – Separating the waste services charge from general rates* that formed part of the 2018/19 Rating Strategy, Council was open and transparent about its intention to review the waste charge this year and the possibility of having to increase it by more than the rates cap level, if the actual cost charged by the service providers increased significantly. The Fact Sheet explicitly stated that “*depending on how things pan out, we may need to increase our waste charge next year to reflect the changes in the industry*”.

Whittlesea has been one of the lowest rating Councils, with its rates per household the 13<sup>th</sup> lowest of the 79 Victorian councils and its rates per person the 4<sup>th</sup> lowest. Whilst we should be proud of being a low rating council, our rates revenue directly affects the level of services we can provide to the community and it is an increasing challenge to meet service and infrastructure delivery requirements.

In previous years Council received revenue from processing recyclable materials which was used to offset the overall waste management cost. This offset benefit was passed onto ratepayers in the calculation of the waste charge when it was introduced in 2018/19 Budget. Due to industry changes and under the current contract, in place since July 2018, Council no longer receives any financial offset benefit for recyclables. Council is not proposing to recover the loss of this revenue (approx. \$900,000) from ratepayers in the 2019/20 Budget, even though this appears to be the practice of most Victorian councils since 2018/19.

The average increase of waste charges in Victoria (72 eligible councils) from 2017/18 to 2018/19 was \$29.32. Two-thirds of the 72 councils increased their waste charge by more than \$20 per household, with 36 of them increasing their waste charge by more than \$30 per

household. City of Whittlesea kept its promise of absorbing the additional cost of processing recyclable materials in 2018/19, but it is unsustainable to continue this practice.

In 2019/20 it is proposed that City of Whittlesea levy an additional charge of \$14.50 per assessment to help recover costs paid by Council to process recyclable materials. This charge is in addition to the normal 3% increase required by the garbage and recycling collection contract index.

The 2019/20 proposed waste service charges are:

- \$110.50 per annum for residential and farming properties
- \$169.20 per annum for commercial and industrial properties.

This will bring average rates and charges (general rates + waste service charge) to \$1,824 per household, being 3.3% higher than the 2018/19 level of \$1,766, slightly (0.8%) above the 2019/20 rate cap of 2.5%. It is worth noting that the waste charge is not subject to rates capping and with the proposed increase on waste charge, Council will remain compliant with the rates cap.

## PROPOSAL

It is proposed that Council authorise the Chief Executive Officer to give public notice of the Proposed Budget for the 2019/20 financial year.

## CONSULTATION

The Proposed Budget and Proposed SRP will be advertised on Thursday 28 March 2019, allowing public comments and submissions to be received up until 5pm Friday 26 April 2019.

## CRITICAL DATES

It is proposed that the final Budget be adopted by Council at a Special Council Meeting to be held on Thursday 6 June 2019 following consideration of any submissions by an Advisory Committee of Councillors.

## FINANCIAL IMPLICATIONS

In 2019/20 Council will spend \$272.1 million to deliver more than 100 community services and invest in essential new infrastructure.

This includes a \$72.7 million capital works program, with projects to build and upgrade community centres, sporting fields and tennis courts, playgrounds, roads, bike paths and footpaths across our new and established areas.

## POLICY STRATEGY AND LEGISLATION

Council prepares its annual Budget under the provisions of the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

## LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

<b>Whittlesea 2040 Goal</b>	<b>Enabling the vision</b>
<b>Whittlesea 2040 Key Direction</b>	<b>Making it happen</b>
<b>Strategic Objective</b>	<b>Our Council strives to achieve long term financial sustainability</b>
<b>Council Priority</b>	<b>Organisational Sustainability</b>

**DECLARATIONS OF CONFLICTS OF INTEREST**

Under section 80C of the *Local Government Act 1989* officers providing advice to Council must disclose any interests, including the type of interest.

The Responsible Officer reviewing this report, having made enquiries with the relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

**CONCLUSION**

Council has developed a responsible Budget which reflects community needs and is closely aligned to the proposed Council Plan. The Proposed Budget continues Council's efforts to deliver its capital expenditure obligations and day to day service delivery challenges.

As Council looks to the future with limited opportunities to broaden its revenue base, meeting these obligations will require added financial discipline, monitoring, and continuous improvement to ensure that Council is delivering services in a cost-effective manner.

Residents and other interested members of our community are invited to make comments and submissions on the Proposed Budget and Proposed SRP.

**RECOMMENDATION**

**THAT Council resolve to:**

1. Authorise the Chief Executive Officer to give public notice of the Proposed Annual Budget 2019/20 ('the Proposed Budget'), Attachment 1 to this report, and Proposed Strategic Resource Plan 2019-23 ('Proposed SRP'), Attachment 2 to this report, which make provision for two rate rebates (a \$838,186 rebate relating to the Melbourne Wholesale Markets, and a \$200,000 allocation for Sustainable Land Management Rebates). The Proposed Budget and Proposed SRP are prepared for the purposes of sections 126, 127, 129 and 223 of *the Local Government Act 1989*.
2. Establish an Advisory Committee comprising Cr \_\_\_\_\_; Cr \_\_\_\_\_; and Cr \_\_\_\_\_ ('the Advisory Committee') to consider submissions, and hear from any person who requests to speak in support of their submission on the Proposed Budget or Proposed SRP.
3. Require the Advisory Committee to report to Council, with any recommendations, at the Council Meeting to be held at 6.00 pm on Thursday, 6 June 2019.
4. Make copies of the Proposed Budget and Proposed SRP available for inspection at the following locations:
  - a. Council Offices at –
    - i. 25 Ferres Boulevard, South Morang
    - ii. Westfield Plenty Valley Shopping Centre
  - b. Libraries at –
    - i. May Road, Lalor

- ii. Main Street, Thomastown
    - iii. Plenty Road, Mill Park
    - iv. Laurel Street, Whittlesea
    - v. The Mobile Library.
  - c. Whittlesea City Council's website – [www.whittlesea.vic.gov.au](http://www.whittlesea.vic.gov.au).
5. Seek written public submissions on the Proposed Budget and Proposed SRP during the consultation period of Thursday 28 March 2019 to 5.00 pm Friday 26 April 2019.
  6. Not give incentives under Section 168(1) of the Act for the payment of rates before the due date for payment.
  7. Confirm the Proposed Schedule of Fees and Charges attached to this report (Attachment 3).
  8. Note the 2019/20 Draft Rating Strategy (Attachment 4).



## Proposed Annual Budget 2019-2020

[whittlesea.vic.gov.au](http://whittlesea.vic.gov.au)

**Contents**

## Page

Mayors introduction

3

Executive summary

4

**Budget Reports**

1. Link to the Council Plan

6

2. Services and service performance indicators

8

3. Financial statements

23

4. Notes to the financial statements

30

5. Financial Performance Indicators

56

## Mayor introduction

I am pleased to present the 2019/20 Budget to the City of Whittlesea community.

Our municipality is thriving and growing at a rapid rate; we welcome more than 8,000 residents every year. This rapid growth combined with our ageing infrastructure poses a significant challenge to deliver services, facilities and infrastructure while keeping costs down. This means being smart about our service delivery and continually challenging ourselves to be more efficient

Council's 2019/2020 Budget is \$272.1 million, which includes an operating budget of \$199.4 million and Capital Works Program of \$72.7 million to improve roads and facilities around the City. Developing the Budget is challenging but I am confident we have developed a financially responsible plan for the year ahead and proud that we are on track to fulfil the goals set out in our Council Plan Update 2017-2021.

Some of the capital works highlights of the 2019/2020 Budget include:

- redevelopment of Mill Park Leisure and refurbishment of car park
- continued investment in roads renewal and rehabilitation program, dogs off leash areas, disability access and traffic management initiatives around schools
- ongoing program for upgrading playgrounds and general landscape improvements
- construction of new pavilion at Main Street Reserve Thomastown
- starting to implement the Norris Bank Reserve masterplan
- continued development of an All Abilities Play Space in Mill Park
- heating and cooling upgrades at Mill Park Library
- completion of pavilion and car park at Harvest Home Road, Epping
- continuation of pavilion upgrade at Duffy Street Reserve
- Stage 2 refurbishment of the Whittlesea Swim Centre
- completion of soccer pitches and pavilion at:
  - Painted Hills Recreation Reserve
  - Lalor West Reserve
- continue works for the signalisation of intersection at Ferres Boulevard and Findon Road, South Morang
- construction of the Findon Road extension – Williamsons Road to Danaher Drive (connecting to Plenty Road)
- streetscape improvements for shopping precinct on High Street in Lalor and Thomastown

Since the introduction of rate capping in 2016/17, the City of Whittlesea has kept its rates to the annual rate cap set by the Minister for Local Government. For the 2019/20 financial year, the cap on Victorian council rate rises has been set at 2.5 per cent.

I commend and endorse the 2019/20 Budget and I'd like to thank the City of Whittlesea staff who assisted with its development.

**Cr Lawrie Cox**  
**Mayor**



## Executive summary

The Proposed Budget for 2019/2020 is aligned to the vision set out in the 2017-2021 Council Plan. This Budget has a focus on implementing significant infrastructure projects whilst enabling Council to continue to deliver services and facilities for our rapidly growing community.

Average rates in 2019/2020 will increase by 2.50 per cent, in line with the rate cap set by the Victorian Government under the Fair Go Rates System.

### Budget highlights

Some key features included in the operating budget include:

- Operating revenue of \$222.46 million (excluding developers contributions, non-monetary assets and non-recurrent capital grants)
- Operating expenditure of \$199.42 million
- \$12.22 million to provide services, programs and activities and enable older people to live independently in their homes
- \$9.07 million for provision of family and children services
- \$4.89 million contribution to provide the regional library service
- \$3.45 million for traffic Management services and includes school crossings and community education programs
- \$5.74 million for public health services and programs delivered to protect and enhance community health, safety and wellbeing
- \$2.28 million for supporting local youth services

### Capital works

The budget includes a new capital works budget of \$72.65 million and \$10.46 million of works carried forward from 2018/19 including:

#### Improving roads, footpaths and bike paths

- \$8.9 million for signalisation of Intersection at Ferres Boulevard and Findon Road
- \$1.35 million for streetscape improvements program at Thomastown High Street Shops
- \$660,000 for construction of Shared Path on McDonalds Rd between Darebin Creek to Civic Drive.
- Continued investment in Roads Renewal and Rehabilitation Program, pathways to stations, Disability Access and Traffic Management Initiatives Around Schools

#### Upgrading or building new community facilities

- \$9.7 million for Mill Park Leisure Centre Development
- \$1.37 million for Painted Hills Rec Reserve and Community Pavilion
- \$1.64 million for construct Community Activity Centre Epping North at Edgars Creek
- \$700,000 for construct Community Activity Centre at west of Epping Road
- \$1.4 million upgrade pavilion at Main Street Reserve Thomastown
- \$685,000 for construct playing fields and pavilion at Lalor West Reserve (Mosaic)

#### Parks and playgrounds

- \$1.1 million for ongoing program for upgrading playgrounds and general landscape
- \$3.0 million for an All Abilities Play Space in Mill Park



### Wast charges

When Council separated the waste charge from general rates in its 2018/19 budget, there was uncertainty in relation to processing costs for recyclable materials and Council undertook to absorb the additional costs in 2018/19 year only.

In the *Fact Sheet – Separating the waste services charge from general rates* that formed part of the 2018/19 Rating Strategy, Council was open and transparent about its intention to review the waste charge this year and the possibility of having to increase it by more than the rates cap level, if the actual cost charged by the service providers increased significantly.

Whittlesea has been one of the lowest rating Councils, with its rates per household the 13th lowest of the 79 Victorian councils and its rates per person the 4th lowest. Whilst we should be proud of being a low rating council, our rates revenue directly affects the level of services we can provide to the community and it is an increasing challenge to meet service and infrastructure delivery requirements.

The average increase of waste charges in Victoria (72 eligible councils) from 2017/18 to 2018/19 was \$29.32. Two-thirds of the 72 councils increased their waste charge by more than \$20 per household, with 36 of them increasing their waste charge by more than \$30 per household (Attachment 2). City of Whittlesea kept its promise of absorbing the additional cost of processing recyclable materials in 2018/19, but it is unsustainable to continue this practice.

In 2019/20 it is proposed that City of Whittlesea levy an additional charge of \$14.50 per assessment to help recover costs paid by Council to process recyclable materials. This charge is in addition to the normal 3% increase required by the garbage and recycling collection contract index.

The 2019/20 proposed waste service charges are:

- \$110.50 per annum for residential and farming properties
- \$169.20 per annum for commercial and industrial properties.

### Key pressures on the Budget

- Rate capping has put enormous financial pressure on Council to manage its services and infrastructure delivery in the growth context. The cap for 2019/20 has been set at 2.50% (2018/19: 2.25%).
- The City of Whittlesea is one of the fastest growth municipalities in the nation.
- Erosion in the value of Grant funding for number of services. This occurs where local government provides a service to the community on behalf of the State and Federal Government. Overtime funds received by local governments do not increase in line with real cost increases.
- State Government Landfill levy has increased from \$9 per tonne in 2008/09 to \$64.30 per tonne in 2018/19 (614% increase in 10 years and added \$3.62M to Council's costs)
- Current financial crisis in the recycling industry presents significant uncertainty for recycling service delivery and price affordability

### Key budget outcomes

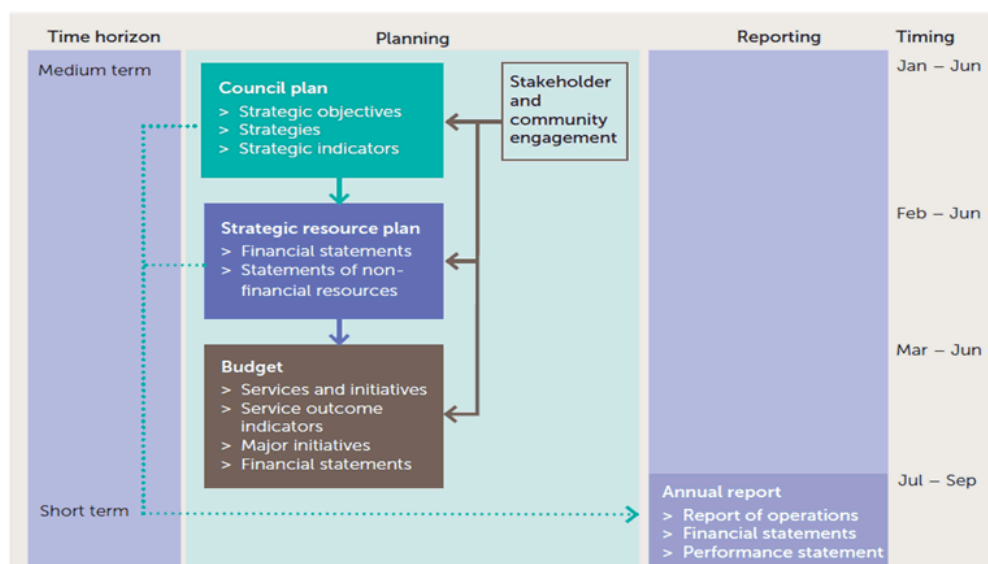
- **Total Revenue** : \$338.04 (2018/19 \$324.03M)
- **Total Expenditure** : \$199.42 (2018/19 \$197.69M)
- **Accounting Result**: a surplus of \$138.62M including capital grants and contribution based on total income of \$115.58M.
- **Underlying operating result**: a surplus of \$23.04M.  
(Note: Underlying operating result is an important measure of sustainability as it excludes income which is to be used for capital, from being allocated to cover operating expenses).
- **Cash result**: \$532,000 surplus.  
This is the net funding result after considering the funding requirements to meet loan principal repayments, reserve transfers and rate funded capital expenditure exceeding depreciation. (Refer reconciliation table 2.8).
- **New Capital Works Program**: \$72.65M
  - o \$39.56M from Council operations (rates funded)
  - o \$10.37M from reserves
  - o \$6.57M from grants and contributions
  - o \$16.16M from loan borrowings

## 1. Link to the Council Plan

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

### 1.1 Planning and accountability framework

The Strategic Resource Plan, part of and prepared in conjunction with the Council Plan, 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 Annual Budget is framed within the Strategic Resource Plan, considering the services and initiatives which contribute to achieving the strategic objectives specified in the Council Plan. The diagram below depicts the planning and accountability framework that applies to local government in Victoria.



Source: Department of Environment, Land, Water and Planning

In addition to the above, Council has a long term plan which articulates a community vision, mission and values. The Council Plan is prepared with reference to Council's long term Community Plan.

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

## 1.2 Our purpose

### Our vision

*Our vision 'A place for all'.*

*The City of Whittlesea's vision guides our effort to keep pace with the rapid changes to and growth of our municipality over the next few years.*

### Our mission

*The City of Whittlesea promises to:-*

- *Use evidence to decide our community direction*
- *We use this evidence to advocate to Council and external parties*
- *We strategically resource our organisation to support our community*

### Our values

- *Excellence*
- *Wellbeing*
- *Valuing diversity*
- *Respect*
- *Open communication*

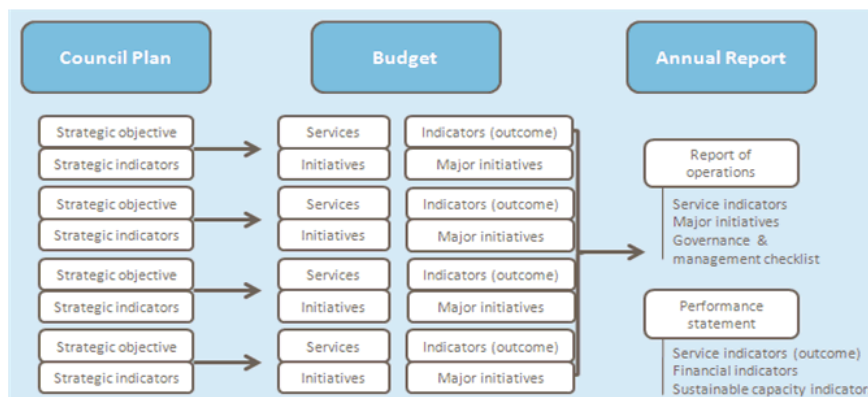
## 1.3 Strategic objectives

*Council delivers services and initiatives under 26 major service areas. Each contributes to achieving Council's strategic objectives, which are grouped under four goals.'*

Goal	Description
Connected community	<p>In 2040 the City of Whittlesea is a place that opens its arms to every resident, where all walks of life are celebrated and supported.</p> <p>Our community is compassionate and welcoming. We are healthy and can easily access the support services we need. People of all backgrounds, ages and abilities feel that they are an essential part of the community. We work together, making our community a better place for all.</p>
Liveable neighbourhoods	<p>In 2040 the City of Whittlesea is well-planned and beautiful. Our neighbourhoods and town centres are convenient and vibrant places to live, work and play.</p> <p>Everything we need is close by. We have a variety of quality housing that suits our life stages and circumstances. Every resident is able to get where they need to go with ease and can leave the car at home.</p>
Strong local economy	<p>In 2040 the City of Whittlesea is the smart choice for innovation, business growth and industry.</p> <p>People of all ages have opportunities to learn and develop skills locally. There are many opportunities to gain employment and build careers not too far from home. Residents support local business and we are renowned for our successful local economy</p>
Sustainable Environment	<p>In 2040 the City of Whittlesea's superb landscapes and natural environment are an enduring source of pride.</p> <p>Our iconic River Red Gums, local biodiversity and precious natural assets are protected for future generations. Locals and visitors enjoy spending time in our natural environments and our leafy suburbs. Together, we are working to reduce our impact on the environment and adapt to the changing climate.</p>

## 2. Services and service performance indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2019/20 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 Environment, Land, Water and Planning

### 2.1 Connected Community

In 2040 the City of Whittlesea is a place that opens its arms to every resident, where all walks of life are celebrated and supported.

Our community is compassionate and welcoming. We are healthy and can easily access the support services we need. People of all backgrounds, ages and abilities feel that they are an essential part of the community. We work together, making our community a better place for all.

Services		2017/18 Actual \$'000	2018/19 Forecast \$'000	2019/20 Budget \$'000
<b>Aboriginal Reconciliation</b>	<i>Exp</i>	603	619	629
	<i>Rev</i>	(179)	(177)	(164)
	<b>NET</b>	424	442	465

Council works with the whole community to increase awareness, heal the wrongs of the past and foster reconciliation. In addition Council works with our Aboriginal residents to facilitate equal access to life opportunities and services and to facilitate recognition and continuity of culture. Specifically, Council is working with service providers to assist them to locate in the City of Whittlesea. Council is setting the example with a target to increase the proportion of Aboriginal people employed at Council to 2%, and the provision of Aboriginal awareness and capacity training to enable the whole organisation to deliver services to our Aboriginal residents. Council facilitates the Whittlesea Reconciliation Group to foster reconciliation and run programs and events that raise awareness and promote discussion.

Services		2017/18 Actual \$'000	2018/19 Forecast \$'000	2019/20 Budget \$'000
<b>Arts, Heritage &amp; Festivals</b>	<i>Exp</i>	1,913	2,159	2,243
	<i>Rev</i>	(34)	(8)	(8)
	<i>NET</i>	1,879	2,151	2,235

Council's 'Arts, Heritage and Festivals' service seeks to build identity, belonging and social cohesion, all of which are central to the achievement of the Whittlesea 2040 vision 'A place for all'. Council's strategic approach:

- Enables a creative sector that is vibrant and viable.
- Delivers events that showcase and celebrate our strengths and cultural diversity.
- Preserves and promotes our history and our living traditions and the co-creation of cultures.

<b>Community Facilities</b>	<i>Exp</i>	16,751	17,028	17,175
	<i>Rev</i>	(4,229)	(4,101)	(4,235)
	<i>NET</i>	12,522	12,927	12,940

Planning, construction, management and maintenance of Council owned and operated facilities to support Council services, conferences, events, leisure activities and community-run activities and groups. Specific Council services supported include Maternal & Child Health, early childhood, social support activities. External services supported include other allied health and community services.

<b>Leisure and Recreation</b>	<i>Exp</i>	1,418	1,445	1,531
	<i>Rev</i>	0	0	0
	<i>NET</i>	1,418	1,445	1,531

The service includes the strategic planning and management of leisure and recreation activities within the City of Whittlesea. Council manages and supports community groups and organisations using Council spaces. Council liaises with sports clubs to support their development, community participation and effective use of sports grounds, pavilions and other facilities.

Furthermore, the service plays a key role in planning for, delivering and managing Council's leisure facilities.

<b>Ageing Well</b>	<i>Exp</i>	13,672	13,570	11,998
	<i>Rev</i>	(8,821)	(8,756)	(7,781)
	<i>NET</i>	4,851	4,814	4,217

Council supports older residents to age well by providing services, programs and activities such as delivered meals, domestic assistance, personal care, seniors' clubs support, Positive Ageing programs and social support. Furthermore, Council facilitates partnerships and advocates for social and physical infrastructure.

<b>Animal Management</b>	<i>Exp</i>	2,756	3,437	3,614
	<i>Rev</i>	(1,705)	(1,889)	(1,964)
	<i>NET</i>	1,051	1,548	1,650

Animal management features a range of services and programs delivered to ensure that people and their pets can live together harmoniously and safely in our community.

The service includes: reuniting lost pets with their owners, pet adoptions, operating the Epping Animal Welfare Facility, animal investigations, establishing and monitoring measures put in place to mitigate the risks posed by dangerous and restricted breed dogs, attending to wandering livestock, auditing animal-related businesses to ensure welfare standards are upheld.

Council keeps a register of cats and dogs that live in the City of Whittlesea and promotes responsible pet ownership through a series of communication campaigns and events each year.

Services		2017/18 Actual \$'000	2018/19 Forecast \$'000	2019/20 Budget \$'000
<b>Family and Children's Services</b>	<i>Exp</i>	9,341	9,626	9,078
	<i>Rev</i>	(5,243)	(5,383)	(4,524)
	<i>NET</i>	4,098	4,243	4,554

Family and Children's Services aims to improve health, safety, social and educational outcomes for children and families within the City of Whittlesea. This is achieved by providing high quality, evidence-based services, programs and activities to strengthen individual and community wellbeing, capacity and connection. Key services include Maternal & Child Health and early years management and support. The service also supports the planning and delivery of relevant physical infrastructure.

<b>Public Health and Safety</b>	<i>Exp</i>	6,004	5,935	5,747
	<i>Rev</i>	(5,682)	(5,695)	(7,237)
	<i>NET</i>	322	240	(1,490)

A range of services and programs delivered to protect and enhance community health, safety and wellbeing. This is achieved by educating the community about their responsibilities to contribute to public health and safety, the enforcement of state and local laws, working with emergency service agencies to plan and respond to emergencies, and by using an evidence base to develop plans for addressing major health and wellbeing issues faced by the community.

<b>Youth Services</b>	<i>Exp</i>	2,036	2,098	2,289
	<i>Rev</i>	(141)	(146)	(139)
	<i>NET</i>	1,895	1,952	2,150

Baseline for Young People is Council's dedicated Youth Service. Baseline provides a range of programs, activities and events for young people aged 10- 25 years and their families. Baseline also facilitates networks and advocates for inclusive social and physical infrastructure that support all young people, and works closely with a range of external organisations.

<b>Community Strengthening</b>	<i>Exp</i>	4,965	5,162	5,035
	<i>Rev</i>	(854)	(832)	(543)
	<i>NET</i>	4,111	4,330	4,492

Enhances community wellbeing through building social capital, planning of local place based programs and services, planning and delivery of community infrastructure and actively engaging local residents, community organisations and other stakeholders.

<b>Customer Service, Communications and Civic Participation</b>	<i>Exp</i>	3,801	4,094	4,189
	<i>Rev</i>	(3)	(3)	(3)
	<i>NET</i>	3,798	4,091	4,186

The service manages key interactions between residents and Council via the service counter, the customer contact centre, online service requests and complaints, Council's websites and other communication channels, civic functions, Council meetings and information requests.

**Major Initiatives**

- 1) Early activation of the growth corridor - work closely with developers, State government and emerging communities for better service access, participation and social connection.
- 2) Places free from racism - support and foster local settings that are fair, welcoming inclusive and free from racism.
- 3) Advocate for multicultural communities – provide leadership and advocacy training for multicultural women and community groups, and facilitate key multicultural networks.
- 4) Aboriginal gathering place - create an inclusive and culturally safe space where the local Aboriginal community can access a comprehensive range of community supported programs.
- 5) Improving community safety and preventing violence against women - invest into our community safety, crime prevention, gender equality and prevention of violence against women/family violence.
- 6) Addressing financial vulnerability - increasing community understanding of financial hardship and advocate for better access to services.
- 7) Building inclusive sporting environments - increase participation particularly for women and girls and develop guidelines and processes to encourage greater community access.
- 8) Improving safety outcomes - achieving better safety outcomes by applying a risk-based approach to regulatory issues.
- 9) Local area community planning - Explore the feasibility and process for developing place-based community plans across the 13 precincts in the City of Whittlesea.

**Other Initiatives**

Pest Animal Management program supporting local landholders in the Whittlesea region to control pests such as rabbits, deer, and foxes.

Every household will receive Whittlescene, your City of Whittlesea newsletter with a new focus on your immediate neighbourhood and it will be delivered directly to your letterbox bi-monthly.

We are focusing on how we make it easier for our community to work with us. Over this year, we are responding to our communities request to engage with us digitally and offering online lodgement of planning applications, animal registration and hard waste collection services.

We are undertaking two key community surveys, the Household Survey and Community Satisfaction Survey. These surveys are vital in our advocacy, planning and delivery of services to our growing community.

Community Events Funding Program. Council will introduce new funding categories to support community managed cultural events. Amounts of up to \$2,000 will be available to support local neighbourhood events and amounts of up to \$20,000 to support larger events.

The soccer pavilion at Duffy St Reserve, Epping will be upgraded to provide improved facilities to encourage and support women's participation in particular.

The introduction of a Navigation and Connection program to support older residents obtain the services they need and the access to available supports and activities.

Council's new Online parent portal for City of Whittlesea's Kindergarten Enrolment Scheme allows parents to submit their child's application electronically, view details currently on record and make changes as required.



## Service Performance Outcome Indicators

	Indicator	Performance Measure	Computation	2017/18 Actual
Animal Management	<b>Timeliness</b>	<b>Time taken to action animal management requests</b> (applicable from 1 July 2015) (The average number of days it has taken for Council to action animal management related requests)	Number of days between receipt and first response action for all animal	1
	<b>Service Standard</b>	<b>Animals reclaimed</b> (The percentage of collected registrable animals under the Domestic Animals Act 1994 reclaimed)	Number of animals reclaimed divided by Number of animals collected	43.34%
	<b>Service Cost</b>	<b>Cost of animal management service</b> (The direct cost to Council of the animal management service per registrable animal under the Domestic Animals Act 1994)	Direct cost of the animal management service divided by Number of registered animals	\$94.65
	<b>Health &amp; Safety</b>	<b>Animal prosecutions</b> (The number of successful animal management prosecutions)	Number of successful animal management prosecutions	7
Aquatic Facilities	<b>Service standard</b>	<b>Health inspections of aquatic facilities</b> (The number of inspections by an authorised officer within the meaning of the Public Health and Wellbeing Act 2008 carried out per Council Aquatic facility)	Number of authorised officer inspections of Council aquatic facilities divided by Number of aquatic facilities	2.33
	<b>Health and safety</b>	<b>Reportable safety incidents at aquatic facilities</b> (The number of WorkSafe reportable aquatic facility safety incidents)	Number of WorkSafe reportable aquatic facility safety incidents	0
	<b>Service Cost</b>	<b>Cost of indoor aquatic facilities</b> (The direct cost to council less any income received of providing indoor aquatic facilities per visit)	Direct cost of indoor aquatic facilities less income received divided by Number of visits to indoor aquatic facilities	\$ 0.73
	<b>Service Cost</b>	<b>Cost of outdoor aquatic facilities</b> (The direct cost to council less any income received of providing outdoor aquatic facilities per visit)	Direct cost of outdoor aquatic facilities less income received divided by Number of visits to outdoor aquatic facilities	\$ 13.30
	<b>Utilisation</b>	<b>Utilisation of aquatic facilities</b> (The number of visits to aquatic facilities per head of municipal population)	Number of visits to aquatic facilities divided by Municipal population	4.18



	Indicator	Performance Measure	Computation	2017/18 Actual
Governance	Transparency	<b>Council decisions made at meetings closed to the public</b> (The percentage of Council resolutions made at an ordinary or special meeting of Council, or at a meeting of special committee consisting only of councillors, closed to the public under section 89(2) of the Local Government Act 1989)	Number of Council resolutions made at an ordinary or special meetings of Council, or at meetings of a special committee consisting only of councillors, closed to the public under section 89(2) of the Local Government Act 1989 divided by Number of council resolutions made at an ordinary or special meetings of Council or meetings of a special committee consisting only of councillors	21.75%
	Consultation and Engagement	<b>Satisfaction with community consultation and engagement</b> (Community satisfaction rating out of 100 with the consultation and engagement efforts of the Council. This includes consulting and engaging directly with the Community on key local issues requiring decisions by Council) the Community on key local issues requiring decisions by Council)	Community satisfaction rating out of 100 with how council has performed on community consultation and engagement	56
	Attendance	<b>Councillor attendance at Council meetings</b> (The percentage of attendance at ordinary and special Council meetings by Councillors)	The sum of the number of Councillors who attended each ordinary and special Council Meeting divided by (Number of ordinary and special Council meetings) multiplied by (the number of Councillors elected at the last Council general election)	85.38%
	Service cost	<b>Cost of governance</b> (The direct cost of delivering Council's governance service per Councillor)	Direct cost of the governance service divided by Number of Councillors elected at the last Council general election	\$54,481.18
	Satisfaction	<b>Satisfaction with Council decisions</b> (Community satisfaction rating out 100 with how Council has performed in making decisions in the interests of the Community)	Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community	56

	Indicator	Performance Measure	Computation	2017/18 Actual
Maternal and Child Health	<b>Satisfaction</b>	<b>Participation in first MCH home visit</b> (The percentage of infants enrolled in MCH service who receive the first MCH home visit)	Number first MCH home visits divided by Number of birth notifications received	105.30%
	<b>Service standard</b>	<b>Infant enrolments in MCH service</b> (The percentage of infants enrolled in the MCH service)	Number of infants enrolled in the MCH service (from birth notifications received) divided by Number of birth notifications received	100%
	<b>Service cost</b>	<b>Cost of MCH service</b> (The cost to Council of the MCH service per hour of service delivered)	Cost to Council of the MCH service divided by Hours worked by MCH nurses	\$ 70.57
	<b>Participation</b>	<b>Participation in MCH service</b> (Percentage of children enrolled who participate in the MCH service)	Number of children who attend the MCH service at least once (in the year) divided by Number of children enrolled in the MCH service	76.96%
	<b>Participation</b>	<b>Participation in MCH service by Aboriginal children</b> (Percentage of Aboriginal children enrolled who participated in the MCH service)	Number of Aboriginal children who attend the MCH service at least once (in the year) divided by number of Aboriginal children enrolled in the MCH	71.63%
Food Safety	<b>Timeliness</b>	<b>Time taken to action food complaints</b> (The average number of days it has taken Council to action food complaints received from members of the public about the safety or handling of food for sale)	Number of days between receipt and first response action for all food complaints divided by Number of food complaints	1.88
	<b>Service standard</b>	<b>Food safety assessments</b> (The percentage of registered class 1 and class 2 food premises that receive an annual food safety assessment)	Number of registered class 1 and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984 divided by Number of registered class 1 and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984	99.42%
	<b>Service cost</b>	<b>Cost of food safety service</b> (The direct cost of the food safety service per food premises registered by Council, or for which Council has received notification, during the year)	Direct cost of the food safety service divided by Number of food premises registered or notified in accordance with the Food Act 1984	\$ 309.07
	<b>Health &amp; Safety</b>	<b>Critical and major non-compliance notifications</b> (The percentage of critical and major non-compliance outcome notifications that are followed up by Council)	Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up divided by Number of critical non-compliance notifications and major non-compliance notifications about food premises	100.00%

## 2.2 Liveable neighbourhoods

In 2040 the City of Whittlesea is well-planned and beautiful. Our neighbourhoods and town centres are convenient and vibrant places to live, work and play.

Everything we need is close by. We have a variety of quality housing that suits our life stages and circumstances. Every resident is able to get where they need to go with ease and can leave the car at home.

Services		2017/18	2018/19	2019/20
		Actual	Forecast	Budget
		\$'000	\$'000	\$'000
<b>Roads, Public</b>	<i>Exp</i>	18,647	18,990	19,339
<b>Transport and</b>	<i>Rev</i>	(4,117)	(3,923)	(4,324)
<b>Footpaths</b>	<i>NET</i>	14,530	15,067	15,015

Provision and maintenance of accessible, functional, safe and well connected transport infrastructure. This is achieved by using best practice in planning, design and delivery.

<b>Traffic</b>	<i>Exp</i>	3,101	3,368	3,459
<b>Management</b>	<i>Rev</i>	(735)	(785)	(780)
	<i>NET</i>	2,366	2,583	2,679

Traffic management includes a range of services delivered to ensure a safe and efficient road network for motorists, pedestrians and cyclists. Programs include staffing school crossings at flagged and un-flagged crossings, and running community education programs about safe traffic behaviour around schools.

<b>Parks and</b>	<i>Exp</i>	12,658	13,749	14,509
<b>Open Space</b>	<i>Rev</i>	(87)	(65)	(60)
	<i>NET</i>	12,571	13,684	14,449

Management and maintenance of Council's parks and open space assets except conservation and bushland areas, such as parks, playgrounds, street trees, sports fields and lawns. The service also includes the planning for future parks and open space projects.

<b>Planning and</b>	<i>Exp</i>	10,502	11,962	13,008
<b>Building</b>	<i>Rev</i>	(4,252)	(3,860)	(4,137)
	<i>NET</i>	6,250	8,102	8,871

The service encompasses the administration and enforcement of building and planning legislation, and how land is being used and developed from a strategic and statutory perspective.

This includes policy and master plan preparation and implementation, and approval of infrastructure and public spaces associated with urban development.

**Major Initiatives**

- 10) Upgrading local roads - improve traffic flow, road safety and the condition of the road network, including the extension of Findon Road and the Lake Boulevard intersection.
- 11) Cycling and walking - continue to improve the local shared path network including Hendersons Creek Trail and McDonalds Road shared path, and advocate for further external funding.
- 12) Advocate for better public transport - influence other levels of government to deliver favourable community outcomes regarding the Wollert rail corridor and the route 86 tram extension.
- 13) Advocate for better state roads - influence other levels of government to deliver favourable community outcomes regarding arterial roads and the Epping-Wollert-Donnybrook transport corridor.
- 14) Redeveloping Mill Park Leisure Centre - deliver a facility that is accessible, equitable, affordable and viable.
- 15) Rejuvenating neighbourhoods in established areas - invest in the modern appearance and amenity of our suburbs.
- 16) Improve established town centres - make retail centres and activity centres in our existing town centres more attractive, particularly through traffic management and streetscaping.
- 17) Improve the City's parks - improve Norris Bank Reserve, Whittlesea Gardens and 6 neighbourhood parks in Thomastown, Mill Park and Bundoora, and commence construction of the All Abilities Playspace at Mill Park.
- 18) Improve the City's buildings and accessibility - better access to public buildings and toilets.
- 19) Improve protection of historic dry stone walls - use technology and planning tools so developers can protect and incorporate these important heritage features more effectively into our landscape and neighbourhoods.
- 20) Edgars Creek Community Activity Centre - deliver an activity centre in Epping North growth area.
- 21) Delivering social housing in growth areas partnership project - partner with developers and housing associations across Whittlesea, Mitchell and Hume to increase supply of social housing.

**Other Initiatives**

Extend Edgars Road by constructing 2 lanes between O'Herns Road & Cooper Street Epping.

Deliver signalised intersections at O'Herns Road & Scanlon Drive Epping, and O'Herns Road & Gateway Boulevard Epping.

We will add another 8-10 new school crossing supervisors to our current 190 school crossing supervisors to assist our children in travelling more safely to school.

We will be advocating for our key priorities in the upcoming State and Federal budgets and Federal Election, including Construction of the E6 Freeway, Planning for the Mernda Health and Wellbeing Hub, Feasibility of Wollert Rail, a contribution towards the Mernda aquatic and leisure centre, increased mental health services for our community, a commitment to fund 15 hours kindergarten, a national approach to Social and Affordable Housing, supporting Jobs and business growth for Melbourne's north through infrastructure investment, support for people seeking asylum, a national policy position on energy performance for residential housing and National online gambling reforms.

We will work with the Victorian Electoral Commission on a review of our electoral structure and plan for the conduct of the election of Councillors, scheduled for October 2020.

## Service Performance Outcome Indicators

	Indicator	Performance Measure	Computation	2017/18 Actual
Roads	Satisfaction	<b>Sealed local road requests</b> (The number of sealed local road requests per 100 kilometres of sealed local roads)	Number of sealed local road requests divided by Kilometres of sealed local roads X 100	19.89
	Condition	<b>Sealed local roads below the intervention level</b> (The 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 divided by Kilometres of sealed local roads	97.84%
	Service Cost	<b>Cost of sealed local road reconstruction</b> (The direct reconstruction cost to Council per square metre of sealed local roads reconstructed)	Direct cost of sealed local road reconstruction divided by Square metres of sealed local roads reconstructed	\$ 98.41
	Service Cost	<b>Cost of sealed local road resealing</b> (The direct reconstruction cost to Council per square metre of sealed roads resealed)	Direct cost of sealed local road resealing divided by Square metres of sealed local roads resealed	\$47.96
	Satisfaction	<b>Satisfaction with sealed local roads</b> (Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads)	Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads	62
Statutory Planning	Timeliness	<b>Time taken to decide planning applications</b> (The median number of days taken between the receipt of a planning application and a decision on the application)	Median number of days between the receipt of planning application and a decision on planning application	72
	Service Standard	<b>Planning applications decided within 60 days</b> (The percentage of planning application decisions made within 60 days)	Number of planning application decisions made within 60 days divided by Number of planning application decisions made	69.16%
	Service Cost	<b>Cost of statutory planning service</b> (The direct cost to Council of the statutory planning service per planning application received)	Direct cost of the statutory planning service divided by Number of planning applications received	\$2,101.86
	Decision Making	<b>Planning decisions upheld at VCAT</b> (The percentage of planning application decisions subject to review by VCAT that were not set aside)	Number of VCAT decisions that did not set aside Council's decision in relation to a planning application divided by Number of VCAT Council decisions in relation to planning applications	55.00%

### 2.3 Strong Local Economy

In 2040 the City of Whittlesea is the smart choice for innovation, business growth and industry investment.

People of all ages have opportunities to learn and develop skills locally. There are many opportunities to gain employment and build careers not too far from home. Residents support local business and we are renowned for our successful local economy.

Services	Description of services provided	2017/18 Actual \$'000	2018/19 Forecast \$'000	2019/20 Budget \$'000
<b>Investment</b>	<i>Exp</i>	775	845	701
<b>Attraction</b>	<i>Rev</i>	(203)	(195)	(196)
	<b>NET</b>	572	650	505

Encourage new and support reinvestment within the City of Whittlesea through networking, relationship management with stakeholders and promotion of the opportunities and initiatives available.

<b>Libraries</b>	<i>Exp</i>	4,639	4,753	4,896
	<i>Rev</i>	(84)	(83)	(83)
	<b>NET</b>	4,555	4,670	4,813

The City of Whittlesea offers library services through Yarra Plenty Regional Library in partnership with Banyule and Nillumbik Councils. The library service supports Council in building a skilled community that has a sense of wellbeing, inclusion and belonging through free access to relevant collections, public programs and welcoming, accessible spaces for learning.

<b>Local</b>	<i>Exp</i>	416	449	319
<b>Business</b>	<i>Rev</i>	(51)	(49)	(49)
<b>Support</b>	<b>NET</b>	365	400	270

Support to businesses including guidance, assistance through other Council departments, promotion of funding and employment opportunities, networking with complementary businesses, promotion of business initiatives to increase customer base, coordination of special rate schemes, support to trader associations and case management of issues and planning applications.

#### Major Initiatives

- 22) Preventing youth disengagement from education - partner with key stakeholders to support at risk young people from disengaging from school.
- 23) Driving our rural economy - work with the sector to adapt to climate change.
- 24) Whittlesea Food and Farm Collective - partner to support people experiencing food insecurity.

#### Other Initiatives

Our Community Development Grants program will have two grants rounds to support local initiatives and community groups.

#### Service Performance Outcome Indicators

Indicator	Performance Measure	Computation	2017/18 Actual
Libraries	<b>Utilisation</b> <b>Library collection usage</b> (The number of library collection item loans per library collection item)	Number of library collection item loans divided by Number of library collection items	6.75
	<b>Resource Standard</b> <b>Standard of library collection</b> (The percentage of the library collection that has been purchased within the last five years)	Number of library collection items purchased in the last 5 years divided by Number of library collection items	87.44%
	<b>Service cost</b> <b>Cost of library service</b> (The direct cost to Council of the library service per visit)	Direct cost of the library service divided by Number of visits	\$ 5.58
	<b>Participation</b> <b>Active library members</b> (The percentage of the municipal population that are active library members)	Number of active library members divided by municipal population	12.81%



## 2.4 Sustainable environment

In 2040 the City of Whittlesea's superb landscapes and natural environment are an enduring source of pride.

Our iconic River Red Gums, local biodiversity and precious natural assets are protected for future generations. Locals and visitors enjoy spending time in our natural environments and our leafy suburbs. Together, we are working to reduce our impact on the environment and adapt to the changing climate.

Services		2017/18	2018/19	2019/20
		Actual \$'000	Forecast \$'000	Budget \$'000
<b>Conservation and Bushland</b>	<i>Exp</i>	2,486	2,537	2,925
	<i>Rev</i>	(206)	(222)	(271)
	<b>NET</b>	2,280	2,315	2,654

The service aims to protect natural landscapes and biodiversity by adequately planning and maintaining Council's conservation and bushland reserves assets. This encompasses community education, bushland and reserve maintenance including fuel reduction burning and pest plant management, as well as the managing native vegetation offset sites.

<b>Environment Management</b>	<i>Exp</i>	1,174	1,194	1,587
	<i>Rev</i>	(70)	(48)	(8)
	<b>NET</b>	1,104	1,146	1,579

Provision of sustainability expertise in the following areas:

- Strategy and policy development and implementation.
- Climate change adaptation. Community and corporate sustainability education and events.
- Land management incentives, education and engagement.
- Environmental planning and compliance.
- Natural resource management & biodiversity planning.

<b>Waste and Recycling</b>	<i>Exp</i>	16,221	16,698	17,195
	<i>Rev</i>	(5,325)	(4,663)	(4,562)
	<b>NET</b>	10,896	12,035	12,633

Management of council's kerbside waste management collection services, landfill rehabilitation, waste education and policy development. The kerbside services include residential garbage, recycling, green and hard waste and commercial garbage collection.

<b>Water Management</b>	<i>Exp</i>	3,247	3,096	2,926
	<i>Rev</i>	(8)	(7)	(8)
	<b>NET</b>	3,239	3,089	2,918

Council manages the local drainage network, constructs and manages a number of stormwater capture, treatment and diversion assets. Council also plays a role in preparing the community for future rainfall events and drought conditions.

### Major Initiatives

- 25) Greening Whittlesea Urban Forest Plan - plant more trees and grow community ownership of our local trees to adapt to climate change and build resilience.
- 26) Integrated Water Management Strategy and Action Plan - Secure safe and affordable water supply, prepare for droughts and mitigate against stormwater risks.
- 27) Corporate Energy Transition Plan - achieve zero net emissions by 2022 and grow energy leadership.
- 28) Food and Garden Organics Waste Collection - trial a better service option for the disposal of organic waste to reduce greenhouse gas emissions and increase diversion from landfill.



**Other Initiatives**

Continued investment in the energy efficient street light program to reach greenhouse gas emission reductions of 4500 tons per year, and annual cost savings of \$1,090,000.

**Service Performance Outcome Indicators**

				<b>2017/18 Actual</b>
<b>Indicator</b>	<b>Performance Measure</b>	<b>Computation</b>		
Waste Collection	<b>Satisfaction</b>	<b>Kerbside bin collection requests</b> (The number of kerbside bin collection requests per 1000 kerbside bin collection households)	Number of kerbside garbage and recycling bin collection requests divided by Number of kerbside bin collection households X 1000	303.28
	<b>Service Standard</b>	<b>Kerbside collection bins missed</b> (The number of kerbside collection bins missed per 10,000 scheduled kerbside collection bin lifts)	Number of kerbside garbage and recycling collection bins missed divided by Number of scheduled kerbside garbage and recycling collection bin lifts X 10,000	12.1
	<b>Service Cost</b>	<b>Cost of kerbside garbage bin collection service</b> (The direct cost of the kerbside garbage bin collection service per kerbside garbage collection bin)	Direct cost of the kerbside garbage bin collection service divided by Number of kerbside garbage collection bins	\$ 50.09
	<b>Service Cost</b>	<b>Cost of kerbside recyclables bin collection service</b> (The direct cost of the kerbside recyclables collection service per kerbside recyclables collection bin)	Direct cost of the kerbside recyclables bin collection service divided by Number of kerbside recyclables collection bins	\$ 25.72
	<b>Waste Diversion</b>	<b>Kerbside collection waste diverted from landfill</b> (The percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill)	Weight of recyclables and green organics collected from kerbside bins divided by Weight of garbage, recyclables and green organics collected from kerbside bins	39.51%

## 2.5 Enabling Service

Council delivers a range of internal functions and activities enabling the delivery of efficient and effective services and initiatives. Council's goal is to be a high-performing organisation which delivers best value to the community.

Services		2017/18	2018/19	2019/20
		Actual	Forecast	Budget
		\$'000	\$'000	\$'000
<b>Our Systems and Knowledge</b>	<i>Exp</i>	7,761	9,459	12,366
	<i>Rev</i>	(45)	(848)	(2,000)
	<i>NET</i>	7,716	8,611	10,366

The 'Our systems and knowledge' service ensures users can rely on an effective working environment in terms of technology, applications, information management, research and analytics. The service provides the key platforms enabling service and infrastructure delivery across the organisation.

<b>Our Finance and Assets</b>	<i>Exp</i>	9,046	9,540	9,236
	<i>Rev</i>	(2,409)	(3,274)	(2,289)
	<i>NET</i>	6,637	6,266	6,947

The 'Our finance and assets' service ensures Council is managed in a financially sustainable way where resources are allocated effectively to support the delivery of the desired community outcomes. This includes rate setting and revenue generation, prudent financial planning and management, procurement of goods and services, and effective asset management.

<b>Our People</b>	<i>Exp</i>	2,332	4,046	4,214
	<i>Rev</i>	(5)	(153)	(281)
	<i>NET</i>	2,327	3,893	3,933

The 'Our people' service exists to ensure the City of Whittlesea has adequate labour capacity (numbers) and capability (skills and knowledge) to provide services to the community now, and into the future in an efficient, effective, and sustainable manner.

<b>Our Governance</b>	<i>Exp</i>	5,938	6,117	6,294
	<i>Rev</i>	(376)	(139)	(100)
	<i>NET</i>	5,562	5,978	6,194

The 'Our governance' service ensures Council has adequate structures and processes in place to manage the business of local government in an effective and compliant manner. This includes key strategic planning, communications, advocacy, decision-making and monitoring/reporting activities to achieve Council's purpose of achieving the best outcomes for the local community.

**2.8 Reconciliation with budgeted operating result**

	Net Cost (Revenue) \$'000	Exp. \$'000	Revenue \$'000
Connected Community	36,930	63,528	(26,598)
Liveable Neighbourhoods	41,014	50,315	(9,301)
Strong Local Economy	5,588	5,916	(328)
Sustainable Environment	19,784	24,633	(4,849)
Enabling Service	27,440	32,110	(4,670)
<b>Total</b>	<b>130,756</b>	<b>176,502</b>	<b>(45,746)</b>
<b>Expenses added in:</b>			
Rates funded capital expenditure	39,558		
Loan principal & interest	8,567		
Other	654		
<b>Deficit before funding sources</b>	<b>179,535</b>		
<b>Funding sources added in:</b>			
Rates and charges revenue	(159,017)		
Grants commission	(15,058)		
Interest Revenue	(3,241)		
Other	(2,751)		
<b>Total funding sources</b>	<b>(180,067)</b>		
<b>Cash result (surplus)/deficit for the year</b>	<b>(532)</b>		
<b>Operating adjustments</b>			
Depreciation	26,163		
Capital expenditure	(83,124)		
Loan principal	(6,595)		
Transfers to and from reserves	5,810		
Capital contributions	(100,039)		
New loan borrowing (excluding carry forwards)	19,164		
<b>(Surplus)/deficit for the year</b>	<b>(138,621)</b>		
<b>Less</b>			
Capital grants	4,468		
Capital contributions	111,115		
<b>Underlying (surplus)/deficit funds for the year</b>	<b>(23,038)</b>		

### 3. Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2018/19 has been supplemented with projection to 2021/22 extracted from the Strategic Resource Plan.

This section includes the following financial statements prepared in accordance with the Local Government Act 1989 and the Local Government Planning and Reporting regulations 2014.

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 2023

		Forecast Actual	Budget	Strategic Resource Plan Projections		
	NOTES	2018/19 \$'000	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000
<b>Income</b>						
Rates and charges	4.1.1	151,470	<b>159,017</b>	166,470	176,134	185,289
Statutory fees and fines	4.1.2	11,302	<b>11,523</b>	11,973	12,445	12,762
User fees	4.1.3	10,725	<b>13,530</b>	14,448	14,949	15,218
Grants - Operating	4.1.4	20,997	<b>28,058</b>	28,330	29,063	29,748
Grants - Capital	4.1.4	10,273	<b>5,968</b>	-	-	-
Contributions - monetary	4.1.5	12,630	<b>12,060</b>	11,794	12,019	12,665
Contributions - non-monetary	4.1.5	98,077	<b>100,039</b>	102,039	104,080	106,162
Net gain/(loss) on disposal of property, infrastructure, plant and equipment		235	<b>196</b>	102	-	-
Other income	4.1.6	8,325	<b>7,650</b>	7,640	7,736	7,834
<b>Total income</b>		324,034	<b>338,041</b>	342,796	356,426	369,678
<b>Expenses</b>						
Employee costs	4.1.7	89,680	<b>89,760</b>	91,745	94,875	97,779
Materials and services	4.1.8	65,436	<b>66,589</b>	68,853	67,884	70,209
Depreciation and amortisation	4.1.9	25,355	<b>26,163</b>	26,915	28,467	29,792
Bad and doubtful debts		416	<b>391</b>	391	391	391
Borrowing costs		1,450	<b>1,972</b>	3,003	3,308	3,849
Other expenses	4.1.10	14,969	<b>14,545</b>	14,908	15,412	15,873
<b>Total expenses</b>		197,306	<b>199,420</b>	205,815	210,337	217,893
<b>Surplus/(deficit) for the year</b>		126,728	<b>138,621</b>	136,981	146,089	151,785
<b>Total comprehensive result</b>		126,728	<b>138,621</b>	136,981	146,089	151,785

**Balance Sheet**

For the four years ending 30 June 2023

		Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Strategic Resource Plan Projections		
	NOTES			2020/21 \$'000	2021/22 \$'000	2022/23 \$'000
<b>Assets</b>						
<b>Current assets</b>						
Cash and cash equivalents		50,966	<b>50,456</b>	45,115	57,163	40,124
Trade and other receivables		10,737	<b>11,895</b>	12,529	13,111	13,562
Other financial assets		118,921	<b>117,731</b>	105,268	133,380	93,622
Inventories		174	<b>179</b>	185	190	196
Other assets		4,412	<b>4,368</b>	4,342	4,343	4,365
<b>Total current assets</b>	4.2.1	185,210	<b>184,629</b>	167,439	208,187	151,869
<b>Non-current assets</b>						
Other financial assets		22	<b>22</b>	22	22	22
Investments in associates, joint arrangement and subsidiaries		2,838	<b>2,838</b>	2,838	2,838	2,838
Property, infrastructure, plant & equipment		3,550,961	<b>3,702,835</b>	3,871,887	4,012,642	4,218,423
Investment property		2,600	<b>2,600</b>	2,600	2,600	2,600
Intangible assets		793	<b>793</b>	793	793	793
<b>Total non-current assets</b>	4.2.1	3,557,214	<b>3,709,088</b>	3,878,140	4,018,895	4,224,676
<b>Total assets</b>		3,742,424	<b>3,893,717</b>	4,045,579	4,227,082	4,376,545
<b>Liabilities</b>						
<b>Current liabilities</b>						
Trade and other payables		13,742	<b>13,984</b>	14,459	14,256	14,744
Trust funds and deposits		10,168	<b>10,168</b>	10,168	10,168	10,168
Provisions		18,945	<b>19,759</b>	20,636	21,509	22,353
Interest-bearing liabilities	4.2.3	6,595	<b>4,365</b>	5,372	7,049	7,478
<b>Total current liabilities</b>	4.2.2	49,450	<b>48,276</b>	50,635	52,982	54,743
<b>Non-current liabilities</b>						
Provisions		4,425	<b>6,472</b>	8,974	11,333	13,320
Interest-bearing liabilities	4.2.3	31,651	<b>43,450</b>	53,471	84,180	78,111
<b>Total non-current liabilities</b>	4.2.2	36,076	<b>49,922</b>	62,445	95,513	91,431
<b>Total liabilities</b>		85,526	<b>98,198</b>	113,080	148,495	146,174
<b>Net assets</b>		3,656,898	<b>3,795,519</b>	3,932,499	4,078,587	4,230,371
<b>Equity</b>						
Accumulated surplus		2,531,205	<b>2,672,886</b>	2,803,740	2,987,564	3,178,704
Reserves		1,125,693	<b>1,122,633</b>	1,128,759	1,091,023	1,051,667
<b>Total equity</b>		3,656,898	<b>3,795,519</b>	3,932,499	4,078,587	4,230,371

**Statement of Changes in Equity**  
For the four years ending 30 June 2023

	NOTES	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
<b>2019 Forecast Actual</b>					
Balance at beginning of the financial year		3,530,170	2,399,765	988,494	141,911
Surplus/(deficit) for the year		126,728	126,728	-	-
Transfers to other reserves		-	(30,177)	-	30,177
Transfers from other reserves		-	34,889	-	(34,889)
<b>Balance at end of the financial year</b>		<b>3,656,898</b>	<b>2,531,205</b>	<b>988,494</b>	<b>137,199</b>
<b>2020 Budget</b>					
Balance at beginning of the financial year		3,656,898	2,531,205	988,494	137,199
Surplus/(deficit) for the year		138,621	138,621	-	-
Transfers to other reserves	4.3.1	-	(18,021)	-	18,021
Transfers from other reserves	4.3.1	-	21,082	-	(21,082)
<b>Balance at end of the financial year</b>	4.3.2	<b>3,795,519</b>	<b>2,672,886</b>	<b>988,494</b>	<b>134,139</b>
<b>2021</b>					
Balance at beginning of the financial year		3,795,519	2,672,886	988,494	134,139
Surplus/(deficit) for the year		136,980	136,980	-	-
Transfers to other reserves		-	(15,783)	-	15,783
Transfers from other reserves		-	9,657	-	(9,657)
<b>Balance at end of the financial year</b>		<b>3,932,499</b>	<b>2,803,740</b>	<b>988,494</b>	<b>140,265</b>
<b>2022</b>					
Balance at beginning of the financial year		3,932,499	2,803,740	988,494	140,265
Surplus/(deficit) for the year		146,088	146,088	-	-
Transfers to other reserves		-	(16,082)	-	16,082
Transfers from other reserves		-	53,818	-	(53,818)
<b>Balance at end of the financial year</b>		<b>4,078,587</b>	<b>2,987,563</b>	<b>988,494</b>	<b>102,530</b>
<b>2023</b>					
Balance at beginning of the financial year		4,078,587	2,987,563	988,494	102,530
Surplus/(deficit) for the year		151,784	151,784	-	-
Transfers to other reserves		-	(16,384)	-	16,384
Transfers from other reserves		-	55,741	-	(55,741)
<b>Balance at end of the financial year</b>		<b>4,230,371</b>	<b>3,178,704</b>	<b>988,494</b>	<b>63,173</b>



**Statement of Cash Flows**

For the four years ending 30 June 2023

NOTES	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Strategic Resource Plan Projections		
	Inflows (Outflows)	Inflows (Outflows)	2020/21 \$'000 Inflows (Outflows)	2021/22 \$'000 Inflows (Outflows)	2022/23 \$'000 Inflows (Outflows)
<b>Cash flows from operating activities</b>					
Rates and charges	157,691	<b>158,791</b>	166,246	175,844	185,014
Statutory fees and fines	11,375	<b>11,457</b>	11,838	12,303	12,667
User fees	14,711	<b>12,688</b>	14,173	14,799	15,137
Grants - operating	23,097	<b>30,863</b>	31,163	31,969	32,723
Grants - capital	11,301	<b>6,564</b>	-	-	-
Contributions - monetary	11,042	<b>11,077</b>	11,323	11,570	11,824
Interest received	4,110	<b>4,086</b>	4,116	4,147	4,179
Other receipts	5,003	<b>5,050</b>	4,423	4,441	4,922
Net GST refund / payment	15,384	<b>12,050</b>	14,516	11,594	18,118
Employee costs	(87,199)	<b>(86,898)</b>	(88,366)	(91,643)	(94,947)
Materials and services	(98,954)	<b>(89,444)</b>	(92,050)	(92,287)	(94,591)
<b>Net cash provided by/(used in) 4.4.1 operating activities</b>	67,561	<b>76,284</b>	77,382	82,737	95,046
<b>Cash flows from investing activities</b>					
Payments for property, infrastructure, plant and equipment	(87,155)	<b>(85,969)</b>	(103,413)	(71,654)	(142,354)
Proceeds from sale of property, infrastructure, plant and equipment	175	<b>388</b>	201	-	-
Payments for investments	(5,421)	<b>1,190</b>	12,463	(28,113)	39,758
<b>Net cash provided by/ (used in) 4.4.2 investing activities</b>	(92,401)	<b>(84,391)</b>	(90,749)	(99,767)	(102,596)
<b>Cash flows from financing activities</b>					
Finance costs	(1,450)	<b>(1,972)</b>	(3,003)	(3,308)	(3,849)
Proceeds from borrowings	24,350	<b>16,164</b>	15,394	37,758	1,409
Repayment of borrowings	(2,382)	<b>(6,595)</b>	(4,365)	(5,372)	(7,049)
<b>Net cash provided by/(used in) 4.4.3 financing activities</b>	20,518	<b>7,597</b>	8,026	29,078	(9,489)
<b>Net increase/(decrease) in cash &amp; cash equivalents</b>	(4,322)	<b>(510)</b>	(5,341)	12,048	(17,039)
Cash and cash equivalents at the beginning of the financial year	55,288	<b>50,966</b>	50,456	45,115	57,163
<b>Cash and cash equivalents at the end of the financial year</b>	50,966	<b>50,456</b>	45,115	57,163	40,124

**Statement of Capital Works**

For the four years ending 30 June 2023

NOTES	Forecast Actual 2018/19	Budget 2019/20	Strategic Resource Plan Projections		
	\$'000	\$'000	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000
<b>Property</b>					
Buildings	2,112	2,761	5,000	5,520	12,648
Building improvements	11,323	9,988	8,370	5,895	2,832
<b>Total buildings</b>	13,435	12,749	13,370	11,415	15,480
<b>Total property</b>	13,435	12,749	13,370	11,415	15,480
<b>Plant and equipment</b>					
Plant, machinery and equipment	1,306	2,431	1,632	1,535	1,423
Fixtures, fittings and furniture	90	250	340	90	90
Computers and telecommunications	3,187	465	432	2,323	421
<b>Total plant and equipment</b>	4,583	3,146	2,404	3,948	1,934
<b>Infrastructure</b>					
Roads	16,114	31,605	21,148	24,389	27,310
Bridges	200	100	100	-	-
Footpaths and cycleways	3,812	2,090	3,811	2,106	3,602
Drainage	280	275	280	70	75
Recreational, leisure and community facilities	36,607	22,919	19,509	38,908	8,136
Parks, open space and streetscapes	6,526	7,748	4,580	6,845	4,862
Off street car parks	40	-	100	2,000	-
Other infrastructure	3,007	2,491	3,008	2,964	3,637
<b>Total infrastructure</b>	66,586	67,228	52,536	77,282	47,622
<b>Total capital works expenditure</b> 4.5.1	84,604	83,123	68,310	92,645	65,036
<b>Represented by:</b>					
New asset expenditure	43,772	45,969	35,378	62,230	32,713
Asset renewal expenditure	14,813	18,175	22,605	22,749	24,516
Asset expansion expenditure	25,654	360	800	550	1,745
Asset upgrade expenditure	365	18,619	9,527	7,116	6,062
<b>Total capital works expenditure</b> 4.5.1	84,604	83,123	68,310	92,645	65,036
<b>Funding sources represented by:</b>					
Grants	(10,273)	(9,359)	-	(1,150)	(1,200)
Contributions	(6,900)	(810)	-	-	(7,648)
Council cash	(44,762)	(55,110)	(52,916)	(53,737)	(54,842)
Borrowings	(22,669)	(17,844)	(15,394)	(37,758)	(1,346)
<b>Total capital works expenditure</b> 4.5.1	(84,604)	(83,123)	(68,310)	(92,645)	(65,036)

**Statement of Human Resources**

For the four years ending 30 June 2023

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Strategic Resource Plan Projections		
			2020/21 \$'000	2021/22 \$'000	2022/23 \$'000
<b>Staff expenditure</b>					
Employee costs - operating	89,680	<b>89,760</b>	91,745	94,875	97,779
<b>Total staff expenditure</b>	<u>89,680</u>	<u><b>89,760</b></u>	<u>91,745</u>	<u>94,875</u>	<u>97,779</u>
	FTE	FTE	FTE	FTE	FTE
<b>Staff numbers</b>					
Employees	842.0	<b>854.9</b>	859.4	865.8	870.4
<b>Total staff numbers</b>	<u>842.0</u>	<u><b>854.9</b></u>	<u>859.4</u>	<u>865.8</u>	<u>870.4</u>

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

Directorate	Budget 2019/20 \$'000	Comprises Permanent	
		Full Time \$'000	Part time \$'000
Executive	<b>840</b>	840	-
Community Services	<b>29,999</b>	13,961	16,038
Partnerships, Planning & Engagement	<b>21,603</b>	14,913	6,690
City Transport & Presentation	<b>22,013</b>	21,407	606
Corporate Services	<b>14,663</b>	12,936	1,727
<b>Total permanent staff expenditure</b>	<u><b>89,118</b></u>	<u>64,057</u>	<u>25,061</u>
Casuals, temporary and other expenditure	<b>642</b>		
<b>Total expenditure</b>	<u><b>89,760</b></u>		

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

Directorate	Budget 2019/20	Comprises Permanent	
		Full Time	Part time
Executive	<b>5</b>	5	-
Community Services	<b>278</b>	129	148
Partnerships, Planning & Engagement	<b>213</b>	147	66
City Transport & Presentation	<b>214</b>	208	6
Corporate Services	<b>133</b>	117	16
<b>Total permanent staff expenditure</b>	<u><b>843</b></u>	<u>606</u>	<u>236</u>
Casuals, temporary and other expenditure	<b>12</b>		
<b>Total staff</b>	<u><b>855</b></u>		

#### 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 annual budget.

In developing the Strategic Resource Plan, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the Strategic Resource Planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2019/20 the FGRS cap has been set at 2.5%. 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.

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

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change \$'000	%
General rates	142,039	<b>149,280</b>	7,241	5.1%
Supplementary rates	3,001	<b>1,955</b>	(1,046)	(34.9%)
Waste management charge	7,198	<b>8,583</b>	1,385	19.2%
Special rates	237	<b>237</b>	0	0.0%
Rebates <sup>1</sup>	(1,005)	<b>(1,038)</b>	(33)	3.3%
<b>Total rates and charges</b>	<b>151,470</b>	<b>159,017</b>	<b>7,547</b>	<b>5.0%</b>

<sup>1</sup> Melbourne Wholesale Markets Rebate (\$838,186), Sustainable Land Management Rebate (\$200,000).

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	2018/19 dollar/\$NAV	2019/20 dollar/\$NAV	Change
General rate for rateable residential and commercial properties <sup>2</sup>	0.04930848	<b>0.05165693</b>	4.8%
Farm rate <sup>2</sup>	0.02958509	<b>0.03099416</b>	4.8%

<sup>2</sup> Rate in the dollar is subject to change as the 2019 general valuation is still in progress. However this does not affect the total rates revenue budget.

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	2018/19 \$'000	2019/20 \$'000	Change \$'000	%
General rate	140,679	<b>147,603</b>	6,924	4.9%
Farm rate	1,361	<b>1,677</b>	316	23.2%
<b>Total amount to be raised by general rates</b>	<b>142,040</b>	<b>149,280</b>	<b>7,240</b>	<b>5.1%</b>
Annualised 2019/20 supplementary rate revenue	3,599	-	(3,599)	
	<b>145,639</b>	<b>149,280</b>	<b>3,641</b>	<b>2.5%</b>

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	2018/19 Number	2019/20 Number	Change \$'000	%
General rate	83,977	<b>86,894</b>	2,917	3.5%
Farm rate	187	<b>181</b>	(6)	(3.2%)
<b>Total number of assessments</b>	<b>84,164</b>	<b>87,075</b>	<b>2,911</b>	<b>3.5%</b>

4.1.1(e) The basis of valuation to be used is the Net Assets Value (NAV)

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	2018/19 \$'000	2019/20 \$'000	Change	
			\$'000	%
General rate	2,853,034	<b>2,857,358</b>	4,324	0.2%
Farm rate	45,993	<b>54,113</b>	8,120	17.7%
<b>Total value of land</b>	<b>2,899,027</b>	<b>2,911,471</b>	<b>12,444</b>	<b>0.4%</b>

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

Council does not have a municipal charge under section 159 of the Act.

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

Not applicable.

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 2018/19 \$	Per Rateable Property 2019/20 \$	Change	
			\$	%
Residential/Farm waste charge	93.15	<b>110.50</b>	17.35	18.6%
Commercial/Industrial waste charge	150.20	<b>169.20</b>	19.00	12.6%

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	2018/19 \$	2019/20 \$	Change	
			\$	%
Residential/Farm waste charge	6,781,199	<b>7,988,266</b>	1,207,067	17.8%
Commercial/Industrial waste charge	416,949	<b>594,738</b>	177,789	42.6%
<b>Total amount to be raised by waste charge</b>	<b>7,198,148</b>	<b>8,583,004</b>	<b>1,384,856</b>	<b>19.2%</b>
Annualised 2019/20 supplementary waste charge	63,805	-	(63,805)	
	<b>7,261,953</b>	<b>8,583,004</b>	<b>1,321,051</b>	<b>18.2%</b>

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

	2018/19 \$'000	2019/20 \$'000	Change \$'000	%
General rate	140,679	<b>147,603</b>	6,924	4.9%
Farm rate	1,361	<b>1,677</b>	316	23.2%
Residential/Farm waste charge	6,781	<b>7,988</b>	1,207	17.8%
Commercial/Industrial waste charge	417	<b>595</b>	178	42.7%
<b>Total rates and charges</b>	<b>149,238</b>	<b>157,863</b>	8,625	5.78%
Annualised 2019/20 supplementary rate revenue	3,599	-	(3,599)	
Annualised 2019/20 supplementary waste charge	64	-	(64)	
<b>Total annualised rates and charges</b>	<b>152,901</b>	<b>157,863</b>	4,962	3.25%

4.1.1(l) Fair Go Rates System Compliance

Council is fully compliant with the State Government's Fair Go Rates System. As per table 4.1.1(k), Council's total annualised rates and charges has increased by 2.50%.

	2018/19	2019/20
Total Rates \$'000	\$145,954	\$145,639
Number of rateable properties	84,164	87,075
Base Average Rates	\$1,734	\$1,673
Maximum Rate Increase (set by the State Government)	2.25%	2.50%
Capped Average Rate	\$1,773	\$1,714
Maximum General Rates Revenue \$'000	\$149,238	\$149,280
Budgeted General Rates Revenue \$'000	\$142,040	\$149,280

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
- 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

#### **Rates to be levied**

The rate and amount of rates payable in relation to land in each category of differential are:

- A rate of 0.05165693 in the NAV dollar in respect of residential and commercial use land (of a non-farm nature)
- A rate of 0.03099416 in the NAV dollar in respect of farm land.

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

Council considers that each differential rate will contribute to the equitable and efficient carrying out of its 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**

The general rate for rateable residential and commercial properties applies to all properties which do not fall into the farm rate classification (see below).

The requirements of municipal valuation are governed by the Valuation of Land Act 1960. The Act was amended in 1998 to introduce two-yearly valuations from the 2000 general valuation onwards. A Council valuer inspects all properties and takes into consideration the size, condition and locality of the property and improvements. The valuer then analyses similar properties that have recently sold in the area and determines a value for the property based on the state of the property market and current conditions.

Valuers are required to assess three bases of value:

- **Capital Improved Value (CIV)** - The value of both the land and any improvements on the property. It is the sum that the property would be likely to realise at the time of valuation if offered for sale
- **Site Value (SV)** - Site Value is what the land is worth assuming that there are no improvements, it is the sum that the property would be likely to realise at the time of valuation if offered for sale.
- **Net Annual Value (NAV)** - In the case of residential houses, units and rural properties the NAV is 5% of the Capital Improved Value. For commercial and industrial properties the NAV is the rent at which the property might reasonably be expected to be let from year to year.

A Council may choose one of these valuation bases for calculating general rates. At the City of Whittlesea, the NAV is used for calculating municipal rates.

**Farm rate**

The farm rate may be applied to some properties within the Municipality which are classified by Council as Farm Land as defined in Section 2(1) of the Valuation of Land Act 1960. Farm Land is used primarily for growing or grazing purposes and must be greater than 2 hectares in area.



## 4.1.2 Statutory fees and fines

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change	
			\$'000	%
Certificates and regulatory service fees	5,585	<b>5,444</b>	(141)	(2.5%)
Permit fees	5,717	<b>6,079</b>	362	6.33%
<b>Total statutory fees and fines</b>	<b>11,302</b>	<b>11,523</b>	<b>221</b>	<b>1.96%</b>

Statutory fees and fines that relate mainly to fees and fines levied in accordance with legislation and include parking infringements, animal registrations, Health Act registrations, building control permits, statutory planning permits and subdivision supervision fees.

## 4.1.3 User fees

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change	
			\$'000	%
Tip fees	1,029	<b>1,048</b>	19	1.9%
Leisure centre fees	1,258	<b>1,458</b>	200	15.9%
Fines	3,603	<b>6,171</b>	2,568	71.3%
Property leases and rentals	2,346	<b>2,354</b>	8	0.3%
Registrations	1,657	<b>1,733</b>	76	4.6%
Other fees and charges	833	<b>766</b>	(67)	(8.0%)
<b>Total user fees</b>	<b>10,726</b>	<b>13,530</b>	<b>2,804</b>	<b>26.1%</b>

User charges relate to the recovery of service delivery costs through the charging of fees to users of services. These include for property and Land Certification information, the green organics waste services, fees for the use of leisure facilities, entertainment, equipment hire and other community facilities and the provision of human services such as family day care and home help services.

## 4.1.4 Grants

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

A list of operating grants and capital grants by type and source, classified into recurrent and non-recurrent, is included below.

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change	
			\$'000	%
<b>Grants were received in respect of the following:</b>				
Summary of grants				
Commonwealth funded grants	23,095	26,797	3,702	16.0%
State funded grants	8,175	7,229	(946)	(11.6%)
<b>Total grants received</b>	<b>31,270</b>	<b>34,026</b>	<b>2,756</b>	<b>8.8%</b>
<b>(a) Operating Grants</b>				
<b>Recurrent - Commonwealth Government</b>				
Victoria Grants Commission - General purpose	4,966	12,833	7,867	158.4%
Victoria Grants Commission - Road funding	2,171	2,225	54	2.5%
Community Care	90	90	-	0.0%
Family Day Care	1	1	-	0.0%
Home & Community Care	5,238	5,323	85	1.6%
Senior Citizens	3	-	(3)	(100.0%)
Immunisation	32	33	1	3.1%
Social Support	320	324	4	1.3%
<b>Recurrent - State Government</b>				
Community Care	55	57	2	3.6%
Early Years	418	420	2	0.5%
Family Day Care	528	528	-	-
Health & Access	152	22	(130)	(85.5%)
Immunisation	307	116	(191)	(62.2%)
Home & Community Care	853	860	7	0.8%
Maternal & Child health	3,190	3,404	214	6.7%
Resilience & Emergency Management	60	60	-	0.0%
Sustainability Planning	14	8	(6)	(42.9%)
Social Support	136	140	4	2.9%
Youth Services	139	133	(6)	(4.3%)
Growth Area Development Assessment	75	-	(75)	(100.0%)
Road Maintenance	750	750	-	0.0%
Local Laws	707	705	(2)	(0.3%)
<b>Other</b>	<b>23</b>	<b>23</b>	<b>-</b>	<b>0.0%</b>
<b>Total recurrent grants</b>	<b>20,228</b>	<b>28,055</b>	<b>7,827</b>	<b>38.7%</b>
<b>Non-recurrent - Commonwealth Government</b>				
<b>Non-recurrent - State Government</b>				
Maternal & Child health	324	-	(324)	(100.0%)
Sustainability Planning	170	-	(170)	(100.0%)
Economic Development	40	-	(40)	(100.0%)
Health Promotion	104	-	(104)	(100.0%)
Development Engineering	75	-	(75)	(100.0%)
Youth Services	5	-	(5)	(100.0%)
Other	51	3	(48)	(94.1%)
<b>Total non-recurrent grants</b>	<b>769</b>	<b>3</b>	<b>(766)</b>	<b>(99.6%)</b>
<b>Total operating grants</b>	<b>20,997</b>	<b>28,058</b>	<b>7,061</b>	<b>33.6%</b>

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change \$'000 %	
<b>(b) Capital Grants</b>				
<i>Recurrent - Commonwealth Government</i>				
Roads to recovery	914	1,500	586	64.1%
<i>Recurrent - State Government</i>				
<b>Total recurrent grants</b>	914	<b>1,500</b>	586	64.1%
<i>Non-recurrent - Commonwealth Government</i>				
<i>Non-recurrent - State Government</i>				
Building Maintenance & Construction	7,559	2,258	(5,301)	(70.1%)
Parks & Gardens	1,100	2,210	1,110	100.9%
Roads & Paths	700	-	(700)	(100.0%)
<b>Total non-recurrent grants</b>	9,359	<b>4,468</b>	(4,891)	(52.3%)
<b>Total capital grants</b>	10,273	<b>5,968</b>	(4,305)	(41.9%)
<b>Total Grants</b>	31,270	<b>34,026</b>	2,756	8.8%

#### 4.1.5 Contributions

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change \$'000 %	
Monetary	12,630	<b>12,060</b>	(570)	(4.5%)
Non-monetary	98,077	<b>100,039</b>	1,962	2.0%
<b>Total contributions</b>	110,707	<b>112,099</b>	1,392	1.3%

Monetary Contributions are those contributions and reimbursements from organisations such as sporting clubs for works carried out on their behalf, as well as contributions from developers towards specific capital works projects.

Non Monetary Contributions are those assets that have been transferred to Council by developers.

#### 4.1.6 Other income

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change \$'000 %	
Interest	4,110	<b>4,086</b>	(24)	(0.6%)
Reimbursements	2,958	<b>2,516</b>	(442)	(14.9%)
Sales	1,223	<b>1,014</b>	(209)	(17.1%)
Other Income	34	<b>34</b>	-	0.0%
<b>Total other income</b>	8,325	<b>7,650</b>	(675)	-8.1%

Other income relates to items such as interest on investments and operational sales.

## 4.1.7 Employee costs

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change	
			\$'000	%
Wages and salaries	79,096	<b>79,689</b>	593	0.8%
Casual Staff	889	<b>642</b>	(247)	(27.8%)
Superannuation	6,884	<b>7,129</b>	245	3.6%
Workcover	2,400	<b>2,000</b>	(400)	(16.7%)
Fringe benefits tax	411	<b>300</b>	(111)	(26.9%)
<b>Total employee costs</b>	<b>89,680</b>	<b>89,760</b>	<b>80</b>	<b>0.1%</b>

Employee costs include all labour related expenditure such as salaries, wages, allowances and on-costs such as leave entitlements, superannuation and WorkCover.

Employee costs are estimated to increase due to the following factors:

- Increase in staff numbers due largely to growth within the municipality resulting in expansion of programs, services and administration
- Includes positions which have been funded from specific grants
- Salary movements through banding adjustments and the Enterprise Agreement

## 4.1.8 Materials and services

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change	
			\$'000	%
External works (contractors)	40,200	<b>43,273</b>	3,073	7.6%
Support Services	7,522	<b>5,428</b>	(2,094)	(27.8%)
Design Work	5	-	(5)	(100.0%)
Facilities Management	2,475	<b>1,815</b>	(660)	(26.7%)
Supplies & Services	8,814	<b>8,844</b>	30	0.3%
Plant and Fleet Operations	1,732	<b>1,578</b>	(154)	(8.9%)
Computer Services	2,114	<b>2,992</b>	878	41.5%
Communications	1,117	<b>1,129</b>	12	1.1%
Catering Supplies	330	<b>346</b>	16	4.9%
Construction Materials	870	<b>968</b>	98	11.3%
Travel & Accommodation	257	<b>216</b>	(41)	(16.0%)
<b>Total materials and services</b>	<b>65,436</b>	<b>66,589</b>	<b>1,153</b>	<b>1.8%</b>

Materials & Services include the purchase of supplies and consumables, payments for the provision of services, and fleet costs.

## 4.1.9 Depreciation and amortisation

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change	
			\$'000	%
Infrastructure Assets	18,160	<b>18,740</b>	580	3.2%
Buildings	5,096	<b>5,257</b>	161	3.2%
Plant & Equipment	1,539	<b>1,588</b>	49	3.2%
Furniture & Equipment	503	<b>519</b>	16	3.2%
Intangible Assets	57	<b>59</b>	2	3.5%
<b>Total depreciation and amortisation</b>	<b>25,355</b>	<b>26,163</b>	<b>808</b>	<b>3.2%</b>

Depreciation relates to the usage of Council's property, plant and equipment including infrastructure assets such as roads and drains expressed in financial terms.

## 4.1.10 Other expenses

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change	
			\$'000	%
Contributions & Donations	6,610	<b>6,781</b>	171	2.6%
Utilities	5,191	<b>5,193</b>	2	0.0%
Councillor and Mayoral expenses	437	<b>445</b>	8	1.8%
Financial costs	2,522	<b>2,122</b>	(400)	(15.9%)
Other Costs	209	<b>4</b>	(206)	(98.3%)
<b>Total other expenses</b>	<b>14,969</b>	<b>14,545</b>	<b>(424)</b>	<b>(2.8%)</b>

Other expenses relate to a range of unclassified items including utilities and contributions to community groups.

## 4.2 Balance Sheet

This section of the Annual Budget report analyses the movements in assets, liabilities and equity between 2018/19 and 2019/20.

### 4.2.1 Assets

#### Current assets and non-current assets

The increase in current assets is mainly due to the increase in cash and cash equivalents and trade & other receivables (See Budget Standard Cash Flow Statement) and financial assets. This is due in part to decrease spending Capital works program.

Inventory levels are expected to increase marginally

The increase in non-current assets is the net result of the capital works program and transfer to Council of non-monetary assets (\$100.03 million), offset by the depreciation of non-current assets (\$26.16 Million).

### 4.2.2 Liabilities

#### Current liabilities and non-current liabilities

Trade and other payables (being the amounts that Council owes to suppliers) are expected to increase slightly in line with materials and services (See Budgeted Comprehensive Income Statement).

Annual and long service leave staff entitlements (provisions) are expected to increase in line with an increasing labour cost base.

Non-current liabilities (that is, obligations Council must pay beyond the next financial year) will increase due to new loan borrowing for capital projects in 2019/20.

### 4.2.3 Borrowings

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

	2018/19 \$	2019/20 \$
Amount borrowed as at 30 June of the prior year	16,278	36,565
Amount proposed to be borrowed - new	10,369	16,164
Amount proposed to be borrowed - carried forward	12,300	1,681
Amount projected to be redeemed	(2,382)	(6,595)
Amount of borrowings as at 30 June	36,565	47,815
Total new borrowings	22,669	17,845

### 4.3 Statement of changes in Equity

#### 4.3.1 Reserves

	Balance at beginning of reporting period	Transfers to Reserve	Transfers from Reserve	Balance at end of reporting period
<b>2019/20</b>				
Asset Revaluation Reserve	992,061	-	-	992,061
<b>Asset replacement reserve</b>				
Plant replacement	1,266	463	(1,766)	(37)
Infrastructure Reserve	16,259		(2,841)	13,418
Tip replacement	3,162	1,048		4,210
Land Sales	454			454
Non Standard Street lighting contributions	3,084	99	(110)	3,073
Synthetic Turf replacement	1,670	10		1,680
Environmental project reserve	2,966	1,350	(1,030)	3,286
Traffic Lights Constructions	445	75		520
Lutheran Church	380			380
Unspent budgeted capitals works	6,126	12,401	(8,062)	10,465
Technology improvement fund	4,977		(2,465)	2,512
LASF defined benefit plan liability	3,288			3,288
Other	2,773	150		2,923
	46,850	15,596	(16,274)	46,172
<b>Asset development reserve</b>				
Parklands contribution	4,209	778	(600)	4,387
Community facilities	74,554	1,162	(3,777)	71,940
Car parking	28			28
Planning Permit Drainage Levy	1,537	319		1,856
Net Gain Compensation	3,964	166	(181)	3,949
Plenty Road Duplication	1,668			1,668
People plan reserve	500		(250)	250
Other	322			322
	86,782	2,425	(4,808)	84,400
	1,125,693	18,021	(21,082)	1,122,633

#### Statutory reserves

These funds must be applied for specified statutory purposes in accordance with various legislative and contractual requirements. Whilst these funds earn interest revenue for Council, they are not available for other purposes.

#### Discretionary reserves

There are no restrictions on the use of these funds other than as Council may itself impose. In this case Council has made decisions regarding the future use of these funds and, unless there is a Council resolution to change those decisions, these funds should be used for those earmarked purposes. These decisions about future use of these funds will be made in the context of the long term funding requirements as set out in the plan.



#### 4.3.2 Equity

The net increase in equity (or net assets) will be \$138.62 million and in the main reflects the increase in Council's infrastructure, Property Plant and Equipment. This increase is substantially due to the Income Statement item non-monetary assets - i.e. those assets built and/or constructed by developers that are then divested to Council.

#### 4.4 Statement of Cash Flows

This section analyses the expected cash flows from the operating, investing and financing activities of Council for the 2019/20 year. Budgeting cash flows for Council is a key factor in setting the level of rates and providing a guide to the level of capital expenditure that can be sustained with or without using existing cash reserves.

This analysis is based on three main categories of cash flows:

- **Operating activities** - Refers to the cash generated or used in the normal service delivery functions of Council. Cash remaining after paying for the provisions of services to the community may be available for investment in capital works, or repayment debt.

- **Investing activities** - Refers to the cash generated or used in the enhancement or creation of infrastructure and other assets. These activities also include the acquisition and sale of other assets such as vehicles, property and equipment.

- **Financing activities** - Refers to the cash generated or used in financing of Council functions and include borrowing from financial institutions and advancing of repayable loans to other organisations. These activities also include repayment of the principal component of loan repayment of the year.

##### 4.4.1 Net cash flows provided by/used in operating activities

The increase in cash flow from operating activities is due to a \$3.02 million increase in grants, a \$1.10 million increase in rates and charges, a \$9.51 million decrease in payments to suppliers.

The net cash flows from the operating activities does not equal the operating result of the year as the expected revenues and expenses of the Council include non-cash items which have been excluded from the Cash flow Statement.

##### 4.4.2 Net cash flows provided by/used in investing activities

The increase in payments for investing activities represents the increase in capital works expenditure over the 2018/19.

Proceeds from disposal of non-current assets (fleet trade-ins and sales) will increase over the 2018/19 forecast.

Redemption/(payments) for investments (maturing later than 90 days) relate to financial assets which are cash investments (predominantly term deposits) that have maturity date greater than 90 days. To Council's cash flow (and maximise interest revenue), investments are either redeemed or placed throughout the year dependent on the receipt of revenue and the timing of expenditure.

##### 4.4.3 Net cash flows provided by/used in financing activities

The total of loan principal repayments for 2019/20 is \$6.59 million and the total loan interest is \$1.97 million.

Total loan borrowing to fund capital works is \$16.16 million.

#### Cash at end of the year

Total cash and cash equivalents are forecast to decrease by \$0.51 million to \$50.45 million at 30 June 2020. In addition, financial assets are forecast to decrease by \$1.19 million to \$117.73 million, bringing total cash and investments to \$168.18 million in 2019/20.

## 4.5 Capital works program

This section presents a listing of the capital works projects that will be undertaken for the 2019/20 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 2018/19 \$'000	Budget 2019/20 \$'000	Change \$'000	%
Property	13,435	12,749	(686)	(5.10%)
Plant and equipment	4,583	3,146	(1,437)	(31.37%)
Infrastructure	66,586	67,228	642	0.96%
<b>Total</b>	<b>84,604</b>	<b>83,123</b>	<b>(1,481)</b>	<b>(1.75%)</b>

2019/20 Capital works expenditure budget (including works carried forward from 2018/19) are to decrease by 1.75% or \$1,481K compared to the 2018/19 forecast. Detailed analysis for new capital projects is provided below.

#### Property

The Property asset class comprises buildings and building improvements including community facilities and municipal offices.

For the 2019/20 year, \$11.64 million will be expended on building and building improvement projects. The more significant project include the commencement of the construction of the Thomastown Primary School Kindergarten (\$3.0 million), Construct Community Activity Centre Epping North Edgars Creek (\$1.6 million), upgrade pavilion at Main street Reserve Thomastown (\$1.4 million) and refurbish Whittlesea Aquatic facility (\$0.75 million).

#### Plant and Equipment

Plant and equipment includes plant, machinery and equipment, computers and telecommunications.

For the 2019/20 year, \$3.04 million will be expended on plant, equipment and other projects. The more significant projects include ongoing cyclical replacement of the plant and vehicle fleet (\$1.77 million), upgrade and replacement of information technology (\$0.47 million), Mill Park Library - HVAC Replacement Works Project (\$0.3 million) and furniture and fittings purchases (\$0.24 million)

#### Infrastructure

For the 2019/20 year, \$1.89 million will be spent on pathways and cycleways. Including the construction of shared path McDonalds road (north side) connecting Darebin Creek to Civic Drive (\$0.66 million), construction of shared path Hendersons Road Drain connecting Childs Road to Findon Road (\$0.4 million). Other infrastructure expenditure includes Street Light bulk replacement program (\$0.5 million) and Traffic Management Around Schools (\$0.38 million).

For the 2019/20 year, \$7.02 million will be expended on parks and open spaces projects, including All Abilities Playspace - Mill Park (\$3.0 million), Norris Bank Reserve Bundoora (\$1.2 million), Whittlesea Public Gardens Master Plan (\$0.5 million) and renewal of playgrounds and general landscape improvements at Various locations (\$1.1 million).

For the 2019/20 year, \$16.48 million will be expended on sporting, recreation and leisure facilities, including redevelopment of the Mill Park Leisure and Service Centre (\$9.71 million), commencement of the Mernda Recreation and Leisure Centre (\$2.48 million), Painted Hills Recreation Reserve and Community Pavilion (\$1.37 million) and construct playing fields and pavilion at Lalor West Reserve (Mosaic) (\$0.68 million).

**New assets, assets renewal and expansion/upgrade**

A distinction is made between expenditure on new assets, expenditure on asset renewal and expansion/upgrade. Expenditure on asset renewal is expenditure on an existing asset which improves the service potential or the life of the asset. Expenditure on new assets does not have any element of expansion/upgrade of existing assets but will result in an additional burden for future operation, maintenance and capital renewal.

The major projects included in the above categories which constitute expenditure on new assets are: the construction of All Abilities Playspace at Mill Park (\$3.0 million), Painted Hills Rec Reserve and Community Pavilion (\$1.40 million) and construct playing fields and pavilion at Lalor West Reserve (Mosaic) (\$0.68 million).

Expenditure on asset renewal includes road surfacing, rehabilitation and resheeting (\$9.5 million), renewal of various playgrounds (\$0.88 million) and Street Tree Renewal Program (\$0.38 million).

**Funding sources****Grants and contributions**

Capital grants and contributions include monies received from State and Commonwealth Governments and community sources for the purpose of funding the Capital Works Program, but does not include funds received from developers.

Grants and contributions are budgeted to be received to fund the Streetscape improvements program at Thomastown High Street Shops (\$1.35 million), Norris Bank Reserve, Bundoora (\$0.61 million) and installation and upgrade sports lighting (\$0.2 million).

**Loan**

Loan borrowing will be used to fund the mill park leisure and Service centre redevelopment, commencement of the Mernda Recreation & Leisure Centre and All Abilities Playspace at Mill Park.

**Reserve cash and investments**

In 2019/20 \$10.4 million will be transferred from various reserves (Infrastructure Reserve, Technology Reserve, and Developer Contribution Reserve) to fund a number of new capital works projects in 2019/20.

**Operations**

During the year Council generates cash from its operating activities which is used as a funding source for the capital works program.

**Capital works summary****Current Budget**

	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	<b>11,646</b>	5,591	2,689	3,367	-	2,257	-	9,389	-
Plant and equipment	<b>3,046</b>	2,597	300	149	-	-	-	3,046	-
Infrastructure	<b>57,966</b>	33,889	13,385	10,693	-	3,711	610	37,482	16,164
<b>Total</b>	<b>72,658</b>	<b>42,077</b>	<b>16,374</b>	<b>14,209</b>	<b>-</b>	<b>5,968</b>	<b>610</b>	<b>49,917</b>	<b>16,164</b>

**Works carried forward from the 2018/19 year**

	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	<b>1,103</b>	120	90	892	-	278	-	825	-
Plant and equipment	<b>100</b>	100	-	-	-	100	-	-	-
Infrastructure	<b>9,262</b>	3,673	1,711	3,518	360	3,013	200	4,368	1,681
<b>Total</b>	<b>10,465</b>	<b>3,893</b>	<b>1,801</b>	<b>4,410</b>	<b>360</b>	<b>3,391</b>	<b>200</b>	<b>5,193</b>	<b>1,681</b>

**Total Capital Works**

	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	<b>12,749</b>	5,711	2,779	4,259	-	2,535	-	10,214	-
Plant and equipment	<b>3,146</b>	2,697	300	149	-	100	-	3,046	-
Infrastructure	<b>67,228</b>	37,562	15,096	14,211	360	6,724	810	41,850	17,844
<b>Total</b>	<b>83,123</b>	<b>45,970</b>	<b>18,175</b>	<b>18,619</b>	<b>360</b>	<b>9,359</b>	<b>810</b>	<b>55,110</b>	<b>17,844</b>

## 4.5.2 Current Budget

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
<b>PROPERTY</b>									
<b>Buildings</b>									
Construct Community Activity Centre - Epping North - Edgars Creek	1,641	1,641	-	-	-	1,000	-	641	-
Construct Community Activity Centre - west of Epping Road	700	700	-	-	-	-	-	700	-
Prism Park - Tennis Facility Development	250	250	-	-	-	-	-	250	-
Thomastown Library Facade Refurbishment (Painting Signage garden)	50	-	50	-	-	-	-	50	-
<b>Total Buildings</b>	<b>2,641</b>	<b>2,591</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>1,641</b>	<b>-</b>
<b>Building Improvements</b>									
Office Refurbishment and Alterations - Various Locations	220	-	-	220	-	-	-	220	-
Upgrade pavilion - Duffy Street Reserve	485	-	49	437	-	13	-	472	-
Upgrade pavilion - Main Street Reserve Thomastown	1,400	-	-	1,400	-	-	-	1,400	-
Energy Efficiency Program - Various	500	-	-	500	-	-	-	500	-
Refurbish building - Whittlesea Aquatic Facility	750	-	750	-	-	250	-	500	-
Planned renewal - Minor works	1,340	-	1,340	-	-	-	-	1,340	-
Edge retrofit and renewal - South Morang	160	-	-	160	-	-	-	160	-
Upgrade building - McLeans Road Kindergarten	250	-	250	-	-	-	-	250	-
Construct Kindergarten - Thomastown Primary School	3,000	3,000	-	-	-	650	-	2,350	-

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
Bubup Wilam ELC facility upgrade - Stage 2	400	-	-	400	-	344	-	56	-
Mill Park Library - Amenity Upgrade	250	-	-	250	-	-	-	250	-
Public Amenity Plan Implementation	250	-	250	-	-	-	-	250	-
<b>Total Building Improvements</b>	<b>9,005</b>	3,000	2,639	3,367	-	1,257	-	7,748	-
<b>TOTAL PROPERTY</b>	<b>11,646</b>	<b>5,591</b>	<b>2,689</b>	<b>3,367</b>	<b>-</b>	<b>2,257</b>	<b>-</b>	<b>9,389</b>	<b>-</b>



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
<b>PLANT AND EQUIPMENT</b>									
<b>Plant, Machinery and Equipment</b>									
Replacement of Council fleet - Ongoing Program	1,766	1,766	-	-	-	-	-	1,766	-
Furniture and equipment purchases	65	65	-	-	-	-	-	65	-
Implementation of Signage Management Plan - Various	200	200	-	-	-	-	-	200	-
Mill Park Library - HVAC Replacement Works Project	300	-	300	-	-	-	-	300	-
<b>Total Plant, Machinery and Equipment</b>	<b>2,331</b>	<b>2,031</b>	<b>300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,331</b>	<b>-</b>
<b>Fixtures, Fittings and Furniture</b>									
Acquisition of Visual Art - Civic Centre	10	10	-	-	-	-	-	10	-
Furniture and fittings for halls and CACs - Various Locations	240	240	-	-	-	-	-	240	-
<b>Total Fixtures, Fittings and Furniture</b>	<b>250</b>	<b>250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>250</b>	<b>-</b>
<b>Computers and Telecommunications</b>									
IT - Various computer system hardware and other IT equipment	215	86	-	129	-	-	-	215	-
IT - ICT Network Infrastructure	50	30	-	20	-	-	-	50	-
IT - PC Replacement	100	100	-	-	-	-	-	100	-
IT - IOT Sensor Network	100	100	-	-	-	-	-	100	-
<b>Computers and Telecommunications</b>	<b>465</b>	<b>316</b>	<b>-</b>	<b>149</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>465</b>	<b>-</b>
<b>TOTAL PLANT AND EQUIPMENT</b>	<b>3,046</b>	<b>2,597</b>	<b>300</b>	<b>149</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,046</b>	<b>-</b>

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
<b>INFRASTRUCTURE</b>									
<b>Roads</b>									
Local road resurfacing works - Ongoing Program	5,000	-	5,000	-	-	-	-	5,000	-
Local Road Reconstruction / Rehabilitation	4,500	-	4,500	-	-	1,000	-	3,500	-
LATM Schemes various treatments	750	525	-	225	-	-	-	750	-
Car Park rehabilitation - various	65	-	65	-	-	-	-	65	-
Traffic control devices - un-programmed works	240	120	-	120	-	-	-	240	-
Collector Road traffic management - Various locations	155	78	-	78	-	-	-	155	-
Construct Findon Road extension - Williamsons Road to Danaher Drive	4,100	4,100	-	-	-	-	-	4,100	-
Upgrade disabled parking bays to DDA requirements - Various locations - DDA Work	50	-	-	50	-	-	-	50	-
Roadside hazard protection	78	78	-	-	-	-	-	78	-
Signalise intersection - Plenty Road and Everton Gardens Collector	342	342	-	-	-	-	-	342	-
Construct - O'Herns Road missing link (in front of property 140)	430	430	-	-	-	-	430	0	-
Signalise intersection - Ferres Blvd/Findon Rd	8,900	8,900	-	-	-	-	-	8,900	-
Signalise intersection - Sackville Street and Bridge Inn Road Intersection	100	100	-	-	-	-	-	100	-
Streetscape improvements program - Thomastown High Street Shops	1,350	-	135	1,215	-	1,350	-	-	-
Signalise intersection - Gateway Boulevard and O'Herns Road	2,000	2,000	-	-	-	-	-	2,000	-
Missing Footpath Links Program - Various locations	250	-	-	250	-	-	-	250	-
Reconstruct car park - Mill Park Leisure Centre	967	-	-	967	-	-	-	-	967
Construct Regent Street - Grafton Street to Tubb Street	150	60	90	-	-	-	-	150	-

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Signalised Intersection - Yan Yean Road / Hazel Glen Drive	200	80	120	-	-	200	-	-	-
Install Pedestrian Operated Signals on Morang Drive at Mill Park Leisure Centre	210	210	-	-	-	-	-	210	-
Intersection Upgrade - Yan Yean Road / Mitchells Run	300	-	-	300	-	300	-	-	-
<b>Total Roads</b>	<b>30,137</b>	17,022	9,910	3,205	-	2,850	430	25,890	967
<b>Bridges</b>									
Boardwalk/ bridges refurbishment	100	-	100	-	-	-	-	100	-
<b>Total Bridges</b>	<b>100</b>	-	100	-	-	-	-	100	-
<b>Footpaths and Cycleways</b>									
Bicycle facilities - provide new on-road & off-road paths	105	84	-	21	-	-	-	105	-
Kerb Ramp DDA Upgrades - Kerb Alignment	42	-	-	42	-	-	-	42	-
Safe Routes to Schools	26	13	-	13	-	-	-	26	-
Retail Activity Centres - Streetscape Condition Audit & Improvements - various locations	125	-	25	100	-	-	-	125	-
Construct shared path - McDonalds Road (north side) - Darebin Creek to Civic Dr	660	660	-	-	-	-	-	660	-
Construct shared path - Hendersons Road Drain - Childs Road to Findon Road	400	400	-	-	-	-	-	400	-
Construct Shared Path - Rufus Street - Davisson Street to Darebin Creek Trail	50	50	-	-	-	-	-	50	-

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
Construct shared path - Yan Yean Pipe Track - Bridge Inn Road to Hazel Glen Dr	32	32	-	-	-	-	-	32	-
Pathways to Stations	450	450	-	-	-	-	-	450	-
<b>Total Footpaths and Cycleways</b>	<b>1,890</b>	<b>1,689</b>	<b>25</b>	<b>176</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,890</b>	<b>-</b>
<b>Drainage</b>									
Drainage improvement works - Various Locations	60	60	-	-	-	-	-	60	-
Drainage Improvements at Laurimar Recreation Reserve	215	-	215	-	-	-	-	215	-
<b>Total Drainage</b>	<b>275</b>	<b>60</b>	<b>215</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>275</b>	<b>-</b>
<b>Recreational, Leisure &amp; Community Facilities</b>									
Implement Sportsfield Strategy - Sportsfield Upgrades	70	-	14	56	-	-	-	70	-
Reconstruct courts - Dr Harry Jenkins Reserve, Mill Park	400	400	-	-	-	-	-	400	-
Construct playing fields and pavilion - Lalor West Reserve (Mosaic)	685	685	-	-	-	-	-	685	-
Painted Hills Rec Reserve and Community Pavilion	1,375	1,375	-	-	-	-	-	1,375	-
Construct pavilion and car park - Harvest Home Road soccer pitches	600	600	-	-	-	25	-	575	-
Upgrade Coaches Boxes - Various Locations	55	-	-	55	-	-	-	55	-
Cricket Practice Net Upgrade (various locations)	200	-	-	200	-	-	-	200	-
Redevelop Mill Park Leisure Centre	9,714	4,857	971	3,886	-	-	-	-	9,714
Growling Frog Golf Course - course improvement works	20	-	20	-	-	-	-	20	-

Capital Works Area	Project Cost	Asset expenditure types				Summary of Funding Sources			
		New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Establishment of additional dog off leash areas - Various Locations	250	250	-	-	-	-	-	250	-
Cricket Wickets Upgrade (various locations)	65	-	65	-	-	-	-	65	-
Vehicle Exclusion Fencing	50	38	13	-	-	-	-	50	-
Sports Ground Lighting Upgrade - Various Sites	20	-	-	20	-	-	-	20	-
Sportsfield Irrigation upgrade program	120	-	120	-	-	-	-	120	-
Mill Park Basketball Stadium Redevelopment	100	-	60	40	-	-	-	100	-
Laurimar Cricket Nets	200	-	-	200	-	-	180	20	-
Mernda Recreation Leisure Centre	2,482	2,482	-	-	-	-	-	-	2,482
Lalor Library DDA Compliance (Open are back of library)	50	-	50	-	-	-	-	50	-
Basketball Key and Ring - Breadlebane Park	26	26	-	-	-	-	-	26	-
<b>Total Recreational, Leisure &amp; Community Facilities</b>	<b>16,482</b>	<b>10,712</b>	<b>1,313</b>	<b>4,457</b>	<b>-</b>	<b>25</b>	<b>180</b>	<b>4,081</b>	<b>12,196</b>
<b>Parks, Open Space and Streetscapes</b>									
Renewal of playgrounds and general landscape improvements	1,100	-	880	220	-	-	-	1,100	-
Street Tree Renewal Program - Ongoing	500	75	425	-	-	-	-	500	-
Whittlesea Public Gardens Master Plan	500	-	-	500	-	-	-	500	-
Skate Parks - Growth Areas - Various Locations	230	230	-	-	-	-	-	230	-
Streetscape improvements program - Lalor High Street Shops	220	-	-	220	-	-	-	220	-
Norris Bank Reserve Master Plan, Bundoora	1,190	-	-	1,190	-	606	-	584	-
All Abilities Playspace - Mill Park	3,000	3,000	-	-	-	-	-	-	3,000
RGC Cook Reserve LED Sports Lighting Installation	157	157	-	-	-	105	-	52	-
Mosaic Sports Field Lights	125	125	-	-	-	125	-	-	-
<b>Total Parks, Open Space and Streetscapes</b>	<b>7,022</b>	<b>3,587</b>	<b>1,305</b>	<b>2,130</b>	<b>-</b>	<b>836</b>	<b>-</b>	<b>3,186</b>	<b>3,000</b>

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
<b>Other Infrastructure</b>									
Disability Action Plan - Ongoing Program	150	-	-	150	-	-	-	150	-
Management of the Public Art Collection	159	159	-	-	-	-	-	159	-
Improve disability access (DDA) to public transport	75	-	-	75	-	-	-	75	-
Installation bus shelters - Various Locations	21	4	17	-	-	-	-	21	-
Planning and Feasibility Studies for Future Projects	500	-	-	500	-	-	-	500	-
Street Light bulk replacement program	500	-	500	-	-	-	-	500	-
Traffic Management Around Schools	375	375	-	-	-	-	-	375	-
Water Efficiency Program	250	250	-	-	-	-	-	250	-
Drinking Fountains should also Pet Friendly - one in each ward	30	30	-	-	-	-	-	30	-
<b>Other Infrastructure</b>	<b>2,060</b>	<b>818</b>	<b>517</b>	<b>725</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,060</b>	<b>-</b>
<b>TOTAL INFRASTRUCTURE</b>	<b>57,966</b>	<b>33,889</b>	<b>13,385</b>	<b>10,693</b>	<b>-</b>	<b>3,711</b>	<b>610</b>	<b>37,482</b>	<b>16,164</b>
<b>TOTAL CAPITAL WORKS</b>	<b>72,658</b>	<b>42,077</b>	<b>16,374</b>	<b>14,209</b>	<b>-</b>	<b>5,968</b>	<b>610</b>	<b>49,917</b>	<b>16,164</b>

Capital Works Area	Project Cost	Asset expenditure types				Summary of Funding Sources			
		New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000

## 4.5.3 Works carried forward from the 2018/19 year

Capital Works Area	Project Cost	Asset expenditure types				Summary of Funding Sources			
		New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>PROPERTY</b>									
<b>Buildings</b>									
Construct AFL/Tennis/Cricket Pavilion - Edgars Creek	120	120	-	-	-	-	-	120	-
Mernda Recreation and Leisure Centre									
<b>Total Buildings</b>	120	120	-	-	-	-	-	120	-
<b>Building Improvements</b>									
Bubup Wilam ELC facility upgrade - Stage 2	80	-	-	80	-	80	-	-	-
Mill Park Library refurbishment	80	-	8	72	-	80	-	-	-
Upgrade pavilion - Duffy Street Reserve	823	-	82	740	-	118	-	705	-
<b>Total Building Improvements</b>	983	-	90	892	-	278	-	705	-
<b>TOTAL PROPERTY</b>	1,103	120	90	892	-	278	-	825	-
<b>PLANT AND EQUIPMENT</b>									
<b>Plant, Machinery and Equipment</b>									
Marveloo - Mobile Changing Places Toilet Facility	100	100	-	-	-	100	-	-	-
<b>Total Plant, Machinery and Equipment</b>	100	100	-	-	-	100	-	-	-



Capital Works Area	Project Cost	Asset expenditure types				Summary of Funding Sources			
	\$'000	New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Capital Works Area	Project Cost	Asset expenditure types				Summary of Funding Sources			
	\$'000	New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
INFRASTRUCTURE									
Roads									
Reconstruct car park - Mill Park Leisure Centre	968	-	-	968	-	-	-	968	-
Urbanise Cookes Road - Bridge Inn Rd to 45 Cookes Rd, Doreen	500	175	325	-	-	300	200	-	-
Total Roads	1,468	175	325	968	-	300	200	968	-
Footpaths and Cycleways									
Retail Activity Centres - Streetscape Condition Audit & Improvements - Various L	200	-	40	160	-	-	-	200	-
Total Footpaths and Cycleways	200	-	40	160	-	-	-	200	-
Recreational, Leisure & Community Facilities									
Redevelop Mill Park Leisure Centre	4,600	2,300	460	1,840	-	2,713	-	920	968
Mernda Recreation and Leisure Centre	967	967	-	-	-	-	-	254	713
Upgrade tennis courts and pavilion - TH Hurrey Reserve	870	-	870	-	-	-	-	870	-
Total Recreational, Leisure & Community Facilities	6,437	3,267	1,330	1,840	-	2,713	-	2,044	1,681
Parks, Open Space and Streetscapes									
Renewal of playgrounds and general landscape improvements	20	-	16	4	-	-	-	20	-
Streetscape improvements program - Lalor High Street Shops	346	-	-	346	-	-	-	346	-
Whittlesea Public Gardens Master Plan	360	-	-	-	360	-	-	360	-
Total Parks, Open Space and Streetscapes	726	-	16	350	360	-	-	726	-

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
<b>Other Infrastructure</b>									
480 Cooper Street - Fire main	200	-	-	200	-	-	-	200	-
Traffic Management Around Schools	231	231	-	-	-	-	-	231	-
<b>Total Other Infrastructure</b>	<b>431</b>	231	-	200	-	-	-	431	-
<b>TOTAL INFRASTRUCTURE</b>	<b>9,262</b>	3,673	1,711	3,518	360	3,013	200	4,368	1,681
<b>TOTAL CARRIED FORWARD CAPITAL WORKS 2018/19</b>	<b>10,465</b>	3,893	1,801	4,410	360	3,391	200	5,193	1,681

## 5. 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.

Indicator	Measure	Notes	Actual	Forecast	Budget	Strategic Resource Plan Projections			Trend
			2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	+o/-
Operating position									
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	12.22%	4.01%	10.36%	10.29%	12.64%	13.43%	+
Liquidity									
Working Capital	Current assets / current liabilities	2	364.32%	374.54%	382.44%	330.68%	392.94%	277.42%	o
Unrestricted cash	Unrestricted cash / current liabilities		103.30%	322.99%	327.32%	276.91%	340.45%	225.74%	o
Obligations									
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	3	11.32%	25.25%	30.07%	35.35%	51.80%	46.19%	+
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		9.36%	2.53%	5.39%	4.43%	4.93%	5.88%	+
Indebtedness	Non-current liabilities / own source revenue		9.44%	19.82%	26.01%	31.12%	45.21%	41.35%	+
Asset renewal	Asset renewal expenses / Asset depreciation	4	36.49%	58.42%	69.46%	83.99%	79.91%	82.29%	-
Stability									
Rates concentration	Rate revenue / adjusted underlying revenue	5	65.22%	73.69%	71.48%	72.56%	73.15%	73.62%	-
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.34%	0.26%	0.28%	0.28%	0.28%	0.29%	o

Indicator	Measure	Notes	Actual	Forecast	Budget	Strategic Resource Plan Projections			Trend
			2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	+/-
<b>Efficiency</b>									
Expenditure level	Total expenses/ no. of property assessments		\$2,305	\$2,349	\$2,301	\$2,287	\$2,262	\$2,270	
Revenue level	Residential rate revenue / no. of residential property assessments		\$1,488	\$1,817	\$1,864	\$1,905	\$1,955	\$2,008	
Workforce turnover	No. of permanent staff resignations & terminations / average no. of permanent staff for the financial year		16.03%	8.30%	8.30%	8.30%	8.20%	8.20%	

**Key to Forecast Trend:**

- + Forecasts improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecasts deterioration in Council's financial performance/financial position indicator

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

The adjusted underlying operating result excludes the impact of non-recurrent capital grants, non-monetary asset contributions and contributions from developers to fund capital expenditure. It is an indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives.

**2. Working Capital**

The proportion of current liabilities represented by current assets. Working capital is forecast to decrease over the following years due to increased borrowings which will fund some large capital projects.

**3. Debt compared to rates**

Trend indicates Council's increasing use of debt to fund significant capital projects

**4. Asset renewal**

This percentage indicates the extent of Council's renewal 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 and future capital expenditure will be required to renew assets.

**5. Rates concentration**

Reflects the extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates Council will become increasingly reliant on rate revenue compared to all other revenue sources despite efforts to identify other income streams.





## Proposed Strategic Resource Plan 2019-2023

[whittlesea.vic.gov.au](http://whittlesea.vic.gov.au)

**TABLE OF CONTENTS**

1.	INTRODUCTION .....	1
	Purpose of SRP .....	1
	SRP Objectives.....	1
2.	PLANNING AND ACCOUNTABILITY FRAMEWORK .....	2
3.	STRATEGIC RESOURCE PLAN (OVERVIEW) .....	3
4.	OBJECTIVES .....	5
	Financial Sustainability .....	5
5.	OTHER STRATEGIES .....	9
	Long Term Borrowings .....	9
	Rating Information .....	11
	Asset Management .....	13
	Capital Works .....	13
	Service delivery .....	14
6.	KEY ASSUMPTIONS.....	16
7.	STRATEGIC RESOURCE PLAN .....	18
8.	GLOSSARY.....	31



## 1. INTRODUCTION

Council is required by the Local Government Act 1989 (Act), to prepare and approve a Council Plan within the period of 6 months after the general election or by the next 30 June, whichever is later. The Council Plan must include a Strategic Resource Plan (SRP) containing the matters specified in Section 126 of the Act. The Strategic Resource Plan is prepared in conjunction with the Council Plan to reflect the financial and non-financial resources required to achieve the strategic objectives included in the Council Plan.

Developing council financial strategies is often a difficult process.

- Is sufficient revenue being generated to provide the services and level of service required by its community?
- Is the condition of existing assets providing an acceptable level of service to the community?
- What level of funding is required to upgrade existing assets or construct new assets?
- When should debt be used to fund capital projects?
- What is an acceptable rate and charge increase?

### Purpose of SRP

Council is required to prepare a SRP under Section 126 of the Local Government Act (1989).

The purpose of the Strategic Resource Plan is to:

- Establish a framework to manage the resources required to achieve the strategic objectives as expressed in the Council Plan;
- Provide an assessment of the resources required to achieve the strategic objectives of the Council Plan;
- Plan for the long-term financial sustainability of the Council;
- Establish a basis to measure Council's adherence to the principles of the Strategic Resource Plan; and
- Assist Council to comply with sound financial management principles in accordance with the Act.

A number of strategic challenges remain for Whittlesea Council including continuing to provide an appropriate range and level of services to a growing community, renewing existing assets, maintaining a sound financial position and addressing the need for capital expansion. This Strategic Resource Plan provides the basis of how Council will meet these challenges.

### SRP Objectives

The SRP is intended to achieve the following objectives:

- Maintain the existing range and level of service provision and develop the capacity to grow and add new services;
- Maintain a strong cash position, ensuring Council remains financially sustainable in the long-term;
- Achieve operating statement surpluses with the exclusion of all non-operational items such as gifted assets and capital income;
- Maintain debt levels at or below prudential guidelines;
- Continue to pursue recurrent grant funding and strategic capital funding aligned with Council Plan objectives ; and
- Ensure critical asset renewal is funded annually over the timeframe of the SRP

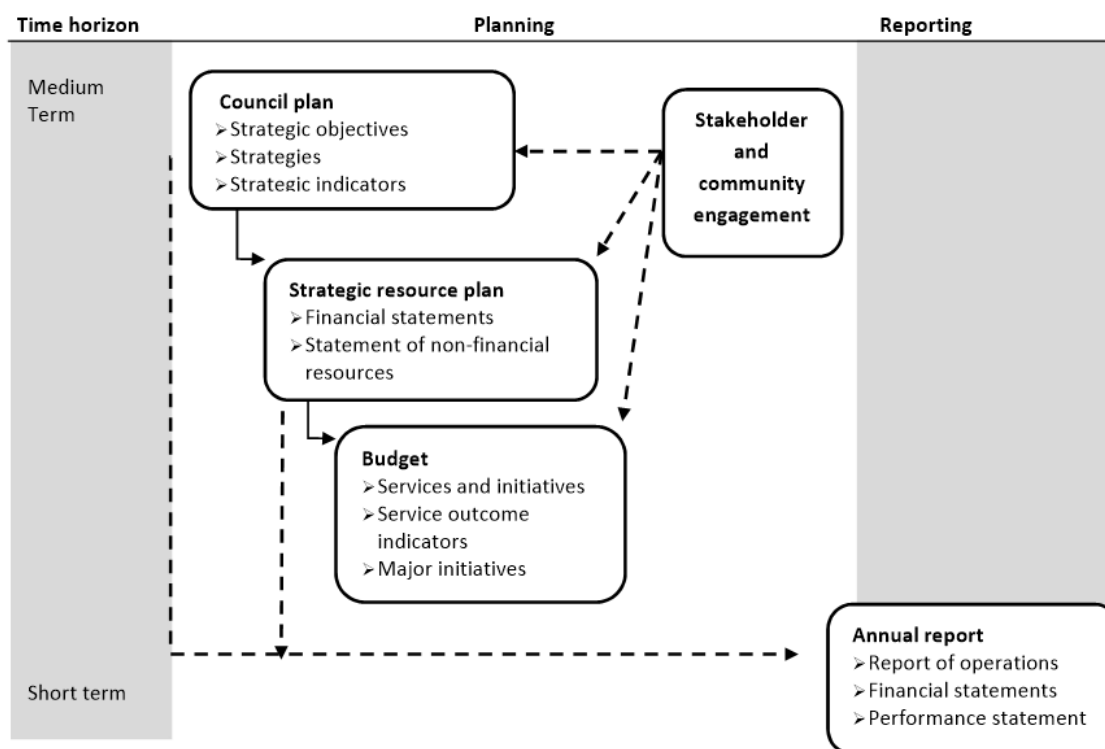
## 2. PLANNING AND ACCOUNTABILITY FRAMEWORK

The Planning and Accountability Framework is found in part 6 of the Act and in the Local Government (Planning and Reporting) Regulations 2014 (the regulations). The legislation requires councils to prepare the following documents:

- a council plan within the period of six months after each general election or by 30 June, whichever is later
- a strategic resource plan for a period of at least four years and include this in the council plan
- a budget for each financial year
- an annual report in respect of each financial year.

The following diagram shows the relationships between the key planning and reporting documents that make up the planning and accountability framework for local government. It also shows that there are opportunities for community and stakeholder input and feedback at each stage of the planning and reporting cycle.

Figure 1 - Planning and Accountability Framework



The planning framework provides for the Council Plan strategies to be linked to Business Plan actions that are funded and resourced through the Annual Budget.

The organisation then measures and monitors performance and reports to internal and external stakeholders as required.

### 3. STRATEGIC RESOURCE PLAN (OVERVIEW)

#### Statutory requirements

*“Section 125(1) of the Act requires councils to prepare a strategic resource plan and include this in the council plan”*

Section 126 of the Act states that:

- the strategic resource plan is a plan of the resources required to achieve the council plan strategic objectives
- the strategic resource plan must include the financial statements describing the financial resources in respect of at least the next four financial years
- the strategic resource plan must include statements describing the non-financial resources including human resources in respect of at least the next four financial years
- the strategic resource plan must take into account services and initiatives contained in **any** plan adopted by council and if the council proposes to adopt a plan to provide services or take initiatives, the resources required must be consistent with the strategic resource plan
- council must review their strategic resource plan during the preparation of the council plan
- council must adopt the strategic resource plan not later than 30 June each year and a copy must be available for public inspection at the council office and internet website.

In preparing the strategic resource plan, councils should comply with the principles of sound financial management as prescribed in the Act being to:

- prudently manage financial risks relating to debt, assets and liabilities
- provide reasonable stability in the level of rate burden
- consider the financial effects of council decisions on future generations
- provide full, accurate and timely disclosure of financial information.

In addition to section 126 of the Act, part 2 of the regulations also prescribes further details in relation to the preparation of a strategic resource plan. These further details include:

- (a) a statement of human resources;
- (b) a summary of planned expenditure in relation to the human resources referred to in the statement of human resources, categorised according to the organisational structure of the Council and classified separately as—
  - (i) permanent full time; and
  - (ii) permanent part time;
- (c) a summary of the planned number of full time equivalent Council staff referred to in the statement of human resources, categorised according to the organisational structure of the Council and classified separately as—
  - (i) permanent full time; and
  - (ii) permanent part time.

The Strategic Resource Plan is a rolling plan that summarises the medium-term financial projections of Council. Medium-term planning is important for ensuring that Council remains financially sustainable into the future.

The Strategic Resource Plan also shows how the annual budget for the forthcoming year fits within the medium-term planning framework and demonstrates the linkage with the Council Plan strategic objectives and desired outcomes.

The annual budget should reflect year one of the Strategic Resource Plan and should take into account the activities and initiatives which contribute to achieving the strategic objectives specified in the Council Plan. In developing the Strategic Resource Plan, the Council will be able to determine its ability to meet its current and

future obligations, as they fall due. The organisation then measures and monitors performance and reports to internal and external stakeholders as required.

Throughout this plan Council has identified objectives and strategies which the Council is committed to achieving and which will be monitored to ensure the success of the plan. The following table highlights the key objectives and/or strategies of this SRP.

<b>Financial Sustainability</b>	Financial objectives Seek to achieve and maintain an annual underlying operating surplus over the life of this Strategic Resource Plan. Compliance with principles of Sound Financial Management as contained in the Act
<b>Long Term Borrowings</b>	Adherence to prudential guidelines Future borrowings to be for capital projects that provide intergenerational equity
<b>Rating Information</b>	Valuation base is Net Annual Value (NAV) Farm Rate discount Sustainable Land Management Rebate Melbourne Wholesale Markets Rebate
<b>Asset management</b>	Balance service levels with the expectations of communities and stakeholders
<b>Capital works</b>	Budget for a net capital expenditure program of approximately \$39.5 million per annum for 2019/20 increasing by \$5.0 million per annum for each year thereafter.
<b>Service delivery</b>	Maintain existing service levels Achieve an underlying breakeven operating result within the short term

## 4. OBJECTIVES

### Financial Sustainability

The key objective, which underlines the development of the SRP, is financial sustainability in the medium to long term, while still achieving Council's strategic objectives as specified in the Council Plan. The key financial objectives, which underpin the SRP, are:

- Maintain existing service levels
- Achieve a breakeven operating result in the short term
- Achieve a net capital expenditure program of approximately \$39.5 million per annum for 2019/20 increasing by \$5.0 million per annum for each year thereafter
- Achieve a balanced budget on a cash basis.

In preparing the SRP, Council has also been mindful of the need to comply with the following Principles of Sound Financial Management as contained in the Act:

- Prudently manage financial risks relating to debt, assets and liabilities
- Provide reasonable stability in the level of rate burden
- Consider the financial effects of Council decisions on future generations
- Provide full, accurate and timely disclosure of financial information

The Victoria Auditor General's Office (VAGO) presents an annual report to parliament on Local Government based on their year end financial audits of the local government sector comprising 79 councils. This report also includes an assessment of the financial sustainability of councils within categories for which Whittlesea is included with "Interface Councils". When assessing the financial sustainability of Councils VAGO takes into consideration the following financial indicators:

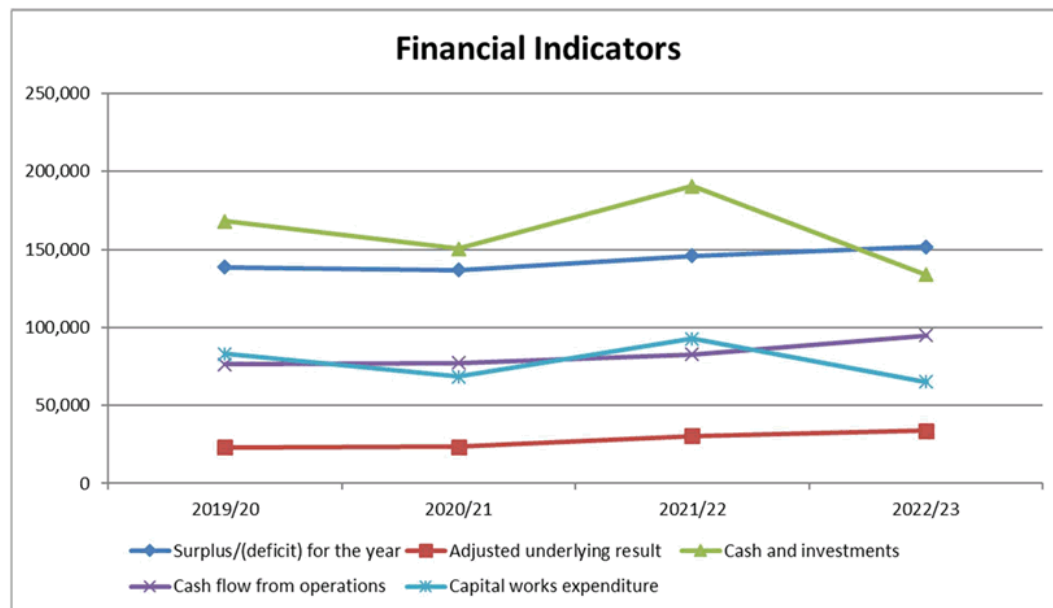
- Underlying result - councils generate enough revenue to cover operating costs (including the cost of replacing assets reflected in depreciation expense)
- Liquidity - councils have sufficient working capital to meet short-term commitments
- Indebtedness - councils are not overly reliant on debt to fund capital programs
- Self-financing - councils generate sufficient operating cash flows to invest in asset renewal and repay any debt that may have been incurred in the past
- Investment Gap - councils have been replacing assets at a rate consistent with their consumption
- Renewal Gap - councils have been maintaining existing assets at a consistent rate.

The following table summarises the key financial results for Whittlesea over the four years 2019/20 to 2022/23.

Indicator	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	Trend +/-
Surplus/(deficit) for the year	138,621	136,981	146,089	151,785	+
Adjusted underlying result	23,038	23,619	30,439	33,799	+
Cash and investments	168,187	150,383	190,543	133,746	-
Cash flow from operations	76,284	77,382	82,737	95,046	+
Capital works expenditure	83,123	68,310	92,645	65,036	-

Key to Forecast Trend: + Forecasts improvement in Council's financial performance/financial position indicator  
 o Forecasts that Council's financial performance/financial position indicator will be steady  
 - Forecasts deterioration in Council's financial performance/financial position indicator

The following graph shows the general financial indicators over the four year period



The key outcomes of the SRP are as follows:

- **Financial sustainability** – Cash and cash equivalents combined with financial assets (investments) is forecast to decrease over the four year period from \$168.2 million (at the end of 2019/20) to \$133.7 million (at the end of 2022/23)
- **Rating levels** – A rate increase of 2.5% for the 2019/20 Budget is based on the rate cap set by the State Government. The following 3 years forecasts have been predicated on a rate rise of 2.0% subject to annual determination by the State Government having considered the recommendations of the Essential Services Commission. At this point Council has not considered applying for a variation to the rate cap in the forecast period.
- **Service delivery strategy** – Service levels have been maintained throughout the four year period. Despite this, operating surpluses are forecast in all years of the SRP as a result of the receipt of significant gifted assets and developer contributions. Significant development activity within the municipality and capital grant revenue received to fund the annual capital works program is expected to continue.
- **Borrowing strategy** – Borrowings of \$17.84 million are budgeted for the Capital Works program in 2019/20. Borrowings between 2019/20 – 2022/23 will increase from \$38.25 million (at 30 June 2019) to \$85.6 million (at 30 June 2023) in order to fund significant capital projects, and represents a movement in the prudential ratio from 25% (at 30 June 2019) to 46% (at 30 June 2023).
- **Infrastructure strategy** – Capital expenditure over the four year period will total \$309 million at an average of \$77.2 million.



### 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 used in the context of the organisation's objectives.

Indicator	Measure	Notes	Budget	Strategic Resource Plan Projections			Trend +/o/-
			2019/20	2020/21	2021/22	2022/23	
Operating Position							
Adjusted Underlying Result	Adjusted Underlying Surplus (Deficit)/ Adjusted underlying revenue	1	10.36%	10.29%	12.64%	13.43%	+
Liquidity							
Working Capital	Current Assets/ Current Liabilities	2	382.44%	330.68%	392.94%	277.42%	-
Unrestricted Cash	Unrestricted cash / Current liabilities		327.32%	276.91%	340.45%	225.74%	-
Obligations							
Loans and Borrowings	Interest bearing loans and borrowings/rate revenue	3	30.07%	35.35%	51.80%	46.19%	+
Loans and Borrowings	Interest and principal repayments/rate revenue		5.39%	4.43%	4.93%	5.88%	+
Indebtedness	Non-current liabilities/ Own source revenue		26.01%	31.12%	45.21%	41.35%	+
Asset Renewal	Asset renewal expenditure / depreciation	4	64.97%	83.99%	79.91%	82.29%	+
Stability							
Rates concentration	Rate revenue/adjusted underlying revenue	5	71.48%	72.56%	73.15%	73.62%	o
Rates effort	Rate revenue/property values (CIV)		0.28%	0.28%	0.28%	0.29%	o
Efficiency							
Expenditure level	Total expenditure/ number of assessments		\$2,301	\$2,287	\$2,262	\$2,270	o
Revenue level	Residential rate revenue / number of residential assessments		\$1,864	\$1,905	\$1,955	\$2,008	o
Workforce turnover	Number of resignations and terminations / average number of staff		8.3%	8.3%	8.2%	8.2%	o

Key to Forecast Trend:

- + Forecasts improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecasts deterioration in Council's financial performance/financial position indicator



**Notes to indicators**

**1 Adjusted underlying result** – The adjusted underlying operating result excludes the impact of non-recurrent capital grants, non-monetary asset contributions and contributions from developers to fund capital expenditure. It is an indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives.

**2 Working Capital** – The proportion of current liabilities represented by current assets. Working capital is forecast to decrease over the following years due to increased borrowings which will fund some large capital projects.

**3 Debt compared to rates** – Trend indicates Council's increasing use of debt to fund significant capital projects

**4 Asset renewal** – This percentage indicates the extent of Council's renewal 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 and future capital expenditure will be required to renew assets.

**5 Rates concentration** – Reflects the extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates Council will become increasingly reliant on rate revenue compared to all other revenue sources despite efforts to identify other income streams.

**Non-financial resources**

In addition to the financial resources to be utilised over the planning period, Council will also utilise non-financial resources, in particular human resources. A summary of Council's anticipated human resources requirements for the 2019/20 to 2022/23 years is shown below. A detailed statement of Human Resources is included in the SRP Model (pages 29 and 30).

Indicator	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000
Employee costs (\$'000)				
- Operating	89,760	91,745	94,875	97,779
- Capital	-	-	-	-
Total	89,760	91,745	94,875	97,779
Employee numbers (FTE)	<b>854.88</b>	<b>859.44</b>	<b>865.84</b>	<b>870.44</b>

## 5. OTHER STRATEGIES

### Long Term Borrowings

In developing this Strategic Resource Plan, borrowings were identified as an important funding source for capital works programs. In the past, Council has borrowed moderately to finance large infrastructure projects and since then has been in a phase of debt reduction. This has resulted in a reduction in debt servicing costs, but has meant that cash and investment reserves have been used as an alternate funding source to maintain robust capital works programs.

Council regularly monitors its debt levels against prudential guidelines and has instituted a program of debt reduction over the past few years to enable Council to invest in intergenerational capital projects which will be required in the near term.

For the 2019/20 year, Council has budgeted borrowings for significant capital projects. After making loan repayments of \$6.59 million plus a sinking fund provision of \$580k, Council's loan liability will be \$38.25 million as at 30 June 2019. In future years, borrowings will be required to fund further infrastructure initiatives. The following table sets out future proposed borrowings, based on the forecast financial position of Council as at 30 June 2018 and existing capital works projections.

Year	New Borrowings \$'000	Principal Paid \$'000	Interest Paid \$'000	Balance 30 June \$'000
2018/19	22,669	2,382	1,449	36,566
2019/20	17,845	6,595	1,971	47,815
2020/21	15,394	4,365	3,002	58,843
2021/22	37,758	5,372	3,308	91,229
2022/23	1,346	7,049	3,849	85,526

Council's approach to borrowings is to ensure that:

- Total borrowings remain below the State Government prudential guideline of 60% of total rate revenue
- Debt commitment costs (principal and interest repayments for each financial year) remain below the prudential guideline of 10 cents in every rate dollar
- Based on compliance with the prudential financial guidelines the purpose of borrowing as required will be to fund capital projects that provide intergenerational equity.

Borrowings may also be required in the future as a means of securing a fixed rate of payment for other liabilities Council may face, for example, should there be a future requirement to contribute additional amounts to the Local Government defined benefit superannuation fund.

Council participates in the MAV (Municipal Association of Victoria) Loan Funding Vehicle which aims to provide interest savings of approximately 1% dependant on the loan terms.

All future borrowings will be considered carefully in accordance with principles of sound financial management and the ability of Council to meet the relevant prudential requirements for borrowing set out by State Government. The State Government prudential requirements for borrowing are set out below, together with Council's budgeted position at 30 June 2020:

Prudential ratio	Calculation	Rationale	State Govt Target	Whittlesea 2019/2020 Budget	Comparison to State Government Target
Liquidity (working capital)	Current Assets : Current Liabilities	Reflects ability to repay current commitments from cash or near cash assets	> 1.1 : 1	3.8 : 1	Greater than State Government target
Debt commitment	Total loans as a percentage of rate revenue	Reflects total loan levels relative to Council rates	<60%	30.0%	Below State Government target
Debt servicing	Total interest costs as a percentage of total revenue	Reflects the proportion of total revenue that is used to service loan interest	<5%	0.58%	Below State Government target
Debt Commitment Costs	Total interest plus principal as a percentage of total revenue	Reflects the proportion of total revenue that is used to service loan interest and principal repayments	<10%	2.53%	Below State Government target

As can be seen in the table above, Whittlesea's position with respect to borrowings is well within the State Government prudential targets in the 2019/20 Budget year.

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

	2018/19	2019/20
	\$	\$
Total amount borrowed as at 30 June of the prior year	16,278,045	36,565,590
Total amount to be borrowed	22,669,287	17,844,575
Total amount projected to be redeemed	(2,381,742)	(6,595,113)
<b>Total amount proposed to be borrowed as at 30 June</b>	<b>36,565,590</b>	<b>47,815,052</b>

## Rating Information

In developing this SRP, rates and charges were identified as an important source of revenue, accounting for approximately 66% of the total revenue (excluding non-cash contributions) received by Council annually. Planning for future rate increases has been impacted by the introduction of rate capping by the State Government, but remains an important component of the Strategic Resource Planning process, as a variation process also applies should Council be of a mind to seek a rate rise above the nominated rate cap. The level of 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 Whittlesea community.

The following table shows a comparison of the last five years rate increases.

Year	Whittlesea City Council
2015/16	3.5%
2016/17	2.5%
2017/18	2.0%
2018/19	2.25%
2019/20	2.5%
Average increase	2.55%

It is predicted that the 2019/20 operating position will be significantly influenced by increases in labour resources and reductions in government funding in real terms. It will therefore be necessary to achieve future revenue growth while containing costs in order to achieve an underlying breakeven operating position in future years

A challenge for the organisation is to grow the funding available to deliver the significant pipeline of capital projects into the future within a rate capped environment.

In 2019/20 it is proposed that City of Whittlesea levy an additional charge of \$14.50 per assessment to help recover costs paid by Council to process recyclable materials. This charge is in addition to the normal 3% increase required by the garbage and recycling collection contract index.

The determination of Fees and Charges is also an important component of Council's Annual Budget. Council will continue a rolling review of fees and charges in an effort to ensure that price settings are appropriate and contribute an equitable share of income to the Budget.

The following table sets out future proposed increases in rates and charges and the total rates to be raised, based on the forecast financial position of Council as at 30 June 2019. Due to the uncertainty surrounding rate capping at this time, Council has based its future forecasts on the percentage assumed to be CPI for the next 4 years.

Year	General Rate Increase %	Farm Rate Increase %	Total Rates Raised \$'000
2018/19	2.25%	2.25%	151,470
2019/20 (indicative)	2.5%	2.5%	159,017
2020/21 (indicative)	2.0%	2.0%	166,470
2021/22 (indicative)	2.0%	2.0%	176,134
2022/23 (indicative)	2.0%	2.0%	185,289

Council uses the Net Annual Value (NAV) method of valuation and calculates a rate in the dollar on property valuations to determine the total rate revenue required from the annual budget process.

The existing rating structure comprises two rating categories (general rate and farm rate). These rates are structured in accordance with the requirements of section 155 of the Local Government Act 1989.

The City of Whittlesea has offered a differential Farm Rate since at least the early 1980s to assist those with genuine farming properties within the municipality. In 2017/18 the discount was increased by 25% to 40% on the general rate and currently is provided to and assists 186 properties on the farm rate.

Council also offers a rate rebate for sustainable land management and this will continue in 2019/20. Eligible rural landowners may be provided with a rate rebate to encourage responsible land management, through Council's Sustainable Land Management Rebate Scheme.

The Sustainable Land Management Rebate is to be granted to:

- Assist in the proper and sustainable development of the municipal district
- Support and encourage the application of sustainable land management practices
- Preserve places within the municipal district which are of environmental interest
- Preserve, restore and maintain places of environmental importance and value within the municipal district
- Improve the productive capacity of rural land; and
- Promote the objectives described in the Sustainable Land Management Rebate Scheme Application Guidelines

Melbourne Wholesale Market Rebate

- Council will grant a rebate to each owner (or, where applicable, occupier) of land comprising any part of the Melbourne Wholesale Markets
- The rebate became operative from the commencement of trading at the Markets in September 2015, and be in an amount equal to the rates which would otherwise have been payable in respect of the land; and
- The rebate is to be granted to assist the proper development of the municipal district and is for a period of 5 years

Under the NAV rating system there is no opportunity for differential rates other than a Farm Rate and Urban Farm Rate.

Council has a formal Rating Strategy that contains expanded information on Council's rating structure and the reasons behind its choices in applying the rating mechanisms it has used.

The following table summarises the rates to be determined for the 2019/20 year.

	How applied	2018/19	2019/20	Change
Residential Rates	Cents in \$ of NAV	.04930848	.05165693	4.8%
Farm Rates	Cents in \$ of NAV	.02958509	.03099416	4.8%

## Asset Management

Asset Management is the combination of management, financial, economic, engineering and other practices applied to physical assets with the objective of providing the required level of service in the most cost effective manner. It includes the management of the whole life cycle (design, construction, commissioning, operating, maintaining, repairing, modifying, replacing and decommissioning/disposal) of physical and infrastructure assets.

Providing and maintaining infrastructure asset for service delivery is a function of Council under the Local Government Act 1989.

Council's Asset Management Policy is currently being reviewed. The revised policy, together with soon to be developed service plans, endeavour to balance the service levels with the expectations of communities and stakeholders, having due regard to available resources and affordability.

Council is also developing Asset Management Plans and has invested in an Asset Management System to assist with the planning for the maintenance and renewal needs of infrastructure assets.

As a growth municipality with a significant number of new assets constructed each year, it is critically important that future maintenance and renewal of these assets is planned for now, to ensure future generations have access to the same service levels currently delivered.

A key objective of the Budget is to allocate funding for the maintenance and renewal of existing infrastructure assets used for providing services.

In developing the Budget, the following guiding principles were considered – (a) give priority to the timely interventions which optimise the useful lives of assets so that expensive repairs and premature renewal can be avoided; and (b) comply with regulatory obligations. The process includes:

- identification of capital projects that would maintain or renew Council's existing assets at desired condition levels; and
- prioritisation of capital projects.

## Capital Works

Council recognises the need to provide significant funding sources for additional assets needed to provide for increased service demands. Asset Service Plans inform this process, and feed into identified capital projects which are then prioritised in a Capital Works Program for the period of the SRP.

In the development of the Capital Works Program, Council assesses alternate options before committing to the development of new assets.

In addition to the guiding principles stated above in this section, the following principles are also considered – (a) take a strategic approach that forecasts the service delivery needs and the capacity to meet them in a short, medium and long-term basis, and (b) provide and maintain assets fit for service delivery.



The following table summarises Council's forward outlook on capital expenditure including funding sources for the next four years.

Year	Total Capital Program \$'000	Summary of funding sources			
		Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
2018/19	84,604	10,273	35,048	16,614	22,669
2019/20	83,123	9,359	810	55,110	17,844
2020/21	68,310	-	-	52,916	15,394
2021/22	92,645	1,150	-	53,737	37,758
2022/23	65,036	1,200	7,648	54,842	1,346

In addition to using cash generated from its annual operations, borrowings and external contributions such as government grants, Council has cash or investment reserves that are also used to fund a variety of capital projects. These reserves are either 'statutory' or 'discretionary' cash reserves. Statutory reserves relate to cash and investments held by Council that must be expended on a specific purpose as directed by legislation or a funding body, and include contributions to community facilities, drainage and recreational open space. Discretionary cash reserves relate to those cash and investment balances that have been set aside by Council and can be used at Council's discretion, even though they may be earmarked for a specific purpose.

## Service delivery

The key objectives in this SRP which directly impact the future service delivery strategy are to maintain existing service levels and to achieve an underlying breakeven operating result within the short term. With these key objectives as a basis, a number of internal and external influences have been identified through discussions with management which will have a significant impact on the scope and level of services to be provided over the next four years.

The service delivery outcomes measured in financial terms are shown in the following table.

Year	Surplus (Deficit) for the year \$'000	Adjusted Underlying Surplus (Deficit) \$'000	Net Service (Cost) \$000
2018/19	126,728	8,250	(123,882)
2019/20	138,621	23,038	(130,756)
2020/21	136,981	23,619	(134,812)
2021/22	146,089	30,439	(138,533)
2022/23	151,785	33,799	(143,006)

Service levels have been maintained throughout the four year period with operating surpluses forecast in all years from 2019/20 through to 2022/23 as a result of significant cash and non-cash contributions from developers and capital grant revenue being received to fund the annual capital works program.

The adjusted underlying operating result excludes the impact of non-recurrent capital grants, non-monetary asset contributions and other contributions to fund capital expenditure.



The net cost of the services (i.e. the total cost less revenue earned) provided to the community increases from \$130.6 million to \$143 million over the four year period. A more detailed analysis of the net cost of services attributable to each of Council's strategic objectives can be seen in the table below:

W2040 Goal	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000
Connected Community	36,930	37,436	38,533	39,610
Liveable Neighbourhoods	41,014	42,191	43,687	45,167
Strong Local Economy	5,588	5,798	5,944	6,125
Sustainable Environment	19,784	20,481	21,219	22,014
Enabling Service	27,440	28,906	29,150	30,090
	<b>130,756</b>	<b>134,812</b>	<b>138,533</b>	<b>143,006</b>

## 6. KEY ASSUMPTIONS

A range of assumptions has been used in the development of this SRP and applied to both revenue and expenditure. The general operating assumptions are set out in the following table.

Indicator	2019/20	2020/21	2021/22	2022/23
	%	%	%	%
Consumer Price Index	0.0	0.0	0.0	0.0
Rate increases	2.5	2.0	2.0	2.0
Property growth	3.1	3.1	3.1	3.1
Wages growth	2.0	2.0	2.0	2.0
Government funding	2.0	2.0	2.0	2.0
Statutory fees	1.5	1.5	1.5	1.5
Investment return	2.5	2.5	2.5	2.5

### Consumer price index (CPI)

In developing the SRP, CPI has been set at 0% p.a. over the four year period and has been applied to non-discretionary expenditure (e.g. contract services). An increment of "half-CPI" has been applied to non-contract/discretionary services such as postage, telephone etc. as many of these items do not increase annually or in-line with CPI. Revenue items other than those specifically identified in the table above have also been incremented annually by CPI.

### Rate increases

Increases of 2.5% in 2019/20 followed by increases each year of 2% have been included in each of the future years of the SRP. The 2% represents CPI as currently forecast by various financial institutions. Council has chosen to budget this way as a result of the current State Government's stated aim of capping rates at no more than the CPI rate. These figures may change dependent on economic factors, and/or the outcome of the current research.

### Property growth

The City of Whittlesea is one of the fastest growth municipalities in Australia and this growth influences service delivery, a number of revenue items such as subdivision related services and property information searches, as well as the demand for new assets.

### Wages growth

For 2019/20 to 2022/23 an allowance has been made for a new EA effective from 1 July 2019.

### Government funding

Operating grants and subsidies received from State and Federal governments for the purposes of funding the delivery of services to ratepayers have been incremented (in general) by 2%. Due to Whittlesea's strong population growth it is possible that we will receive a slightly higher allocation in 2019/20. No advice is available at present to indicate a change to the Government's current position for subsequent years therefore the current assumption has been applied.

### Statutory fees

Statutory fees have been incremented by CPI at 1.5% across the four years of the SRP.

### Investment return

In the current economic climate, investment rates are one of the most "uncertain" predictions. Economic forecast is 2.5% across the period of the SRP.

**Specific assumptions in the SRP**

During development of the SRP, Council officers were consulted and contributed information about future trends including any significant issues that might impact on the net cost of delivering services over the period of the SRP. Any significant changes that were identified as being outside the parameters of the general assumptions used for expenditures and revenues in the SRP were also included in the model. Issues identified included the expiration and retendering of various contracts (e.g Parks & Open Space), and decisions that need to be made when grant revenue ceases but the program/s the grant funded has become popular with the community and Council feels an obligation to continue it.

Due to significant growth within the municipality the budgeted cost for services such as Waste Management, Parks & Open Space maintenance, Maternal and Child Health Services and School Crossing supervision have been incremented at annual rates between 4% and 8.7%.

Some expenditure items (e.g. utilities and insurance) have been incremented at annual rates between 4% and 10% on the basis of historical trends.

## 7. STRATEGIC RESOURCE PLAN

This section includes the following information covering the period of this SRP:

- Comprehensive income statement
- Balance sheet
- Statement of changes in equity
- Statement of cash flows
- Statement of capital works
- Statement of human resources

Other Information:

- Summary of planned capital works expenditure
- Summary of planned human resources expenditure

## Comprehensive Income Statement

For the four years ended 30 June 2023

	2020 \$'000	2021 \$'000	2022 \$'000	2023 \$'000
<b>Income</b>				
Rates and charges	159,017	166,470	176,134	185,289
Statutory fees and fines	11,523	11,973	12,445	12,762
User fees	13,530	14,448	14,949	15,218
Grants - Operating	28,058	28,330	29,063	29,748
Grants - Capital	5,968	-	-	-
Contributions - monetary	12,060	11,794	12,019	12,665
Contributions – non-monetary	100,039	102,039	104,080	106,162
Net gain (loss) on disposal of property, infrastructure, plant and equipment	196	102	-	-
Other income	7,650	7,640	7,736	7,834
<b>Total income</b>	<b>338,041</b>	<b>342,796</b>	<b>356,426</b>	<b>369,678</b>
<b>Expenses</b>				
Employee costs	89,760	91,745	94,875	97,779
Materials and services	66,589	68,853	67,884	70,209
Depreciation and amortisation	26,163	26,915	28,467	29,792
Bad and doubtful debts	391	391	391	391
Borrowing costs	1,972	3,003	3,308	3,849
Other expenses	14,545	14,908	15,412	15,873
<b>Total expenses</b>	<b>199,420</b>	<b>205,815</b>	<b>210,337</b>	<b>217,893</b>
<b>Surplus (deficit)</b>	<b>138,621</b>	<b>136,981</b>	<b>146,089</b>	<b>151,785</b>
<b>Total comprehensive result</b>	<b>138,621</b>	<b>136,981</b>	<b>146,089</b>	<b>151,785</b>

The above comprehensive income statement should be read in conjunction with the accompanying other information

## Balance Sheet

For the four years ended 30 June 2023

	2020 \$'000	2021 \$'000	2022 \$'000	2023 \$'000
<b>Assets</b>				
<b>Current assets</b>				
Cash and cash equivalents	50,456	45,115	57,163	40,124
Trade and other receivables	11,895	12,529	13,111	13,562
Financial Assets	117,731	105,268	133,380	93,622
Inventories	179	185	190	196
Other assets	4,368	4,342	4,343	4,365
<b>Total current assets</b>	<b>184,629</b>	<b>167,439</b>	<b>208,187</b>	<b>151,869</b>
<b>Non-current assets</b>				
Other financial assets	22	22	22	22
Investments in associates	2,838	2,838	2,838	2,838
Infrastructure, property, plant and equipment	3,702,835	3,871,887	4,012,642	4,218,423
Investment property	2,600	2,600	2,600	2,600
Intangible assets	793	793	793	793
<b>Total non-current assets</b>	<b>3,709,088</b>	<b>3,878,140</b>	<b>4,018,895</b>	<b>4,224,676</b>
<b>Total assets</b>	<b>3,893,717</b>	<b>4,045,579</b>	<b>4,227,082</b>	<b>4,376,545</b>
<b>Current liabilities</b>				
Trade and other payables	13,984	14,459	14,256	14,744
Trust funds and deposits	10,168	10,168	10,168	10,168
Provisions	19,759	20,636	21,509	22,353
Interest bearing loans and borrowings	4,365	5,372	7,049	7,478
<b>Total current liabilities</b>	<b>48,276</b>	<b>50,635</b>	<b>52,982</b>	<b>54,743</b>
<b>Non-current liabilities</b>				
Provisions	6,472	8,974	11,333	13,320
Interest bearing loans and borrowings	43,450	53,471	84,180	78,111
<b>Total non-current liabilities</b>	<b>49,922</b>	<b>62,445</b>	<b>95,513</b>	<b>91,431</b>
<b>Total liabilities</b>	<b>98,198</b>	<b>113,080</b>	<b>148,495</b>	<b>146,174</b>
<b>Net assets</b>	<b>3,795,519</b>	<b>3,932,499</b>	<b>4,078,587</b>	<b>4,230,371</b>
<b>Equity</b>				
Accumulated surplus	2,672,886	2,803,740	2,987,564	3,178,704
Reserves	1,122,633	1,128,759	1,091,023	1,051,667
<b>Total equity</b>	<b>3,795,519</b>	<b>3,932,499</b>	<b>4,078,587</b>	<b>4,230,371</b>

The above balance sheet should be read in conjunction with the accompanying other information.

## Statement of Changes in Equity

For the four years ended 30 June 2023

	Total \$'000	Accumulated Surplus \$'000	Asset Revaluation Reserve \$'000	Other Reserves \$'000
<b>2020</b>				
Balance at beginning of the financial year	3,656,898	2,531,205	988,494	137,199
Surplus/(deficit) for the year	138,621	138,621	-	-
Transfer to reserves	-	(18,021)	-	18,021
Transfer from reserves	-	21,082	-	(21,082)
<b>Balance at end of the financial year</b>	<b>3,795,519</b>	<b>2,672,886</b>	<b>988,494</b>	<b>134,139</b>
<b>2021</b>				
Balance at beginning of the financial year	3,795,519	2,672,886	988,494	134,139
Surplus/(deficit) for the year	136,980	136,980	-	-
Transfer to reserves	-	(15,783)	-	15,783
Transfer from reserves	-	9,657	-	(9,657)
<b>Balance at end of the financial year</b>	<b>3,932,499</b>	<b>2,803,740</b>	<b>988,494</b>	<b>140,265</b>
<b>2022</b>				
Balance at beginning of the financial year	3,932,499	2,803,740	988,494	140,265
Surplus/(deficit) for the year	146,088	146,088	-	-
Transfer to reserves	-	(16,082)	-	16,082
Transfer from reserves	-	53,818	-	(53,818)
<b>Balance at end of the financial year</b>	<b>4,078,587</b>	<b>2,987,563</b>	<b>988,494</b>	<b>102,530</b>
<b>2023</b>				
Balance at beginning of the financial year	4,078,587	2,987,563	988,494	102,530
Surplus/(deficit) for the year	151,784	151,784	-	-
Transfer to reserves	-	(16,384)	-	16,384
Transfer from reserves	-	55,741	-	(55,741)
<b>Balance at end of the financial year</b>	<b>4,230,371</b>	<b>3,178,704</b>	<b>988,494</b>	<b>63,173</b>

The above statement of changes in equity should be read in conjunction with the accompanying other information.



## Statement of Cash Flows

For the four years ended 30 June 2023

	2020 Inflows/ (Outflows) \$'000	2021 Inflows/ (Outflows) \$'000	2022 Inflows/ (Outflows) \$'000	2023 Inflows/ (Outflows) \$'000
<b>Cash flows from operating activities</b>				
<b>Cash flows from operating activities</b>				
Rates and charges	158,791	166,246	175,844	185,014
Statutory fees and fines	11,457	11,838	12,303	12,667
User fees	12,688	14,173	14,799	15,137
Grants - operating	30,863	31,163	31,969	32,723
Grants - capital	6,564	0	0	0
Contributions - monetary	11,077	11,323	11,570	11,824
Interest received	4,086	4,116	4,147	4,179
Other receipts	5,050	4,423	4,441	4,922
Net GST refund/payment	12,050	14,516	11,594	18,118
Employee costs	(86,898)	(88,366)	(91,643)	(94,947)
Materials and services	(89,444)	(92,050)	(92,287)	(94,591)
<b>Net cash provided by / (used in) operating activities</b>	<b>76,284</b>	<b>77,382</b>	<b>82,737</b>	<b>95,046</b>
<b>Cash flows from investing activities</b>				
Payments for property, infrastructure, plant and equipment	(85,969)	(103,413)	(71,654)	(142,354)
Proceeds from sale of property, infrastructure, plant and equipment	388	201	0	0
Payments for investments	1,190	12,463	(28,113)	39,758
<b>Net cash provided by / (used in) investing activities</b>	<b>(84,391)</b>	<b>(90,749)</b>	<b>(99,767)</b>	<b>(102,596)</b>
<b>Cash flows from financing activities</b>				
Finance costs	(1,972)	(3,003)	(3,308)	(3,849)
Proceeds from borrowings	16,164	15,394	37,758	1,409
Repayment of borrowings	(6,595)	(4,365)	(5,372)	(7,049)
<b>Net cash provided by / (used in) financing activities</b>	<b>7,597</b>	<b>8,026</b>	<b>29,078</b>	<b>(9,489)</b>
<b>Net increase / (decrease) in cash and cash equivalents</b>	<b>(510)</b>	<b>(5,341)</b>	<b>12,048</b>	<b>(17,039)</b>
Cash and cash equivalents at the beginning of the year	50,966	50,456	45,115	57,163
<b>Cash and cash equivalents at the end of the year</b>	<b>50,456</b>	<b>45,115</b>	<b>57,163</b>	<b>40,124</b>

The above cash flow should be read in conjunction with the accompanying other information.

## Statement of Capital Works

For the four years ended 30 June 2023

	2020 \$'000	2021 \$'000	2022 \$'000	2023 \$'000
<b>Property</b>				
Land	-	-	-	-
Land improvements	-	-	-	-
<b>Total Land</b>	-	-	-	-
Buildings	2,761	5,000	5,520	12,648
Building Improvements	9,988	8,370	5,895	2,832
<b>Total Buildings</b>	<b>12,749</b>	<b>13,370</b>	<b>11,415</b>	<b>15,480</b>
<b>Total Property</b>	<b>12,749</b>	<b>13,370</b>	<b>11,415</b>	<b>15,480</b>
<b>Plant and Equipment</b>				
Plant, machinery & equipment	2431	1,632	1,535	1,423
Fixtures, fittings and furniture	250	340	90	90
Computers and telecommunications	465	432	2,323	421
<b>Total Plant and Equipment</b>	<b>3,146</b>	<b>2,404</b>	<b>3,948</b>	<b>1,934</b>
<b>Infrastructure</b>				
Roads	31,605	21,148	24,389	27,310
Bridges	100	100	-	-
Footpaths & cycleways	2,090	3,811	2,106	3,602
Drainage	275	280	70	75
Recreational, leisure & community facilities	22,919	19,509	38,908	8,136
Waste management	-	-	-	-
Parks, open space and streetscapes	7,748	4,580	6,845	4,862
Off Street Car Parks	-	100	2,000	-
Other infrastructure	2,491	3,008	2,964	3,637
<b>Total Infrastructure</b>	<b>67,228</b>	<b>52,536</b>	<b>77,282</b>	<b>47,622</b>
<b>Total capital works expenditure</b>	<b>83,123</b>	<b>68,310</b>	<b>92,645</b>	<b>65,036</b>
<b>Represented by:</b>				
New assets	45,969	35,378	62,230	32,713
Asset renewal	18,175	22,605	22,749	24,516
Asset expansion	360	800	550	1,745
Asset upgrade	18,619	9,527	7,116	6,062
<b>Total capital works expenditure</b>	<b>83,123</b>	<b>68,310</b>	<b>92,645</b>	<b>65,036</b>

The above statement of capital works should be read in conjunction with the accompanying other information.

## Statement of Human Resources

For the four years ended 30 June 2023

	2020 \$'000	2021 \$'000	2022 \$'000	2023 \$'000
<b>Staff expenditure</b>				
Employee costs - operating	89,760	91,745	94,875	97,779
Employee costs - capital	-	-	-	-
<b>Total staff expenditure</b>	<b>89,759</b>	<b>91,744</b>	<b>94,974</b>	<b>97,778</b>
	FTE	FTE	FTE	FTE
<b>Staff numbers</b>				
Employees	854.88	859.44	865.84	870.44
<b>Total staff numbers</b>	<b>854.88</b>	<b>859.44</b>	<b>865.84</b>	<b>870.44</b>

The above statement of human resources should be read in conjunction with the other information

## 1. Summary of planned capital works expenditure

	Asset Expenditure Types					Funding Sources			
	Total	New	Renewal	Expansion	Upgrade	Grants	Contrib'ns	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>2020</b>									
<b>Property</b>									
Land	-	-	-	-	-	-	-	-	-
Land Improvements	-	-	-	-	-	-	-	-	-
<b>Total Land</b>	-	-	-	-	-	-	-	-	-
Buildings	2,761	2,711	50	-	-	1,000	-	1,761	-
Heritage Buildings	-	-	-	-	-	-	-	-	-
Building Improvements	9,988	3,000	2,729	-	4,259	1,535	-	8,453	-
Leasehold Improvements	-	-	-	-	-	-	-	-	-
<b>Total Buildings</b>	<b>12,749</b>	<b>5,711</b>	<b>2,779</b>	<b>-</b>	<b>4,259</b>	<b>2,535</b>	<b>-</b>	<b>10,214</b>	<b>-</b>
<b>Total Property</b>	<b>12,749</b>	<b>5,711</b>	<b>2,779</b>	<b>-</b>	<b>4,259</b>	<b>2,535</b>	<b>-</b>	<b>10,214</b>	<b>-</b>
<b>Plant and Equipment</b>									
Heritage Plant and Equipment	-	-	-	-	-	-	-	-	-
Plant, Machinery and Equipment	2,431	2,131	300	-	-	100	-	2,331	-
Fixtures, Fittings and Furniture	250	250	-	-	-	-	-	250	-
Computers and Telecommunications	465	316	-	-	149	-	-	465	-
Library Books	-	-	-	-	-	-	-	-	-
<b>Total Plant &amp; Equipment</b>	<b>3,146</b>	<b>2,697</b>	<b>300</b>	<b>-</b>	<b>149</b>	<b>100</b>	<b>-</b>	<b>3,046</b>	<b>-</b>
<b>Infrastructure</b>									
Roads	31,605	17,197	10,235	-	4,173	3,150	630	26,858	967
Bridges	100	-	100	-	-	-	-	100	-
Footpaths and cycleways	2,090	1,689	65	-	336	-	-	2,090	-
Drainage	275	60	215	-	-	-	-	275	-
Recreational, leisure and community facilities	22,919	13,979	2,643	-	6,297	2,738	180	6,124	13,877
Waste Management	-	-	-	-	-	-	-	-	-
Parks, Open Space and streetscapes	7,748	3,587	1,321	360	2,480	836	-	3,912	3,000
Aerodromes	-	-	-	-	-	-	-	-	-
Off street car parks	-	-	-	-	-	-	-	-	-
Other infrastructure	2,491	1,049	517	-	925	-	-	2,491	-
<b>Total Infrastructure</b>	<b>67,228</b>	<b>37,561</b>	<b>15,096</b>	<b>360</b>	<b>14,211</b>	<b>6,724</b>	<b>810</b>	<b>41,850</b>	<b>17,844</b>
<b>Total capital works expenditure</b>	<b>83,123</b>	<b>45,969</b>	<b>18,175</b>	<b>360</b>	<b>18,619</b>	<b>9,359</b>	<b>810</b>	<b>55,110</b>	<b>17,844</b>

## 1. Summary of planned capital works expenditure (continued)

	Asset Expenditure Types					Funding Sources			
	Total	New	Renewal	Expansion	Upgrade	Grants	Contrib'ns	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>2021</b>									
<b>Property</b>									
Land	-	-	-	-	-	-	-	-	-
Land Improvements	-	-	-	-	-	-	-	-	-
<b>Total Land</b>	-	-	-	-	-	-	-	-	-
Buildings	5,000	5,000	-	-	-	-	-	5,000	-
Heritage Buildings	-	-	-	-	-	-	-	-	-
Building Improvements	8,370	2,000	4,650	-	1,720	-	-	8,370	-
Leasehold Improvements	-	-	-	-	-	-	-	-	-
<b>Total Buildings</b>	13,370	7,000	4,650	-	1,720	-	-	13,370	-
<b>Total Property</b>	<b>13,370</b>	<b>7,000</b>	<b>4,650</b>	<b>-</b>	<b>1,720</b>	<b>-</b>	<b>-</b>	<b>13,370</b>	<b>-</b>
<b>Plant and Equipment</b>									
Heritage Plant and Equipment	-	-	-	-	-	-	-	-	-
Plant, Machinery and Equipment	1,632	1,182	450	-	-	-	-	1,632	-
Fixtures, Fittings and Furniture	340	90	-	-	250	-	-	340	-
Computers and Telecommunications	432	258	-	-	174	-	-	432	-
Library Books	-	-	-	-	-	-	-	-	-
<b>Total Plant &amp; Equipment</b>	<b>2,404</b>	<b>1,530</b>	<b>450</b>	<b>-</b>	<b>424</b>	<b>-</b>	<b>-</b>	<b>2,404</b>	<b>-</b>
<b>Infrastructure</b>									
Roads	21,148	6,818	12,554	-	1,776	-	-	21,148	-
Bridges	100	-	100	-	-	-	-	100	-
Footpaths and cycleways	3,811	2,931	-	800	80	-	-	3,811	-
Drainage	280	65	215	-	-	-	-	280	-
Recreational, leisure and community facilities	19,509	16,011	1,083	-	2,415	-	-	4,115	15,394
Waste Management	-	-	-	-	-	-	-	-	-
Parks, Open Space and streetscapes	4,580	163	2,035	-	2,382	-	-	4,580	-
Aerodromes	-	-	-	-	-	-	-	-	-
Off street car parks	100	100	-	-	-	-	-	100	-
Other infrastructure	3,008	760	1,518	-	730	-	-	3,008	-
<b>Total Infrastructure</b>	<b>52,536</b>	<b>26,848</b>	<b>17,505</b>	<b>800</b>	<b>7,383</b>	<b>-</b>	<b>-</b>	<b>37,142</b>	<b>15,394</b>
<b>Total capital works expenditure</b>	<b>68,310</b>	<b>35,378</b>	<b>22,605</b>	<b>800</b>	<b>9,527</b>	<b>-</b>	<b>-</b>	<b>52,916</b>	<b>15,394</b>

## 1. Summary of planned capital works expenditure (continued)

	Asset Expenditure Types					Funding Sources			
	Total	New	Renewal	Expansion	Upgrade	Grants	Contrib'ns	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>2022</b>									
<b>Property</b>									
Land	-	-	-	-	-	-	-	-	-
Land Improvements	-	-	-	-	-	-	-	-	-
<b>Total Land</b>	-	-	-	-	-	-	-	-	-
Buildings	5,520	5,520	-	-	-	-	-	5,520	-
Heritage Buildings	-	-	-	-	-	-	-	-	-
Building Improvements	5,895	250	4,550	100	995	-	-	5,895	-
Leasehold Improvements	-	-	-	-	-	-	-	-	-
<b>Total Buildings</b>	<b>11,415</b>	<b>5,770</b>	<b>4,550</b>	<b>100</b>	<b>995</b>	-	-	<b>11,415</b>	-
<b>Total Property</b>	<b>11,415</b>	<b>5,770</b>	<b>4,550</b>	<b>100</b>	<b>995</b>	-	-	<b>11,415</b>	-
<b>Plant and Equipment</b>									
Heritage Plant and Equipment	-	-	-	-	-	-	-	-	-
Plant, Machinery and Equipment	1,535	1,535	-	-	-	-	-	1,535	-
Fixtures, Fittings and Furniture	90	90	-	-	-	-	-	90	-
Computers and Telecommunications	2,323	1,775	-	-	548	-	-	2,323	-
Library Books	-	-	-	-	-	-	-	-	-
<b>Total Plant &amp; Equipment</b>	<b>3,948</b>	<b>3,400</b>	-	-	<b>548</b>	-	-	<b>3,948</b>	-
<b>Infrastructure</b>									
Roads	24,389	10,066	13,720	-	603	1,150	-	23,239	-
Bridges	-	-	-	-	-	-	-	-	-
Footpaths and cycleways	2,106	1,573	-	450	83	-	-	2,106	-
Drainage	70	70	-	-	-	-	-	70	-
Recreational, leisure and community facilities	38,908	38,230	358	-	320	-	-	1,150	37,758
Waste Management	-	-	-	-	-	-	-	-	-
Parks, Open Space and streetscapes	6,845	410	2,603	-	3,832	-	-	6,845	-
Aerodromes	-	-	-	-	-	-	-	-	-
Off street car parks	2,000	2,000	-	-	-	-	-	2,000	-
Other infrastructure	2,964	711	1,518	-	735	-	-	2,964	-
<b>Total Infrastructure</b>	<b>77,282</b>	<b>53,060</b>	<b>18,199</b>	<b>450</b>	<b>5,573</b>	<b>1,150</b>	-	<b>38,374</b>	<b>37,758</b>
<b>Total capital works expenditure</b>	<b>92,645</b>	<b>62,230</b>	<b>22,749</b>	<b>550</b>	<b>7,116</b>	<b>1,150</b>	-	<b>53,737</b>	<b>37,758</b>

## 1. Summary of planned capital works expenditure (continued)

	Asset Expenditure Types					Funding Sources			
	Total	New	Renewal	Expansion	Upgrade	Grants	Contrib'ns	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>2023</b>									
<b>Property</b>									
Land	-	-	-	-	-	-	-	-	-
Land Improvements	-	-	-	-	-	-	-	-	-
<b>Total Land</b>	-	-	-	-	-	-	-	-	-
Buildings	12,648	12,648	-	-	-	-	7,648	5,000	-
Heritage Buildings	-	-	-	-	-	-	-	-	-
Building Improvements	2,832	-	1,587	745	500	-	-	2,832	-
Leasehold Improvements	-	-	-	-	-	-	-	-	-
<b>Total Buildings</b>	<b>15,480</b>	<b>12,648</b>	<b>1,587</b>	<b>745</b>	<b>500</b>	-	<b>7,648</b>	<b>7,832</b>	-
<b>Total Property</b>	<b>15,480</b>	<b>12,648</b>	<b>1,587</b>	<b>745</b>	<b>500</b>	-	<b>7,648</b>	<b>7,832</b>	-
<b>Plant and Equipment</b>									
Heritage Plant and Equipment	-	-	-	-	-	-	-	-	-
Plant, Machinery and Equipment	1,423	1,423	-	-	-	-	-	1,423	-
Fixtures, Fittings and Furniture	90	90	-	-	-	-	-	90	-
Computers and Telecommunications	421	212	-	-	209	-	-	421	-
Library Books	-	-	-	-	-	-	-	-	-
<b>Total Plant &amp; Equipment</b>	<b>1,934</b>	<b>1,725</b>	-	-	<b>209</b>	-	-	<b>1,934</b>	-
<b>Infrastructure</b>									
Roads	27,310	8,310	17,775	-	1,225	1,200	-	26,110	-
Bridges	-	-	-	-	-	-	-	-	-
Footpaths and cycleways	3,602	2,516	-	1,000	86	-	-	3,602	-
Drainage	75	75	-	-	-	-	-	75	-
Recreational, leisure and community facilities	8,136	5,773	543	-	1,820	-	-	6,790	1,346
Waste Management	-	-	-	-	-	-	-	-	-
Parks, Open Space and streetscapes	4,862	288	3,092	-	1,482	-	-	4,862	-
Aerodromes	-	-	-	-	-	-	-	-	-
Off street car parks	-	-	-	-	-	-	-	-	-
Other infrastructure	3,637	1,378	1,519	-	740	-	-	3,637	-
<b>Total Infrastructure</b>	<b>47,622</b>	<b>18,340</b>	<b>22,929</b>	<b>1,000</b>	<b>5,353</b>	<b>1,200</b>	-	<b>45,076</b>	<b>1,346</b>
<b>Total capital works expenditure</b>	<b>65,036</b>	<b>32,713</b>	<b>24,516</b>	<b>1,745</b>	<b>6,062</b>	<b>1,200</b>	<b>7,648</b>	<b>54,842</b>	<b>1,346</b>



## 2. Summary of planned human resources expenditure

	2019/2020 \$'000	2020/2021 \$'000	2021/2022 \$'000	2022/2023 \$'000
Executive				
- Permanent Part Time	-	-	-	-
- Permanent Full Time	840	866	892	918
<b>Total Executive</b>	<b>840</b>	<b>866</b>	<b>892</b>	<b>918</b>
Community Services				
- Permanent Part Time	16,038	16,551	17,284	17,862
- Permanent Full Time	13,961	14,408	14,845	15,141
<b>Total Community Services</b>	<b>29,999</b>	<b>30,959</b>	<b>32,129</b>	<b>33,003</b>
Partnerships and Engagement				
- Permanent Part Time	6,690	6,899	7,308	7,733
- Permanent Full Time	14,913	15,377	15,740	16,111
<b>Total Partnerships and Engagement</b>	<b>21,603</b>	<b>22,276</b>	<b>23,048</b>	<b>23,844</b>
City Transport and Presentation				
- Permanent Part Time	606	603	621	634
- Permanent Full Time	21,406	21,286	21,932	22,604
<b>Total City Transport and Presentation</b>	<b>22,012</b>	<b>21,889</b>	<b>22,553</b>	<b>23,238</b>
Corporate Services				
- Permanent Part Time	1,728	1,779	1,837	1,897
- Permanent Full Time	12,936	13,317	13,754	14,204
<b>Total Corporate Services</b>	<b>14,664</b>	<b>15,096</b>	<b>15,591</b>	<b>16,101</b>
Casual	642	659	662	675
<b>Total</b>	<b>89,760</b>	<b>91,745</b>	<b>94,875</b>	<b>97,779</b>

## 2. Summary of planned human resources expenditure (continued)

	2019/2020 FTE	2020/2021 FTE	2021/2022 FTE	2022/2023 FTE
Executive				
- Permanent Part Time	-	-	-	-
- Permanent Full Time	5.00	5.00	5.00	5.00
<b>Total Executive</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
Community Services				
- Permanent Part Time	148.40	150.40	152.40	154.40
- Permanent Full Time	129.18	129.18	129.18	129.18
<b>Total Community Services</b>	<b>277.58</b>	<b>279.58</b>	<b>281.58</b>	<b>283.58</b>
Partnerships, Planning and Engagement				
- Permanent Part Time	65.95	68.25	70.55	72.85
- Permanent Full Time	147.00	147.00	147.00	147.00
<b>Total Partnerships, Planning and Engagement</b>	<b>212.95</b>	<b>215.25</b>	<b>217.55</b>	<b>219.85</b>
City Transport and Presentation				
- Permanent Part Time	5.89	5.89	5.89	5.89
- Permanent Full Time	208.00	208.00	210.00	210.00
<b>Total City Transport and Presentation</b>	<b>213.89</b>	<b>213.89</b>	<b>215.89</b>	<b>215.89</b>
Corporate Services				
- Permanent Part Time	15.62	15.62	15.62	15.62
- Permanent Full Time	117.00	117.00	117.00	117.00
<b>Total Corporate Services</b>	<b>132.62</b>	<b>132.62</b>	<b>132.62</b>	<b>132.62</b>
Casual	12.84	13.10	13.20	13.50
<b>Total</b>	<b>854.88</b>	<b>859.44</b>	<b>865.84</b>	<b>870.44</b>

## 8. GLOSSARY

<b>Act</b>	▪ means the <i>Local Government Act 1989</i>
<b>Adjusted Underlying (Operating) Result</b>	▪ means the result obtained by adding back to the Total Comprehensive result the following items: non-recurrent capital grants, non-monetary asset contributions and other contributions to fund capital expenditure
<b>Annual report</b>	▪ means a report of the activities of the previous financial year and contains a report of operations, audited financial statements and an audited performance statement
<b>Asset expansion expenditure</b>	▪ means expenditure that extends the capacity of an existing asset to provide benefits to new users at the same standard as is provided to existing beneficiaries
<b>Asset expenditure type</b>	▪ means the following types of asset expenditure: (a) asset renewal expenditure; (b) new asset expenditure; (c) asset upgrade expenditure; (d) asset expansion expenditure
<b>Asset renewal expenditure</b>	▪ means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability
<b>Asset upgrade expenditure</b>	▪ means expenditure that: (a) enhances an existing asset to provide a higher level of service; or (b) increases the life of the asset beyond its original life
<b>Australian Accounting Standards (AASB)</b>	▪ means the accounting standards published by the Australian Accounting Standards Board
<b>Budget</b>	▪ means a plan setting out the services and initiatives to be funded for the financial year and how they will contribute to achieving the strategic objectives specified in the council plan
<b>Capital works expenditure</b>	▪ means expenditure on non-current assets and includes new assets, asset renewal, asset expansion and asset upgrade
<b>Council plan</b>	▪ means a plan setting out the medium-term strategic objectives, strategies, strategic indicators and resources reflecting vision and aspirations of the community for the next four year
<b>Financial resources</b>	▪ means income, expenditure, assets, liabilities, equity, cash and capital works required to deliver the services and initiatives in the budget
<b>Financial statements</b>	▪ means the financial statements and notes prepared in accordance with the Australian Accounting Standards as they apply to the general purpose financial reports of local governments and a statement of capital works and included in the annual report
<b>Financial year</b>	▪ means the period of 12 months ending on 30 June each year
<b>Human resources</b>	▪ means the staff employed by a council
<b>Indicator</b>	▪ means what will be measured to assess performance
<b>Initiatives</b>	▪ means actions that are one-off in nature and/or lead to improvements in service
<b>Major initiatives</b>	▪ means significant initiatives that will directly contribute to the achievement of the council plan during the current year and have a major focus in the budget
<b>Minister</b>	▪ means the Minister for Local Government
<b>Model budget</b>	▪ means the <i>Victorian City Council Model Budget</i> prepared annually by the Institute of Chartered Accountants in Australia
<b>New asset expenditure</b>	▪ means expenditure that creates a new asset that provides a service that does not currently exist
<b>Non-financial resources</b>	▪ means the resources other than financial resources required to deliver the services and initiatives in the budget
<b>Non-infrastructure capital works</b>	▪ means the projects included in the annual capital works program that are considered to be maintenance rather than capital expenditure for accounting purposes. These include tree planting, feasibility studies and computer software and hardware implementations.
<b>Non-recurrent grant</b>	▪ means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a Council's Strategic Resource Plan
<b>Planning and accountability</b>	▪ means the key statutory planning and reporting documents that are required to be

<b>framework</b>	prepared by councils to ensure accountability to local communities in the performance of functions and exercise of powers under the Act
<b>Performance statement</b>	▪ means a statement including the results of the prescribed service outcome indicators, financial performance indicators and sustainable capacity indicators for the financial year and included in the annual report
<b>Recurrent grant</b>	▪ means a grant other than a non-recurrent grant
<b>Regulations (LGR)</b>	▪ means the Local Government (Planning and Reporting) Regulations 2014
<b>Report of operations</b>	▪ means a report containing a description of the operations of the council during the financial year and included in the annual report
<b>Services</b>	▪ means assistance, support, advice and other actions undertaken by a council for the benefit of the local community
<b>Statement of capital works</b>	▪ means a statement which shows all capital expenditure of a council in relation to non-current assets and asset expenditure type prepared accordance to the model statement of capital works in the Local Government Financial Report
<b>Strategic objectives</b>	▪ means the outcomes a council is seeking to achieve over the next four years and included in the council plan
<b>Strategic resource plan</b>	▪ means a plan of the financial and non-financial resources for at least the next four years required to achieve the strategic objectives in the council plan
<b>Strategies</b>	▪ means high level actions directed at achieving the strategic objectives in the council plan
<b>Statement of human resources</b>	▪ means a statement which shows all council staff expenditure and numbers of full time equivalent council staff
<b>Statements of non-financial resources</b>	▪ means a statement which describes the non-financial resources including human resources
<b>Summary of planned capital works expenditure</b>	▪ means a summary of capital works expenditure in relation to non-current assets classified according to the model statement of capital works in the Local Government Financial Report, by asset expenditure type and funding source
<b>Summary of planned human resources expenditure</b>	▪ means a summary of permanent council staff expenditure and numbers of full time equivalent council staff categorised according to the organisational structure of the council



# PROPOSED Fees and Charges Schedule 2019-2020

[whittlesea.vic.gov.au](http://whittlesea.vic.gov.au)

## Table Of Contents

<b>Planning Services.....</b>	<b>5</b>
Planning Permits.....	5
Planning Permits Amendments.....	5
Planning Applications.....	6
Planning Application – Amendments.....	6
Planning Certificates.....	6
Planning Scheme – Amendments.....	6
Subdivision.....	6
Development Plans Amendments.....	7
Planning Fees.....	7
<b>Planning Copy Fees.....</b>	<b>7</b>
Permit Fee (per copy).....	7
Approved Plans (per copy).....	7
Copy of Documentation.....	8
<b>Building Services.....</b>	<b>8</b>
Residential Permits.....	8
Swimming Pools & Safety Barriers.....	8
Commercial Works.....	8
Building Fees.....	8
Building Copy Fees.....	9
<b>City Design and Transportation.....</b>	<b>9</b>
Subdivision.....	9
Engineering plans.....	9
Road Opening Applications for consent.....	9
<b>Asset Protection.....</b>	<b>10</b>
Asset Protection-Commerical.....	10
Asset Inspections.....	10
<b>City Presentation.....</b>	<b>11</b>
Reinstatements.....	11
<b>Waste Management.....</b>	<b>11</b>
Waste Fees.....	11
<b>Parks and Urban Design.....</b>	<b>11</b>
Street Trees.....	11
Subdivision.....	12
Native Vegetation Management Costs.....	12
Resident Access Request to undertake works.....	12
<b>Growling Frog Golf Course.....</b>	<b>12</b>
Golf Fees.....	12

Season Pass.....	13
Golf Promotions.....	13
<b>Financial Services.....</b>	<b>14</b>
Revenue.....	14
Property and Valuations.....	14
<b>Civic Administration.....</b>	<b>14</b>
Freedom of Information.....	14
<b>Local Laws.....</b>	<b>14</b>
Local Laws.....	14
Street Activities.....	15
Animal Management.....	15
Livestock.....	15
Animal Registration.....	15
Fire Prevention.....	16
Parking.....	16
Animal Pound Release Fees.....	16
<b>Plenty Ranges Arts &amp; Convention Centre.....</b>	<b>16</b>
Theatre Hire Cost.....	16
Hall Hire.....	17
<b>Community &amp; Cultural Development.....</b>	<b>20</b>
Site Fees.....	20
<b>Family, Children and Young People.....</b>	<b>21</b>
Family Services.....	21
<b>Public Health.....</b>	<b>22</b>
Food Act.....	22
Food Safety Program.....	22
Public Health & Wellbeing Act.....	23
Sharps Containers.....	23
Septic Tank.....	23
Immunisation.....	23
Immunisation workplace program.....	23
<b>Leisure &amp; Community Facilities.....</b>	<b>24</b>
Hall Hire.....	24
Sporting Fields.....	34
Sports Pavilions.....	36
Sports – Sole User per year.....	37
Harvest Home Road Soccer Facility.....	37
Hillsview Synthetic Soccer Ground.....	38
Mill Park Secondary College.....	39



Tennis.....	39
Bocce.....	39
Australian Rules Football.....	40
Soccer.....	40
Softball/Baseball.....	40
Outdoor Hi-Ball.....	40
Whittlesea Secondary College Basketball Stadium.....	40
Hire of Mini Bus.....	40
Meadowglen Athletics Track.....	41
Meadowglen Stadium Function Room.....	41
<b>HACC.....</b>	<b>41</b>
Client Travel.....	41
General Home Care – Household Income.....	41
Personal Care – Individual Income.....	42
Personal Care – Outside Hours/Public Holidays.....	43
Respite Care – Individual Income.....	43
Respite Care – Household Income.....	44
Respite Care – Outside Hours/Public Holidays – Individual Income.....	44
Respite Care – Outside Hours/Public Holidays – Household Income.....	45
Food Services (Delivered Meals).....	45
Lunch in a bunch.....	46
Planned Activity Group.....	46
Hall Hire.....	46
Property Maintenance.....	46
Leap Program.....	47
Respite/ Support for Carers Program.....	47
<b>Leisure Centres.....</b>	<b>48</b>
Whittlesea Swim Centre.....	48
Thomastown Recreation & Aquatic Centre.....	49

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Planning Services

### Planning Permits

Class 1	\$1,240.65
Class 2	\$192.00
Class 3	\$604.40
Class 4	\$1,237.10
Class 5	\$1,336.70
Class 6	\$1,436.20
Class 7	\$192.00
Class 8	\$412.40
Class 9	\$192.00
Class 10	\$1,102.10
Class 11	\$1,486.00
Class 12	\$3,277.70
Class 13	\$8,354.30
Class 14	\$24,636.20
Class 15	\$55,372.70
Class 16	\$1,265.60
Class 17	\$1,265.60
Class 18	\$1,265.60
Class 19	\$1,265.60
Class 20	\$1,265.60
Class 21	\$1,265.60

### Planning Permits Amendments

Class 1	\$1,265.60
Class 2	\$1,265.60
Class 3	\$192.00
Class 4	\$604.40
Class 5	\$1,237.10
Class 6	\$1,336.70
Class 7	\$192.00
Class 8	\$412.40
Class 9	\$192.00
Class 10	\$1,102.10
Class 11	\$1,486.00
Class 12	\$3,277.70
Class 13	\$1,265.60
Class 14	\$1,265.60
Class 15	\$1,265.60
Class 16	\$1,265.60

continued on next page ...

Page 5 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Planning Permits Amendments [continued]

Class 17	\$1,265.60
Class 18	\$1,265.60

## Planning Applications

Public Notice on Site (per notice)	\$16.00
Notice to adjoining owners/occupiers (per letter)	\$12.00
Copy of Certified Plan	\$52.00

## Planning Application – Amendments

Amend an application for a permit after notice (advertising) has been given but not yet determined for every class of application (other than Class 4 application where there is no fee) listed under Regulation 7	Statutory fee that is variable based on a percentage of the cost of development
Amend an application for a permit after notice of the application has been given but not yet determined for every class of application (other than Class 5 application where there is no fee) listed under Regulation 8B	Statutory fee that is variable based on a percentage of the cost of development

## Planning Certificates

Planning Certificates – Section 198	\$21.30
Certificates of Compliance – Section 97N	\$312.80
Satisfaction Matters	\$312.80

## Planning Scheme – Amendments

Stage 1	\$2,871.60
Stage 2 – up to and including 10 Submissions	\$14,232.70
Stage 2 – 11 (and including) 20 submissions	\$28,437.60
Stage 2 – exceed 20 submissions	\$38,014.40
Stage 3	\$453.10
Stage 4	\$453.10

## Subdivision

Multi Lot (per lot)	\$167.80
Procedural	\$167.80
Consolidation	\$167.80
Strata Redevelopment	\$167.80

continued on next page ...

Page 6 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Subdivision [continued]

Resort & Recreation Open Space Contribution	Percentage of land value
Amended subdivision plans	\$106.65
Amended plan before Certification	\$106.65
Amended Certified Plan	\$135.10

## Development Plans Amendments

Amendment – Minor	\$420.00
Amendment – Major	\$940.00

## Planning Fees

Extension of time to a planning permit	\$290.00
Variation to a Building Envelope (other than applications made under Regulation 8B)	\$290.00
Demolition Approvals (S29A Building Act)	\$83.10
Planning Information Request	\$145.00
Amend or end Sec 173 Agreement	\$632.80
File retrieval off site	\$94.00
File retrieval on site	\$54.00
Title Search (simple)	\$45.00
Title Search (complex)	\$60.00
Preparation of a Straight forward S.173 Agreement	\$800.00
Bond Administration	\$65.00
Secondary Consent	\$285.60
Secondary Consent for lots < 300sqm.	\$520.00
Pre application concept plans – minor development	\$150.00
Pre application concept plans – major development	\$250.00

## Planning Copy Fees

### Permit Fee (per copy)

Hard copy of permit	\$94.00
Electronic copy of permit (if available)	\$54.00

### Approved Plans (per copy)

Hard copy of plans per permit	\$94.00
Electronic copy of plans per permit (if available)	\$54.00

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Copy of Documentation

Copy of Planning application register (per month)	\$32.00
Copy of advertised documentation (plans)	\$12.00
Copy of advertised documentation (plans and reports)	\$22.00

## Building Services

### Residential Permits

Dwelling Extensions/Alterations (All) (includes Class 1b) over \$100,000	\$1,500.00
Dwellings Extensions/Alterations (All) (includes Class 1b) up to \$100,000	\$1,165.00
Minor Dwelling Alterations (removal of internal wall, increasing a window size etc.)	\$550.00
Multi Unit Development (each dwelling)	\$850.00
Multi Unit Development (Over \$300,000 each unit)	\$1,500.00
Demolitions (where protection work not required)	\$580.00
Protection Work Notices (When determined by relevant building surveyor)	\$350.00

### Swimming Pools & Safety Barriers

Swimming Pools	\$850.00
----------------	----------

### Commercial Works

All Commercial Works	Price on Application
----------------------	----------------------

### Building Fees

Report & Consent Dispensation (siting)	\$244.00
Build Over Easement Consent or Flood Prone Land Consent	\$244.00
Stormwater Drainage Asset Information	\$60.90
Property Information	\$48.60
Lodgement fee	\$36.40
Combining of Essential Safety Measure Schedule Reg. 1206	Price on Application
Building Permit Extension of Time	\$200.00
Amendment of Building Permit/Occupancy Permit/Warranty Certificate	\$125.00
Title Search	\$105.00
Amended Plans	Price on Application
Change of Use No building work	\$595.00
Report for the purposes Liquor Licensing	\$275.00
Bushfire Tank signage	\$54.90
Section 29A Report and Consent	\$60.90
Bushfire Tank signage with postage	\$72.00

continued on next page ...

Page 8 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Building Fees [continued]

Additional inspections above allowed by Building Permit	\$163.70
Weekend inspections	\$260.00
Application for occupancy Permit for a Place of Public Entertainment (POPE) Circus and public event on land	\$330.00
Application for occupancy Permit for a Place of Public Entertainment (POPE) Public Building	\$600.00

## Building Copy Fees

A1 Sheets or larger (or scanning of copies)	\$8.00
Any search that exceeds 1hour will incur an additional feeper hour or part thereof	\$22.00
Copy of Residential Plans	\$105.00
Copy of Commercial Plans/multi unit site (search fee only) + charges per copied sheet	\$200.00
Copy of Building Permit or Occupancy Permit	\$48.60

## City Design and Transportation

### Subdivision

Supervision of works	2.5% of cost of works (inc GST) under the Subdivision Act 1988
Checking of engineering plans	0.75% of cost of works (inc GST) under the Subdivision Act 1988

### Engineering plans

Engineering Plans Assessment fee – for developments up to 2 units	\$81.60
Engineering Plans Assessment fee – for developments 3 to 10 units	\$163.20
Engineering Plans Assessment fee – for more than 10 units, small commercial/industrial developments	\$326.40
Engineering Plans Assessment fee – for large commercial/industrial developments	\$652.80

## Road Opening Applications for consent

### Consent Fees – other than Minor

#### On roadway, shoulder or pathway

Council road where speed limit is greater than 50km/hr	\$635.26
Council road where speed limit is 50km/hr or less	\$346.29

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

### Not on roadway, shoulder or pathway

Council road where speed limit is greater than 50km/hr	\$346.29
Council road where speed limit is 50km/hr or less	\$88.43

### Consent Fees – Minor

#### On roadway, shoulder or pathway

Council road where speed limit is greater than 50km/hr	\$136.99
Council road where speed limit is 50km/hr or less	\$136.99

#### Not on roadway, shoulder or pathway

Council road where speed limit is greater than 50km/hr	\$88.43
Council road where speed limit is 50km/hr or less	\$88.43

## Asset Protection

### Asset Protection-Commercial

Asset Inspection Permit Fee – Commercial \$500,000 to \$1,000,000	\$2,266.25
Asset Inspection Permit Fee – Commercial \$1,000,001 to \$2,500,000	\$3,252.60
Asset Inspection Permit Fee – Commercial \$2,500,001 to \$5,000,000	\$5,650.60
Asset Inspection Permit Fee – Commercial \$5,000,001 to \$7,500,000	\$9,648.65
Asset Inspection Permit Fee – Commercial \$7,500,001 to \$10,000,000	\$13,645.60
Asset Inspection Permit Fee – Commercial \$10,000,001 to \$15,000,000	\$22,749.10
Asset Inspection Permit Fee – Commercial \$15,000,001 to \$20,000,000	\$25,593.70
Asset Inspection Permit Fee – Commercial \$20,000,001 to \$25,000,000	\$28,438.25
Asset Inspection Permit Fee – Commercial \$25,000,001 to \$30,000,000	\$31,281.75
Asset Inspection Permit Fee – Commercial \$30,000,001 to \$35,000,000	\$34,126.35
Asset Inspection Permit Fee – Commercial \$35,000,001 to \$40,000,000	\$36,970.90
Asset Inspection Permit Fee – Commercial \$40,000,001 to \$45,000,000	\$39,815.50
Asset Inspection Permit Fee – Commercial \$45,000,001 to \$50,000,000	\$42,659.00
Asset Inspection Permit Fee – Commercial \$50,000,0001 plus	\$45,503.60

### Asset Inspections

Asset Inspection Permit Fee	\$418.20
Local Law Permit fee – Building Site Bins (Council Land)	\$173.40
Local Law Permit fee – Occupation of Council Land	\$173.40



Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## City Presentation

### Reinstatements

Footpaths 100mm concrete (reinforced) \$/sqm	\$208.00
Footpaths 125mm concrete (reinforced) \$/sqm	\$231.50
Footpaths & Crossovers 150mm concrete (reinforced) \$/sqm	\$243.00
Footpaths & Crossovers 200mm concrete (reinforced) \$/sqm	\$276.00
DDA Tactile tiles – less than 2 Sq M	\$380.50
DDA Tactile tiles – greater than 2 Sq M	\$378.00
Road General \$/sqm	\$198.00
Deep lift asphalt \$/sqm	\$258.00
Kerb & Channel \$/m	\$244.00
Footpath Granitic Sand \$/sqm	\$124.00
Footpath Asphalt \$/sqm	\$121.50

## Waste Management

### Waste Fees

Garden Waste Bin Service	\$77.00
Extra 120 Litre Garbage Bin (per annum)	\$218.60
Extra 240 Litre Recycling Bin (per annum)	\$86.55
Extra 240 Litre Commercial Garbage Bin (per annum)	\$532.20
Extra Commercial Recycling Bin (per annum)	\$86.55
ReIn Worm Factory	\$73.00
Palamont (210 ltr)	\$53.00
Palamont (280 ltr)	\$80.00
Delivery Fee	\$6.35
Bokash Bin	\$66.00

## Parks and Urban Design

### Street Trees

Street Tree Replacement Fee(New or Juvenile) < 5 metres	\$510.00
Street Tree Replacement Fee (Other Trees) > 5 metres	Burnley Method (ATV) + Purchase + Planting + 2 Summers Establishme nt + Admin

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Subdivision

Engineering Plans Checking Fees – Landscape Works Plan	0.75% of landscape construction costs (inc GST) under the Subdivision Act 1988
Engineering Surveillance Fees – Landscape Works	2.5% of landscape construction costs (inc GST) under the Subdivision Act 1988

## Native Vegetation Management Costs

Native Vegetation Offset Management Costs (urban) – per hectare, per year	\$5,355.00
Native Vegetation Offset Management Costs (rural) – per hectare, per year	\$3,723.00

## Resident Access Request to undertake works

### Bond Fees for accessing Council reserves for private works

Material Delivery Access	\$2,550.00
Fencing Works	\$2,550.00
Stockpiling material on Council Land	\$5,100.00
Concrete pouring from Council	\$5,100.00
Minor Works Excavations (Works valued less than \$10,000)	\$5,100.00
Major Works Excavations (Works valued more than \$10,000)	\$10,200.00
Soil and Rock Removal via Council Reserve	\$10,200.00

## Administrative charges

Key Replacement	\$255.00
Admin Charges for repair to council assets or remediation works on Council Land	\$255.00

## Growling Frog Golf Course

### Golf Fees

#### Monday to Friday

Adult 18 holes	\$43.00
Club member 18 holes	\$38.00
Adult 9 holes	\$27.00

continued on next page ...

Page 12 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Monday to Friday** [continued]

After 1.30pm All days – 9 holes	\$22.00
After 1.30pm All days – 18 holes	\$37.00
Senior Card Holder & Age Pensioner Rate – 18 holes	\$26.00
Senior Card Holder & Age Pensioner Rate – 9 holes	\$16.00

**Weekend and Public Holiday**

Adult 18 holes	\$48.00
Club member 18 holes	\$44.00
Adult 9 holes	\$30.00

**Season Pass****Monday to Sunday**

12 months – 1 July – 30 June	\$1,559.00
------------------------------	------------

**Monday to Friday**

12 months – 1 July – 30 June	\$959.00
------------------------------	----------

**Monday to Friday (Concession) – applies to Junior, Senior and Pensioner golfers only**

12 months – 1 July – 30 June	\$645.00
------------------------------	----------

**Golf Promotions****Monday to Friday**

Golf Promotion – Monday – Friday	\$34.00
----------------------------------	---------

**Weekend**

Adult 18 holes	\$38.00
----------------	---------

**Residents**

Golf Promotion – Residents	\$32.00
----------------------------	---------

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Financial Services

### Revenue

Land information certificates per property (Standard)	\$26.30
Land information certificates per property (Urgency fee)	\$39.70
Duplicate rate notice per property (Current year)	\$14.80
Duplicate rate notice per property (Per non-current year)	\$23.45
Plan 'n' pay card per property	\$15.30
Cheque dishonour – Bank	\$10.20
Cheque dishonour – Australia Post	\$13.75
Direct debit dishonour (bank account & credit card)	\$33.65
Rates transaction statement (per property)	\$47.25
Confirmation of historical ownership (0.5 hrs) per property	\$63.55
Rates Search Fee – Per 0.5 hrs for searching archives per property	\$63.55
Processing fee for title search per property	\$70.60

### Property and Valuations

Valuation search on computer	\$61.20
Valuation search in basement	\$123.40

## Civic Administration

### Freedom of Information

Freedom of Information Application Fee	\$28.90
FOI – Charge for search time (Per hour or part of an hour)	\$21.75
FOI – Charge for supervision (Per quarter hour or part of a quarter hour)	\$5.50
FOI – Charge for providing black and white photocopy (Per A4 page, single sided)	\$0.20
FOI – Charge for providing copy of document other than black and white photocopy (Per A4 coloured page, single sided)	\$1.00
Local Laws (request for printed copy – available for free download from website)	\$10.00

## Local Laws

### Local Laws

Release Fee – for impounded goods	\$86.00
Release Fee – for impounded vehicle	\$365.00
Litter Offences 'On the Spot' – Minimum	\$322.32
Litter Offences 'On the Spot' – Maximum	\$644.76
Litter Offences Asset Protection – 'On the Spot' Fines – Minimum	\$1,290.30
Litter Offences Asset Protection – 'On the Spot' Fines – Maximum	\$1,934.94

continued on next page ...

Page 14 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Local Laws [continued]

Municipal Law fines – per penalty unit	\$100.00
Infringement Courtesy Letter (Final Notice) fee	\$28.00
Disabled Parking Permit – replace either lost or unduly damaged	\$43.85

## Street Activities

A frame/tear drop signs – per sign – annual fee	\$85.00
Clothing bins – per bin	\$200.00
Domestic skip bin permit – public land – per bin	\$85.00
Footpath dining – ancillary items – per item (e.g. umbrellas, outdoor heaters and portable barrier screens) – annual fee	\$30.00
Footpath dining – per chair – annual fee	\$30.00
Footpath dining – per table – annual fee	\$30.00
Footpath trading – goods display – annual fee	\$250.00
Fundraising permit application fee	\$170.00
Real estate pointer boards – per real estate agency – annual fee	\$520.00
Shipping container permit – public land – per container	\$200.00

## Animal Management

Rescue / Foster carer dog registration fee – per dog	\$7.00
Rescue/foster carer cat registration fee – per cat	\$4.00
Animal management – 'on-the-spot' fines – Minimum	\$322.38
Animal management – 'on-the-spot' fines – Maximum	\$644.76
Domestic Animal Business registration – annual	\$300.00
Excess animal permit application fee	\$100.00
Replacement animal registration tag fee	\$10.00
Inspection of animal registration records	\$20.00

## Livestock

Release Fee – per animal	\$100.00
Keeping/feeding fee – impounded livestock – per day	\$38.00

## Animal Registration

### Dog

Restricted breed, Dangerous dog, Menacing dog	\$300.00
Standard Registration Fee – Guard Dog/Protective Services	\$152.00
Standard Registration Fee – dog unsterilised	\$152.00
Non-pensioner – dog sterilised, or trained by an approved dog obedience training organisation.	\$48.00
Pensioner – Dog – unsterilised	\$76.00

continued on next page ...

Page 15 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Dog** [continued]

Pensioner – Dog – sterilised, or trained by an approved dog obedience training organisation	\$24.00
Pro-rata Registrations – less than 6 months – 50% of applicable registration fee	50% of registration

**Cat**

Non-pensioner – cat unsterilised	\$88.00
Non-pensioner – cat sterilised registered member of approved feline association	\$24.00
Pensioner – Cat – unsterilised	\$44.00
Pensioner – Cat – sterilised or registered member of approved feline association.	\$12.00
Pro-rata Registrations – less than 6 months – 50% of applicable registration fee	50% of registration

**Fire Prevention**

Fire prevention 'On-the-spot' fines	\$1,611.90
Fire Prevention Administrative Fee – Subsequent Offences	\$500.00

**Parking**

Parking Infringement – Offence Codes 701-714	0.5 Penalty units
--	-------------------

**Animal Pound Release Fees**

Impounded animals – medical fees	External contractor's rate.
Keeping/feeding fee – cats – per day	\$15.00
Keeping/feeding fee – dogs – per day	\$20.00
Release fee – unregistered cat – same day collection	\$50.00
Release fee – unregistered dog – same day collection	\$50.00

**Plenty Ranges Arts & Convention Centre****Theatre Hire Cost****Yan Yean Theatre****Commercial**

Monday to Thursday bump/in out Fee	\$323.00
Monday to Thursday rehearsal rate	\$323.00
Monday to Thursday performance rate	\$553.00

continued on next page ...

Page 16 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Commercial** [continued]

Friday to Sunday bump in/out rate	\$348.00
Friday to Sunday rehearsal rate	\$348.00
Friday to Sunday performance rate	\$578.00

**Community**

Community – 25% off the normal rate	25% off the normal rate
-------------------------------------	-------------------------

**Woodstock Theatre****Commercial**

Monday to Thursday bump/in out Fee	\$150.00
Monday to Thursday Rehearsal Rate	\$150.00
Monday to Thursday Performance Rate	\$274.00
Friday to Sunday bump in/out \$hr	\$175.00
Friday to Sunday Rehearsal rate	\$175.00
Friday to Sunday Performance rate	\$299.00

**Community**

Community – 25% off the normal rate	25% off the normal rate
-------------------------------------	-------------------------

**Hall Hire****The Great Hall****Saturday to Sunday**

Minimum 4 hours	\$950.00
Additional hour	\$237.50
Day Hire (Maximum of 8 hours)	\$1,320.00

**Lakeview Room****Monday to Friday**

Minimum 4 hours	\$350.00
Additional hour	\$51.75
Day Hire (Maximum of 8 hours)	\$415.00

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Saturday to Sunday**

Minimum 4 hours	\$395.00
Additional hour	\$69.00
Day Hire (Maximum of 8 hours)	\$552.00

**Red Gum****Monday to Friday**

Minimum 4 hours	\$840.00
Additional hour	\$123.75
Day Hire (Maximum of 8 hours)	\$990.00

**Saturday to Sunday**

Minimum 4 hours	\$950.00
Additional hour	\$165.00
Day Hire (Maximum of 8 hours)	\$1,320.00

**Blue Gum****Monday to Friday**

Minimum 4 hours	\$840.00
Additional hour	\$123.75
Day Hire (Maximum of 8 hours)	\$990.00

**Saturday to Sunday**

Minimum 4 hours	\$950.00
Additional hour	\$165.00
Day Hire (Maximum of 8 hours)	\$1,320.00

**Eucalypt Room****Monday to Friday**

Minimum 4 hours	\$1,680.00
Additional hour	\$247.50
Day Hire (Maximum of 8 hours)	\$1,980.00

**Saturday to Sunday**

Minimum 4 hours	\$1,900.00
-----------------	------------

continued on next page ...

Page 18 of 54



Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Saturday to Sunday** [continued]

Additional hour	\$330.00
Day Hire (Maximum of 8 hours)	\$2,640.00

**Woodstock Theatre (Conference)****Monday to Friday**

Minimum 4 hours	\$700.00
Additional hour	\$175.00
Day Hire (Maximum of 8 hours)	\$1,400.00

**Saturday to Sunday**

Minimum 4 hours	\$1,200.00
Additional hour	\$300.00
Day Hire (Maximum of 8 hours)	\$2,400.00

**Yan Yean Theatre (Conference)****Monday to Friday**

Minimum 4 hours	\$1,292.00
Additional hour	\$323.00
Day Hire (Maximum of 8 hours)	\$2,584.00

**Saturday to Sunday**

Minimum 4 hours	\$2,312.00
Additional hour	\$578.00
Day Hire (Maximum of 8 hours)	\$4,624.00

**Plenty Ranges Gardens****Saturday to Sunday**

Gardens (Ceremony)	\$900.00
Gardens (Photos)	\$185.00
Courtyard (Ceremony)	\$900.00

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Board Room

### Monday to Friday

Minimum 4 hours	\$250.00
Additional hour	\$220.00
Day Hire (Maximum of 8 hours)	\$400.00

## Whole Venue Hire

PRACC and all halls	\$6,000.00
---------------------	------------

## Community & Cultural Development

### Site Fees

### Whittlesea Community Festival

#### Commercial

Market Stalls with infrastructure	\$275.00
Market Stalls without infrastructure	\$165.00
Food Stalls with infrastructure	\$396.00
Food Stalls without infrastructure	\$220.00

#### Community

Market Stalls with infrastructure	\$165.00
Market Stalls without infrastructure	\$132.00
Food Stalls with infrastructure	\$198.00
Food Stalls without infrastructure	\$132.00

### Hire of Equipment

Power 10 amp	\$99.00
Power 15 amp	\$132.00

## Carols by Candlelight

#### Commercial

With power	\$242.00
------------	----------

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Community**

With power	\$132.00
------------	----------

**Rockin' @ Redleap****Commercial**

With power	\$242.00
------------	----------

**Community**

With power	\$132.00
Without power	\$77.00

**Australia Day****Commercial**

With power	\$242.00
------------	----------

**Community**

With power	\$132.00
------------	----------

**Hire of Equipment**

Marquee	\$242.00
---------	----------

**Family, Children and Young People****Family Services****Kindergarten**

Kindergarten enrolments (per enrolment) – Non Health Cardholders	\$23.00
--	---------

**Early years**

Early Years Services Property Lease	\$132.60
-------------------------------------	----------

**Family day care**

Annual service fee	\$30.60
Administration fee	\$1.75

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Timesheets

Carer provider time-sheets (50)	\$20.40
---------------------------------	---------

## Playgroups

Rental of community space (per group) for Vasey Park Pre School & Carrington Children Services Centre	\$7.20
---	--------

## Other Fees

Grab Bags	\$21.40
Grab Bags – concession rate for Health Care Cardholders	\$17.40

## Public Health

### Food Act

#### Registration

Add fee for each staff member in excess of 5	\$24.00
Follow up inspection	\$140.75
Request inspection priority fee (within 2 working days)	\$387.60
Request inspection fee (within 10 working days)	\$280.50
Plans approval (Class 1, 2, 3)	\$193.80
Food sampling analysis recoup	\$304.00

## Food Safety Program

#### Registration – Initial

Class 1 premises	\$942.50
Class 2 premises	\$675.25
Class 3 premises	\$471.25

#### Registration – Renewal

Class 1 premises	\$803.75
Class 2 premises	\$546.70
Class 3 premises	\$338.65

#### Registration – Transfer

Class 1 premises	\$401.90
Class 2 premises	\$273.35
Class 3 premises	\$169.30

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Public Health & Wellbeing Act

### Registration

Initial Registration Fee	\$318.25
Renewal registration Fee	\$218.30
Hair dresser registration Fee (one off fee)	\$318.25
Accommodation houses	\$389.65
Plans approval – general	\$208.10
Plans approval – accommodation	\$326.40
Request inspection priority fee (within 2 working days)	\$265.20
Request inspection fee (within 10 working days)	\$194.80
Caravan permit	\$171.35
Head lice services 2nd visit (per hour per nurse)	\$64.25

### Registration – Transfer

Transfer of registration – general	\$109.15
Transfer of registration – accommodation	\$194.80

### Sharps Containers

4 litres	\$24.50
21 litres	\$38.75

### Septic Tank

Septic tank approval	\$471.25
Sand filter test	\$204.00
Treatment plant	\$128.50
Surface irrigation	\$128.50

### Immunisation

Copy of adult historical immunisation records on request	\$26.50
--	---------

### Immunisation workplace program

Hepatitis B per dose (20 years & over)	\$26.50
Hepatitis A per dose (20 years & over)	\$63.25
Combined Hepatitis A & B per dose (20 years and over)	\$77.50
Meningococcal (per dose)	\$109.15
Diphtheria, Tetanus, Pertussis (Boostrix)	\$45.90
Workplace Influenza per injection – over 21 employees	\$23.45
Workplace immunisation extra nurse fee \$/hr (1 extra nurse)	\$141.80

continued on next page ...

Page 23 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

### Immunisation workplace program [continued]

Flat fee for Workplace Vaccination Visit – Under 21 employees	\$469.20
---	----------

## Leisure & Community Facilities

### Hall Hire

#### Epping Memorial Hall

##### Bond

Bond (Meeting Room / Workshop)	\$100.00
Bond (Main Hall and Function Room)	\$1,000.00
Bond (Senior Citizens)	\$100.00

##### Casual/ Business

Function Room with Kitchen	\$103.00
Main Hall and Kitchen	\$125.70
Main Hall Kitchen	\$22.70
Meeting Room	\$18.50
Workshop	\$42.20
Whole Facility	\$278.10

##### Part Community/ Part Business

Function Room with Kitchen	\$78.30
Main Hall and Kitchen	\$113.30
Main Hall Kitchen	\$17.50
Meeting Room	\$13.40
Workshop	\$31.90
Whole Facility	\$206.00

##### Community

Function Room with Kitchen	\$51.50
Main Hall and Kitchen	\$75.20
Main Hall Kitchen	\$12.40
Meeting Room	\$9.30
Workshop	\$21.60
Whole Facility	\$139.10

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Senior Citizens**

Function Room	\$5.40
Main Hall	\$5.40
Meeting Room	\$5.40
Workshop	\$5.40

**Mill Park Community Centre****Bond**

Bond Fee	\$100.00
----------	----------

**Casual/ Business**

Main Hall	\$51.50
Activity Room	\$28.90
Meeting Room	\$11.30
Consultant Rooms	\$17.50

**Part Community/ Part Business**

Main Hall	\$39.15
Activity Room	\$21.65
Meeting Room	\$8.25
Consultant Rooms	\$13.40

**Community**

Main Hall	\$26.80
Activity Room	\$14.40
Meeting Room	\$6.20
Consultant Rooms	\$9.25
Consultant Rooms	\$41.20

**Senior Citizens**

Main Hall	\$5.40
Activity Room	\$5.40
Meeting Room	\$5.40
Consultant Rooms	\$5.40

**Nick Ascenzo Centre**

Bond Fee	\$100.00
----------	----------

continued on next page ...

Page 25 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Nick Ascenzo Centre** [continued]

Casual/Business	\$46.35
Community/Business	\$35.00
Community	\$22.65
Senior Citizens	\$5.40

**May Road Senior Citizens Centre**

Senior Citizens	\$5.40
-----------------	--------

**Mill Park Lakes**

Bond Fee	\$100.00
Casual/Business	\$37.10
Community/Business	\$28.85
Community	\$18.55
Senior Citizens	\$5.40

**Lalor Library Conference Room**

Bond Fee	\$100.00
Casual/Business	\$37.10
Community/Business	\$27.80
Community	\$18.55
Senior Citizens	\$5.40

**Spring Street Hall**

Bond Fee	\$100.00
Casual/Business	\$37.10
Community/Business	\$28.85
Community	\$18.55
Senior Citizens	\$5.40

**Laurimar Community Centre****Bond**

Bond Fee	\$500.00
----------	----------

**Casual/ Business**

Community Hall (capacity seated 50 / standing 65)	\$37.10
Hazel Glen Room (capacity seated 50 / standing 65)	\$37.10

continued on next page ...

Page 26 of 54



Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Casual/ Business** [continued]

Meeting Room (capacity seated 8 / standing 10)	\$18.55
--	---------

**Community**

Community Hall	\$19.55
Hazel Glen Room	\$19.55
Meeting Room	\$10.30

**Senior Citizens**

Community Hall	\$5.40
Hazel Glen Room	\$5.40
Meeting Room	\$5.40

**Regular Group**

Community Hall	\$27.80
Hazel Glen Room	\$27.80
Meeting Room	\$14.40

**Laurimar Community Activity Centre****Bond**

Bond Fee	\$500.00
----------	----------

**Casual/ Business**

Community Room Kitchenette, Foyer & BBQ Area (capacity seated 30 / standing 40)	\$31.95
---	---------

**Community**

Community Room, Kitchenette, Foyer & BBQ Area	\$17.50
---	---------

**Senior Citizens**

Community Room, Kitchenette, Foyer & BBQ Area	\$5.40
---	--------

**Regular Group**

Community Room, Kitchenette, Foyer & BBQ Area	\$24.70
---	---------

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

### French Street Hall

Bond (Main Hall)	\$100.00
Casual/Business – Main Hall	\$34.00
Community/Business – Main Hall	\$25.75
Community – Main Hall	\$17.50
Senior Citizens – Main Hall	\$5.40

### Mernda Community Hall

Bond Fee	\$100.00
Casual/Business	\$13.40
Community/Business	\$9.25
Community	\$6.20
Senior Citizens	\$3.30

### Mernda Villages Community Activity Centre

#### Bond

Bond Fee	\$500.00
----------	----------

#### Casual/ Business

Community Hall (capacity 200 / seated 150)	\$54.60
Meeting Room (capacity seated 8 / standing 10)	\$15.45
Kitchen	\$19.55

#### Community

Community Hall	\$27.80
Meeting Room	\$9.25
Kitchen	\$11.35

#### Senior Citizens

Community Hall	\$5.40
Meeting Room	\$5.40
Kitchen	\$5.40

#### Regular Group

Community Hall	\$40.15
Meeting Room	\$12.35
Kitchen	\$16.50

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

### Greenbrook Community House

Casual/Business – Community room	\$22.40
Community – Community room	\$14.50
Regular – Office West	\$9.40

### Whittlesea Community Activity Centre

#### Bond

Bond Fee	\$500.00
----------	----------

#### Casual/ Business

Memorial Hall (capacity seated 150 /standing 200)	\$54.60
Memorial Hall – Room 1 (capacity seated 75 / standing 100)	\$42.25
Memorial Hall – Room 2 (capacity seated 45 / standing 60)	\$31.95
Memorial Hall – Room 3 (capacity seated 30 / standing 40)	\$27.80
Kitchen	\$19.55
Meeting Room 1 (capacity seated 30 / standing 40)	\$27.80
Meeting Room 2 (capacity seated 20 / standing 30)	\$25.75

#### Community

Memorial Hall Whole	\$27.80
Memorial Hall – Room 1	\$21.65
Memorial Hall – Room 2	\$17.50
Memorial Hall – Room 3	\$16.50
Kitchen	\$11.35
Meeting Room 1	\$15.45
Meeting Room 2	\$14.40

#### Senior Citizens

Memorial Hall – Whole	\$5.40
Memorial Hall – Room 1	\$5.40
Memorial Hall – Room 2	\$5.40
Memorial Hall – Room 3	\$5.40
Kitchen	\$5.40
Meeting Room 1	\$5.40
Meeting Room 2	\$5.40

#### Regular Group

Memorial Hall Whole	\$40.15
---------------------	---------

continued on next page ...

Page 29 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Regular Group** [continued]

Memorial Hall – Room 1	\$31.95
Memorial Hall – Room 2	\$24.70
Memorial Hall – Room 3	\$21.65
Kitchen	\$16.50
Meeting Room 1	\$21.65
Meeting Room 2	\$19.55

**Galada Community Centre****Bond**

Bond Fee	\$500.00
----------	----------

**Casual/ Business**

Community Hall	\$54.60
Meeting Whole (capacity 30 seated / 40 standing)	\$32.95
Meeting Room 1 (capacity 12 seated / 15 standing)	\$17.50
Meeting Room 2 (capacity 15 seated / 20 standing)	\$19.55

**Community**

Community Hall	\$22.65
Meeting Room Whole	\$17.50
Meeting Room 1	\$10.30
Meeting Room 2	\$12.35

**Senior Citizens**

Community Hall	\$5.40
Meeting Room Whole	\$5.40
Meeting Room 1	\$5.40
Meeting Room 2	\$5.40

**Regular Group**

Community Hall	\$40.15
Meeting Room Whole	\$22.65
Meeting Room 1	\$13.40
Meeting Room 2	\$15.45

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Epping Views Family and Community Centre

### Bond

Bond Fee	\$500.00
----------	----------

### Casual/ Business

Foyer, Display Space, Kitchenette (capacity seated 30 / standing 40)	\$30.90
Meeting Room 1 (capacity seated 8 / standing 10)	\$15.45
Meeting Room 2 (capacity seated 8 / standing 10)	\$15.45
MCH Programs Room (capacity seated 15 / standing 20)	\$25.75

### Community

Foyer, Display Space, Kitchenette	\$16.50
Meeting Room 1	\$9.25
Meeting Room 2	\$9.25
MCH Programs Room	\$14.40

### Senior Citizens

Foyer, Display Space, Kitchenette	\$5.40
Meeting Room 1	\$5.40
Meeting Room 2	\$5.40
MCH Programs Room	\$5.40

### Regular Group

Foyer, Display Space, Kitchenette	\$23.70
Meeting Room 1	\$12.35
Meeting Room 2	\$12.35
MCH Programs Room	\$19.55

## Jindi Family and Community Centre

### Bond

Bond Fee	\$500.00
----------	----------

### Casual/ Business

Community Room Whole (capacity seated 75 / standing 100)	\$43.25
Community Room 1 (capacity seated 45 / standing 60)	\$31.95
Community Room 2 (capacity seated 30 / standing 40)	\$29.85

continued on next page ...

Page 31 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Casual/ Business** [continued]

Kitchen	\$12.35
---------	---------

**Community**

Community Room Whole	\$21.65
Community Room 1	\$17.50
Community Room 2	\$15.45
Kitchen	\$7.20

**Senior Citizens**

Community Room Whole	\$5.40
Community Room 1	\$5.40
Community Room 2	\$5.40
Kitchen	\$5.40

**Regular Group**

Community Room Whole	\$31.95
Community Room 1	\$24.70
Community Room 2	\$22.65
Kitchen	\$10.30

**Wollert**

Bond Fee	\$500.00
Casual/Business	\$40.15
Community/Business	\$31.95
Community	\$20.60
Senior Citizens	\$5.40

**Barry Road Community Activity Centre****Bond**

Bond Fee	\$500.00
----------	----------

**Casual/ Business**

Community Hall Whole (capacity 150 seated / 200 standing)	\$54.60
Hall 1 (capacity 75 seated / 100 standing)	\$42.20
Hall 2 (capacity 75 seated / 100 standing)	\$42.20
Kitchen	\$19.60

continued on next page ...

Page 32 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Casual/ Business** [continued]

Meeting Room (capacity 25 seated / 35 standing)	\$33.00
---	---------

**Community**

Community Hall Whole (capacity 150 seated / 200 standing)	\$27.80
Hall 1 (capacity 75 seated / 100 standing)	\$21.60
Hall 2 (capacity 75 seated / 100 standing)	\$21.60
Kitchen	\$11.30
Meeting Room (capacity 25 seated / 35 standing)	\$17.50

**Senior Citizens**

Community Hall Whole (capacity 150 seated / 200 standing)	\$5.40
Community Hall 1 (capacity 75 seated / 100 standing)	\$5.40
Community Hall 2 (capacity 75 seated / 100 standing)	\$5.40
Kitchen	\$5.40
Meeting Room (capacity 25 seated / 35 standing)	\$5.40

**Regular Group**

Community Hall Whole (capacity 150 seated / 200 standing)	\$40.20
Community Hall 1 (capacity 75 seated / 100 standing)	\$31.90
Community Hall 2 (capacity 75 seated / 100 standing)	\$31.90
Kitchen	\$16.50
Meeting Room (capacity 25 seated / 35 standing)	\$24.70

**Epping Community Activity Centre****Bond**

Bond	\$500.00
------	----------

**Regular Group**

Regulars – Hall	\$37.10
Regulars – Hall & Kitchen	\$47.40
Regulars – Main	\$10.30
Regulars – Meeting Room	\$19.60

**Community**

Community – Hall	\$26.80
Community – Hall & Kitchen	\$34.00

continued on next page ...

Page 33 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Community** [continued]

Community – Main Kitchen	\$7.20
Community – Meeting Room	\$14.40

**Senior Citizens**

Senior Citizens – Community Hall & Kitchen	\$5.40
Senior Citizens – Hall	\$5.40
Senior Citizens – Main Kitchen	\$5.40
Senior Citizens – Meeting Room	\$5.40

**Riverside Community Activity Centre****Bond**

Bond	\$500.00
------	----------

**Regular Group**

Regulars – Community Room	\$24.70
Regulars – Consult Room 1 or 2	\$15.40
Regulars – Hall	\$37.10
Regulars – Kitchen	\$10.30
Regulars – Meeting Room	\$19.60

**Community**

Community – Community Room	\$17.50
Community – Consult Room 1 or 2	\$10.30
Community – Hall	\$26.80
Community – Kitchen	\$7.20
Community – Meeting Room	\$14.40

**Senior Citizens**

Seniors – Community Room	\$5.40
Seniors – Consult Room 1 or 2	\$5.40
Seniors – Hall	\$5.40
Seniors – Kitchen	\$5.40
Seniors – Meeting Room	\$5.40

**Sporting Fields**

Casa D'Abruzzo (North) – Class B	\$1,247.35
----------------------------------	------------

continued on next page ...

Page 34 of 54



Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Sporting Fields** [continued]

Casa D'Abruzzo (South) – Class B	\$1,247.35
Doreen Rec Reserve, Doreen – Class C	\$999.10
Duffy St Reserve, Epping – Class B	\$1,247.35
Epping Recreation Reserve East – Class A	\$1,560.45
Epping Recreation Reserve West – Class B	\$1,247.35
Findon Reserve (Cricket) – Class B	\$1,247.35
Findon Reserve North (Main Pitch) – Class B	\$1,247.35
Findon Reserve South East – Class C	\$999.10
Hillsview Reserve – West – Class A	\$1,560.45
Hillsview Reserve – East – Class B	\$1,247.35
HR Uren Reserve South – Class B	\$1,247.35
HR Uren Reserve North – Class A	\$1,560.45
Huskisson Reserve – Class B	\$1,247.35
Kelynack Reserve, Mill Park – Class B	\$1,247.35
Lalor Rec. Reserve – Class B	\$1,247.35
Laurimar East – Class B	\$1,247.35
Laurimar West – Class B	\$1,247.35
Lowalde Reserve, Epping – Class C	\$999.10
Main Street Reserve East – Class A	\$1,560.45
Main Street Reserve West – Class B	\$1,247.35
Meadowglen Reserve – Class C	\$999.10
Mernda Rec. Reserve, Mernda – Class C	\$999.10
Mill Park Lakes Reserve – East – Class A	\$1,247.35
Mill Park Lakes Reserve – West – Class B	\$1,247.35
Mill Park Reserve, Mill Park – Class A	\$1,560.45
Partridge Street Reserve West – Class A	\$1,560.45
Partridge Street Reserve East – Class B	\$1,247.35
Partridge Street Reserve Rooball – Class B	\$1,247.35
Redleap Reserve – Class B	\$1,247.35
RGC Cook Reserve West – Class B	\$1,247.35
RGC Cook Reserve East – Class C	\$999.10
Sycamore Reserve North (Main) – Class A	\$1,560.45
Sycamore Reserve Central South – Class B	\$1,247.35
Sycamore Reserve Cricket – Class B	\$1,247.35
Thomas Street Reserve – Class B	\$1,247.35
Thomastown East Reserve North – Class B	\$1,247.35
Thomastown East Reserve South – Class B	\$1,247.35
W.A. Smith Reserve South – Class B	\$1,247.35
W.A. Smith Reserve North – Class C	\$999.10
Walker Reserve, Whittlesea – Class B	\$1,247.35
Whittlesea Secondary College – Class C	\$999.10
Waterview Recreation Reserve – Class A (both grounds)	\$1,556.35

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Sports Pavilions

Duffy St Reserve, Epping – Class 3	\$748.80
Epping Rec Reserve, Epping – Class 1	\$1,091.80
Findon Reserve – Class 1	\$1,091.80
Hillsview Reserve – Class 1	\$1,091.80
HR Uren Reserve South – Class 1	\$1,091.80
Huskisson Reserve – Class 2	\$936.25
Kelynack Reserve, Mill Park – Class 2	\$936.25
Lalor Rec. Reserve – Class 1	\$1,091.80
Laurimar – Class 1	\$1,091.80
Main Street Reserve East – Class 1	\$1,091.80
Mernda Rec. Reserve, Mernda – Class 3	\$748.80
Mill Park Lakes Reserve – Class 1	\$1,091.80
Mill Park Reserve, Mill Park – Class 1	\$1,091.80
Partridge Street Reserve – Class 1	\$1,091.80
Redleap Reserve – Class 1	\$1,091.80
RGC Cook Reserve West – Class 1	\$1,091.80
Sycamore Reserve – Class 1	\$1,091.80
Thomas Street Reserve – Class 2	\$936.25
Thomastown East Reserve – Class 1	\$1,091.80
W.A. Smith Reserve – Class 1	\$1,091.80
Walker Reserve, Whittlesea – Class 1	\$936.25
Waterview Recreation Reserve – Class 1	\$1,091.80

## Sports – Casual

Charity Events	\$89.60
Commercial Use	\$1,191.70
Schools	\$166.85
Community Groups	\$166.85
Utility Fee	\$47.40
Personal Trainers	\$166.85
Pavilion Fees (hourly)	\$36.05
Pavilion Fees (daily)	\$166.85
Line Marking Fee AFL	\$453.20
Line Marking Fee Cricket	\$131.85
Line Marking Fee Soccer	\$191.60

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Sports – Sole User per year

### Epping Soccer Stadium

#### Bond

Bond Fee	\$1,651.00
----------	------------

#### Ground Hire

Training session Ground Hire – Max. 2 hours field time	\$333.70
Match Session Ground Hire – Max. 3 hours field time	\$714.80

#### Lighting Charge

Lighting Fee	\$173.05
--------------	----------

#### Line Marking

Line Marking Fee	\$191.60
------------------	----------

#### Miscellaneous

Installation and Removal of Nets	\$191.60
Installation & Removal of portable goals & Nets	\$191.60

#### Cleaning

Pavilion Only	\$297.65
Entire Facility	\$2,382.40

## Harvest Home Road Soccer Facility

### Synthetic Pitch – Training

Utility Fee (per hour)	\$12.35
Local School (per hour)	\$107.10
Non Local Club (per hour)	\$137.00
Non Local School (per hour)	\$137.00
Non Local School Night (per hour)	\$137.00
Local Community Event/Fundraising Night Session (per hour)	\$118.45
Commercial Use (per hour)	\$178.20
Local Club Night Training (per hour)	\$101.95
Local Club – pre Season (3 hour session – no lights)	\$101.95

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

### Synthetic Pitch – Matches

Local Club (per match)	\$208.05
Local School (per match)	\$208.05
Non Local Club (per match)	\$262.65
Non Local School (per match)	\$262.65
Local Community Event/Fundraising (per match)	\$208.05
Commercial Use (per match)	\$357.40
Commercial Night (per match)	\$357.40

### Turf Pitches

All users (per day)	\$148.30
Line Marking Fee	\$189.50

### Ancillaries

Utility Fee (per hour)	\$13.40
Cleaning Fee (per training session)	\$42.25
Cleaning Fee (per match)	\$196.75

## Hillsview Synthetic Soccer Ground

### Synthetic Pitch – Training

Local Club (per hour)	\$107.10
Utility Fee (per hour)	\$13.40
Local School (per hour)	\$107.10
Non Local Club (per hour)	\$137.00
Non Local School (per hour)	\$137.00
Local Community Event/Fundraising (per hour)	\$107.10
Commercial Use (per hour)	\$178.20
Local Club – pre Season (3 hour session – no lights)	\$101.95

### Synthetic Pitch – Matches

Local Club (per match)	\$208.05
Local School (per match)	\$208.05
Non Local Club (per match)	\$261.60
Non Local School (per match)	\$261.60
Local Community Event/Fundraising (per match)	\$208.05
Commercial Use (per match)	\$357.40
Utility Fee (per hour)	\$13.40
Commercial Night Use (per match)	\$416.10

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Mill Park Secondary College

### Synthetic Pitch – Training

Local Club (per hour)	\$107.10
Local School (per hour)	\$107.10
Non Local Club (per hour)	\$142.15
Non Local School (per hour)	\$142.15
Local Community Event/Fundraising (per hour)	\$107.10
Commercial Use (per hour)	\$178.20
Local Club – pre Season (3 hour session – no lights)	\$107.10

### Synthetic Pitch – Matches

Local Club (per match)	\$208.05
Local School (per match)	\$208.05
Non Local Club (per match)	\$261.60
Non Local School (per match)	\$261.60
Local Community Event/Fundraising (per match)	\$208.05
Commercial Use (per match)	\$418.20

### Ancillaries

Utility Fee night (per hour)	\$13.40
Cleaning Fee (per training session)	\$25.75
Cleaning Fee (match)	\$95.80

## Tennis

### Ground Hire

Tennis – per Court	\$254.40
Tennis – per Pavilion	\$294.60

### Sport Lighting Charge

Tennis (per court)	\$748.80
--------------------	----------

## Bocce

### Ground Hire

Bocce – per Court	\$123.60
Bocce – per Pavilion	\$285.30

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Sport Lighting Charge**

Bocce (per rink)	\$424.35
------------------	----------

**Australian Rules Football****Sport Lighting Charge**

Australian Rules Football (per ground)	\$1,541.90
--	------------

**Soccer****Sport Lighting Charge**

Soccer (per pitch)	\$1,002.20
--------------------	------------

**Softball/Baseball****Sport Lighting Charge**

Softball/Baseball (per diamond)	\$2,119.75
---------------------------------	------------

**Outdoor Hi-Ball****Sport Lighting Charge**

Outdoor Hi-Ball (per court)	\$1,002.20
-----------------------------	------------

**Whittlesea Secondary College Basketball Stadium****Court Hire**

Basketball Stadium Hire – per court, per hour	\$28.85
---	---------

**Hire of Mini Bus****Group 2 (Part Community/Par Business)**

Hourly	\$28.85
Daily (8 hours)	\$139.05
Weekend	\$360.50

**Group 3 (Internal and Community)**

Hourly	\$21.65
--------	---------

continued on next page ...

Page 40 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Group 3 (Internal and Community)** [continued]

Daily (8 hours)	\$113.30
Weekend	\$298.70

**Meadowglen Athletics Track**

Association carnivals	\$610.05
Athletics club junior – seasonal fee per member	\$13.00
Athletics club senior – seasonal fee per senior member	\$24.00
Casual track hire schools – per hour	\$30.00
Casual track sporting clubs – per hour	\$35.00
CoW school sports day – basic equipment hire	\$470.00
Non CoW school sports day – basic equipment hire	\$564.00
Personal trainers – per hour	\$49.00

**Meadowglen Stadium Function Room**

Bond	\$300.00
Commercial user – full day	\$550.00
Commercial user – up to 4 hours	\$450.00
Community user – full day	\$450.00
Community user – up to 4 hours	\$350.00
Regular user – per hour	\$46.00

**HACC****Client Travel**

First 20 km	\$1.00
Over 20 km	\$1.70

**General Home Care – Household Income****Low Rate****Single**

Up to \$35,298	\$8.40
----------------	--------

**Couple**

Up to \$54,006	\$10.50
----------------	---------

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Medium Rate****Single**

Between \$35,299-\$77,667	\$19.75
---------------------------	---------

**Couple**

Between \$54,007-\$103,829	\$26.70
----------------------------	---------

**High Rate****Single**

More than \$77,667	\$48.90
--------------------	---------

**Couple**

More than \$103,829	\$48.90
---------------------	---------

**Agency Fee**

Agency Fee	\$70.50
------------	---------

**Personal Care – Individual Income****Low Rate****Single**

Up to \$35,298	\$6.30
----------------	--------

**Medium Rate****Single**

Between \$35,299-\$77,667	\$12.80
---------------------------	---------

**High Rate****Single**

More than \$77,667	\$37.20
--------------------	---------



Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Agency Fee**

Agency Fee	\$76.50
------------	---------

**Personal Care – Outside Hours/Public Holidays****Low Rate****Single**

Up to \$35,298	\$8.60
----------------	--------

**Medium Rate****Single**

Between \$35,299-\$77,667	\$12.80
---------------------------	---------

**High Rate****Single**

More than \$77,667	\$40.40
--------------------	---------

**Agency Fee**

Agency Fee	\$80.00
------------	---------

**Respite Care – Individual Income****Low Rate****Single**

Up to \$35,298	\$4.60
----------------	--------

**Medium Rate****Single**

Between \$35,299-\$77,667	\$7.80
---------------------------	--------

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**High Rate****Single**

More than \$77,667	\$16.00
--------------------	---------

**Respite Care – Household Income****Low Rate****Family (1 child)**

Up to \$59,883	\$4.60
----------------	--------

**Medium Rate****Family (1 child)**

Between \$59,884-\$109,341	\$7.80
----------------------------	--------

**High Rate****Family (1 child)**

More than \$109,341	\$16.00
---------------------	---------

**Agency Fee**

Agency Fee (plus \$5,877 per additional child)	\$74.00
--	---------

**Respite Care – Outside Hours/Public Holidays – Individual Income****Low Rate****Single**

Up to \$35,298	\$9.00
----------------	--------

**Medium Rate****Single**

Between \$35,299-\$77,667	\$14.50
---------------------------	---------

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**High Rate****Single**

More than \$77,667	\$36.00
--------------------	---------

**Respite Care – Outside Hours/Public Holidays – Household Income****Low Rate****Family (1 child)**

Up to \$59,883	\$9.00
----------------	--------

**Medium Rate****Family (1 child)**

Between \$59,884-\$109,341	\$14.50
----------------------------	---------

**High Rate****Family (1 child)**

More than \$109,341	\$36.00
---------------------	---------

**Agency Fee**

Agency Fee (plus \$5,877 per additional child)	\$78.00
--	---------

**Food Services (Delivered Meals)****Low Rate**

Up to \$35,298	\$10.30
----------------	---------

**Medium Rate**

Between \$35,299-\$77,667	\$12.40
---------------------------	---------

**High Rate**

More than \$77,667	\$31.80
--------------------	---------

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Agency Fee**

Agency Fee	\$31.80
------------	---------

**Lunch in a bunch**

Lunch In A Bunch	\$11.20
------------------	---------

**Planned Activity Group****The Illoura Club and Elders making a difference (Aboriginal)****Low Rate**

Up to \$35,298	\$17.40
----------------	---------

**Medium Rate**

Between \$35,299-\$77,667	\$22.10
---------------------------	---------

**High Rate**

More than \$77,667	\$32.40
--------------------	---------

**Agency Fee**

Agency Fee	\$100.00
------------	----------

**Hall Hire**

Galada CAC Room Rental	\$19.90
------------------------	---------

**Property Maintenance****Low Rate****Single**

Up to \$35,298	\$16.40
----------------	---------

**Couple**

Up to \$54,006	\$16.40
----------------	---------

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Medium Rate****Single**

Between \$35,299-\$77,667	\$22.50
---------------------------	---------

**Couple**

Between \$54,007-\$103,829	\$22.50
----------------------------	---------

**High Rate****Single**

More than \$77,667	\$58.80
--------------------	---------

**Couple**

More than \$103,829	\$58.80
---------------------	---------

**Agency Fee**

Agency Fee	\$115.00
------------	----------

**Leap Program**

LEAP full day trips	\$35.00
Twilight Activity Program	\$7.35
Older Adults Recreation Program	\$5.50
LEAP Movies	\$7.50
Senior Luncheon	\$20.00

**Respite/ Support for Carers Program****Respite/ Support for Carers Program – Connections Program**

Connections Program (3 hour support & information sessions for carers)	\$10.50
--	---------

**Respite/ Support for Carers Program – Getaway overnight Program**

Two night Getaways for Carers & Care Recipients	\$105.00
---	----------

**Respite / Support for carers Program – Day programs**

Day Programs	\$16.00
--------------	---------

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

## Leisure Centres

### Whittlesea Swim Centre

#### Aquatics

Adult Swim	\$5.90
10 pass Adult Swim	\$48.60
Child Swim	\$4.00
10 pass Child Swim	\$27.00
Concession/Student Swim	\$4.70
10 pass Concession/Student Swim	\$27.00
Family Swim	\$15.50
10 pass Family Swim	\$139.50
Super Summer Single Pass (start of season)	\$144.90
Super Summer Single Pass (from 1st Feb)	\$72.50

#### Swim Lessons

Child 30 min	\$16.45
Access 1:1 lesson 30 mins	\$22.60
Aqua Safe Holiday Program	\$60.00
Start up fee (once off)	\$30.00

#### Schools Swim lessons

Schools group entry	\$3.00
School Carnival	\$1,200.00
School Lessons 1-10 ratio 30 minutes	\$8.40
School Lessons 1-7 ratio 30 minutes	\$10.60
School Lessons 1-1 ratio 30 minutes	\$29.90

#### Group Exercise

Aqua Class	\$7.80
10 pass Group Fitness Class	\$67.50

#### Older Adult program

Pryme Movers, Access, LEAP Group Fitness Class	\$6.00
10 Visit Pryme Movers, Access LEAP Group Fitness Class	\$55.00

#### Children's Programs

Birthday Party Un-catered	\$17.70
---------------------------	---------

continued on next page ...

Page 48 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

### Children's Programs [continued]

Birthday Party Catered Premium	\$25.00
Birthday Party Standard (12 to 15 Children) Catered	\$20.60
Birthday Party Standard (12 to 15 Children) Non Catered	\$15.40
Birthday Party Additional staff for 16 children or more	\$65.00

### Facility Hire

Lane Hire	\$39.30
-----------	---------

### Miscellaneous

Dive in Movie Single	\$9.10
Dive in Movie Family	\$29.70

## Thomastown Recreation & Aquatic Centre

### Aquatics

Adult Swim	\$6.40
Child Swim	\$5.00
Concession Swim	\$5.10
Adult Supervising, not swimming	\$2.00
Family Swim	\$15.90
10 pass Adult Swim	\$57.60
10 pass Child Swim	\$45.00
10 pass Concession Swim	\$45.90
10 pass Family Swim	\$143.10
Adult Swim, Spa and Sauna	\$10.70
Concession Swim, Spa and Sauna	\$8.60
10 pass Adult Swim, Spa and Sauna	\$96.30
10 pass Concession Swim, Spa and Sauna	\$77.40
Swim, Spa and Sauna after class	\$5.00

### Swim Lessons

Joining Fees	\$30.00
Child swim lesson – 30 mins	\$16.45
Adult swim lesson – 45mins	\$25.80
Access 1-1 ratio lesson 30 mins	\$22.80
Private Swim Lesson	\$48.00
Aquatic Ed Membership Fortnightly Fee – Child	\$32.90
Aquatic Ed Membership Fortnightly Fee – Adult	\$51.60
Aquasafe Holiday program	\$60.00

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

### Schools Swim lessons

1-10 ratio 30 minutes	\$8.40
1-7 ratio 30 minutes	\$10.60
1-1 ratio 30 minutes	\$29.90
Additional child	\$3.70

### Group Exercise

Group Fitness – all classes	\$14.10
Group Fitness – all classes Concession	\$11.30
Group Fitness 1/2 Hour Class	\$7.10
10 pass Group Fitness	\$126.90
10 pass Group Fitness Concession	\$101.70

### Older Adult program

Living Longer Living Stronger	\$6.10
10 pass Living Longer Living Stronger	\$54.90

### LEAP Program

LEAP Aqua / Movers / Gym	\$6.10
10 pass LEAP	\$54.90
LEAP Gym Fitness Assessment and Program	\$35.50

### Personal Training

Member 1 x 30 min session	\$39.50
Non Member 1 x 30 min session	\$43.90
Member 10 x 30 min sessions	\$355.50
Non Member 10 x 30 min sessions	\$395.10
Member 1 x 60 min session	\$64.90
Non Member 1 x 60 min session	\$71.10
Member 10 x 60 min sessions	\$584.10
Non Member 10 x 60 min sessions	\$639.90
Share 2 person – Member 1 x 60 min	\$79.00
Share 2 person – Non Member 1 x 60 min	\$95.00
Share 2 person – Member 10 x 60 min	\$711.00
Share 2 person – Non Member 10 x 60 min	\$855.00

### Creche

1 child per 1 hour	\$6.60
2 children per 1 hour	\$8.40

continued on next page ...

Page 50 of 54



Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Creche** [continued]

3 or more children per 1 hour	\$10.20
10 pass – 1 child per 1 hour	\$59.40
10 pass – 2 children per 1 hour	\$75.60
10 pass – 3 or more children per 1 hour	\$91.80

**Occasional Care**

Per child per hour	\$8.20
--------------------	--------

**Facility Hire**

Full Court – after 4pm weekdays and weekends	\$44.10
Full Court – before 4pm weekdays	\$36.90
Group fitness room rental per hour	\$38.80
Childcare room rental per hour	\$38.80
Meeting Room Hire (next to cafe)	\$38.80
25m Pool Lane Hire – Permanent	\$26.40
25m Pool Lane Hire – Casual	\$39.70
25m Pool Hire	\$251.10
Hydro Pool Hire (1/2 pool)	\$76.60
Hydro Pool Hire	\$152.60
Warm Water Pool Hire including Meeting Room	\$228.80
Warm Water Pool Hire	\$191.80

**Miscellaneous**

Locker	\$2.20
RFID Band	\$12.80
Wellness Key replacement	\$59.80

**Club Membership (Adult, 16 year +)**

Joining Fee for Direct Debit Only	\$98.00
Club Direct Debit Monthly Fee (minimum 3mth term)	\$87.90
Club Direct Debit Fortnightly Fee (minimum 3mth term)	\$39.40
Club Direct Debit Monthly Fee (minimum 12mth term)	\$78.40
Club Direct Debit Fortnightly Fee (minimum 12mth term)	\$35.20
3 Months	\$450.00
6 Months	\$732.00
12 Months	\$1,205.00
Health Club Casual – adult	\$19.50

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

### Club Membership (Adult, 16 year +) – Concession

Joining Fee for Direct Debit Only	\$49.00
Club Direct Debit Monthly Fee (minimum 3mth term)	\$70.30
Club Direct Debit Fortnightly Fee (minimum 3mth term)	\$31.60
Club Direct Debit Monthly Fee (minimum 12mth term)	\$62.70
Club Direct Debit Fortnightly Fee (minimum 12mth term)	\$28.20
3 Months	\$360.60
6 Months	\$582.80
12 Months	\$963.30

### Club Membership (Adult, 12 to 15 years) – Teen

Joining Fee for Direct Debit Only	\$29.00
Direct Debit Monthly Fee (minimum 3mth term)	\$42.80
Direct Debit Fortnightly Fee (minimum 3mth term)	\$19.80
Direct Debit Monthly Fee (minimum 12mth term)	\$40.20
Direct Debit Fortnightly Fee (minimum 12mth term)	\$18.60
3 Months	\$183.70
6 Months	\$318.20
12 Months	\$548.80
Direct Debit Fortnightly Fee – Unrestricted Teen membership	\$24.00

### Club Membership (Pryme Off Peak (Seniors card required) (8:00am-3:00pm M-F, all weekend))

Joining Fee for Direct Debit Only	\$29.00
Direct Debit Monthly Fee (minimum 3mth term)	\$45.40
Direct Debit Fortnightly Fee (minimum 3mth term)	\$21.00
Direct Debit Monthly Fee (minimum 12mth term)	\$37.30
Direct Debit Fortnightly Fee (minimum 12mth term)	\$17.30
3 Months	\$186.20
6 Months	\$323.00
12 Months	\$557.30
Direct Debit Fortnightly Fee – Unrestricted Pryme membership	\$24.00

### Club Membership (Workcover)

3 Months	\$502.00
6 Months	\$782.00
12 Months	\$1,258.00

### Aquatic Membership (16 years +)

Joining Fee for Direct Debit Only	\$59.00
-----------------------------------	---------

continued on next page ...

Page 52 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Aquatic Membership (16 years +) [continued]**

Direct Debit Monthly Fee (minimum 3mth term)	\$56.10
Direct Debit Fortnightly Fee (minimum 3mth term)	\$25.90
Direct Debit Monthly Fee (minimum 12mth term)	\$51.10
Direct Debit Fortnightly Fee (minimum 12mth term)	\$23.30
3 Months	\$278.00
6 Months	\$446.00
12 Months	\$732.00

**Aquatic Membership (16 years +) Concession**

Joining Fee for Direct Debit Only	\$29.00
Direct Debit Monthly Fee (minimum 3mth term)	\$44.90
Direct Debit Fortnightly Fee (minimum 3mth term)	\$20.70
Direct Debit Monthly Fee (minimum 12mth term)	\$40.90
Direct Debit Fortnightly Fee (minimum 12mth term)	\$18.60
3 Months	\$218.30
6 Months	\$350.20
12 Months	\$575.10

**Aquatic Membership Child (up to 16 years)**

Joining Fee for Direct Debit Only	\$29.00
Direct Debit Monthly Fee (minimum 3mth term)	\$36.10
Direct Debit Fortnightly Fee (minimum 3mth term)	\$16.70
Direct Debit Monthly Fee (minimum 12mth term)	\$33.40
Direct Debit Fortnightly Fee (minimum 12mth term)	\$15.50
3 Months	\$162.20
6 Months	\$276.70
12 Months	\$473.40

**Aquatic Membership (Workcover)**

3 Months	\$331.00
6 Months	\$497.00
12 Months	\$787.00

**Swim Club Membership (Aquajets)**

Direct Debit Monthly Fee (minimum 3mth term)	\$51.70
Direct Debit Fortnightly Fee (minimum 3mth term)	\$23.90
Direct Debit Monthly Fee (minimum 12mth term)	\$32.20
Direct Debit Fortnightly Fee (minimum 12mth term)	\$14.90
3 Months	\$183.20

continued on next page ...

Page 53 of 54

Name	Year 19/20 Fee (incl. GST)
------	----------------------------------

**Swim Club Membership (Aquajets)** [continued]

6 Months	\$350.30
12 Months	\$623.50

**Membership – Off Peak**

Joining Fees	\$29.00
Direct Debit Fortnightly Fee	\$24.00
3 Months	\$220.90
6 Months	\$392.00
12 Months	\$685.00



# 2019/2020 Draft Rating Strategy

Reviewed February 2019

Creating vibrant self-sustaining communities together



## Table of Contents

1.0 Executive Summary.....	4
2.0 What is a Rating Strategy? .....	6
3.0 Financial Management Principles.....	7
4.0 Rating Framework.....	9
4.1 Rate capping .....	10
5.0 Property Valuation .....	11
5.1 Valuation process .....	12
5.2 Supplementary valuation process.....	12
5.3 Objections to property valuation .....	13
5.4 No windfall gain .....	13
6.0 Limited Rating Differentials.....	13
7.0 Services Charges & Municipal Charges.....	14
7.1 Service Charges.....	14
7.2 Municipal Charges .....	14
8.0 Special Rates and Charges.....	15
9.0 Collection of Rates and Charges .....	16
9.1 Payment options.....	16
9.2 Payment channels .....	17
9.3 Unpaid rates and charges .....	17
9.4 Debt recovery .....	17
10.0 Financial Hardship Consideration.....	18
11.0 Rebates and Concessions .....	18
11.1 Sustainable land management rebate .....	18
11.2 Melbourne Wholesale Markets rebate .....	19
11.3 Pensioner concession .....	20
12.0 Fire Services Property Levy .....	20





13.0 Further Information ..... 21

Schedule 1 ..... 22



## 1.0 Executive Summary

Council must determine the fairest and most equitable rating system from within the parameters established in the *Local Government Act 1989*.

Rates are the primary source of income for Council and other revenue sources include fees, fines, grants from Federal and State Governments, proceeds from the sale of assets, interest earned on investments and, where appropriate, borrowings.

Developing a rating strategy requires Council to strike a balance between competing priorities for Council services and infrastructure and to come up with a mixture of rates and charges (a Rating System) that provides the revenue needed for ongoing financial sustainability.

The key platforms to the current approach to rating at Council include:

Section	Description
<b>Property Valuation</b> (section 5)	Council applies the Net Annual Value (NAV) as the valuation methodology to levy Council rates. A general revaluation of all properties will be completed every year by Valuer General Victoria and supplementary valuations will be performed between each revaluation cycle.
<b>Limited Rating Differentials</b> (section 6)	Council applies limited differential rating as its rating system. <ul style="list-style-type: none"> <li>• a <b>General Rate</b> for Residential, Commercial and Industrial use</li> <li>• a <b>Farm Rate</b> for Farming use</li> </ul>
<b>Service Charges &amp; Municipal Charges</b> (section 7)	A waste services charge will apply to all properties that are receiving a waste service from Council. The garden waste bin charge will continue to be an optional user-pays-service for the collection and disposal of green waste materials. There currently is no municipal charge applied.





Section	Description
<b>Special Rates &amp; Charges</b> (section 8)	There are no new <b>special charges</b> proposed for the coming rating year. <b>Special rates</b> will continue to be raised for marketing schemes for the Bundoora, Lalor and Thomastown retail precincts.
<b>Rate Payment Options</b> (section 9)	Council must allow rates to be paid by four gazetted instalments with the due dates for each as follows: <ul style="list-style-type: none"> <li>• 1st Instalment due – 30 September</li> <li>• 2nd Instalment due – 30 November</li> <li>• 3rd Instalment due – 28 February</li> <li>• 4th Instalment due – 31 May</li> </ul> In addition Council will offer: <ul style="list-style-type: none"> <li>• A <b>lump sum</b> payment option by 15 February.</li> <li>• <b>18 fortnightly</b> payments <b>only</b> on application by 31 August and covering the same payment period of the 4 gazetted instalments option.</li> <li>• <b>9 monthly</b> payments <b>only</b> on application by 31 August and covering the same payment period of the 4 gazetted instalments option.</li> </ul> <b>Direct debit</b> from a nominated account is available on application by 31 August.
<b>Financial Hardship consideration</b> (section 10)	Council recognises there are cases of genuine financial hardship and assessment will be based on compassion, fairness, confidentiality and compliance with statutory requirements.
<b>Concessions/Rebates</b> (section 11)	Council will <ul style="list-style-type: none"> <li>• Continue to provide a rebate for sustainable land management practices.</li> <li>• Provide rate relief to the Melbourne Wholesale Markets for 5 years from the commencement of trading.</li> <li>• Continually review the suitability of concessions and/or rebates without causing inequality.</li> </ul>



## 2.0 What is a Rating Strategy?

A rating strategy is the method by which Council systematically considers factors of importance that inform its decisions about the rating system. The rating system determines how Council will raise money from properties within the municipality.

The rating strategy does not influence the total amount of money to be raised, only the share of revenue contributed by each property. The rating system comprises of the valuation base for each property and the actual rating instruments allowed under the Local Government Act to calculate the property owner's liability for rates.

This Rating Strategy is based on the premise of:

- Providing sufficient funding to maintain a broad range of quality services and well-designed and constructed capital works that meet current and future needs
- Achieving a “smoothing out” of the rates levied so as to provide the community with a degree of certainty with regard to predictable and affordable future rate increases.

The following are the foundations for the Rating Strategy:

- Apply Net Annual Value as the valuation methodology to levy Council rates
- Apply two of the three available differential rates for NAV rating (Residential and Farm)
- Apply a discount on farming properties
- Review the rating structure following each biennial valuation
- Continue to offer an optional garden waste bin service
- A separate waste charge was introduced in 2018/19. This charge will continue in 2019/20.
- No municipal charge
- Apply the mandatory four instalments payment option
- Provide alternative payment options
- Continue to offer a sustainable land management rebate to ratepayers who are eligible
- Consider applications for financial hardship assistance based on current guidelines.



### 3.0 Financial Management Principles

Council must make decisions about how much of the cost of specific services is to be funded by users/consumers and how much is to be funded generally by ratepayers. There are some major practical considerations that will influence what type of services will attract fees and charges. Most important is whether the services being considered are either entirely or partially “public goods”.

#### Public Goods

Public goods are services that provide a broad and often unquantifiable benefit to the community rather than a particular benefit to individuals, businesses, specific groups or individual properties. The characteristics of “public goods” include:

- The use of or enjoyment by one person does not diminish their availability to, or enjoyment by, others (that is, they are non-rival); and
- It is not practical to exclude access to them (that is, they are non-excludable).

Examples include roads and parks and public toilets.

#### Private Goods

Private goods are those goods which are both rival in consumption (that is, one person’s use diminishes its availability or enjoyment by others) and excludable, ie preventing those who have not paid for it from using the good or consuming its benefits.

Examples include childcare centres, leisure centres and use of community halls.

Generally, Council should fund “Private Goods” through user charges and fund “Public Goods” through rates. However it is often difficult to define local government services as either purely public goods or purely private goods, and most will lie somewhere on the spectrum between the two. This inevitably results in a large number of Council services, although having income from user fees, being subsidised by rates.

Rates are levied on each property owner based on the value of their property and are calculated as follows:

$$\text{Property Value} \times \text{Rate in the dollar} = \text{Council rates}$$

**Example:**      $\$25,000 \times 0.05165693 = \$1,291.42$

In the example the “rate in the dollar” for a residential property is 0.05165693 and when applied to a property net annual value of \$25,000, the rates payable would be \$1,291.42.



Rates are in the form of a general purpose levy and the benefits that a ratepayer may receive will not necessarily be to the extent of the rates paid in any one year. Benefits are consumed in different quantities and types over the lifecycle of the ratepayer, eg maternal and child health, libraries and aged care, local laws, roads and footpaths.

Council's practices and decisions regarding rating are underpinned by:

- Accountability, transparency and simplicity
- Efficiency, effectiveness and timeliness
- Equitable distribution of the rate burden across the community according to assessment of property wealth
- Consistency with Council's strategic, corporate and financial directions and budgetary requirements
- Compliance with relevant legislation.

Some of the services that Council provides include:

- Land-use planning, development and building control and assessment
- Environmental health (food and public health, noise and nuisance inspection)
- Fire prevention (building inspection / fire prevention)
- Dog and cat management and control
- Traffic and parking regulations
- Community leadership and advocacy / community development programs
- Services for the aged including respite, meals delivery and home help and community transport
- Sporting and leisure centres including gyms, swimming pools and community centres
- Festivals and events and arts spaces, libraries with internet access
- Parks, gardens, playgrounds and street lighting
- Cycling tracks, road and footpath construction and maintenance
- Skate parks, sporting and recreation ovals, courts and facilities
- Stormwater and drainage management
- Youth and family services including maternal and child health, immunisation, child care
- Waste and recycling collection and disposal and water conservation.



## 4.0 Rating Framework

The *Local Government Act 1989* stipulates that the primary objective of a Council is to endeavour to achieve the best outcomes for the local community while considering the long-term and cumulative effects of decisions. In seeking to achieve its primary objective, a Council must have regard to a number of facilitating objectives, including:

- Promoting the social, economic and environmental viability and sustainability of the municipal district
- Ensuring that resources are used efficiently and effectively and services are provided in accordance with best value principles to best meet the needs of the local community
- Improving the overall quality of life of people in the local community
- Promoting appropriate business and employment opportunities to ensure that services and facilities provided by the Council are accessible and equitable
- Ensuring the equitable imposition of rates and charges
- Ensuring transparency and accountability in council decision-making.

In developing a Rating Strategy due regard is also given to:

- **Local Government (Planning and Reporting) Regulations 2014**

These regulations set out the information to be disclosed in Council's annual budgets in relation to rates and charges.

- **Valuation of Land Act 1960**

For the purpose of the Local Government Act and its rating provisions, the Valuation of Land Act is the principal legislation that relates to determining property valuations.

- **Developing a Rating Strategy: A Guide for Councils and A Rating Strategy: An Example**

In 2004, the Department for Victorian Communities (now the Department of Transport, Planning and Local Infrastructure) and the MAV published a best practice guide to provide councils with guidance on how to apply the legislation.





In considering what rating approaches are equitable Council must deal with all facets of the rating structure, including valuation, budgetary requirements, differential rating, government taxation and concessions, collection and hardship considerations. In aspiring to balance service levels in accordance with the needs and expectations of the community it must set rating or taxation levels to adequately resource its roles and responsibilities.

Public finance theory sets three major criteria for successful taxation policy, or in this case, rating policy:

- **Equity** - including both horizontal and vertical equity. Horizontal equity means that those in the same position (eg with the same property value) should be treated the same. Vertical equity in respect to property taxation means that higher property values should incur higher levels of tax.
- **Efficiency** - meaning that in a technical sense the tax should not unduly interfere with the efficient operation of the economy. For Local Government the tax should be consistent with the major policy objectives of Council.
- **Simplicity** - for both administrative ease (and therefore lower cost) and to ensure that the tax is understood by taxpayers. The latter ensures the system is transparent and capable of being questioned and challenged by ratepayers.

In adopting a limited differential rating structure (Section 161A of the Local Government Act), Council considers that it will contribute to the equitable and efficient carrying out of its functions.

## 4.1 Rate capping

Council is required to adhere to the *Local Government Amendment (Fair Go Rates) Act 2015* and prepare a budget on the basis of applying an average rate cap fixed by general Order. In 2019/2020, the rate cap is 2.5%.

The average rate cap sets the maximum allowable percentage that Council can increase its average rates per property from one year (base) to the next (capped year). To calculate the average rates per property in the base year, Council must calculate the 'base average rate'. To calculate the average rates per property in the capped year, a council must calculate the 'capped average rate'. Council's capped average rate must not exceed the base average rate by more than the average rate cap set by the general Order.



A working example of the rates capping calculation for 2019/2020.

<b>Rate Revenue (Base Year)</b>	<b>A</b>	\$145,638,606
Rates Cap 2018/2019	<b>B</b>	2.5%
Rates increase	<b>(AxB) = C</b>	\$3,640,965
<b>Rate Revenue (Capped Year)</b>	<b>(A+C) = D</b>	<b>\$149,279,571</b>

The rates cap only applies to general rates, not to other revenue such as service rates and charges (waste collection), special rates and charges, or revenue in lieu of rates. However, there is scope for the Minister to extend the application of the rate cap to other rates or charges in future years.

Council will not apply to the Essential Services Commission for a special Order to increase the Council's average rate cap for 2019/2020. However Council is proposing to introduce waste service charges using a revenue neutral approach, as demonstrated in the above table.

## 5.0 Property Valuation

The *Local Government Act 1989* and the *Valuation of Land Act 1960* are the principle Acts in determining property valuations. Generally, each occupancy on rateable land can be valued and rated. Contiguous areas of vacant land with more than one title in the same ownership may be consolidated for rating purpose.

Council may adopt one of the following three valuation methodologies.

- **Site Value:** the value of the land plus any improvements which permanently affect the amenity or use of land, such as drainage works, but excluding the value of buildings and other improvements. Also referred to as the unimproved market value of the land.
- **Capital Improved Value:** the land and other improvements, including the house, other buildings and landscaping.



- **Net Annual Value:** the value of the rental potential of the land, less the landlords' outgoing (such as insurance, land tax and maintenance costs). For residential and farm properties this must be set at 5% of the capital improved value (Valuation of Land Act – Section 2).

Council currently uses the Net Annual Value of each rateable property in determining the rates charged as it provides the most simple, consistent and transparent basis of distribution of rates across the municipality. Council will periodically review the possibility of changing the rating base from Net Annual Value.

## 5.1 Valuation process

The Valuer General Victoria is now required to conduct a revaluation of all properties every year.

The Valuer General Victoria has a statutory requirement to conduct a review of property values based on market movements and recent sales trends.

The Valuer General Victoria has the responsibility to undertake a physical inspection of some properties during each revaluation. Other valuations are derived from complex formulas based on sectors, sub market groups, property condition factors (including age, materials and floor area), influencing factors such as locality and views, and land areas compared to sales trends within each sector / sub-market group. The municipality has defined sub-market groups of homogeneous property types which are reviewed during the revaluation process.

The Valuer General Victoria determines the valuations according to the highest and best use of a property.

## 5.2 Supplementary valuation process

Supplementary valuations are returned by the Valuer General Victoria during the financial year when a significant change to the valuation occurs. The most common causes for supplementary valuations are:

- Construction of a new dwelling or building
- Further material improvement to an existing dwelling or building
- Subdivision of a property
- Consolidation of properties.

Council will send a Supplementary Rate Notice to property owners to advise them of the valuation change and the resultant impact on the rates payable.





### 5.3 Objections to property valuation

The *Valuation of Land Act 1960* provides that an objection to the valuation may be made each year within two months of the issue of the annual or supplementary rates notice. Objections must be dealt with in accordance with the Valuation of Land Act – Division 3 Sections 16-21.

Council will continue to advise ratepayers via the Rate Notice of their right to object and appeal the valuation. Property owners also have the ability to object to the site valuations on receipt of their Land Tax Assessment.

### 5.4 No windfall gain

There is a common misconception that if a property valuation rises then Council receives a 'windfall gain' with additional income. This is not the case.

The revaluation process results in a redistribution of the rate load across all properties in the municipality. Any increase in the total valuation of the municipality is offset by a reduction to the rate in the dollar (ad valorem rate) used to calculate the rate for each property.

## 6.0 Limited Rating Differentials

The City of Whittlesea has utilised the Net Annual Value system for rating purposes for many decades.

In accordance with section 161A of the Local Government Act Council will continue with the use of the following limited differentials:

- **General rate** for all rateable properties; and
- **Farm rate** for all properties that qualify as farm land under section 2 of the *Land Valuation Act 1960*.

The effective rates in the \$ for the current rating year are shown in **Schedule 1**. The farm rate is presently set at 40% less than the general rate.

Council believes that a lesser rate is necessary to support our farmers as rising property values in a 'growing' municipality do not always equate to increased income producing capability for farmers. Council will continue to monitor the level of the discount offered on land used for farming purposes.

Council considers this a simple and transparent rating model to achieve an equitable and efficient means of carrying out Council functions.



## 7.0 Services Charges & Municipal Charges

### 7.1 Service Charges

The Local Government Act allows Council to declare annual service charges for any combination of the following services, on the basis of any criteria specified by the Council:

- Provision of a water supply
- Collection and disposal of refuse
- Provision of sewerage services
- Any other prescribed service

Council levies a waste services charge as shown in **Schedule 1** that appears on the rate notice. The waste charge covers external contractors' cost for garbage and recycling services for residential properties and garbage services for commercial and industrial properties.

Hard waste and bundled branches collection and rates notice voucher services (timber, green waste, brick, rubble and landfill) continues to be funded by general rates with the provision of:

- One hard waste voucher (land fill levy payable to operator)
- Four timber waste vouchers
- Four green waste vouchers
- Two brick and rubble vouchers.

Council also offers an optional garden waste bin service that is billed annually and shown on a property owner's rate notice when they elect to use this service.

The charge for a 240 litre garden waste bin is shown in **Schedule 1**. The bin will continue to be collected fortnightly.

### 7.2 Municipal Charges

Under section 159 of the Local Government Act, Council may apply a flat municipal charge to each rateable property to allow Council to recover part of the administrative operating costs.

The legislation is not definitive on what comprises administrative costs and does not require Council to specify what is covered by the charge. However, administrative



programs for finance, asset management, information systems, corporate records, human resources and governance are presently supported by rates income.

Council does not intend to introduce a municipal charge to defray some of its administrative costs as this is incorporated in the General and Farm rate.

## 8.0 Special Rates and Charges

Special rates and special charges are covered under Section 163 of the Local Government Act and enable Council to declare a special rate or special charge or a combination of both for the purposes of:

- Defraying any expenses; or
- Repaying with interest any advance made or debt incurred or loan raised by Council;

in relation to delivering a special benefit to specific person/s that are required to pay the special rate or special charge.

There are detailed procedural requirements that Council must follow when considering the introduction of a special rate or charge. In particular, Council is particularly mindful that a special benefit does in fact exist to those that will be levied the special rate or charge.

There are no new **special charges** planned for the coming rating year.

The City of Whittlesea presently applies a special rate for marketing schemes for some retail precincts. The purpose of these schemes is to ensure the future prosperity and viability of these commercial centres.

These special rates are raised to assist business associations in carrying out marketing and business development activities within their retail precincts.

The following **special rates** will continue to be raised in the coming rating year:

**Bundoora Square Marketing and Business Development Special Rate**

7 year scheme (1 July 2018 – 30 June 2025) – subject to Council approval in June 2018

**Lalor Marketing and Business Development Special Rate**

7 year scheme (1 July 2012 – 30 June 2019)

**Thomastown Shopping Centre Marketing and Business Development Special Rate**

7 year scheme (1 July 2018 – 30 June 2025) – subject to Council approval in June 2018



## 9.0 Collection of Rates and Charges

In accordance with Section 167(1) of the Local Government Act, Council must allow a person to pay their rates and charges in four instalments and the instalments are due and payable on the dates fixed by the Minister as published in the Government Gazette.

Section 167(2A) provides that a Council may also allow a person to pay their rates and charges in a lump sum. City of Whittlesea offers the lump sum option with the Government gazetted due date of 15 February.

In addition, Council provides fortnightly and monthly payment options covering the same payment timeframe of the four gazetted instalments option.

### 9.1 Payment options

#### Option 1 - Quarterly instalments

1st Instalment due – 30 September  
2nd instalment due – 30 November  
3rd Instalment due – 28 February  
4th Instalment due – 31 May

#### Option 2 - Lump sum payment by 15 February

#### Option 3 - 18 fortnightly instalments

Not available to ratepayers with overdue rates and charges.  
Applications must be made annually by 31 August.

#### Option 4 - 9 monthly instalments

Not available to ratepayers with overdue rates and charges.  
Applications must be made annually by 31 August.

#### Direct Debit

Not available to ratepayers with overdue rates and charges.  
New applications must be made by 31 August.  
Direct debit can be made from a nominated account.



## 9.2 Payment channels

The following payment channels are available throughout the year:

- **Australia Post**
  - o Over the counter
  - o 24 hour phone
  - o Secure payment web page
- **Bpay**
  - o Secure banking web page
  - o 24 hour phone
- **City of Whittlesea**
  - o Secure eService web page
  - o 24 hour phone
  - o Mail
  - o Council Office Cashier

## 9.3 Unpaid rates and charges

In accordance with Section 172 of the Local Government Act Council will charge interest on unpaid rates and charges in accordance with the rate fixed under Section 2 of the *Penalty Interest Rate Act 1983*.

The penalty interest rate applicable under the Local Government Act is determined by the rate ruling on 1 July each year.

The penalty interest will be applied after the due date of an instalment. For lump sum payers, the interest penalty will be applied after the due date of the lump sum, but calculated on each of the instalment amounts that are overdue from the day after their due dates. In all cases interest penalty will continue to accrue until all amounts are paid in full.

## 9.4 Debt recovery

Final notices are forwarded to ratepayers requesting payment or inviting ratepayers to make arrangements to pay their outstanding debt.

If no payment is forthcoming or no arrangements have been made to pay the debt, Council will pursue the recovery of outstanding rates and charges through its debt collection agent.





Any costs incurred during the recovery process are added to the amount outstanding. Council will also make every effort to contact ratepayers at their correct address but it is the ratepayer's responsibility to properly advise Council of their correct mailing details and contact number/s.

An accumulation of three or more years of rates and charges debt enables Council to initiate sale proceedings of the rateable property in accordance with s181 of the *Local Government Act 1989*.

## 10.0 Financial Hardship Consideration

The City of Whittlesea recognises there are cases of genuine financial hardship requiring respect and compassion in special circumstances.

Council will assess financial hardship applications by taking into account the principles of fairness, integrity, confidentiality and compliance with statutory requirements, whilst being empathetic in the process.

## 11.0 Rebates and Concessions

Section 169 of the Local Government Act provides Council with the ability to grant rebates or concessions on rates and charge –

- To assist proper development of the municipal district
- To preserve buildings or places in the municipal district that have a historical or environmental interest
- To restore or maintain buildings or places of historical, environmental, architectural or scientific importance in the municipal district
- To assist the proper development of part of the municipal district.

In addition, section 171(4) of the Local Government Act provides Council with the ability to waive rates to eligible recipients in accordance the *State Concessions Act 2004* provided that the rateable or part of rateable land by the applicant is that person's sole or principal place of residence.

### 11.1 Sustainable land management rebate

Council's Sustainable Land Management Rebate Scheme is an incentive program designed to support and encourage responsible land management on private



properties in the municipality. It provides a rate rebate to eligible ratepayers for two consecutive years.

The scheme aims to enhance and protect agricultural and environmental values in the rural areas by working in partnership with local landholders. It seeks to encourage an ongoing commitment to more sustainable land management practices, aiming for an overall improvement on properties and in the environment.

The criteria for eligibility:

- Properties that are greater than 8 hectares in size
- Land must have Green Wedge Zone, Green Wedge A Zone or Rural Conservation Zone of >50% of the property size
- Landholders must commit to two sustainable land management actions for a period of two years; one of which must be environmental and noxious weed control. Other commitments include:
  - i. Protection and enhancement of remnant vegetation through fencing, revegetation
  - ii. Integrated pest animal control
  - iii. Soil erosion / salinity mitigation
  - iv. Protection and enhancement of waterways / wetlands / farm dams.

Properties assessed by Council Officers as meeting the above criteria will receive a rebate for two consecutive rating periods as shown in **Schedule 1**.

## 11.2 Melbourne Wholesale Markets rebate

On 8 April 2014 Council resolved to provide an annual rate rebate for five consecutive rating years to the relocated Melbourne Whole Markets to take effect from the commencement of trading.

The market is an important part of the State's economic infrastructure, with an annual turnover in excess of \$1.6 billion. The core of the precinct at 325D Cooper Street, Epping will be the relocated Melbourne Wholesale Fruit and Vegetable Market and National Flower Centre currently located in Footscray Road in West Melbourne.

The considerable economic benefits to be gained from the relocation of the Melbourne Wholesale Markets to Epping, both for the Whittlesea municipality and broader Northern Melbourne Region economy, can be summarised as:

- Direct employment across a range of skills
- Indirect (multiplier) jobs associated with allied industries and resourcing industries
- Infrastructure improvements
- Positive impact on property values



- Access to rainwater capture
- Higher educational investment

### 11.3 Pensioner concession

A Rate concession may be available to

- Pensioners; or
- War widows and returned servicemen on a War Pension with a total and permanent incapacity.

Proof of eligibility is provided by Pensioner Concession Cards but not extended to Health Care cardholders.

Eligible pensioners may gain a concession of up to 50 per cent of their total rates and charges, up to a maximum as stipulated by the State Government.

Councils have in recent times been requested to consider Ministerial Guidelines advocating a reduction in the rate burden on Retirement Villages through use of a reduced differential rate. This option is not available to a NAV rating Council such as the City of Whittlesea.

It is worth noting that Retirement Villages receive Council services and access community infrastructure in the same way as other residents. In particular, retirement village residents can access Council provided aged services that are heavily subsidised by rates.

Furthermore, rates are a type of tax and not a fee for service. Rates are required to subsidise the delivery of services and capital works that would otherwise be unaffordable if charged on a case by case basis.

The current rate concessions are shown in **Schedule 1**.

No further concessions are available to eligible pensioners but Council will review this position periodically.

### 12.0 Fire Services Property Levy

Effective from 1 July 2013 Council is an appointed collection agent for the State Government Fire Services Levy.





Council is required to calculate and collect a levy from all land within the Whittlesea municipality unless specifically exempt, ie Commonwealth owned land or State Government owned land.

The applicable levies are shown in **Schedule 1**.

## 13.0 Further Information

For further information on the City of Whittlesea Rating Strategy please call Revenue Services on 9217 2105.

### Free Telephone Interpreter Service

العربية	9679 9871	Italiano	9679 9874	ਪੰਜਾਬੀ	9679 9879	Tiếng Việt	9679 9878
Ελληνικά	9679 9873	Македонски	9679 9875	தமிழ்	9679 9879	Other	9679 9879
हिंदी	9679 9879	简体中文	9679 9857	Türkçe	9679 9877		



## Schedule 1

The following are effective for the 2019/2020 rating year.

### Rates and charges

	Rate/Charge
General rate	\$0.05165693
Farm rate	\$0.03099416
Residential/farm waste charge	\$110.50
Commercial/industrial waste charge	\$169.20
Garden waste bin charge (optional service)	\$77

### Pensioner concessions

Rates	Tba
Fire Services Levy	Tba

### Sustainable land management rebates

8-50 hectares	20%
>50 hectares	30%

### Fire services levies\*

Property Sector	Fixed Charge	Variable CFA	Variable MFB
Residential	tba	tba	tba
Commercial	tba	tba	tba
Industrial	tba	tba	tba
Primary production	tba	tba	tba
Public benefit	tba	tba	tba
Vacant (excluding vacant residential land)	tba	tba	tba

**5. CLOSURE**