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Chief Executive Officer

REPORT ON OPERATIONS

October 2022



**Hobsons
2.0**

Issue 66

Published November 2022

Presented at the Council Meeting of Council on 15 November 2022

The CEO Report on Operations is a regular report that is published by the Hobsons Bay City Council.

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



CEO update

During October 2022, the Chief Executive Officer participated in a number of events, meetings and discussions about a range of matters relevant to Hobsons Bay and the local government sector.

Many of the events and meetings attended by the CEO during this period were related to regional initiatives and collaboration such as:

- attendance at a number of M9 meetings of CEOs and CEOs and Mayors;
- attendance at the Western Region CEO's meeting, hosted by Wyndham City Council. Items of interest included the MAV Board Regional Groupings review options and LeadWest Secretariat model;
- attendance at a meeting with the Hon. Melissa Horne MP, Member for Williamstown together with Mayor Cr Peter Hemphill to discuss a range of items relating to the Williamstown electorate;
- attendance at a meeting with the Green's candidates together with Mayor Cr Peter Hemphill to discuss Councils advocacy priorities;
- attendance at a meeting with Joe Garra together with Mayor Cr Peter Hemphill to discuss Councils advocacy priorities;
- attendance at the LG CEO meeting including Department Environment, Land, Water and Planning (DELWP) and Recycling Victoria;
- attendance at a meeting with Matt Hilakari together with Mayor Cr Peter Hemphill to discuss Councils advocacy priorities;
- attendance at a meeting with Department of Transport executives, together with Director Infrastructure and City Services;
- attendance at a meeting with Bernie Finn MP together with Mayor Cr Peter Hemphill to discuss Councils advocacy priorities; and

- attendance at a meeting with the West Gate Tunnel Project Executive team, together with Council officers.

Other meetings and events attended by the Chief Executive Officer included:

- Hobsons Bay Executive Leadership team joint meeting with Moonee Valley City Council Executive Leadership team; and
- attendance at the Hobsons Bay Youth Change Makers Challenge 2022 – Youth forum.



Aaron van Egmond
Chief Executive Officer

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Delivering for our community

Youth services



Youth counselling update

Council's generalist youth counselling service delivered 30 face-to-face and online counselling sessions this month to 17 young people. At the end of the month there was no waiting period for a young person to access youth counselling services.

Youth Programs and Activities

The Youth Services team ran 14 programs and activities sessions, with 847 contacts with young people. This included youth engagement programs, FReeZA activities, the Youth Change Makers Challenge leadership program and the What Youth Want' engagement campaign.

Youth-focussed Capacity Building Programs

Five sessions were held for 177 parents and stakeholders contacts to support and empower young people, including the Tuning Into Teens program, young parent's playgroup and school's support.

Hobsons Bay Youth Change Makers Challenge 2022

Students from youth action groups from four local high schools – Williamstown High, Bayside College, Altona College and Laverton P-12 – presented their projects at the inaugural Hobsons Bay Youth Change Makers Challenge forum at the Civic Centre on October 27.

The program, funded through an 'Engage!' grant from the Department of Families, Fairness and Housing, saw the community action projects delivered by this year's young leaders include cleaning up their schoolyards, cultural awareness and a breakfast club.



Above: Mayor Cr Peter Hemphill and CEO Aaron van Egmond with the Young Citizen of the Year and participants of the Youth Change Makers Challenge

Early years and family services



Maternal and Child Health (MCH)

In October, there were a total of 86 new infants born to Hobsons Bay families. The highest numbers of infants born were in Altona Meadows and Altona North. The Universal MCH Service completed 1002 consultations/appointments. The Enhanced MCH Service received nine new referrals and provided 45 ongoing consultations for vulnerable families.

Seven families received support packages from either St Kilda Mums or the Victorian Government Nursery Equipment Program for vulnerable families. Two welfare phone calls were completed due to COVID impact/isolation.

Parenting Programs

The following parenting support programs were delivered.

- 22 First time parenting groups
- 4 Sleep support groups
- 7 Sleep support outreach appointments
- 8 Breast feeding support sessions
- 3 Baby makes 3 sessions.

Preschool Field Officer

The Preschool Field Officer (PSFO) Program supports Kindergarten Educators to develop capacity and skills in delivering inclusive programs to all children and those with additional needs. The PSFO program provided 71 consultations to Educators.

Kindergarten Registration

In October, 44 three-year-old and 59 four-year-old registrations for kindergarten were processed.

As of 31 October 2022, there were 584 three-year-old children and 887 four-year-old children registered for kindergarten in 2023.

Supported Playgroups

There were 28 smalltalk groups, nine supported playgroups and nine one on one sessions were provided to vulnerable families.

Family/Social Work support

Councils MCH social worker responded to one new Family Violence referral. Fifteen further consults were conducted in relation to family violence.

Occasional Care

Thirteen children (between 0-5 years) attended Council's Occasional Care program on Thursdays and Fridays totalling 74 sessions.



Library services

Libraries

October 2022

Physical loans (books etc.): 25,415
eLibrary loans (eBooks etc.): 8,287
Renewals: 9,263
Total: 42,965
Library visits: 42,193

Loans have increased 1.7 per cent compared to September 2022
Year to date loans have increased 117 per cent compared to October 2021
eLibrary loans have decreased 2.3 per cent compared to September 2022
Year to date eLibrary loans have decreased 8 per cent compared to October 2021
Library services were click and collect only during October 2021

Children's Week

The 16th annual Hobsons Bay Children's Week occurred between Saturday 22 October to Sunday 30 October 2022.

This year's theme was 'All Children have the right to a standard of living that supports their well-being and healthy development'. To celebrate children's rights, talents and citizenship, 30 live events and four on-demand events were on offer to Hobsons Bay families and children aged 12 and under.



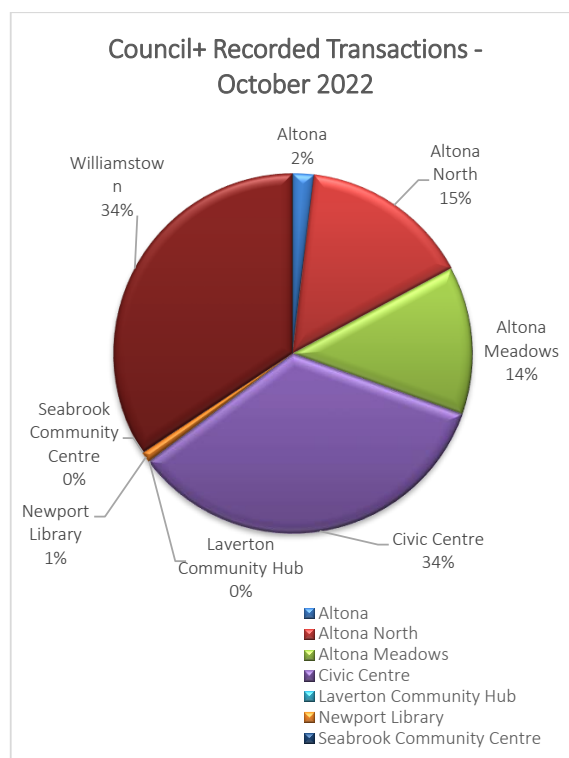
Immunisations

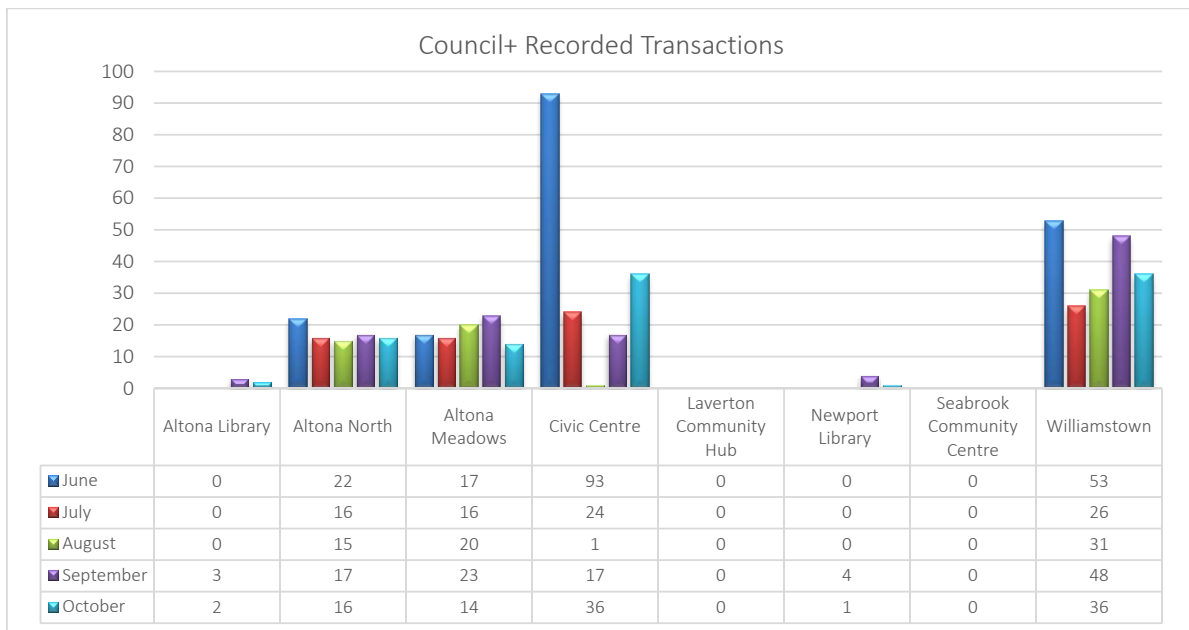
Immunisations

In October, Council's immunisation team held eight immunisation sessions plus four home visit sessions and administered 736 immunisations to 319 clients. These sessions were held at Williamstown Town Hall and Laverton Community Hub.

The second round of the school immunisation program was completed with visits to all secondary school Year 7 students. A total of 680 HPV vaccines were given.

Council+





Community Hubs and Centres



Laverton Community Hub

There were 970 participants in the Laverton Hub Active Program in October. There were 385 room bookings in October.

Newport Community Hub

There were 138 room bookings in October. Currently on exhibit at Newport Community Hub – A Visual Journey in Chromatic Rhythms by Carlos Almenar Diaz.



Above: A Visual Journey in Chromatic Rhythms by Carlos Almenar Diaz

Seabrook Community Centre

There were room 99 room bookings in October.

Services for older residents and residents with disabilities



Planned Activity Groups (PAG)

Thirty-five Planned Activity Group sessions were provided to 81 clients.

Community Transport

Seniors transport provided 18 return trips to five clients. Two Social transport trips were provided to nine clients.

Aged Assessment

The Assessment team undertook 70 assessments and 111 support plan reviews for services required by older residents requiring support services.

Delivered Meals

There were 160 residents that received a meal delivered to their home. In total 2,351 meals were provided to eligible residents.

Home Maintenance

Nine residents received a service through Council's Home Maintenance program.

Seniors Festival

The October Seniors Festival was very successful with the Hobsons Bay Program including 20 separate events. Two particularly popular events were the “Down Town Strutters Tea Dance” and the “Lunch with Musical Greats” with both events being held at the Williamstown Town Hall. Well over 100 people attended both events. This Seniors Festival marked a return of “in person” events.



Above: Participants of the “Down Town Strutters Tea Dance”

Arts and Culture



Event Applications and Permits

Seven Expression of Interest event applications were received, and 18 event permits were issued during October. Events included the annual Around the Bay bicycle ride, which returned after a three-year absence, Walk a Mile in My Shoes promoting mental health awareness, and the Bendigo Bank Community Fair among others.

Markets

Markets that took place on Council managed land over the month were the Lions Club Market at Cherry Lake in Altona, Regional Farmers Markets in Williamstown and Altona Meadows and the Williamstown Craft Market.

Hobsons Bay Visitor Information Centre

The *Step Back In Time* guided heritage walk program has resumed. The free tours depart from the Hobsons Bay Visitor Information Centre at 11.45am every Tuesday and Friday excluding Melbourne Cup Day. During October, the Hobsons Bay Visitor Information Centre hosted five walking tours as part of the Victorian Seniors Festival.

For the month of October, the Visitor Information Centre assisted 1,103 visitors. Sixty-six per cent of these visitors were from within Victoria, nine per cent were from Overseas, 10 per cent from Interstate and 15 per cent from Hobsons Bay.

Sister City

Yarrabah’s Elder, Uncle Alf Neal, also known to the community as the ‘Bush Lawyer’ turned 100. A celebration was held in Yarrabah on 15 October with community and visiting dignitaries.



Above: Courtesy of Ian Kuch. Community in Yarrabah celebrating Uncle Alf Neal’s 100th birthday

ATAI Bathukamma Festival of Flowers

The Australia Telangana Association hosted the ATAI Bathukamma Festival at the Westgate Sports Centre in Altona North on 1 October. More than 4,000 visitors from across Victoria attended this *Make It Happen* funded event which consisted of a vibrant and colourful program of music, dance and ritual.



Above: Atai Bathukamma

HMAS Castlemaine 80th Celebration

The HMAS Castlemaine celebrated its 80th anniversary on 9 October. The Royal Australian Navy took part in the program which included displays in Commonwealth Reserve, RAAF aircraft and helicopter displays and music from the Royal Australian Navy band. This event was attended by around 4,000 people and culminated in a sunset ceremony from Gem Pier.



Above: Royal Australian Navy Sunset Ceremony for HMAS Castlemaine

Diwali

The Love Seabrook committee presented Diwali, Festival of Light at Homestead Run Reserve in Seabrook on 23 October. Diwali is a celebration of light and an opportunity for communities to connect, celebrate and learn about Diwali, whilst being entertained with Indian culture, including art, dance, music and henna painting.



Above: Love Seabrook – Diwali Festival

On the Road Again Live from Altona Theatre

The final On the Road Again [Live from the Altona Theatre](#) event took place on 27 October with a performance from Vika and Linda supported by local artist James Henry. The series comprised three shows featuring artists Mo’Ju with Didirri in August and The Meltdown, Emma Donovan & the Pushbacks in September.



Above: Vika and Linda

Supported by the Victorian State Government’s *On the Road Again* fund, helping support the recovery of live music, Live from the Altona Theatre has helped put Altona firmly on the live music map, attracting local audiences as well as people travelling from across Melbourne.



Above: Live From Altona Theatre

Creative Rainbow Workshops and exhibition

In October as part of Council’s ‘Civic Spaces Showcase’, people of all ages and abilities were invited to participate in two free creative workshops with local curator Yohann Naviere. Participants were challenged to create an artwork with one colour of the rainbow. Thirty-six people participated in the workshops and created 42 artworks.

Artworks created are hung on a wall in the kitchen of the Civic Centre and will be included in a large public exhibition in January 2023.



Above: 'Creative Rainbow' artwork installation



Above: Participants in 'Creative Rainbow' workshops

Hobsons Bay Arts Society exhibition

The Hobsons Bay Arts Society launched the annual HobArchies, an exhibition featuring portraits of people and animals, at the Civic Centre Foyer on 12 October. The exhibition is on until 19 January 2023, open to the public during Council's office opening hours.



Above: HobArchies exhibition at the Civic Centre in Altona

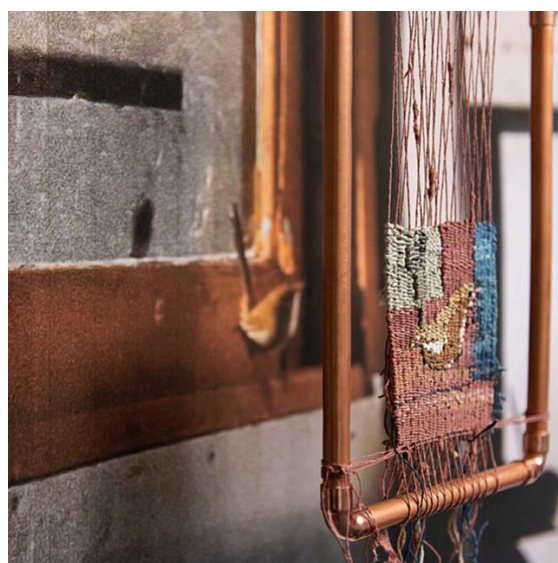
Forward Motion Exhibition Program – Part of Melbourne Fringe Festival

The [Forward Motion](#) exhibition was held during October, as a multi-venue exhibition program that displays artworks by western region creatives who participated in Wunder Gym's Forward Motion arts program.

Participants explored the idea of 'Forward Motion', the concept of collectives and networks, artificial intelligence, and bio-communities under the mentorship of Science Gallery Head of Curation, Tilly Boleyn, and Curatorial Assistant and Artist, Arie Glorie.

The Forward Motion exhibition program featured as part of the 2022 Melbourne Fringe Festival, Future Hindsight, and is jointly presented by Hobsons Bay City Council and Werribee City Council.

Artworks were featured at the Wyndham Arts Centre, Werribee during October and will be on display at Laneway Gallery in Laverton until December 2022. This exhibition is held as part of Council's [Creative Exchange Lab](#) program.



Above: 'Trapped' - Elizabeth van Herwaarden

New Art – A visual journey in chromatic rhythms

Approximately 100 people attended the launch of '[A visual journey in chromatic rhythms](#)' by local artist Carlos Almenar Diaz at Woods Street Arts Space in Laverton. Carlos Almenar Diaz has created two temporary public artwork installations at G.H. Ransom Reserve, Altona and Paine Reserve, Newport inspired by native flora in Hobsons Bay, the wildflowers of the Western Volcanic Plains and the wetlands saltmarshes.



Above: Artist Carlos Almenar Diaz with Mayor Cr Peter Hemphill and student Maya from Seaholme Primary at the launch at Woods Street Arts Space

Through a series of workshops at Newport Lakes and Seaholme Primary schools, Carlos supported students to create colourful works responding to the designs of the artwork installations. The student artworks were exhibited at Woods Street Arts Space until 29 October and will be on display at Newport Community Hub until 12 November.

The temporary public artworks, located at G.H. Ransom Reserve, Altona, and Paine Reserve, Newport are planned to be in place until February 2023.

This project is funded through the Hobsons Bay City Council [Community Support Package – New Art](#) stream.

Soundstep Studios

On 8 October, 22 budding songwriters attended [Soundstep Studios](#) Song writing workshop with Nina Ferro and Julie O'Hara.

Soundstep Studios is a new, inclusive community music co-workspace located at Woods Street Arts Space in Laverton for western region musicians, songwriters, producers, and music educators to learn, experiment, be inspired, launch projects, collaborate and connect. Presented as part of [Creative Exchange Lab](#) meets [Live From The Altona Theatre](#), a professional development program for local creatives presented by Hobsons Bay City Council as part of On The Road Again.



Above: Nina Ferro & Julie O'Hara



Above: Song writing with Nina Ferro & Julie O'Hara workshop participants

Williamstown Town Hall

The Williamstown Town Hall hosted events as part of Council’s 2022 Victorian Seniors Festival including the Downtown Strutters Afternoon Tea Dance and Lunch with Musical Greats, along with the Hobsons Bay Citizenship Ceremony.



Above: Downtown Strutters Afternoon Tea Dance - Seniors Festival 2022

Sahyog Entertainment held a Bollywood concert by renowned singer Abhijeet. EMG Entertainment held a concert tour featuring famous Filipina singer, actress and television host Sharon Cuneta.



Above: Sharon Cuneta 2022 Tour Poster for Melbourne

The Town Hall hosted a traditional Indian Hindu Wedding Ceremony and reception as well as the Affordable Wedding Expo. Seaholme Primary School and Stella Maris Catholic Primary School held multiple school concerts.



Above: Indian Hindu Wedding Ceremony at the Williamstown Town Hall

The Victorian Association of Performing Arts Centres, Managers Network used the Town Hall for a two-day conference with representatives from around Victoria attending. Blackmarsh Productions and Visible Studios had filming taking place in the venue.

Representatives from the All Aboard Club, Williamstown Toastmasters and Williamstown Film Society held meetings and a film screening.



Above: VAPAC Managers Networking meeting

Altona Theatre

This month's hirers included Impulse Performing Arts Studio holding their annual dance concerts, Werribee Secondary College running a performance season of Beauty and the Beast Jr and Hobsons Bay City Band holding their 25th Anniversary Concert.

Old Laverton School

The 100th Anniversary of the Laverton Honour Board was marked with an open day at the Old Laverton School, Altona Meadows on 23 October. The open day commemorated the anniversary with brass plaques installed into the memorial rock on the grounds of the Old Laverton School where soldiers who had been pupils at the school enlisted. The Open Day included live music, refreshments and a commemorative service.

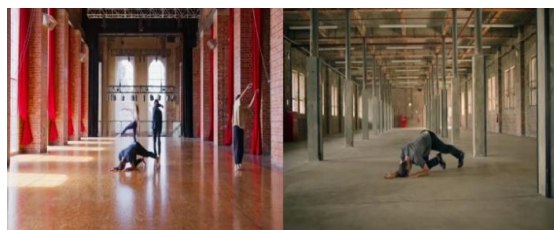
The Substation

During October, The Substation program presented 'Naxs Future/Machine Folklore', an immersive audio-visual performance by Software2050, into the infinite possibilities of the future of digital culture and virtual technology, using nature. This work is presented by Melbourne Fringe and The Substation as part of Fringe Focus Taiwan, supported by The Ministry of Culture, Republic of China (Taiwan) and Cultural Division, Taipei Economic and Cultural Office in Sydney.



Above: NAXS Future

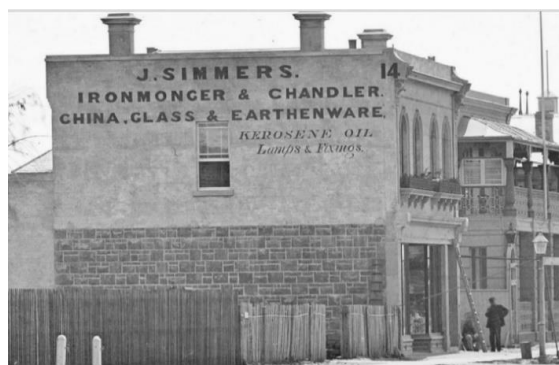
The Substation hosted the world premiere of 'Time Portrait', a new dance directed by choreographer Lee Serle. Some of Australia's most accomplished artists gathered for the premiere. An Artist talk was held following the performance on 28 October.



Above: Time portrait rehearsal

Cultural Heritage

Hobsons Bay Heritage Network presented a panel discussion on Ghosts Signs and Palimpsests in the auditorium of the Civic Centre on October 26 featuring industrial artist Tony Mead, author Nick Gadd and moderated by La Trobe University's Dr Stefan Shutt. The evening discussed the heritage of faded commercial signage in the Hobsons Bay area and beyond and served to launch the expression of interest phase for stakeholders for the Heritage Hobson Bay Festival in 2023.



Above: Simmers new shop, circa 1874 photo by Charles Baylis

Daughters of the West Graduation

The 2022 Hobsons Bay Daughters of the West graduation night was held at the Hobsons Bay Civic Centre on 5 October. The ceremony was hosted by Mayor Cr Peter Hemphill and celebrated the achievements of a combined 41 women who completed the program over 10 weeks. Invited guest speakers included Cr Pamela Sutton-Legaud, Kashif Bouns of the Western Bulldogs Community Foundation and Alicia Colley from WorkSafe. Graduates were presented with their certificate by Western Bulldogs Community Foundation Ambassador and Host of ABC News Breakfast, Michael Rowland.



Above: 2022 Daughters of the West graduates

Make it Happen Grants Celebration

As part of the Civic Spaces Showcase, Council recognised and celebrated the achievements of all grant recipients - the community groups, clubs, organisations, event organisers and artists that have and are delivering for the community in Hobsons Bay.

More than 150 people were in attendance, to hear from presenters about projects planned and delivered and to meet with other grant recipients over morning tea. Mayor Cr Hemphill thanked the attendees for their passion, devotion and energy which has helped build connections and make things happen across Hobsons Bay.



Above: 2022 Make it Happen Grants celebration



Above: 2022 Make It Happen Grants story boards



Above: Guest speakers with Mayor & Deputy Mayor. From L to R: Emily Hynes, LCIS, April Huggins, Pier Festival, Cr Diana Grima, Mayor Cr Peter Hemphill, Jaymes Oldani, SES Hobsons Bay Unit, Dr Brendan Lovelock, Hobsons Bay Arts Society

Altona North Community House (ANCH)

The Altona North Community House opened on 4 October, with classrooms already full for this first day. The centre is owned and managed by Williamstown Community Education Centre and provides accredited and funded education programs, including English language classes, complementing the social and community programming delivered at Walker Close Community Centre. It is located next to Bunnings within the Millers Junction precinct.



Above: Opening day – Altona North Community House

Hobsons Bay Intercultural Services Network

The Intercultural Services Network met on 20 October to outline the settlement needs and community service changes and impacts within Hobsons Bay. The Hobsons Bay Intercultural Services Network welcomes and connects all relevant service providers, to assist Hobsons Bay newly arrived, established migrants and refugees in successful settlement.

Community centres and neighbourhood houses are leading the way

Participants in the Hobsons Bay Leading the Way program attended the Civic Centre for a dedicated workshop on civic participation and engagement. The group were led through the diversity of civic participation and the role of local government in supporting and enabling this. Council facilitated a presentation and case studies to complement the content delivered by Network West and the facilitators.

Strategy, Economy and Sustainability



Economic development

Civic Centre Business Open Day

Council hosted a pop-up business day at the Altona Civic Centre on 13 October, delivered as part of the Civic Centre Showcase week. The business day featured free co-working, learning and networking opportunities at the Altona Civic Centre. As part of the day, attendees also had the chance for free LinkedIn headshops with a professional photographer.



Above: Civic Centre Business open day banner

Coffee Connect Networking – Business open day

Business professionals from across the bay, came together for a *Business open day - Coffee Connect* networking morning. This was a wonderful opportunity for like-minded individuals to come together, enjoy a coffee, promote their business, and share ideas. Businesses had the chance to try coffee from a local vendor and a light refreshment from Maznik Pastry.

Lunch and Learn – Social Media Essentials for 2023

Local business The Social Secret presented a Lunch and Learn workshop in the amphitheatre for the Business open day. Attendees had the chance to gain an overview of social media trends for 2023, how to put a strategy together, and top tips for businesses.



Above: Social Media Essentials workshop

Business workshop – Understanding SEO

This two-hour workshop showed attendees how to improve their website's ranking on Google and showed how to increase visibility in effort to reach more customers online. The workshop was delivered on 27 October at the Altona Civic Centre.



Above: Understanding SEO business workshop

Environmental Sustainability



Helping households find sustainability rebates

A new page has gone live on the Council website providing residents with information and links to various sustainability programs, offers and rebates available to our community.

Council is promoting the information through social media and print flyers that direct residents to the web page.



Above: Sustainability flyer

The campaign has kicked off with an interactive waste sorting game that can be delivered at various events, and a social media campaign.



Above: Small act, big impact social media campaign



Above: Social media posts

Small acts, big impact campaign

Council launched a new household recycling behaviour change campaign, in collaboration with Sustainability Victoria, which has provided funding to Council for advertising and communications that improve correct use of the four-stream bin system.

Free community events

As part of the Civic Centre Showcase, Council ran a sewing repair workshop, and a My Smart Garden workshop for the community. Both workshops were free and supported residents to reduce personal waste, become more self-sufficient, and save money, all while helping the environment. The My Smart Garden workshop was especially popular with 65 residents in attendance.



Above: My smart Garden workshop

Emissions reduction



Large scale solar project

Council has now installed 1.6 MW of rooftop solar panels through the large-scale solar project which is all operational. The total installed capacity across the property portfolio is now 2.1 MW.

Work continued on the new carpark structure at Altona Civic Centre which will result in a final installation of 100kW to complete Phase One.

Planning, Building and Health Update

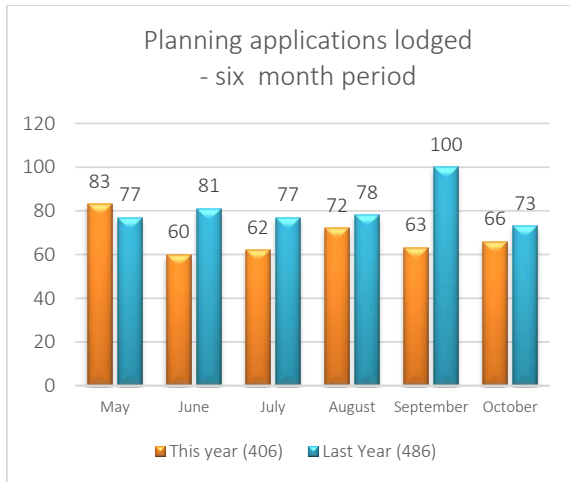
Planning



Planning applications received

Council received 66 planning permit applications for the month of October.

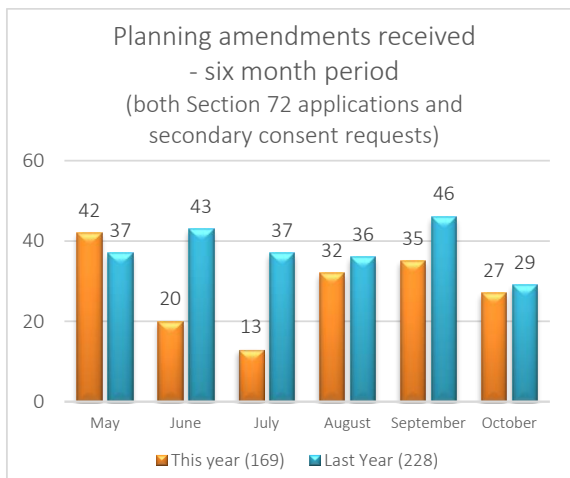
For the six-month period from May to October, 406 planning permit applications were received, a 16 per cent decrease from the same period last year.



Amended permit applications lodged

Council received 27 planning permit amendment applications for the month of October.

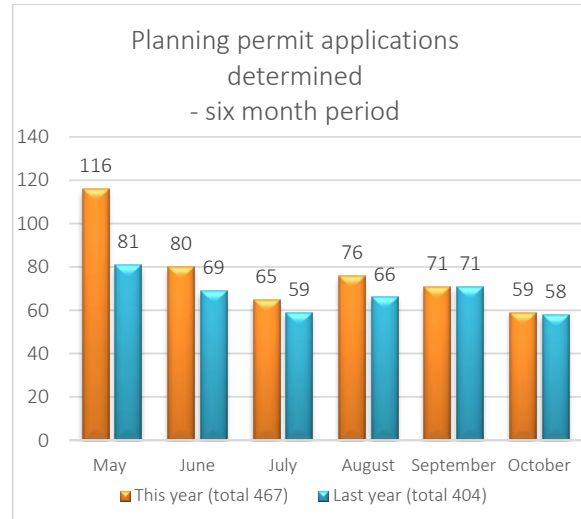
For the six-month period from May to October, 169 planning permit amendment applications were received, a 26 per cent decrease from the same period last year.



Planning applications determined

Council completed 59 planning permit applications for the month of October.

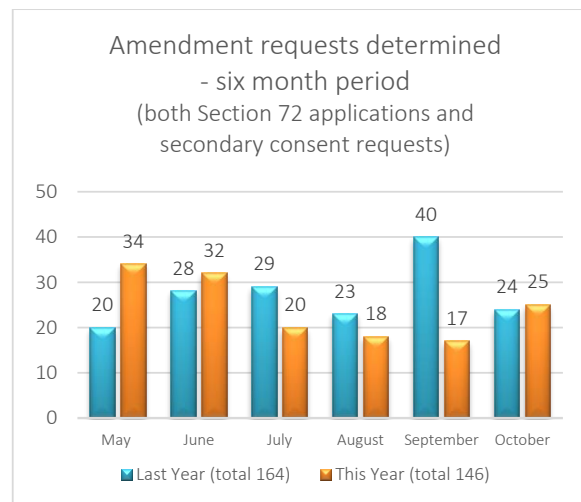
For the six-month period from May to October, 467 planning permit applications were completed, a 16 per cent increase than the same period last year.



Planning amendment requests determined

Council completed 25 planning amendment applications for the month of October.

For the six-month period from May to October, 146 planning amendment applications were determined, a 11 per cent decrease from the same period last year.



VCAT

The Town Planning Department received the below decisions for October.

Application Number: PA2048400

Address: 571-589 Melbourne Rd, Spotswood.

Proposal: Use for shop, food and drink premises (including café and bar but excluding gambling), restricted recreation facility (gym), residential hotel, child care centre and medical centre. Construction of buildings and construction and carrying out of works, including buildings and works associated with the uses allowed by this permit. The construction of two or more dwellings on a lot. The partial demolition of a building, construction and carrying out of works and the removal of trees in a Heritage Overlay. The use of part of the land for the sale and consumption of liquor. Alterations to access a road in a Transport Zone 2 in accordance with the endorsed plans.

Delegate Decision: Refusal

DPC Decision: Refusal

VCAT Decision: Approval

Made by consent order? No

Application Number: PA2045564-1

Address: 109 Cole St, Williamstown

Proposal: The construction or extension of one dwelling on a lot under clause 32.08-5 (General Residential Zone). The partial demolition/removal of a building and the construction of a building/construction or carrying out of works under clause 43.01-1 (Heritage Overlay). The construction of a building or construction or carrying out of works under Clause 43.02 (Design and Development Overlay) in accordance with the endorsed plans.

Delegate Decision: Refusal

DPC Decision: N/A

VCAT Decision: Approval

Made by consent order? No

Application Number: PA2048405

Address: 1/239 Esplanade, Altona

Proposal: Demolish the existing attached dwelling and construct a double storey dwelling with an associated basement.

Delegate Decision: Refusal

DPC Decision: Refusal

VCAT Decision: Refusal

Made by consent order? N/A

Application Number: PA210474

Address: 6 Hall St, Newport

Proposal: The construction and display of a promotion panel sign pursuant to Clause 43.01-1 (Heritage Overlay). To display a promotion panel sign pursuant to Clause 52.05-11 (Signs).

Delegate Decision: Refusal

DPC Decision: Refusal

VCAT Decision: Refusal

Made by consent order? N/A

Delegated Planning Committee (DPC)

There were no applications considered at Delegated Planning Committee for October 2022.

Planning applications of interest

No applications of interest to report this month.

Active and significant enforcement matters

Council received 28 planning enforcement issues for the month of October and issued 11 infringement notices making 69 year to date. This increase in fines was due to a combination of intransigent operators and excessive offsite mud from sites with planning permits which create dangerous road conditions.



Building

Permits and consents

- Council's Municipal Building Surveyor issued three building permits
- 98 building permits were issued by private building surveyors
- 28 Report and Consent dispensation requests were determined

Inspections and enforcement

- 4 Building Notices/Orders issued
- 5 Notices/Orders were resolved/ completed/ cancelled
- 22 inspections occurred during October

Building information requests

Council received 175 requests for information during the month of October.

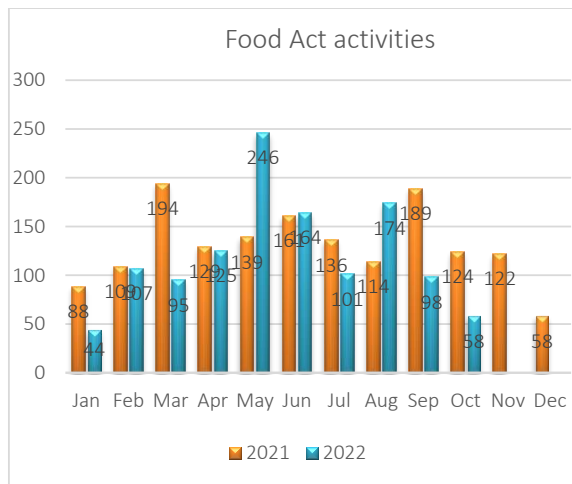
Health



Food Act activities

The following activities were recorded in October:

- 8 mandatory food assessments and inspections, Class One = 0, Class two = 4, Class three = 4
- 8 new food premises registration inspections
- 15 plans assessments
- 0 progress inspections



Client managed premises

Council has 25 client managed premises.

Food sampling

No samples were taken from Class two premises during October 2022.

Food recalls

Two food recalls were received in October 2022 due to both products having the presence of foreign matter (plastic pieces).

AccuPoint samples

In October, no AccuPoint samples were taken from client managed premises.

Outbreaks

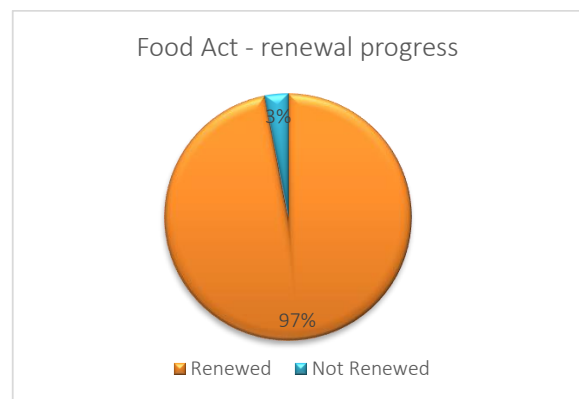
One outbreak investigation was conducted in October 2022.

Streatrader

Open Office who managed Streatrader no longer have the contract and this portal has been terminated and is unable to provide any statistics. Streatrader has now been replaced with FoodTrader.

Food renewals

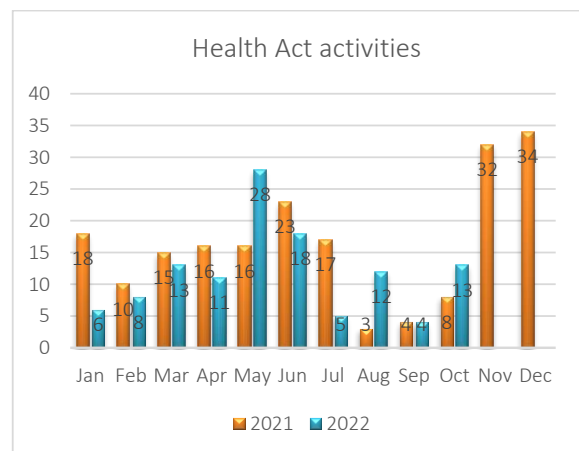
Food Act Renewal operates from 1 October to 30 September. All food premises were notified to renew and pay their Food Act registration on 8 August 2022. All fees were due on 30 September 2022. To date, we have received 97 per cent renewal applications and 95 per cent of payments.



Public Health and Wellbeing Act activities

The following activities were recorded during October:

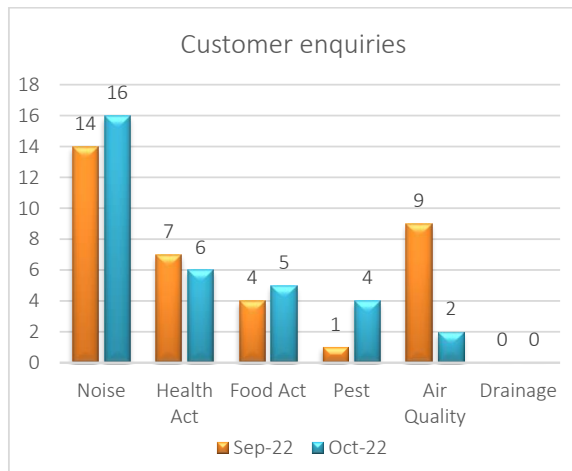
- 7 mandatory public health inspection
- 0 new premises registration inspection
- 6 progress inspections
- 0 assessment of plans



Customer enquires

During October, 33 customer requests were received, relating to:

- Noise 16
- Health Act 6
- Food Act 5
- Pest Control 4
- Air Quality 2
- Drainage 0



Tobacco Act activities

In October 2022, one tobacco education visit was conducted.

Governance

Governance



Citizenship Ceremony

One hundred and thirteen Hobsons Bay residents gained Australian citizenship at a citizenship ceremony conducted by Mayor Cr Peter Hemphill at the Williamstown Town Hall on 25 October 2022.

Councillor Delegates to Council and Community Committees

Councillors attended the following meetings of Council and Community Committees held between 1 October 2022 and 31 October 2022:

- Cr Jonathon Marsden attended the meeting of the Metropolitan Transport Forum held on 5 October 2022
- Cr Peter Hemphill attended the meeting of the Hobsons Bay Community Fund held on 12 October 2022
- Cr Matt Tyler attended the meeting of the Municipal Association of Victoria State Council Meeting held on 14 October 2022
- Cr Peter Hemphill attended the meeting of the Substation Committee of Management held on 20 October 2022

Record of Meetings attended by Councillors

Councillors attended the following meetings held between 1 October 2022 and 31 October 2022:

- 4 October 2022 Councillor Briefing Session attended by Cr Peter Hemphill, Cr Diana Grima, Cr Tony Briffa, Cr Daria Kellander, Cr Pamela Sutton-Legaud and Cr Matt Tyler. No conflicts of interest were disclosed
- 11 October 2022 Pre-Council Meeting Agenda Briefing attended by Cr Peter Hemphill, Cr Daria Kellander, Cr Jonathon Marsden, Cr Pamela Sutton-Legaud and Cr Matt Tyler. No conflicts of interest were disclosed

Documents for Sealing

There were no documents that required sealing during the period.

Municipal Association of Victoria Councillor Service Awards

The MAV's annual Councillor Service Awards celebrate the achievements, commitment and dedication of long-serving Councillors across Victoria. Two Councillors of Hobsons Bay have been recognised in the 2022 awards: Cr Hemphill, who received a Mayor Emeritus Award, and Cr Briffa, who received an award for 10 years of service in local government.



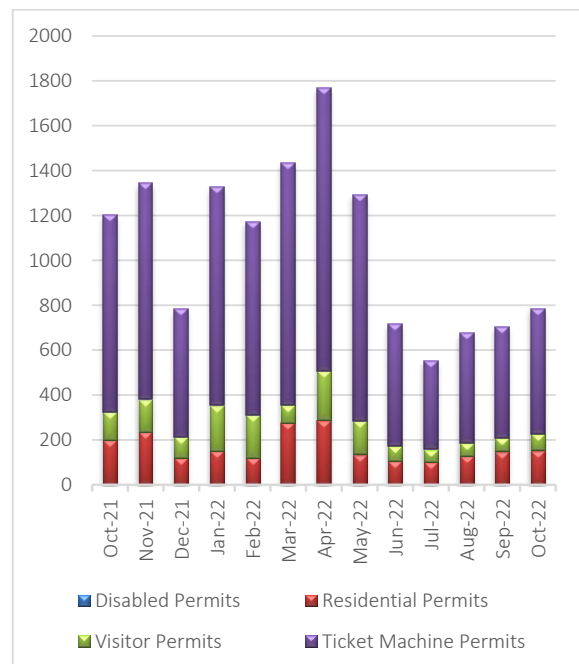
Local Laws

Permits

- issued 0 disabled parking permits
- issued 153 residential permits
- issued 74 visitor permits
- issued 559 ticket machine permits
- logged 305 CHARM assignments
- impounded 2 derelict/abandoned vehicles
- issued 37 local law infringement

Parking

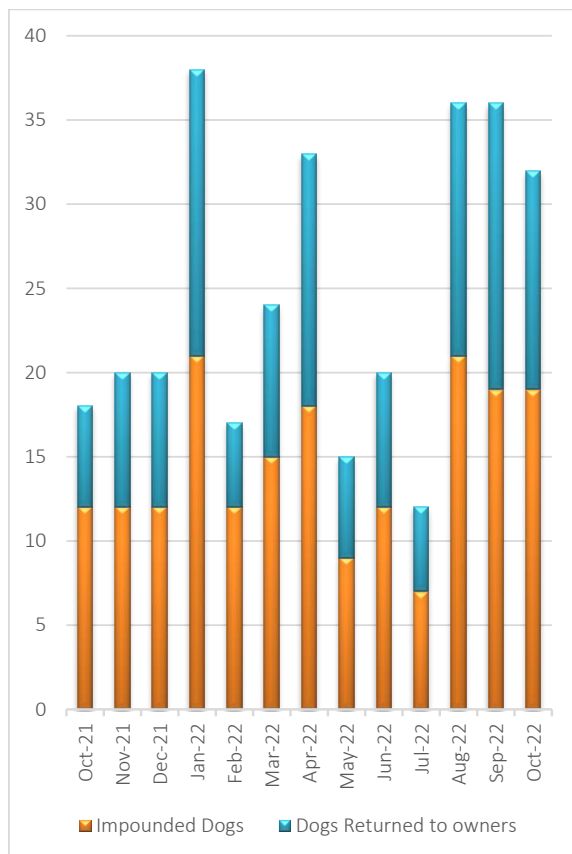
- 190 logged CHARM assignments
- issued 1,944 parking infringements
- issued 148 warnings
- percentage of warnings issued were 7.6 per cent



Above: the graph above illustrates the number of permits issued for October 2022

Animal management

- logged 186 CHARM assignments
- 14,884 animals registered
- impounded animals at Lost Dogs Home (as at 3 September 2022)
 - dogs – 6 dogs impounded, 3 released
 - cats – 12 impounded, 0 released
- 14 animals returned to their owners by Council officers
- issued 38 animal infringement notices



Above: the graph above reflects the number of dogs impounded and the number of dogs returned home by Council Rangers

Communications and Engagement

Communications




Social media

Activity across all Council social media accounts includes:

- Council Facebook
- Council Twitter
- Council LinkedIn
- Hobsons Bay Instagram
- Creative City Hobsons Bay Facebook
- Hobsons Bay Libraries Facebook
- Hobsons Bay Lost Pets
- Hobsons Bay Youth Services Facebook
- Mesh Mash Facebook
- Woods Street Arts Space Facebook
- Hobsons Bay Libraries Instagram
- Hobsons Bay Youth Services Instagram
- Mesh Mash Program Instagram

Definitions

- reactions – like, love, angry, haha, wow, sad

- impressions – number of times our content is displayed in someone’s newsfeed
- reach – total number of people who saw that content
- engagement – number of times someone engaged with our content whether through reactions, shares comments, etc.

October 2022

Statistics for all Council’s social media sites

Impressions

901,727 ↗ 23.5%

Engagements

47,549 ↗ 24.7%

Post Link Clicks

7,047 ↗ 37.1%

Fan/follower growth across all Council social media accounts

Audience Metrics

Totals % Change

Audience Metrics	Totals	% Change
Total Audience	53,600	↗ 0.8%
Total Net Audience Growth	353	↗ 10.7%
Twitter Net Follower Growth	0	↘ 100%
Facebook Net Page Likes	194	↗ 27.6%
Instagram Net Follower Growth	78	↗ 11.4%
LinkedIn Net Follower Growth	81	↘ 12.9%

Reach across all Facebook accounts

Impressions

617,707 ↘ 10.9%

Engagements

36,034 ↗ 17.6%


Post Link Clicks

4,906 ↗ 88.9%

Facebook post with the greatest engagement

Hobsons Bay City Council
Tue 10/11/2022 6:27 pm PDT

Due to the extreme weather forecast, the Altona Road and Merton Street floodgates are closed immediately and for at least the...



Total Engagements	3,908
Reactions	356
Comments	143
Shares	44
Post Link Clicks	29
Other Post Clicks	3,336

Instagram post with the greatest engagement

hobsonsbaycc
Thu 10/20/2022 3:36 pm PDT

A fascinating journey is occurring under the water around Hobsons Bay's creeks and wetlands by one of our lesser-known...



Total Engagements	195
Likes	177
Comments	8
Saves	10

Facebook Stories


Insights > Stories > Performance

4K Unique opens ▲ 30.5% from previous 28 days	31 Engagements ▼ 11.4% from previous 28 days	62 Stories published ▲ 313% from previous 28 days
--	---	--

Tweet with the greatest engagement











@HobsonsBayCC
Thu 10/6/2022 6:39 am UTC

Come down to Gem Pier and Commonwealth Reserve this Sun 9 Oct to celebrate the HMAS Castlemaine's 80th...



Total Engagements	132
Likes	30
@Replies	0
Retweets	12
Post Link Clicks	—
Other Post Clicks	90
Other Engagements	0

Website top pages viewed

Page ?	Page Views ? ↓	Unique Page Views ?	Avg. Time on Page ?
	134,162 % of Total: 100.00% (134,162)	113,442 % of Total: 100.00% (113,442)	00:01:24 Avg for View: 00:01:24 (0.00%)
1. /Home 	20,048 (14.94%)	16,452 (14.50%)	00:00:56
2. /Services/Planning-Building/Find-a-planning-application-in-Gre-enlight 	3,476 (2.59%)	2,652 (2.34%)	00:03:22
3. /Services/Waste-Recycling/When-will-your-bins-be-collected 	3,240 (2.41%)	2,789 (2.46%)	00:02:33
4. /Community/Community-services/Families-Children/Hobsons-Bay-Childrens-Week 	2,978 (2.22%)	2,174 (1.92%)	00:03:41
5. /Services/Waste-Recycling/Hard-waste 	2,743 (2.04%)	2,441 (2.15%)	00:03:46
6. /Services/Waste-Recycling 	2,583 (1.93%)	2,174 (1.92%)	00:00:31
7. /Council/Work-Opportunities 	2,485 (1.85%)	2,340 (2.06%)	00:03:16
8. /Council/Contact-us 	2,416 (1.80%)	2,161 (1.90%)	00:02:37
9. /Services/Payments-Permits/Infringements 	2,405 (1.79%)	2,109 (1.86%)	00:04:38
10. /Services/Payments-Permits/Parking-permits 	1,928 (1.44%)	1,587 (1.40%)	00:05:08



Engagement

Participate Hobsons Bay statistics

Participate Hobsons Bay, the online community engagement site for Council participate.hobsonsbay.vic.gov.au had the following highlights for October.

Month	Contributions	Contributors	Views
October	184	182	4,424
September	228	199	7,335
August	261	246	8,549
July	267	261	7,267
June	260	188	8,351

Current consultations

Mary Street Reserve Master Plan

The Master Plan aims to upgrade Mary Street Reserve to improve the character and recreational opportunities in the local area and deal with the increasing demands of the future.



Contributions: 121
Views: 741

Better Places Brooklyn and Altona North

The draft Place Guide for Brooklyn and Altona North provides a summary of the visioning process undertaken, the community input and key findings and sets out the projects and improvements that will be undertaken into the future.



Contributions: 9
Views: 197

Better Places Seabrook and Altona Meadows

Following the first stage of community consultation, a vision and three key themes and guiding principles were developed for Seabrook and Altona Meadows.



Contributions: 37
Views: 235

Anomalies Amendment C134

Amendment C134 seeks to correct zoning, overlay and text anomalies to ensure the ongoing accuracy of the Hobsons Bay Planning Scheme.



Contributions: 0
Views: 63

Draft Play Space Strategy

The Play Strategy reviews and updates the 2013 Play Space Strategy to ensure priorities and development standards align with the recommendations in the Open Space Strategy and the 10-year Park Upgrade Program.



Contributions: 4
Views: 107

Brooklyn Community Garden

Council has partnered with a community group in Brooklyn to support a submission for funds that will establish a broader local community-based gardening group and assist with the community gardens' design and construction.



Contribution: 13
Views: 194

In Person Consultation sessions – October 2022

Mary Street Reserve Master Plan

A Community Ideas Workshop was held on 15 October 2022 which was an information gathering session for the design of the Mary Street Reserve Master Plan.

Brooklyn Community Garden

An information session was held on 23 October 2022 at the Brooklyn Tennis Club Pavilion. The session gathered information and provided an opportunity to register interest.

Advocacy



Transport advocacy flyer

A flyer informing residents of Council's transport advocacy priorities was delivered to all households in Hobsons Bay in the week commencing 24 October. The flyer included information on the WEST East Metro Rail Link, Queen Street Bridge, Point Cook/Central Avenue intersection, shared trails and traffic congestion related to the West Gate Tunnel Project.

Point Cook/Central Avenue intersection

Council is continuing to advocate for improvements to the Point Cook Road/Central Avenue intersection in Altona Meadows, a known hot spot for traffic congestion and safety concerns. On 24 October the Labor candidate for Point Cook, Mat Hilakari, announced that a re-elected Labor government would invest \$79m in improvements to the intersection including introducing traffic lights and widening Central Avenue to Skehan Boulevard. On 29 October, Liberal candidate for Point Cook Angela Newhouse pledged \$146m towards duplicating Point Cook Road between Central Avenue and Sneydes Road.

WEST East Metro Rail Link

Council is continuing its efforts to advocate for improved East-West rail connections through Hobsons Bay. Council has launched a community campaign in support of the WEST East Metro Rail Plan including a campaign microsite at www.westeastmetrorail.com.au. Since 24 October over 340 people have signed on to support the campaign. Following the state government's announcement of plans to redevelop Spotswood Station as part of the level crossing removal program, Council issued a media release [highlighting the opportunity to bring forward planning work for the WEST East Metro Rail](#).

Western Aquatic and Early Years Centre

On 27 October, Council welcomed a funding commitment of \$20m towards the Western Aquatic and Early Years Centre from Liberal Party candidate for Point Cook Angela Newhouse. On 6 November, Labor candidate for Point Cook Mat Hilakari pledged \$10m towards the aquatic centre, should the Labor government be returned.

Gambling pre-commitment advocacy push

At its October meeting, Council voted to put a motion to the Municipal Association of Victoria to advocate to the state government to consider extending the introduction of pre-commitment laws to all gaming venues across the state. The motion was passed with a 93 per cent vote.

Election commitments tracker

Council has created a new local election commitments tracker to keep voters in the loop about pledges relating to Hobsons Bay. The election commitment tracker is hosted on Council's website and will be regularly updated until election day.

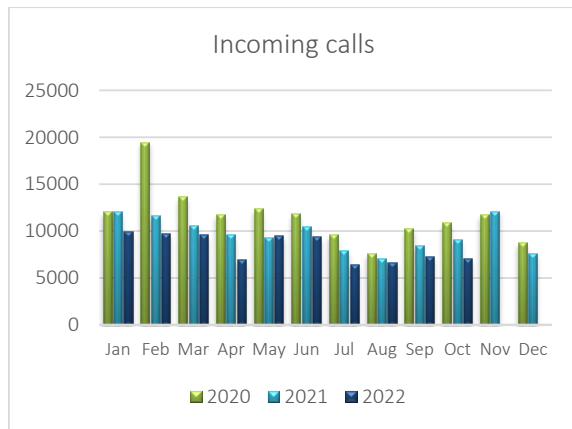
Our Performance

Customer Service



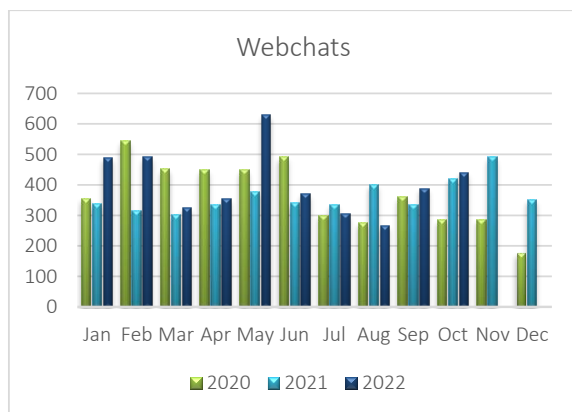
Hobsons Bay City Council is committed to improving our performance and better responding to our community needs.

One way in which we do this is to capture how our community approaches us to ensure we can make that process the best it can be to assist our customers with access to the information needed.



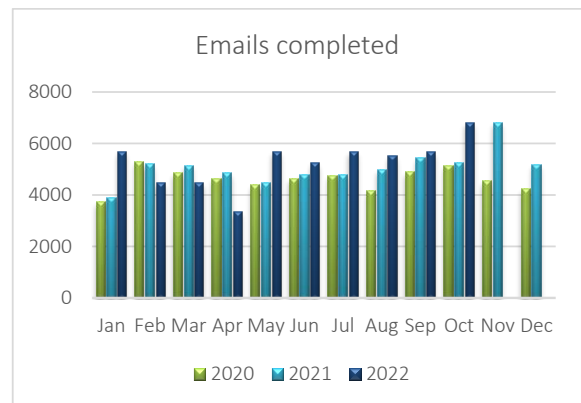
Top enquiries coming from incoming calls are for the following service areas:

- Rates (797)
- Local Laws (788)
- Waste (761)
- Assets (441)
- Town Planning (436)
- Animals (384)
- City Services (349)
- Community care (232)



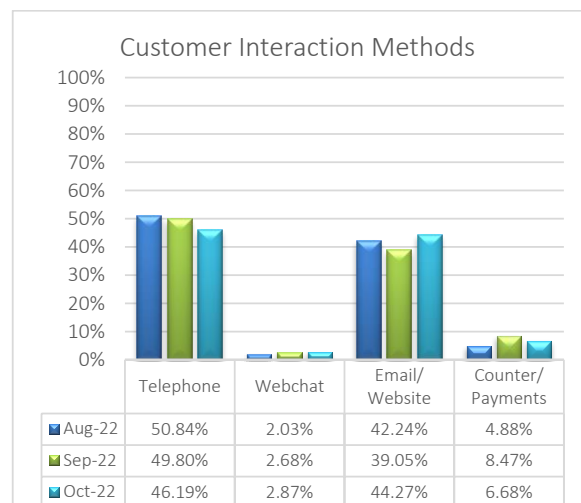
Top reasons our customers contacted Council via Web Chat related to the following service areas:

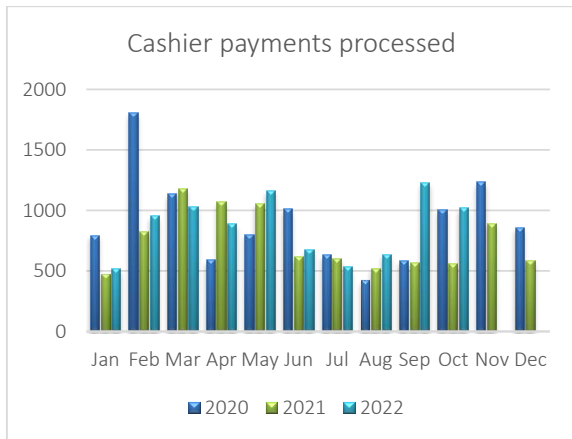
- City Services (77)
- Waste (70)
- Rates (48)
- Local Laws (47)
- Animals (37)
- Town Planning (26)
- Assets (20)



Top enquiries coming from emails are for the following service areas:

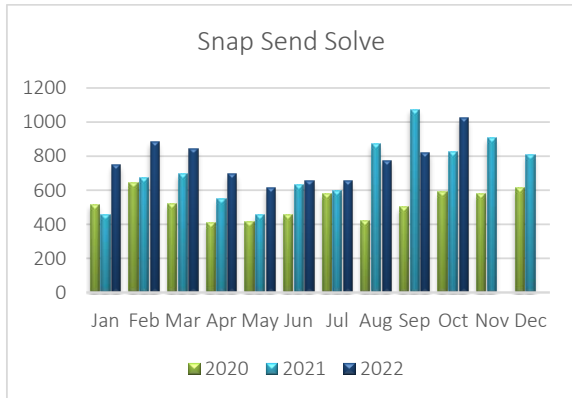
- City Services (1,956)
- Local Laws (835)
- Waste (788)
- Rates (554)
- Cashier inbox (438)
- Animals (244)
- Council building maintenance (141)
- Town Planning (113)



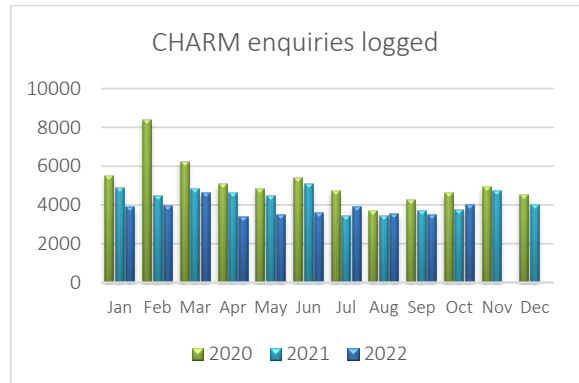


*A recent system change has resulted in a different form of counter statistics. Data has been slightly amended from total counter visits to payment interactions We are working with Digital Services for an alternative solution.

Snap Send Solve is a free app for iPhone or Android devices that allows visitors and residents of Hobsons Bay to easily report issues to Council by capturing a photo of an issue and having this information sent directly to Council for review.

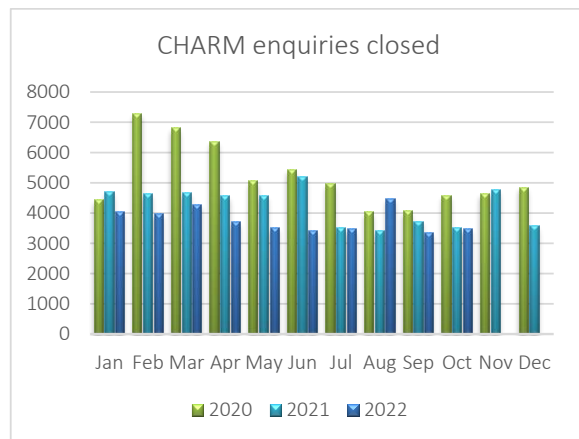


Council's Customer Help and Resolution Management (CHARM) system is used to record customer requests, which are primarily received via phone, Snap Send Solve and email.



Top CHARM requests logged related to the following service areas:

- Garbage (435)
- Council building maintenance (331)
- Local Laws (317)
- Green waste (271)
- Dumped rubbish (231)
- Street trees (230)



Top CHARM requests closed related to the following service areas:

- Garbage (400)
- Local Laws (275)
- Council building maintenance (274)
- Green waste (260)
- Street trees (204)
- Dumped rubbish (193)

Financial Management

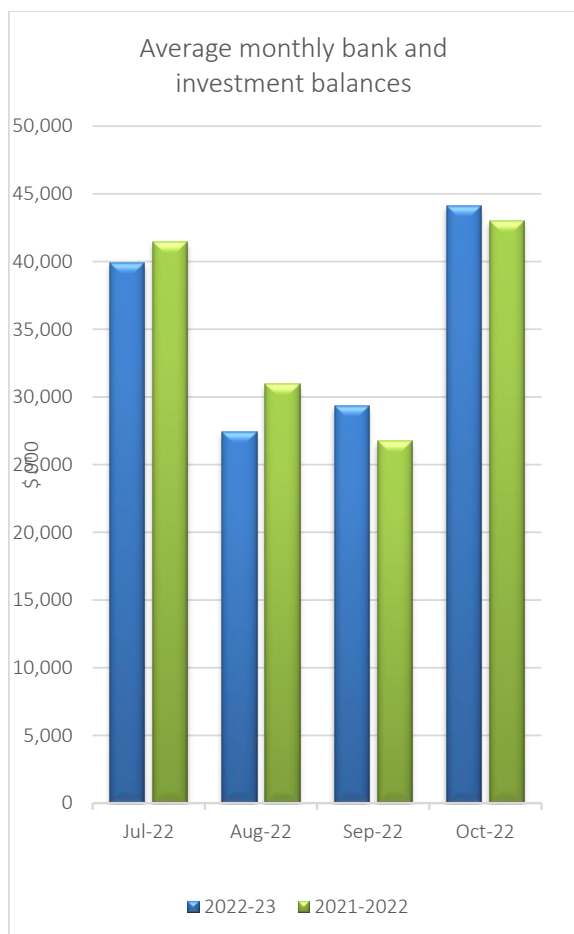


Financial statistics

The average balance of cash and investments during October 2022 was \$43.937 million. This compares to the average balance of \$29.312 million in September 2022 and an average balance of \$27.425 million in August 2022.

The closing balance of cash and investments at the end of October 2022 was \$40.3 million. Compared to \$43.250 million at the end of September 2022 and \$23.783 million at the end of August 2022.

Council investments at the end of October 2022 included cash and at call investments of \$5.3 million and term deposits of \$35.000 million, with an average date to maturity of 126 days and an average interest rate of 3.03 per cent.



The balance of outstanding debtors for September 2022 was \$3.368 million compared to an average balance of \$3.159 million over the last twelve months.

The balance of outstanding debtors for October 2022 was \$2.852 million compared to an average balance of \$3.25 million over the last twelve months.

The value of receivables invoices issued in October 2022 was \$1.728 million compared to \$1,626 million in September 2022.

Amounts outstanding over 90 days at the end of October 2022 total \$1,216 million representing 42.6 per cent of total debts.

The most significant debtor groups over 90 days includes Engineering, Property and City Maintenance and Cleansing.

The provision for doubtful debts at the end of October 2022 is \$852,000 or 29.8 per cent of total debts.

Hardship Policy



Any person who currently requires financial assistance will be invited to enter into a payment arrangement or assessed for inclusion into the Council's long-term hardship group. Since the start of the financial year there has been one new application approved and no accounts have been paid in full.

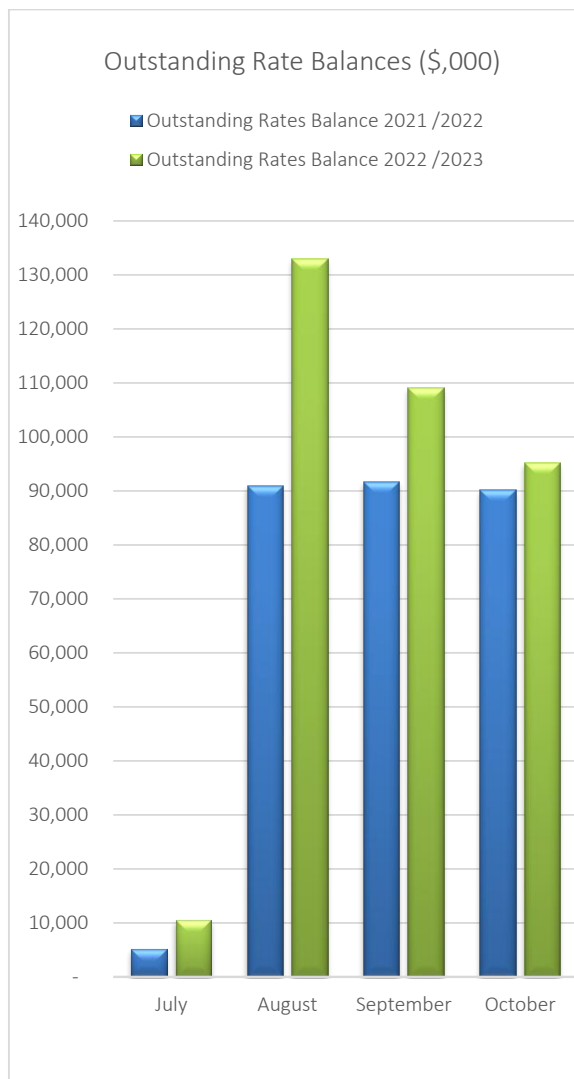
As at 31 October 2022 there were a total of 35 ratepayers, including 18 pensioners, listed on the Council's hardship register. Council has waived \$4,706 in interest charges since the start of the 2022-23 financial year. Council continued to receive regular payments in the month of October and the total amount outstanding as at 31 October 2022 is \$396K. In addition, the COVID-19 pandemic has seen a further 1,394 ratepayers provided with an interest free payment deferral after applying for assistance under Council's Community Support Packages. This equates to outstanding rates being deferred of approximately \$7.731 million.

Revenue statistics



Rates income as at 31 October 2022 was \$41.380 million compared to the year to date budget of \$41.211 million. This is made up of general rates (\$37.240 million), waste collection charges (\$4.016 million), supplementary income (\$16,000), including objections, payments in lieu of rates (\$270,000) and interest on rates (\$292,000). These are offset against the COVID-19 rate adjustment and rate waivers (\$10,000) and Council rebates (\$424,000).

The Outstanding Rates Balance as at 31 October 2022 was \$95.197 million. This is made up of general rates (\$93.316 million), pension rebates to be collected (\$1.481 million) and hardship group (\$400,000).



Procurement



Tenders have been called for the following:

- None

The following tenders have been closed and are being evaluated:

- None

The following contracts awarded under Council resolution:

- None

The following contracts have been awarded under financial delegation:

- 2022.06, Heritage Consulting Services Panel has been awarded to HLCD P/L, GML Heritage Victoria P/L, Extent Heritage P/L and Lovell Chen P/L for \$350,000.00 under a schedule of rates with an estimated spend of \$350,00.00 for a term of three years
- 2022.27, 2022 Drainage Condition Audit has been awarded to Rapid Map Services Pty Ltd for \$345,730.00

Enhancing our Community

The Infrastructure and City Services Directorate has delivered and continues to deliver a range of projects and services across the municipality.

West Gate Tunnel Project



Works by the West Gate Tunnel Project (WGTP) on widening the West Gate Freeway in Altona North, Brooklyn, South Kingsville, and Spotswood continued throughout October.

A major construction program at the Millers Road/ West Gate Freeway interchange was undertaken with the majority of works at Millers Road now completed.

Progress has been made on the construction of the new ramps on the sides of the West Gate Freeway that connect to Hyde Street.

When complete, the new ramp on the north side will be 1.3km long and will provide a new exit for inbound traffic from the West Gate Freeway to Hyde Street. The ramp on the southern side of the Freeway, located near Donald Mclean Reserve in Spotswood, will provide a new entry ramp for westbound traffic from Hyde Street to the West Gate Freeway.



Above: New Hyde Street ramps under construction

A 65m high tower crane has been working near the West Gate Freeway outbound between Millers Road and the Newport Railway Line building the tunnels ventilation structure for the outbound tunnel exit.

In the coming months, crews will be focused on pouring concrete to form the walls of the structure.

The finished ventilation structure will be 50m high, and together with the outbound exit will feature a design inspired by the history of the area – from the shapes of traditional Aboriginal canoes and modern boat hulls to the form of the nets and traps used to catch eels.



Above: Impression of outbound ventilation structure

The twin tunnels between the Maribyrnong River and the West Gate Freeway are being built using two tunnel boring machines with over 50 per cent of the total tunnel length completed. Both tunnels are now under the Stony Creek area.

West Gate Neighbourhood Fund

Applications for Round 2 Grants in the West Gate Neighbourhood Fund (WGNF) for the Hobsons Bay area are under review with announcements of successful applications expected soon. Further information on the fund can be found at: [West Gate Neighbourhood Fund - Victoria's Big Build](#)

Pavilion and Reserves update



Donald Mclean Reserve

The playspace and open space upgrade works at Donald Mclean reserve are complete. This includes installation of all the play equipment, paths around the ovals, solar lighting along the footpaths, garden beds and the outdoor gym equipment.

Works will now continue on the landscaping at the Couch Pavilion, which will include around the BMX pump track and the 'Learn to Ride' track. These works will be undertaken in November 2022.



Above: Donald Mclean reserve works

Digman Reserve

The playground upgrade located on Home Street at Digman Reserve is nearing completion with a picnic shelter scheduled to be erected by the end of November 2022.



Above: Digman Reserve

Blenheim Reserve Community Park

The community park construction is progressing well. Some of the key features include a path network, park furniture, picnic shelter, barbeque, public toilet, and landscaping.

Works currently underway include the custom shelters, drainage, irrigation and play equipment. Construction is scheduled for completion end of October 2022. However, the fencing will stay up until the end of November to allow the grass and plants to establish. The park will be opened to the community at the end of November 2022.



Above: Blenheim Reserve

Sporting projects



Club Development Program

Council, in partnership with the respective State Sporting Associations (SSA's) ran two club forums hosted at Hobsons Bay.

The first session held on 3 October in partnership with Cricket Victoria was a great success with seven clubs attending.

Cricket Victoria (CV) presented on CV's 4 pillars which included recruitment, retention, support, and process.

Some of the discussion points included – how to better retain members and volunteers, better engagement with local schools and how to attract 12–15-year old's back to cricket.

The second forum held on 10 October was in partnership with Tennis Victoria, saw five clubs attend.

Tennis Victoria presented a number of topics including thriving tennis communities, safeguarding children and club governance.

Pro Sport Coaching

The Sport and Recreation team engaged Pro Sport Coaching who facilitated a session during Children's Week targeted at parents, titled "How sport can help develop resilience in children and what parents can do to help".

Road, Drainage and Footpaths



Paw Paw Road Brooklyn

Road rehabilitation works are complete with new kerb and channel, drainage, footpath, road resurfacing including line marking in Paw Paw Road between Geelong Road and Burgess Street.



Above: Paw Paw Road Brooklyn

Asphalt Resurfacing Program

The asphalt resurfacing program has commenced in the Wetlands area. These works will include minor kerb and channel repairs followed by road resurfacing. Residents will be notified prior to works starting. Ten streets in the Wetlands ward will be resurfaced as part of this program.

Hall Street Spotswood

The Hall Street Drainage project is progressing well with four major pits and over 80 metres of new drainage pipe recently installed. The project is scheduled for completion in early December.

Hobbs Street Altona North

The drainage works in Hobbs Street are complete.

Lawrence Court Altona North

Kerb and channel replacement works on Lawrence Court are complete with the resurfacing works due to commence in late October.

Local Area Traffic works



Victoria Street Williamstown

The footpath replacement works in Victoria Street are now complete. Installation of new pedestrian refuge islands will commence shortly at the intersections of Victoria/Collins Street and Victoria/Gellibrand Street which will be followed by the installation of a shared path and raised crossing at the intersection of Victoria Street and Railway Crescent. The works are scheduled to be completed by the end of December 2022.

Victoria Street Altona Meadows

New traffic calming devices are being installed along Victoria Street, between Feathery Way and Tatman Avenue. The works include three refuge islands, a raised zebra crossing and the replacement of existing speed cushions with new asphalt cushions.



Above: New raised zebra crossing in Victoria Street

Maher Road Laverton

Works to install traffic calming devices along Maher Road Laverton between Bladin Street and Sir Richard Williams Ave have commenced. Clearing of the vegetation on the south side of Bladin Street has been completed to allow for the construction of a 3-metre-wide shared path. Construction of the raised crossing is also underway on the west side of Bladin Street near Sir Richard Williams Avenue.

Maddox Road North Williamstown

A raised pedestrian crossing at Maddox Road and Launceston Street intersection, including pavement markings, and kerb and channel works are complete.

Other projects



Gross Pollutant Traps

Gross Pollutant Traps (GPTs) are being installed along The Esplanade in Altona. The purpose of the traps is to catch rubbish and debris and prevent stormwater pollution from entering our waterways.



Above: GPTs along the Esplanade in Altona

Barnes Road Altona North Shared Path

The shared path works on Barnes Road is nearing completion. The retaining wall located at the Kororoit Creek Bridge end and the remaining path works will be constructed by the end of November.

Installation of the pedestrian refuge islands in Barnes and Chambers Road will be carried out over the coming weekends. This work will complete the missing link from Chambers Road to the Kororoit Creek bridge.

Altona Miniature Railway received native tubestock plants to plant on their grounds along with a visit from the Arboriculture team to plant a variety of 50 advanced trees on the site.

St Clements Church in Altona Meadows also received a visit from the Arboriculture team to plant 20 advanced trees around the perimeter of their grounds to provide additional shade.

Spring renovation works have been carried out on a number of grounds. These works are important as they help with draining, which allows water and nutrients to access the roots of the grass and reduces soil compaction creating healthier and stronger turf.

The Sports team have been converting the sports fields from Football to Cricket. This work involves renovating, leveling, and re-seeding all the turf wickets, removal of the goal posts and the wicket covers to hard wickets.



Above: The transition from football to cricket

Urban Forest Strategy



Tree Giveaways

Several trees and indigenous plants were given away to residents at the recent Civic Centre launch which was held on 5 and 8 October 2022.



Above: Civic Centre launch tree giveaway

Green Industries Program

Council is preparing to begin a trial of a Green Industries program whereby the industrial areas of Hobsons Bay will be targeted for increasing the canopy cover on private land. Landowners will be offered a variety of solutions where Council may assist by providing plants and/or carrying out planting works. Businesses will have the opportunity to submit an expression of interest in December 2022.

Green Streets Program

With the 2022 Green Streets program concluding, resident feedback has been very supportive, and they are pleased with their new trees. Residents were also offered a free watering can to help with extra water during dry periods. Street signs have been installed in each of the streets – Hancock Street Altona, Grace Street Laverton, and Bayview Street Williamstown.

Plans are now underway for the 2023 Green Streets program with three streets to be selected soon.



Above Hancock Street Altona

Conservation News



The Conservation team undertakes various weed control methods, including the use of a catcher mower which assists in reducing biomass and collects seed of annual grassy weeds reducing their capacity to reproduce.

The team is currently using this technique at the Truganina Explosives Reserve. Wild oats are one of those weedy plant species which are extremely resilient to control due to its proliferation of seed, ability to spread and colonise. All control methods need to ensure they don't negatively impact native grasses also found here such as the Purple Blown Grass, Spear Grasses, and Windmill Grass as examples.

Conservation Events

On 2 October, there was an open day held at the Truganina Explosives Reserve. This was a huge success with over 100 visitors, including 30 from the Morris Car Club. Nine guided tours were held during the day.

On 10 October, the Conservation rangers and Hobsons Bay Wetlands Centre Inc celebrated World Migratory Bird Day and World Mental Health Day with over 300 people attending. There were plant giveaways, presentations, tours, activities for the kids and a free BBQ for lunch.



Above: World Migratory Bird Day event

On 13 October Milly Formby hosted a presentation at Queen of Peace Primary School. Milly is flying a Microlight aircraft around Australia. Milly began in Perth and stopped to visit us on her way anticlockwise around Australia.

This project aims to highlight the plight of migratory shorebirds that visit Australia's shores each Spring and depart in Autumn to head back to Siberia and Alaska.

On 23 October, the Friends of Skeleton Creek and Council hosted a maintenance day at the Emu-foot Grassland. With some rare and threatened plants at this site, it was an important task to remove weeds by hand in areas where spraying cannot occur.

On 25 October, the Rangers were at the Altona Meadows Primary school to promote the Green Schools Program. The school received plants, a mix of trees and shrubs to plant around the school grounds.

On 26 October, the Rangers presented to students at Williamstown Primary threatened species in Hobsons Bay, focusing on threatened species that can be found in their own backyard.

On 27 October the Rangers presented to Newport Gardens Primary the kinds of animals they might see at Newport Lakes and talked about native fauna and how to protect them.

As part of the Civic Centre Spaces showcase the Conservation rangers hosted students and educators from Altona College and the general community. The Rangers displayed and spoke about local taxidermied animals and other important aspects of our wildlife.



Above: Civic Centre showcase

On 31 October the Friends of Williamstown Wetlands worked with the Conservation rangers to do some conservation work in the Rifle Range Arboretum, which also has an important grassland area adjacent.

Better Places Project

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

It is about an approach where the whole “place” is considered and driven by a community vision for the suburb.

The Better Places Project is a unique program which provides an opportunity for the community to actively participate in helping shape the future direction of their suburb. To date, two Place Guides for Laverton and Spotswood / South Kingsville have been completed and are progressively being implemented.



Laverton

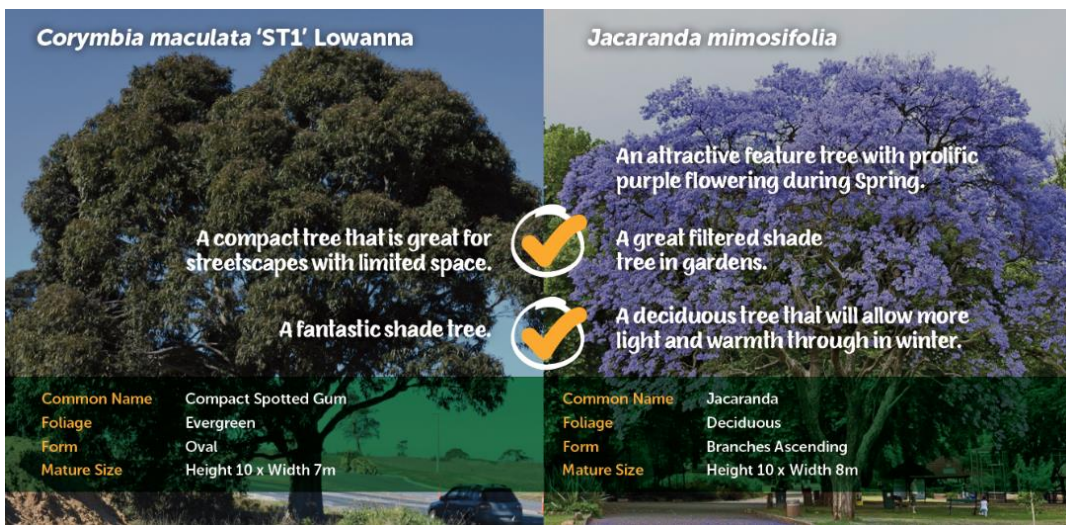
Laverton was the first suburb to experience the Better Places model.

The Better Places **Laverton Place Guide** was endorsed by Council in September 2020. Since then, Council and community have been implementing the Place Guide project delivery and action plan, at times with delays due to COVID-19 pandemic restrictions and impacts.

Recent highlights include:

- **LOOKING GOOD LAVERTON** – working with State Government to beautify the gateway roads to the Laverton community. These roadways are managed by VicRoads and/or Department of Transport. Local MP Sarah Connolly has reached out in response to receiving an advocacy letter signed by LOVE LAVERTON FOCUS GROUP members. We are hoping to meet soon to further raise concerns.
- **MISSING LINKS** – A shared trail on Maher Road connecting Bladin Street to Aircraft Train Station and road safety improvements commenced early October 2022. The works will provide safe links for pedestrians and cyclists between Bladin Street and Aircraft Train Station, improve road safety for pedestrians, and reduce vehicle speeds. Funding from Council plus the state and federal governments will help fix this missing link. Works include:
 - two raised crossing points over Maher Road to allow pedestrians to safely cross the road and improve road safety
 - a new raised crossing over Bladin Street on the north side of the roundabout to provide safer access to the shared user path
- For more information go to www.hobsonsabay.vic.gov.au and search for ‘[Traffic projects](#)’

- **GREEN STREETS LAVERTON** – Following two on-site consultation sessions and subsequent feedback periods, it became clear that the preference was to see an avenue style planting of mixed deciduous and evergreen trees. The species chosen for this style is the Jacaranda mimosifolia and Corymbia maculata. [Grace Street](#) Laverton residents were invited to attend the planting day; to meet the team and celebrate the completion of the project.



Above: Green Streets Laverton

The [Better Places Spotswood + South Kingsville Place Guide](#) was endorsed by Council on 12 October 2021.

Recent highlights include:

- **LOCAL LEADERS FOCUS GROUP** – A group of interested local leaders who put their hand up to work with Council. Members play a lead role in supporting, planning, and delivering the Better Places Spotswood + South Kingsville Place Guide projects, as well as identifying new activities and events to activate key areas in Spotswood and South Kingsville. Meeting four occurred on Monday 10 October 2022. Agenda items included:
 - **STREETS FOR PEOPLE** – Issues, opportunities and constraints discussion regarding a draft Spotswood overarching plan. Stage one is The Avenue.
 - **THE GREENLINE** – [HALL STREET NORTH/STONY CREEK](#) draft streetscape concept plans reviewed with initial feedback provided by the group. This section of The Greenline will be constructed as part of the West Gate Tunnel Project and will provide a high-quality walking and riding connection on Hall Street north, from Hudsons Road to the Stony Creek path and the Federation Trail extension.
 - **POP UP COMMUNITY SPACES** – a community-led placemaking initiative. The group completed an exercise of placing colour coded dots onto a map of Spotswood + South Kingsville of **Green – successful places**, **Yellow – places of opportunity**, **Red – challenging places**. Data gathered will be prioritised by the group at a future meeting with consensus on a top 10 list of spaces to investigate further as 2-3 pop up/trial activation spaces.
- **LOVE OUR PARKS** – [Mary Street Reserve Master Plan](#), community ideas workshop occurred on 15 October. This was an information gathering session to:
 - Get to know the physical site, including the constraints and community needs that will shape the design
 - Bring people together on equal footing to build shared understanding of needs and interests that will inform the design
 - Generate new ideas that will benefit group and the whole community
 - The purpose of this meeting was not to do any actual design.The community was able to provide feedback from 3 October 2022 to 7 November 2022. All feedback received is being reviewed.

Brooklyn & Altona North

Better Places **Brooklyn + Altona North** is now at stage 5 of 6 where the final Place Guide is planned to be presented to Council for endorsement at the November Council meeting.

Following stages 1 -4 of community consultation from November 2021 to October 2022 three key themes have been uncovered by feedback received from the community, these are:

Key Themes

THEME ONE	THEME TWO	THEME THREE
Improving the liveability and amenity of the area. 	A place that is easier and safer to move around. 	Bringing the community closer together. 
Liveability and Amenity	Move with safety	Closer Community
For many residents in the local area, their first priority is to reduce air, noise, and rubbish pollution, and focus on making the area a healthier, cleaner and greener place to live.	Making Brooklyn and Altona North more walkable and bike-friendly, and developing new initiatives and projects that will promote a shift towards public transport and active transport into the future.	Continuing to celebrate and strengthen the diversity and different characters Brooklyn and Altona North while finding new ways to bring the community closer together

Initial planning for projects will occur in early 2023 with budget allocation and action beginning in the new financial year starting July 2023.

For more information visit Council's [Participate](#) site.



The [Better Places Seabrook + Altona Meadows](#) Stage 2 community consultation recently closed on 15 October. We are currently reviewing feedback received on the draft vision and guiding principles that will form a list of proposed projects. The next stage of community consultation will be on draft place projects which is planned to occur before Christmas.

The draft vision and guiding principles include:

- **THEME 1: Pride of Place and Local Identity**
Guiding Principles
 - 1.1 Develop new initiatives, projects and partnerships that will reduce rubbish and graffiti and improve the overall tidiness and amenity of Seabrook and Altona Meadows
 - 1.2 Improve the appearance, quality, and maintenance of the main 'gateways', public spaces and shopping areas within Seabrook and Altona Meadows to help lift the overall image and character of the local area
 - 1.3 Increase the amount of greenery in all public areas and improve the physical and visual connections to creeks, parks, and natural reserves to enhance the green character and sense of identity for the local area

- **THEME 2: Bringing The Community Closer Together**
Guiding Principles
 - 2.1 Develop new initiatives, events and partnerships that will help to bring more of the 'daily needs' into the local area and within closer distance so that they can ideally be accessed without the need to get in a car
 - 2.2 Focus on undertaking improvements and adding new facilities into important community destinations and meeting places in Seabrook and Altona Meadows, such as local shopping areas and parks, to make them more inviting, safe, and functional for the whole community
 - 2.3 Engage with community leaders and local young people to investigate opportunities to provide new activities, events and facilities and activate underutilised buildings and spaces that will give people of all ages 'more to do' in the local area and help to bring the community together
 - 2.4 Undertake investigations to provide a detailed assessment of the level of demand and feasibility of delivering a local high school. Subject to the outcomes, undertake the planning and advocacy processes required to generate attention and momentum for the delivery of a local high school

Seabrook & Altona Meadows

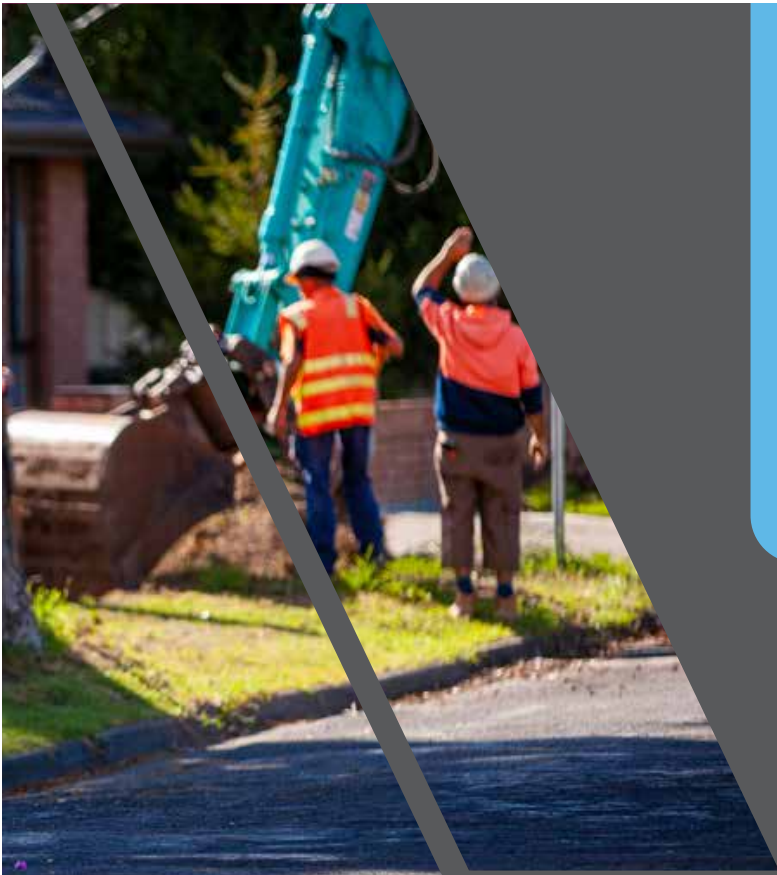
- **THEME 3: A Place That Is Easier and Safer To Move Around**
Guiding Principles
 - 3.1 Focus on undertaking upgrades and new works that enhance pedestrian and cyclist linkages between key destinations and help make Seabrook and Altona Meadows a more bike and pedestrian friendly place
 - 3.2 Develop new initiatives and continue to plan and advocate for works to be undertaken to improve safety and reduce traffic congestion along key routes such as Point Cook Road and the Princess Freeway interchanges
 - 3.3 Focus on developing new initiatives, projects and partnerships that will better connect and improve the public transport and active transport networks to provide a viable alternative to private vehicle usage



Above: Community consultation at the Better Places Seabrook and Altona Meadows 'Out & About' Festival 17 Saturday 2022

Hobsons Bay City Council

Report of Operations Annual Report 2021-22





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Welcome

The Annual Report is the primary means of informing the community about Council's activities, achievements, challenges and financial performance during the financial year 1 July 2021 to 30 June 2022, assessed against the Council Plan 2021–25 and the Budget 2021–22.

Hobsons Bay City Council is committed to transparent reporting and being accountable to the community. This Annual Report aims to provide a balanced review of the achievements and challenges of delivering services and infrastructure that our community requires.

The Annual Report was prepared to meet the operational and financial reporting requirements under the *Local Government Act 2020* and the Local Government (Planning and Reporting) Regulations 2020.

Acknowledgement of Country

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

Our mission

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

Our values

These values reflect the held beliefs about what is important to Council's workforce and drives its behaviour.

Respectful

Treating everyone fairly and respecting different views.

Community driven and focused

Delivering results that demonstrate that we understand community needs and put people first.

Trusted and reliable

Working hard to be responsive and meet expectations, delivering on what we promise to achieve in the best interests of the community.

Efficient and responsible

Engaged and taking pride in our work, wanting to continually review and improve in order to provide good value and cost-efficient services.

Bold and innovative

Proactive, adaptable, open to change and taking calculated risks, not afraid to try new things and learn from mistakes.

Accountable and transparent

Making well-informed decisions based on best practice and evidence, which take into account what our community tells us.

Recognised

As working for an employer of choice, with leadership that recognises and values the contributions, skills and the expertise of its workforce and inspires people to develop and do their best.



The year in review

A word from the Mayor



On behalf of my fellow Councillors, it is my pleasure to present the 2021–22 Annual Report, which highlights the incredible work of your Council and its wonderful employees in the face of the ongoing COVID-19 pandemic.

I'm proud of the way we have continued to work well together through challenging times. We conducted entirely virtual Council meetings throughout the lockdowns to keep everyone involved safe, and to ensure Council business continued uninterrupted so we could keep working for our residents and planning for the future.

As part of the 2021–22 budget, Council released a fifth community support package including a range of financial assistance measures aimed at helping businesses and sporting groups recover from the effects of the pandemic. This package brings Council's total investment in COVID-19 support for the community to \$10.8 million, including grants for community groups and businesses through the Make it Happen and Hobsons Bay Business has Heart grant programs.

While responding to the pandemic required significant focus and resources, Council continued to plan for the future. Significant community consultation resulted in the development of the Council Plan 2021–25. This is our strategic roadmap to guide the planning, development and provision of services for the municipality, and allocation of resources for our community whose population is expected to reach 107,031 by 2025. Impressively, our community shared over 4,800 ideas to help guide the development of the plan.

For the first time, the plan also incorporated the Municipal Public Health and Wellbeing Plan which details five key objectives – community; environment; place, recreation and economy; community infrastructure; and organisation. Increasing community connection and reducing greenhouse gas emissions were among the priorities of the plan.

Community feedback was also sought on the Council's 10-year financial plan which aims to provide long-term, high-quality, targeted, and value for money services that are accessible and equitable to all members of the Hobsons Bay community.

Key objectives of the Financial Plan for the next 10 years include financial sustainability, managing community infrastructure, making informed decisions, and identifying new and different ways of generating revenue sources.

During the 2021–22 financial year, 168 capital works projects were delivered, including 106 projects involving road resurfacing and kerb and channel replacement, 29 involving just road rehabilitation, and 21 parks, open space and foreshore projects.

Among the highlights of our capital works program were:

- upgrade of GJ Hosken Reserve, Altona North
- refurbishment of Altona Tennis Club courts
- redevelopment of Brooklyn Hall
- progressing JT Gray Reserve pavilion, Williamstown
- rehabilitation of Aloha Street, South Kingsville
- bicycle connectivity and pedestrian facilities improvements on Mason Street, Newport
- sport facilities at HD Graham Reserve, Altona Meadows

During the year, Council also completed the refurbishment of the Hobsons Bay Civic Centre in Altona. This redevelopment used local materials to highlight our enviable history, producing aesthetically pleasing office spaces for Council staff and the community. Costing \$10 million, this was tens of millions of dollars less than previous proposals for renewal of the building.

As the closest level of government to the community, a key aspect for any council is backing the key projects its people need and want. As Hobsons Bay grows and changes, so do our needs. Our advocacy strategy sets out the framework that will guide Council in determining and actioning its advocacy priorities, and lists the key advocacy projects Council will review annually.

Continuing to advocate to state and federal governments for funding for the Hobsons Bay Wetlands Centre and Western Aquatic and Early Years Centre is one the focuses of my Mayoral Program. In a double election year, it is important we put forward our city's priorities to candidates at both levels of government.

A great example of the importance of advocating for the community came in federal Labor's pre-election promise to fund a solar battery, which will enable the benefits of our city's industry-leading Virtual Energy Network to be shared across more sites in the community by providing access to on-demand solar electricity.

Advocating to state and federal governments for a large-scale battery to enhance the benefits of the Virtual Energy Network was a key environmental priority in my Mayoral Program.

The Altona Civic Centre, Newport Community Hub and the Laverton building that houses social enterprise Mesh Mash joined more than 40 other local buildings in being fitted with solar panels as part of Council's large-scale virtual power plant and solar panel rollout.

The completed project will generate almost four megawatts of solar power across the network, which is equivalent to enough energy to power about 1,000 average Victorian households. The Civic Centre's 402kW system will supply about 80 per cent of the building's energy needs, preventing the release of an estimated 642 tonnes of carbon dioxide into our environment annually.

Council is also delivering the Urban Forest Strategy, another key environmental aspect of my Mayoral Program. This strategy has seen the engagement of the community in the renewal of street trees and introduced a live online tree planting dashboard to enable the community to monitor planting progress against the strategy's goal.

We have also invited the community to help identify the areas of Hobsons Bay that need more trees. The draft Urban Canopy Delivery Plan maps out trees to be planted over the next 10 years and prioritises areas that currently have a minimal tree canopy, high heat vulnerability, and high pedestrian activity. High priority suburbs include Altona Meadows, Laverton, Seabrook, Altona North and Brooklyn.

Our community identified 654 locations that need a tree, while key areas identified for Council to focus on include industrial areas, open space along our foreshore, carparks, and the grass areas in Laverton.

One of the key priorities during my term as Mayor is to safeguard the character and heritage of our community with stronger protections for sites of significance and opportunities to educate our community about the rich history of their streets and suburbs.

The three heritage initiatives as part of my Mayoral Program are to ensure the train heritage groups remain at the Newport Railway Workshops, expanding the Hobsons Bay Heritage Street Sign program to Spotswood, and installing heritage interpretive signage along the new Altona Pier which is being delivered by Parks Victoria.

The final part of my Mayoral Program centres around community building. I am delighted to be supporting Hobsons Bay Citizen and Young Citizen of the Year, Kate De Marco and Tahlia Kotiau, with their work in community development.

We have achieved a lot in the past 12 months in both implementing plans and putting new strategies in place for the future. We have shown our resilience as a community in difficult circumstances and there is a lot to be excited about as we look ahead.

Cr Peter Hemphill

Mayor

Hobsons Bay City Council



A word from the Chief Executive Officer



The 2021–22 financial year has been a great demonstration of what our community and our Council is capable of doing. Despite ongoing challenges brought about by the COVID-19 pandemic, we should all be proud of the way we have supported each other during this time.

Lockdowns and pandemic-related staff shortages posed challenges for service delivery for our community. And this was no different for any other municipality throughout our state. Through resilience, determination and thorough service planning, we continued to deliver the services our residents need and expect. In particular, our maternal and child health team was generally able to offer appointments to all families from birth to pre school age.

The way we deliver Council services has taken a great step forward in the past year with the adoption in late 2021 of a Community Experience 2.0 (CX2.0) transformation plan. The focus of CX2.0 is to make it easier for the Hobsons Bay community to access Council services and interact with Council. Commencing in 2022 and delivered over four years, key areas covered by the plan include information, communication channels and process.

One of the projects under way is our Council+ program, revitalising Council's approach to service delivery. The program saw Williamstown, Altona North and Altona Meadows libraries become Council+ service centres in April 2022. Staff at those centres are now able to assist the community with queries ranging from Council rates and parking to waste and planning, as well as providing library services. Access to Council services is now easier and more convenient.

We have also progressed plans to establish six Centres of Excellence in our libraries. Each Centre of Excellence will have a unique theme and focus – heritage, writing and publishing; art and music; STEAM (Science, Technology, Engineering, Arts and Mathematics); video games and board games; environment and sustainability; and business, entrepreneurship and innovation. Programs, activities, specialist equipment and collections will be delivered around the theme.

Not only is access to Council services improving, but so are the areas we spend our lives in. Our Better Places program is a place-based approach for how Council designs and delivers projects by actively involving the community to help shape the places they live, visit and play in. The result is the identification and delivery of projects the community wants and needs to enhance their suburbs.

In 2021–22, we continued to deliver on the projects identified in the Better Places Laverton and Spotswood/South Kingsville place guides. One major highlight was the completion of neighbourhood park upgrades at Frank Gibson Reserve and the commencement of works at Dick Murdoch and Whittaker Avenue Reserves.

We also completed the first two stages of community consultation for Better Places Brooklyn/Altona North and the first stage for Better Places Seabrook/Altona Meadows. These consultations will inform the development of a place guide for each area which include practical on-the-ground projects and initiatives contributed by the community.

Council is also reimagining its industrial precincts as we move towards a more sustainable and resilient economy. Globalisation, technological advancements and climate change, as well as the COVID-19 pandemic, have significantly transformed Melbourne's economy. Hobsons Bay has an opportunity to take advantage of this shift towards a more "knowledge-based" economy and attract industry sectors that employ specialist skills and innovation.

Advanced manufacturing, new energy, digital, and the circular economy are four industry sectors that could play a key role in our future economy. The Reimagining our Industrial Areas project will be guided by four objectives: increasing local jobs and diversifying our industry sectors, becoming an environmental leader, balancing job growth with community impacts, and continuing to be a major force in the Victorian economy.

Community consultation in late 2021 from existing industry representatives and potential new businesses saw the addition of a “Why Williamstown North” and “Why Brooklyn” section to the project to identify the opportunity that exists in these key industrial precincts.

The past 12 months has seen incredible progress of our capital works agenda. In the 2021–22 financial year, we achieved 86 per cent completion of our work program, a remarkable achievement given the circumstances in which we have worked.

As part of Council’s capital works program, we invited a group of residents to be part of the Asset Plan Focus Group, representing a cross-section of the community and helping to shape Council’s first Asset Plan. The feedback from the focus group informed the intervention levels that trigger Council undertaking works to renew an asset; assisted in the development of an action plan that will inform the 10-year maintenance and capital renewal of the assets; and shaped the overarching Asset Plan.

There has also been further development and improvement of our waste management and recycling programs with the trialling of recycling bins in open spaces. It takes the principles of our kerbside service to popular spaces throughout Hobsons Bay. The three-bin system - general rubbish, mixed recycling and glass recycling bins – was installed in 13 locations. This system has particularly helped to recycle drink containers which make up most of the waste collected in open spaces. The next stage of the bin rollout program is to install these bins in retail centres.

A great project over 2021–22 that benefitted our residents and the environment was the reusable nappies trial. The project saw parents receive up to \$75 off the purchase price of reusable nappies thanks to an initiative suggested by resident Deborah Frenkel via our Pitch Your Idea program.

The creative sector has been one of the hardest hit over the past couple of years. To support our creative community through the lockdowns we consulted with them to fund and deliver a range of programs. Click & Connect put local artists in the spotlight to talk about their practice in online networking sessions; a series of online concerts were filmed at Williamstown Town Hall under the banner of Home Delivery; and venue vouchers were created to enable use of community space. A hallmark of our program was the highly successful Live & Local performance series, creating paid opportunities for our city’s musicians and bringing live music to the streets of Hobsons Bay with over 190 performances.

Despite the challenges of the past 12 months, we have worked hard to make sure our residents, businesses and organisations have been supported, and to put plans in place to make sure the areas we live, work and play in are getting better all the time.

Aaron van Egmond
Chief Executive Officer
Hobsons Bay City Council

Highlights of the year

Corporate Services

Council continues to make improvements in its processes and the way services are delivered to the community.

Corporate Integrity

Risk management

Council approved the new Hobsons 2.0 Risk Management Framework and established the new Risk Management Strategy 2021-25, which applied lessons from the COVID-19 pandemic. A review of the Risk Management Policy was also undertaken in conjunction with the development of the Risk Management Strategy.

Property Strategy 2021-30

The Property Strategy was adopted by Council in November 2021, followed by the adoption of Council's Leasing and Licensing Policy 2022-30 in June 2022. The Property Strategy provides a set of principles, objectives and actions focused on improvements to the overall management and performance of Council's property portfolio in the short, medium and long term.

An action plan has been developed to guide the implementation of the 16 actions arising from the Property Strategy over the next five years.

Citizenship ceremonies

During the 2020-21 period, citizenship ceremonies and Council meetings successfully transitioned to being held virtually. Council held ten virtual citizenship ceremonies and conferred citizenship upon 373 residents.



The Mayor and Councillors with new citizens at the Australia Day virtual citizenship ceremony

Information Management

Council also implemented an electronic outgoing mail system which enabled staff to successfully send mail while working from home and resulted in significant financial savings.

Community Safety and Compliance

The main objectives of the teams within Community Safety and Compliance (including Animal Management) in 2021-22 was to continue to provide a high level of customer service, improve compliance rates and manage increasing community expectations. This has been successfully achieved while also increasing efficiency and developing an ongoing culture of continuous improvement within the unit.

The implemented service improvements and strategic rostering around parking enforcement, with a focus of 10 per cent of infringements as warnings and zero tolerance for illegal parking around schools, has resulted in the community being better educated on illegal parking.

People and Culture

The 2021-22 year has seen Council focus on the development and delivery of key strategies and policies, including the People and Culture Strategy, Occupational Health and Safety Strategy, the Recruitment and Selection Policy and the inaugural Gender Equality Action Plan.

People and Culture Strategy

The People and Culture Strategy has been developed to steer Council's workforce planning and ensure Council meets its legislative obligations, and supports many of the core actions within the Hobsons Bay 2030 Community Vision and the Council Plan 2021-25.

The strategy outlines five key theme areas:

- Culture and Leadership
- Safety and Wellbeing
- Organisational Development and Learning
- Workforce Planning and Performance
- Diversity and Equity

Recruitment and Selection Policy

The Recruitment and Selection Policy provides a sound framework for the recruitment, selection and promotion of new and existing Council employees.

Council is committed to attracting and retaining skilled, motivated and high performing employees. Our employees are fundamental to our success.

The policy provides a simplified process for both the candidate and hiring manager. The recruitment and selection process is merit-based and to be conducted in a timely and efficient manner. The process allows for more flexibility in our approach and the tools used to attract and retain the top talent.

OHS Strategy

The safety and wellbeing of staff is paramount in all that we do. The Occupational Health and Safety Strategy has been developed to promote sustainable safe practices and a healthy work environment and culture.

The strategy focuses on injury and incident prevention and encourages input from staff to identify hazards, assess risks and help find solutions to safety issues.

Gender Equality Action Plan

Gender Equality is about recognising and valuing differences and providing tools and support to ensure everyone has an opportunity to succeed.

The Gender Equality Action Plan is Council's strategic plan to promote workplace gender equality as required by the *Gender Equality Act 2020*. It expresses Council's commitment to enabling a gender equitable, safe, inclusive and respectful workplace for all staff. It sets out actions Council will take to address structural gender inequality and cultural inequality. There is an increase in organisational understanding of and commitment to addressing intersectional gender inequality, particularly the way in which identity characteristics such as culture, Aboriginality, age, sexuality and disability can exacerbate gender inequality.

COVID-19 safety

Council continued to work within the safety initiatives introduced over the 2020-21 year to ensure staff felt safe and supported during the uncertain times of COVID-19. We continued to keep our staff informed of the changing landscape of the pandemic and followed the Victorian Government mandates. Staff were provided with Personal Protective Equipment and training to keep themselves, their colleagues and the community safe.

Community Learning and Service Centres

Community Experience 2.0

In late 2021 Council adopted a Community Experience 2.0 (CX2.0) transformation plan to revitalise Council's approach to service delivery, which included a suite of community-focused projects and process changes to be rolled out over the next four years. The focus of CX2.0 is to make it easier for the Hobsons Bay community to access Council services and interact with Council. Key areas covered by CX2.0 include information, communication channels and process.



Council+

Increasing the number of customer service centres across the municipality to promote more convenient face-to-face access to Council's services was identified as a priority in the Council Plan 2021-25. To deliver on this, in May 2022 Council launched a new enhanced and integrated customer service model called Council+ at Williamstown, Altona North and Altona Meadows Libraries.

Council+ is an initiative that allows community members to access many Council services at their local library, making it easier for the community to access the breadth of Council's services and functions from more locations. Community launch events featured free food and coffee, fun family activities and information about Council services. More than 2,500 community members joined the celebrations.



Cr Jonathon Marsden at the Council+ launch event at Williamstown Library.

Digital Services

The 2021-22 financial year presented Council's Digital Services Department (the IT team) with numerous opportunities to improve Council operations and better serve the community.

Supporting Council+

The IT team played a critical role supporting the Council+ initiative through the delivery of video conferencing technology at the libraries and community hubs. This new technology provides community members with the ability to easily book rooms and speak face-to-face with Council staff (such as Town Planning Officers).

The IT team also delivered critical hardware such as PCs, phones and EFTPOS machines to support the integration of Customer Service into the Library spaces, enabling more points of access for community members.

Network security

Network security improvement is an ongoing activity within Council. The IT team have continued to fortify the network and protect Council information through the rollout of multifactor authentication across all IT accounts and a major upgrade to Council's software patch management capability. The IT team also finalised the rollout of the NBN to key Council buildings (such as Maternal Child Health offices), improving internet connectivity at these sites.

Performance dashboards

To further support public transparency and trust within the Hobsons Bay community, the IT Team and key staff from across Council have delivered a series of reporting dashboards that provide key insights into Council's operational performance and accountability for public service delivery. The performance dashboards feature 22 information-rich dashboards across nine themes (Capital Works, Waste and Recycling, Public Facilities, Sustainability, Urban Forest, Public Health, Planning and Building, Customer Service and Council Plan) with a total of 22 information-rich dashboards.



Dashboards providing a snapshot view of Council's service performance.

Business Transformation

In 2021-22, Business Transformation projects focused on making processes and services more efficient and easier for the community, strengthening Council's integrated performance system H2.0 Performance and assessing opportunities for additional revenue streams.

Digital transformation projects

A number of digital transformation projects were delivered that enhance how Council services the community. Some highlights included:

- a digital management system for the paper bag trial, which enabled over 7,000 residents to easily access paper bags for their kitchen caddies and Council to obtain valuable feedback on their experience throughout the trial
- a new Call Back Register system which transforms how Council internally tracks and manages requests for information from the public
- an overhaul of the weekly CEO News updates for Councillors to simplify and streamline content creation, approval and delivery
- expansion of The Knowledge database to incorporate an easy-to-use library that facilitates the management of Council policies, procedures and other critical documents

H2.0 Performance

H2.0 Performance was further enhanced to improve transparency, accountability and collaboration across a vast number of projects and governance responsibilities. The projects were aligned to the new Council Plan 2021-25 and teams undertook another round of Business Planning reviews to confirm priority projects. Once again, about 500 staff undertook goal setting, mid-year check-ins and end of year reviews in the H2.0 Performance system, which focuses the organisation on delivering its priorities.

H2.0 Performance was recognised at the Local Government Professionals' Awards for Excellence 2022, where it won the award for Innovative Management Initiative for its ease of use and integrated organisation management. The system has transformed how Council actively monitors delivery and responds to changing needs.

Business Services Transformation and Efficiencies Program

Since the adoption of the Financial Plan in 2021, Council has been evaluating a range of opportunities to use money more effectively in delivering services and to generate income from alternate sources. In this regard, the team has undertaken the following projects in the last year:

- Roads and Drainage Maintenance Service Review, which proposed a redesigned service model that could result in 11 per cent annual cost savings whilst improving service delivery and customer service
- feasibility assessment of delivering an electric vehicle charging network in the municipality
- feasibility assessment of implementing commercial advertising on Council-managed land

Community Relationship Management system

Detailed planning has progressed for a new Community Relationship Management system to be implemented in 2022-23 that will transform how Council receives, manages and responds to community enquiries.



The Executive Leadership Team and Business Transformation Team at the Local Government Professionals' Awards for Excellence 2022

Finance

Annual Budget 2022-23

Council adopted its Annual Budget 2022-23 on 28 June 2022. The development of the Annual Budget takes over six months and commenced in late 2021. The development process has been refined over the past few years, highlighted by a total of 11 briefings held with Councillors including detailed discussions on the Capital Works Program, Financial Plan outlook, fees and charges, Valuation and Rating Discussion Paper (including rate modelling), community consultation process and operational budget.

Financial Plan 2021-22 to 2030-31

Council adopted its first Financial Plan for the period 2021-22 to 2030-31. The plan was developed to meet new legislative requirements under the *Local Government Act 2020*, but Council had already begun to develop a strategic long term financial plan prior to the introduction of the Act, and was able to integrate this work into the required Financial Plan. The six key objectives that underpin the Financial Plan are: financial sustainability, comprehensive financial inclusion, informed decision making, contained operational expenditure, exploration of all funding sources and provision of community infrastructure.

The plan includes the following Policy Statements (Strategic Actions):

- achieve strong operational surpluses to ensure that there is adequate funding available for current and future capital works as well as other ongoing and future commitments
- consider all funding sources to reduce the high dependence on rates and become more financially self-reliant by prioritised pursuit of own source revenue opportunities
- improve employee productivity, as labour costs are the biggest discretionary operating expenditure item for Council
- ensure enough cash is being generated from operations to fund new assets
- ensure sufficient spending on asset renewal and Council's asset base
- increase the amount of funding currently available for capital works
- ensure there are no immediate issues with repaying short-term liabilities as they fall due
- ensure loan commitments can be repaid from own source revenue, including interest and principal, as they fall due

Each Policy Statement includes a number of performance measures and targets. The plan provides 10-year forecasts for each of the performance measures, based on the assumptions described in the plan and minimal changes to the way Council currently operates. Some of the targets are aspirational “calls to action” that challenge the status quo and encourage Council to review the way it operates by investigating different approaches that could lead to improved financial performance.

The strategic actions provide direction to Council on improving performance measures where current forecasts are not meeting targets. The strategic actions are expected to improve financial performance and the forecasts outlined in the plan.

Financial hardship relief

The 2021-22 budget included targeted rate relief of \$1.35 million as part of Council’s fifth COVID-19 Community Support Package, which was developed by the Community Support Package Focus Group.

As a result, the rates team assisted about 500 businesses and 1,500 residential property owners in dealing with financial hardship throughout the year, including continuing with interest free rate deferrals at an estimated cost to Council of \$450,000.

The Community Support Package Focus Group also determined that upfront waivers of interest on rates since 1 July 2019 be applied to ratepayers with a good payment history. This was included on about 6,650 rate notices, amounting to \$359,000 waived.

Ratepayers could also seek rate waivers via application. Throughout the financial year, 347 applications were assessed by the team and 190 ratepayers have had a total of \$243,000 rates waived.

Procurement Policy 2021

Council’s first Procurement Policy under the *Local Government Act 2020* was adopted on 14 December 2021. The key changes to the policy under the new legislation are that Council is able to determine its own public tender threshold and exemptions for going to public tender, although Council is still required to ensure the highest level of procurement integrity and value for money, and that a comparative process is applied.

Infrastructure and City Services

Strategic Projects

Level crossing removal projects

Council, together with the local community, has been involved in the planning and delivery of the level crossing removal projects in Aviation Road, Laverton and Ferguson Street, Williamstown North."

The Aviation Road level crossing project is complete and includes a central plaza with accessible connections between Aircraft Station and Aviation Road. The Ferguson Street level crossing project is also complete with a new station and a community plaza space providing access through the precinct.

West Gate Tunnel Project

Council continues to be actively involved in the West Gate Tunnel Project, including advocating for outcomes and improvements. Council has partnered with the West Gate Tunnel Project to plan and implement the Sports and Open Space Enhancement Package and the West Gate Neighbourhood Fund, supporting many local community projects and organisations.

Active Communities and Assets

Asset Plan 2022-32

Council adopted the new Asset Plan 2022-32 in June 2022, meeting the legislative requirements of section 92 of the *Local Government Act 2020*. The Asset Plan provides a long-term strategic planning and financial view of the infrastructure assets owned or controlled by Council over the next 10 years, and guides the way Council protects public assets to lengthen their lifespan.

Open Space and Recreation Assets Audit

In April 2022, a condition audit was completed of Council’s 22,623 open space and recreation assets, which include sports fields, fences, playgrounds, seawalls, irrigation and park furniture. This is the first time Council has completed a condition audit of all its open space and recreation assets. The result shows that majority of Council’s assets are in excellent to average condition.

Infrastructure Asset Renewal Program

During 2021-22, Council completed five-year asset renewal programs for its \$1.2 billion of infrastructure assets, including roads, buildings, bridges, footpaths, car parks, drainage, and open space and recreation assets.

Road Management Plan compliance inspection

Throughout 2021-22, Council completed 16,958 inspections of road and footpath assets as required under Council's Road Management Plan 2021.

Funding

During 2021-22, Council partnered with external agencies to acquire funding that supports key sport and recreation projects being delivered through the Capital Works Program. The following funding was received through Sport and Recreation Victoria and national sporting associations:

- Bryan Martyn Oval Pavilion – \$290,000 from Sport and Recreation Victoria
- JK Grant Reserve Cricket Nets – \$90,000 from Sport and Recreation Victoria and \$30,000 from Cricket Australia
- Donald McLean Reserve Open Space Upgrades – \$200,000 from Sport and Recreation Victoria

Better Places Program

Throughout 2021-22, the Better Places Brooklyn and Altona North process commenced with a key opportunity for community input at the Out and About Festival in March 2022. This was a targeted event for the local community that hired in food trucks and entertainers to create a festival atmosphere. The development of a place guide for Seabrook and Altona Meadows also commenced, with the first stage of consultation closing on 30 June 2022. In total, approximately 3,500 items of feedback were received that will help inform upcoming stages in the process.

The delivery of projects from the Laverton and Spotswood/South Kingsville Place Guides continued. In Laverton, playgrounds as part of the Love Laverton Parks project were completed at Frank Gibson Reserve and Bladin Street Reserve, while works at Dick Murdoch Reserve, Beverly Anton Reserve and Henderson Street Reserve commenced. Community consultation commenced on key projects from the Spotswood/South Kingsville Place Guide, including the GreenLine, Mary Street Reserve Master Plan and the Streets for People project.

City Services

Biodiversity and conservation achievements

- 32,633 indigenous tubestock plantings in conservation reserves during the 2021 planting season
- four ecological burns conducted at Horsburgh Drive, Maidstone Street and Truganina Explosives Reserve in Altona, and Emu-foot Grassland in Altona Meadows
- two rounds of the Habitat Gardens Program provided tubestock plants for residential gardens
- 1,186 volunteers were engaged for conservation events
- 33 "Friends of" group activities were held
- two major events delivered: Caring for Local Wildlife event and World Environment Day

Conservation projects for 2021-22

- 28 interpretation/wayfinding signs installed and renewed across four conservation reserves: four at Altona Coastal Park, 20 at Truganina Park, two at Skeleton Creek, and two at Rifle Range Reserve
- 1,916 metres of habitat fencing installed at Altona Coastal Park and Truganina Park to provide controlled access, reduce disturbance to wildlife and protect vegetation
- the upgraded construction of a 278-metre post, rail and mesh fencing along Maddox Road at Paisley Challis Wetland, facilitated in partnership with the Friends of Williamstown Wetlands and funded through an EPA prosecution grant
- 1,315 metres of new and upgraded gravel pathways at Truganina Park and Altona Coastal Park

Urban Forest Strategy

- 8,423 semi-advanced trees planted in streets, parks, and reserves during the 2021 planting season as part of the Urban Forest Strategy implementation
- Council's Tree Policy updated and a Park Tree Management Plan developed
- online interactive map created to allow the community to see the location of trees being planted

Capital Works

- completed 86 per cent of the Capital Works Program, with \$58.315 million of the capital works budget expended as at the end of June 2022
- completion of 168 projects, including 106 road resurfacing and kerb and channel, 29 road rehabilitation and 21 parks, open space and foreshore projects
- Council has received \$13.96 million in grants from various funding partners

Capital Works Key Projects – Cherry Lake Ward

- Altona Tennis Club court refurbishment
- GJ Hosken Reserve upgrade
- Altona Foreshore seawall, shared trail and pedestrian access
- Brooklyn Community Hall redevelopment
- Weaver Reserve and Pier Street streetscape improvements

GJ Hosken Reserve

The upgrade at GJ Hosken Reserve includes a new adventure playground, fitness equipment, footpath networks, new park furniture, a multi-use court with a basketball hoop and tree planting throughout the reserve. The western part of the reserve has been fenced to create a dog off-lead precinct, with new seating and bins.



GJ Hosken Reserve

Altona Tennis Club courts refurbishment

Works on the newly redeveloped Altona Tennis Club courts are complete. The upgrade includes 11 courts (five new classic clay profile synthetic courts and surface renewal of six En Tout Cas courts), new floodlighting, fencing and a new Book-a-court system.



Altona Tennis Club courts

Capital Works Key Projects – Strand Ward

- JT Gray Reserve Pavilion
- Blenheim Road rehabilitation (Mason to Woods Street, Newport)
- Aloha Street, South Kingsville road rehabilitation
- Blenheim Road drainage upgrade (Mason Street from Hansen Street to Graham Street, Newport)
- Mason Street bicycle connectivity and pedestrian facilities improvement project

Aloha Street rehabilitation works

Rehabilitation works on Aloha Street, South Kingsville from New Street to Stephenson Street are complete. The upgrade includes new footpaths, drainage, kerb and channel and asphaltting. The upgrade has resulted in improved safety and usability for road users in the area.

Mason Street Bicycle Connectivity and Pedestrian Facilities Improvement Project

Construction works on Mason Street commenced in early March 2022. The scope of the project includes modification of various existing intersections and roundabouts to provide a safer environment for cyclists and pedestrians.

Capital Works Key Projects – Wetlands Ward

- Altona Sports Centre extension
- HD Graham Reserve, Altona Meadows sports facilities
- Shane Avenue, Seabrook traffic works
- new footpaths in Altona Meadows

HD Graham Reserve

The facility is due for completion in September 2022 and will provide four change rooms, an umpire change room, multi-purpose room, kitchen and amenities. The floodlighting works at HD Graham Reserve are complete.



HD Graham Reserve floodlighting

Floodlight Renewal Program

New floodlights were installed at AB Shaw Reserve in May 2022 to meet AFL Victoria's floodlighting standards for community football.

Sustainable Communities

Arts, Culture and Community

Make it Happen - Hobsons Bay Recovery and Reconnection Grants

Council's Make it Happen grants program is designed to add value across all sectors of community life. The grants

have enabled more than 100 groups and organisations to be supported to plan and deliver initiatives. Make it Happen grant recipients contribute to strengthening our community and boosting opportunities for people to participate.

Snapshot of Make It Happen 2021-22

- opened for applications February 2022 to May 2022
- monthly workshops and planning sessions held, attended by 78 people
- 125 applications received, 101 supported
- \$672,000 distributed (including \$40,000 contributed by Toyota Australia)
- estimated number of participants across the proposed activities: more than 50,000 people
- estimated number of volunteer hours invested: over 25,000 hours
- estimated co-contribution, new value created by applicants: \$1.2 million



Hobsons Bay COVID-19 support, Creative City and Live & Local



New programs were delivered through Council's Community Support Package, working with the creative sector, one of the sectors most impacted by the pandemic. Council surveyed the local creative community and funded programs in response. During periods of lockdown they included Click & Connect, putting local artists in the spotlight to talk about their practice in online networking sessions, and Home Delivery, delivering online concerts filmed at the Williamstown Town Hall. Once lockdowns were lifted, New Art grants commissioned works to activate

spaces and precincts, venue vouchers enabled use of community space, and Live & Local, a COVID-safe and resilient program, enabled people to enjoy live music across the city while creating paid opportunities for Hobsons Bay musicians.

Snapshot of Live & Local

- presented from 19 November 2021 to 29 January 2022 on Fridays and Saturdays
- 104 musicians engaged; 38 music acts in total
- 22 locations in the city, enlivening parks, shopping strips and precincts
- 190 outdoor shows programmed – 165 for musicians, 25 as creative activations



Live & Local performances across Hobsons Bay

Traditional owners announced for Hobsons Bay

The Bunorong Land Council Aboriginal Council (BLCAC) was confirmed as the Traditional Owner of lands including Hobsons Bay, with the determination effective from 1 July 2021.

Council commenced engagement with BLCAC with a commitment to being a strong partner, reinforced through a meeting between the Chief Executive Officers of both organisations.

Officers were able to connect new processes and ways to work with BLCAC, with outcomes including ceremonial work, referrals made for community groups and cultural heritage assessments.

Community Life

Community Child health

The Hobsons Bay Maternal and Child Health unit provided regional support to neighbouring councils during the “Code Brown” over January and February 2022 at the peak COVID-19 wave. During this time, 40 families from Wyndham received face-to-face consultations from Hobsons Bay nurses to ensure appropriate support, information and health checks could occur for families living in outer municipalities.

The immunisation service continued to deliver immunisation sessions throughout the COVID-19 period in addition to meeting increased demand for the flu vaccination. An additional 1,000 flu vaccines were administered throughout 2021-22 compared to the previous year.



Early Years

Negotiations with the Victorian Government have resulted in the commitment of over \$5 million in funding for Early Years infrastructure to enable Council to continue to deliver kindergarten programs to the local community. The Early Years team was able to adapt the supported playgroups and Pre School Field Officer services to ensure that families could be supported by delivering group sessions and activities via virtual platforms.



Youth Services

Following the delivery of youth programs and youth counselling via online platforms, face-to-face engagement with young people recommenced in February 2022. Increasing numbers of young people are engaging with the Youth Services team to seek support, counselling, information, and ongoing engagement activities.



Community Support

Throughout the COVID-19 period, Community Support services have continued to deliver meals and social support programs to over 400 community members. Although some programs ceased operating due to lockdowns, ongoing welfare checks and the doorstep delivery of meals enabled clients to feel supported and receive the services they needed during this time.



Community Connector

From March to June 2022, the Community Connector program supported 65 vulnerable or isolated community members to receive COVID-19 vaccinations in their own homes. This program also provided emergency food and medical relief to community members who were in isolation due to a COVID-19 diagnosis. The promotion of this program enabled many community members to receive support, information and referrals for ongoing care and support where required.

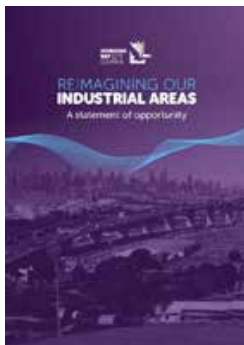
Strategy, Economy and Sustainability

Virtual power

Council's ambitious rollout of rooftop solar power continued during 2021-22. A total of 1,383 kW of solar panels were installed across Council's building portfolio, bringing Council's total solar assets to 1,940 kW. These sites will all be connected via a Virtual Energy Network which will allow excess renewable energy from individual sites to be allocated to other sites that use more electricity at different times of the day. Council also engaged with the community to seek feedback on options to support residents and businesses to increase their access to renewable energy.

Land use visioning

Visioning and preparation of planning guidance that directs future land use across Hobsons Bay has been undertaken. New residential zones have been introduced across residential areas of Hobsons Bay to ensure Council meets the housing needs of existing and future residents and to provide more transparency on where new housing development is expected. Planning controls to implement the Newport Structure Plan and heritage study have been developed. Planning guidance for Precinct 16 West in South Kingsville has been completed which rezones land from industrial to residential use to integrate with surrounding residential areas. A statement of opportunity titled Reimagining our Industrial Areas has been prepared detailing the future vision for the municipality's industrial land areas.



Social and affordable housing

Increasing the availability of social and affordable housing across the municipality is a priority for Council, and the Epsom Street Affordable Housing project is a key project to deliver this priority. Community consultation on draft design guidelines has been undertaken.

Kerbside waste and recycling

As part of Council's ongoing review of kerbside waste and recycling collection, a new collection service was introduced in November 2021. The changes followed a review of the first year of the four-bin service, which considered operational data and community feedback.

Council continues to work with the community on projects to reduce landfill and make it easier to separate food for composting. A six-month supply of paper bags has been provided free of charge to all households involved in the paper bag trial. More than 10 per cent of households have been part of the trial to use paper bags and 70 per cent of participants reported the bags made collecting food waste easier.



Response to Climate Change Action Plan

Council adopted its Response to Climate Change Action Plan which outlines key actions to increase the resilience of people, homes, businesses and infrastructure across our community. The plan will support Council to reduce greenhouse gas emissions from Council operations and community use, increase water use sourced from alternative sources, increase tree canopy and increase waste diversion from landfill rate.

Business support

To support businesses through the transition to the new “COVID-normal” phase, a COVID-19 Business Concierge team was established and visited all businesses with a premises in the business precincts across Hobsons Bay. A quick response grants program was established to support businesses in the sectors hardest hit by COVID-19 with over 70 grants provided. A precinct grant program provided six grants to activate and promote the business precincts. The outdoor trading program continued, with a framework developed to continue the future of the program and ensure businesses can continue to trade with extended outdoor areas.



The outdoor trading precinct in Pier Street, Altona.

Planning, Building and Health

Council's Planning, Building and Health department has focused on improving the timeliness of decision making and increased its presence by inspecting more food and health premises and construction sites.

Council approved an estimated \$715 million worth of planning permits within the municipality for the financial year, significantly up on the previous year and the Melbourne metropolitan average.

In the 2021–22 financial year, the Planning, Building and Health department oversaw:

- 952 planning permit decisions, with the majority made within the statutory timeframes
- 3,413 building permits issued within the municipality (by both Council and private building surveyors)
- 947 food and health inspections

Online lodgement services have also been enhanced by investing in user-friendly online platforms and improving the customer experience.

Air quality advocacy

Following endorsement of a broad range of advocacy actions by Council, letters were sent to various stakeholders, including Chair of the EPA, Professor Kate Auty and Minister for Transport Infrastructure the Hon Jacinta Allan MP urging action on key priority areas highlighted in the Victorian Government's report, including the permanent placement of the temporary air quality monitoring stations beyond the completion of the WGTP.

Council has subsequently received correspondence from the Chief Executive Officer of the Major Transport Infrastructure Authority confirming that there is a willingness to discuss the ongoing use of the air quality monitoring stations after the project is completed. This presents a significant achievement in our ongoing advocacy efforts for improved air quality in Melbourne's Inner West and Council thanks the Major Transport Infrastructure Authority for its response and looks forward to continuing its discussions with key stakeholders.

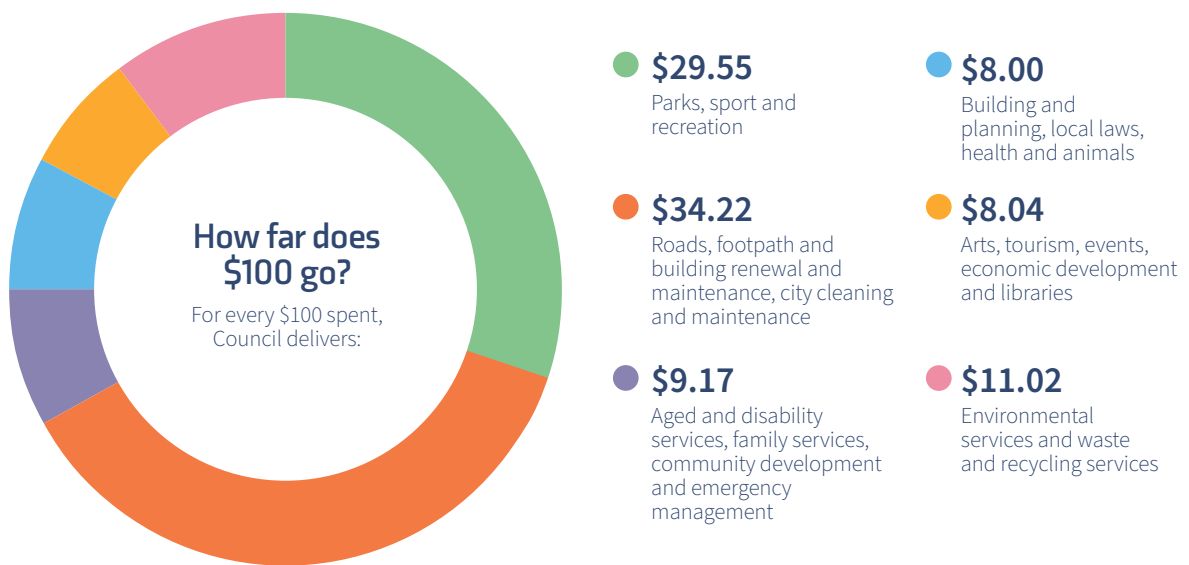
Council was also a keynote speaker at the Breath Melbourne Citizen Science Project led by Deakin University, which is a first of its kind initiative aimed at bringing together all levels of government, academic and community stakeholders to drive improvements in air quality and help children learn about air quality and how they can contribute to improving it for future generations.



Financial summary

Council's financial performance in 2021–22 was strong despite the ongoing impact of the COVID-19 pandemic, while Council's financial position at 30 June 2022 is sound.

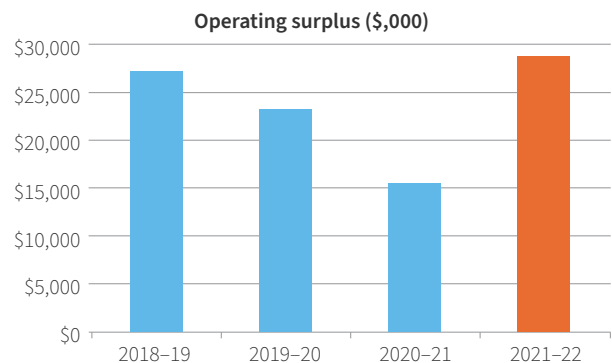
A summary of our financial performance and position is outlined below. Further detailed information relating to Council's finances is included within the Annual Financial Report.



Operating performance and position

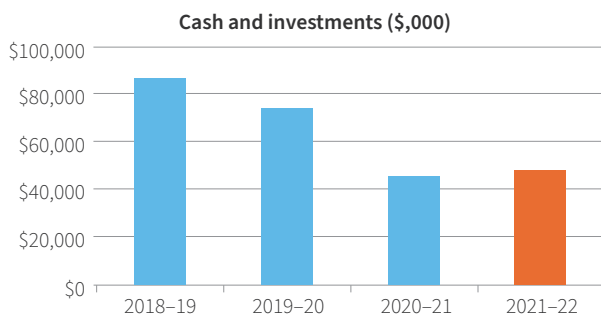
In 2021–22, Council achieved a surplus of \$28.72 million, an increase of \$13.435 million when compared to the prior year's surplus of \$15.356 million. The surplus is a reduction when compared to the original budget in 2021–22 of \$31.201 million as the ongoing impact of COVID-19 has been greater than anticipated.

While a strong operational surplus has been achieved, it should be noted that surpluses are required to fund Council's significant investment in capital expenditure.

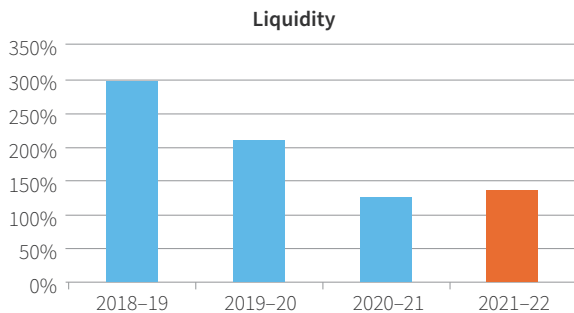


Cash and liquidity

Cash and investments increased by \$855,000 from the prior year. The end of year cash result was higher than budgeted mainly due to capital works expenditure that will be completed next financial year (\$10.614 million); increases to liabilities in the balance sheet including trade and other payables (\$5.921 million), trust funds and deposits (\$3.202 million) and unearned income (\$4.693 million); offset against an increase to the asset item trade and other receivables (\$5.125 million).



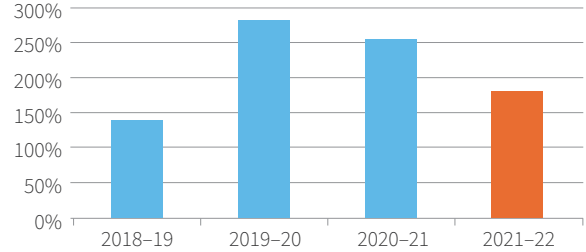
The liquidity (working capital) ratio assesses Council's ability to meet current commitments. It is calculated by measuring Council's current assets as a percentage of current liabilities. Council's result of 135 per cent at 30 June 2022 indicates a reasonable financial position.



Obligations

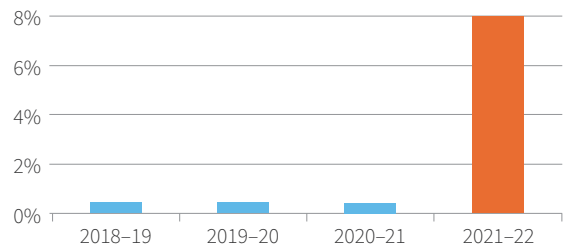
Council aims to maintain its infrastructure assets at expected levels while continuing to deliver the services needed by the community. Council invested \$54.744 million in capital works, including \$17.783 million in renewal works and \$26.396 million in upgrade works during 2021-22 to bridge the infrastructure gap. Council's asset renewal and upgrade ratio is measured by comparing asset renewal and upgrade expenditure to depreciation and was 182 per cent during 2021-22.

Asset renewal ratio



At the end of the 2020-21 Council owed \$12 million in loan borrowings after paying off a loan of \$9.2 million and drawing down a new loan of \$7 million. Council's debt commitment ratio is measured by comparing interest costs and principal repayments to rate revenue. The significant increase of this ratio to 8 per cent during 2021-22 reflects the \$9.2 million loan repayment that occurred during the financial year. It should be remembered that borrowing money does not increase the amount of money available to spend. It may allow a higher level of expenditure in a given year, but as the borrowed money must be repaid with interest it requires reductions in expenditure in future years.

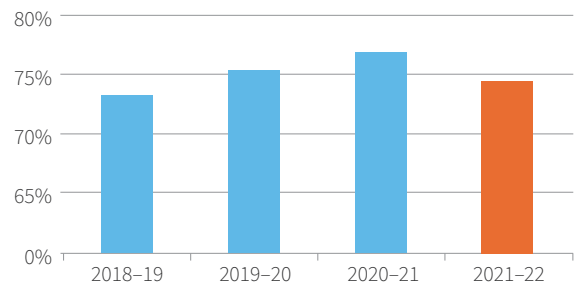
Debt commitment ratio



Stability and efficiency

Council raises a wide range of revenues including rates, user fees, fines, grants and contributions. Despite this, Council's rates concentration, which compares rate revenue to total revenue, was 74 per cent during 2021-22. This is towards the top end, so Council is considering options to broaden its revenue base.

Rates concentration ratio





Our Council



Our place

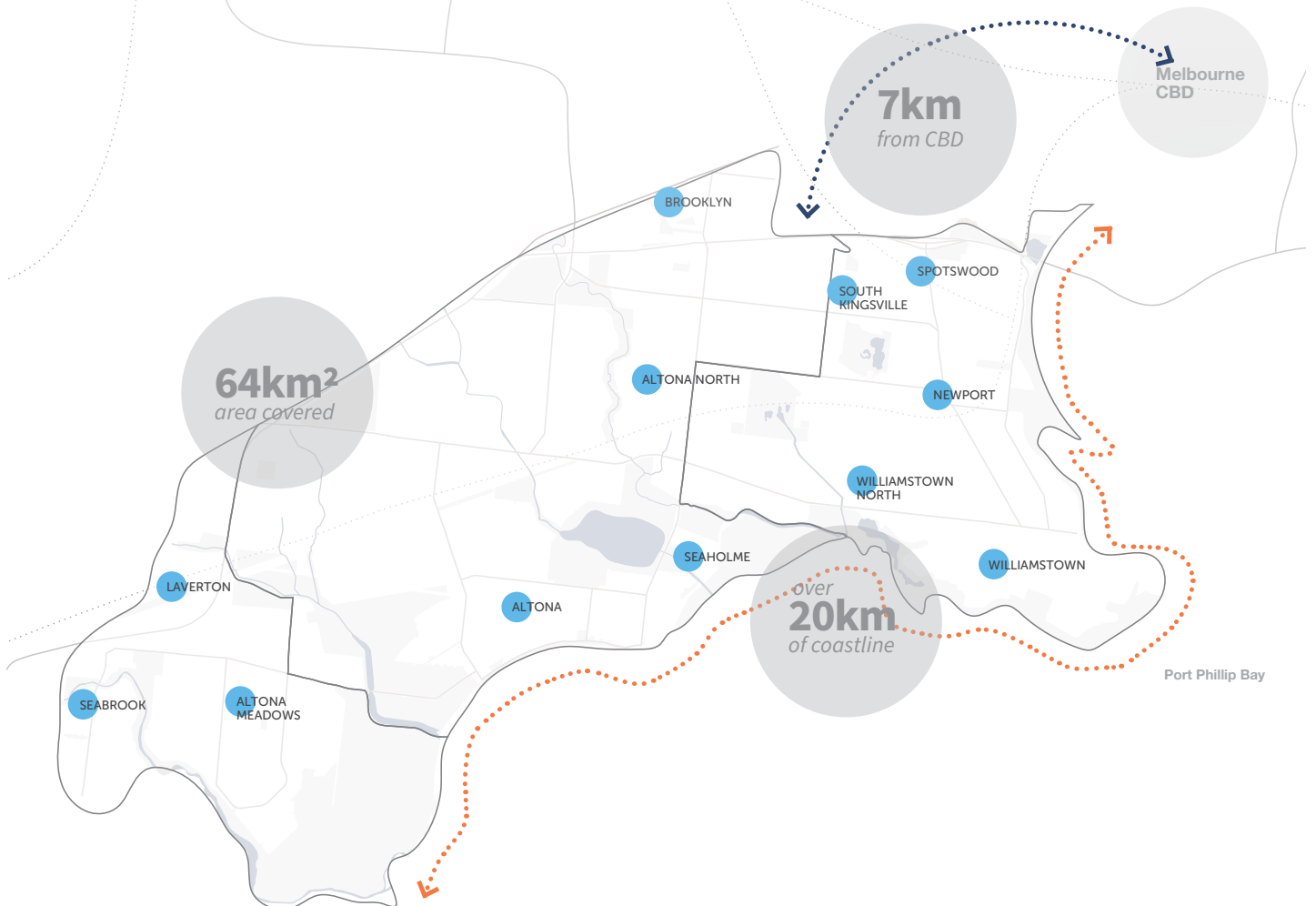
The Yalukit Willam clan of the Bunurong People were the first people lived in the area now known as Hobsons Bay and had strong connections to land and sea. A number of sites of significance to the Aboriginal community are located throughout the municipality, particularly along the coastal trail.

Hobsons Bay covers an area of 64 square kilometres including the suburbs of Altona, Altona Meadows, Altona North, Brooklyn, Laverton, Newport, Seabrook, Seaholme, South Kingsville, Spotswood, Williamstown and Williamstown North. Each of these suburbs has its own unique character, from the historic seaport of Williamstown (one of the oldest settlements in Victoria), to Altona Meadows and Seabrook to the west.

Hobsons Bay's rich natural environment is one of its greatest assets. Open space contributes significantly to the quality of life of Hobsons Bay residents, covering 24 per cent of the municipality's land area. Hobsons Bay has over 20 kilometres of coastline and is home to significant coastal wetlands, five creek systems, remnant native grasslands, and important flora and fauna habitats.

Hobsons Bay is home to diverse industries that contribute significantly to the economy of Victoria.

The city is located seven kilometres from the CBD and has proximity to regional transport facilities such as the West Gate Freeway, the Western Ring Road, CityLink, the National Rail Line, ports, and airports of Melbourne and Avalon.



Our people

92,275

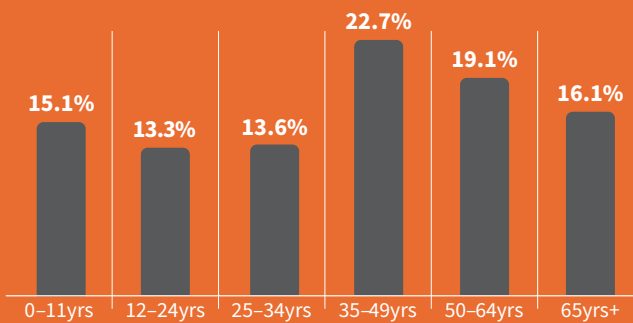
estimated residential population in 2021

51%
Female

49%
Male



Population by age group, 2021



We are a diverse community

628

people identify as Aboriginal and or Torres Strait Islander

30%

born overseas

27%

speak a language other than English at home

55%

have a religious affiliation

18%

have a disability

7%

identify as LGBTIQA+

Economic participation



8,143

businesses in Hobsons Bay in 2021

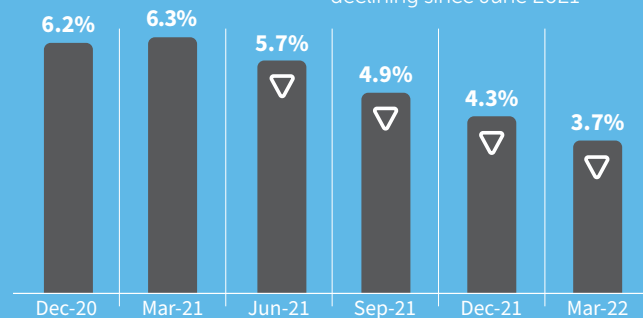
4% of people aged 15-64 received Job Seeker or Youth Allowance (May 2022)

12% spent time doing voluntary work through an organisation or group

81% of people who did 30 or more hours of unpaid domestic work were female

Unemployment rate

Unemployment rate has been declining since June 2021

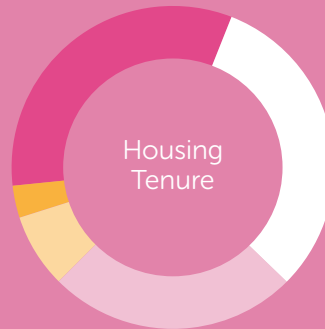


Housing

Housing stress

29% of renter households are experiencing rental stress

13% of mortgage households are experiencing mortgage stress



33% fully owned

33% mortgage

26% renting private housing

3% renting social housing

5% other tenure or not stated

Health and wellbeing



Long-term health conditions

31%

of the Hobsons Bay population has at least one long-term health condition

Top long-term health condition by age group:

0-14 years
asthma

15-54 years
mental health

55+ years
arthritis

NOTE: Most of the information presented in this community profile is sourced from the 2021 Census of Population and Housing. A full list of sources is provided on page 116 of this report.

Mental health and wellbeing

26%

have high levels of psychological distress

12%

never or do not often feel valued by society

Food security

6%

ran out of money to buy food in last 12 months

Physical health

49%

overweight or obese (Body Mass Index greater or equal to 25)

Smoking

22%

are current smokers



Family violence

1,027

incidents of family violence in the year ending June 2022 (down by 5.4% from the previous year)

75.2%

of affected family members are female

Gambling harm

\$129,479

lost every day on electronic gaming machines in Hobsons Bay

Greenhouse emissions

1,191,000

tonnes of greenhouse emissions in 2019-20

Trees

7.5% 8,423

canopy cover overall in Hobsons Bay

advanced trees planted in 2021-22



Our Councillors



MAYOR
CR PETER HEMPHILL



DEPUTY MAYOR
CR DIANA GRIMA



CR MATT TYLER



CR ANTOINETTE
(TONY) BRIFFA JP



CR DARIA KELLANDER



CR JONATHON MARSDEN



CR PAMELA
SUTTON-LEGAUD

WETLANDS WARD

Altona Meadows, Laverton,
Seabrook

DEPUTY MAYOR CR DIANA GRIMA
Wetlands Ward Councillor

MOBILE NUMBER: 0499 600 476
TELEPHONE: 9932 1044
EMAIL: dgrima@hobsonsabay.vic.gov.au

CR MATT TYLER
Wetlands Ward Councillor

MOBILE NUMBER: 0407 748 235
TELEPHONE: 9932 1044
EMAIL: mtyler@hobsonsabay.vic.gov.au

CHERRY LAKE WARD

Altona, Altona Meadows,
Altona North, Brooklyn, Seaholme

CR ANTOINETTE (TONY) BRIFFA JP
Cherry Lake Ward Councillor

MOBILE NUMBER: 0418 398 906
TELEPHONE: 9932 1044
EMAIL: tbriffa@hobsonsabay.vic.gov.au

CR DARIA KELLANDER
Cherry Lake Ward Councillor

MOBILE NUMBER: 0499 600 438
TELEPHONE: 9932 1044
EMAIL: dkellander@hobsonsabay.vic.gov.au

STRAND WARD

Altona North, Newport,
South Kingsville, Spotswood,
Williamstown North, Williamstown

MAYOR CR PETER HEMPHILL
Strand Ward Councillor

MOBILE NUMBER: 0419 762 266
TELEPHONE: 9932 1044
EMAIL: phemphill@hobsonsabay.vic.gov.au

CR JONATHON MARSDEN
Strand Ward Councillor

MOBILE NUMBER: 0419 868 009
TELEPHONE: 9932 1044
EMAIL: jmarsden@hobsonsabay.vic.gov.au

CR PAMELA SUTTON-LEGAUD
Strand Ward Councillor

MOBILE NUMBER: 0499 600 834
TELEPHONE: 9932 1044
EMAIL: pslegaud@hobsonsabay.vic.gov.au

The Council is elected to provide good governance in its municipal district for the benefit and wellbeing of the municipal community. On 24 October 2020 the residents and ratepayers of Hobsons Bay elected this Council for a four-year term.

Seven Councillors are elected across the three Wards that represent Hobsons Bay. Two Councillors represent the Cherry Lake Ward, two Councillors represent the Wetlands Ward and three Councillors represent the Strand Ward. Councillors have the responsibility for setting the strategic direction for the municipality, policy development, identifying service standards and monitoring performance across the organisation.

Council and community committees

In addition to Council meetings of the Delegated Planning Committee, Councillors are also appointed to a range of committees as shown in the table below:

Councillor	Committee
Cr Hemphill	Audit and Risk Committee, M9, Mobile Altona Refinery Community Information Sessions, Substation Committee of Management Proxy Delegate – Municipal Association of Victoria
Cr Grima	RoadSafe Westgate Community Road Safety Council Proxy Delegate – Hobsons Bay Community Fund, LeadWest Joint Delegated Committee, Truganina Explosives Reserve Advisory Committee
Cr Briffa	Brooklyn Community Representative Group, Women's Charter Champion Proxy Delegate – RoadSafe Westgate Community Road Safety Council
Cr Kellander	Brooklyn Community Representative Group, Mobil Altona Refinery Community Information Sessions, Women's Charter Champion Proxy Delegate – Metropolitan Local Government Waste Forum (discontinued)
Cr Marsden	Audit and Risk Committee, Metropolitan Transport Forum
Cr Sutton-Legaud	Audit and Risk Committee, Hobsons Bay Community Fund, Truganina Explosives Reserve, Western Melbourne Tourism Board, Women's Charter Champion
Cr Tyler	LeadWest Joint Delegated Committee, Metropolitan Local Government Waste Forum (discontinued), Municipal Association of Victoria Proxy Delegate – Western Melbourne Tourism Board



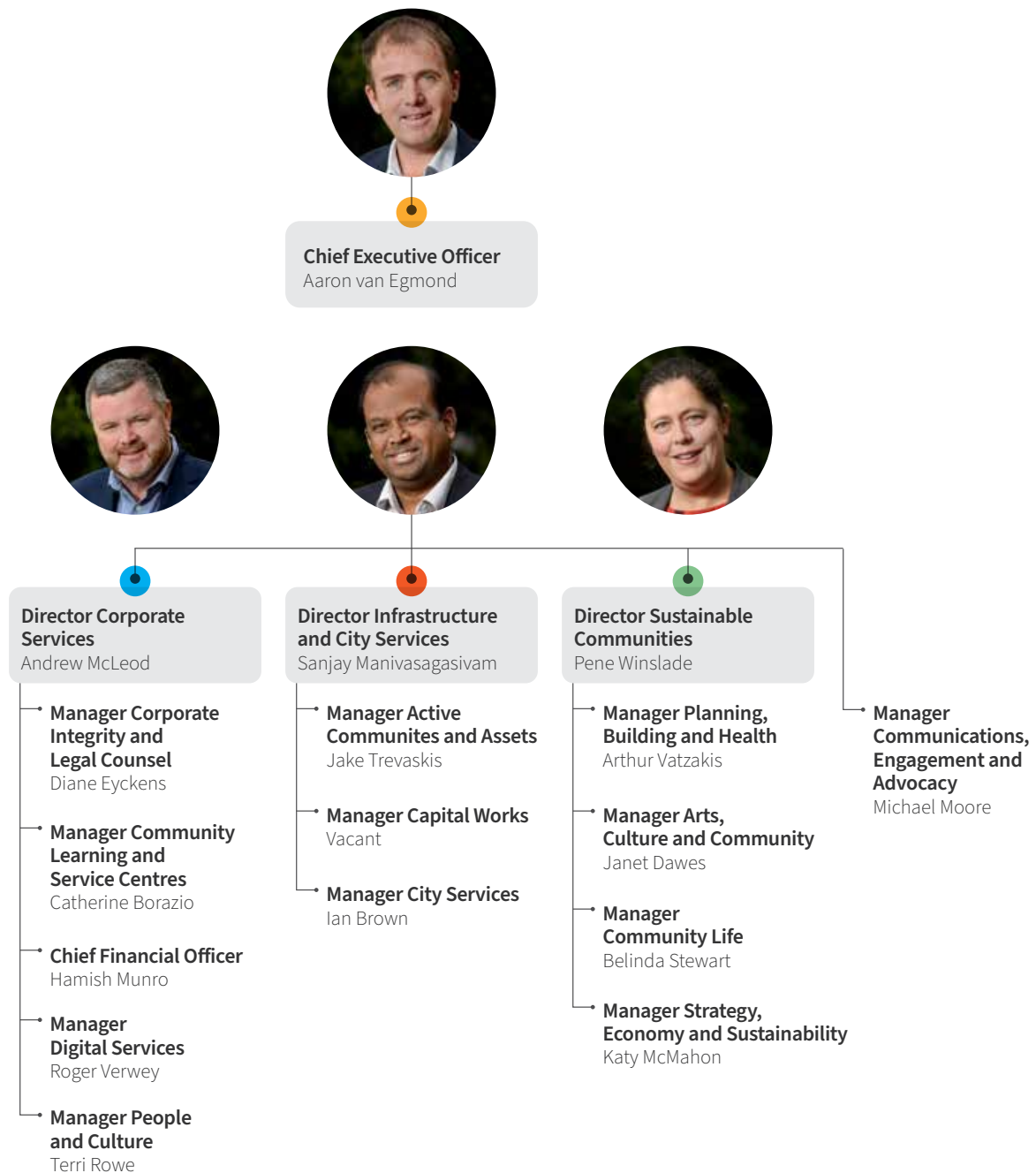


Our staff



Organisational structure

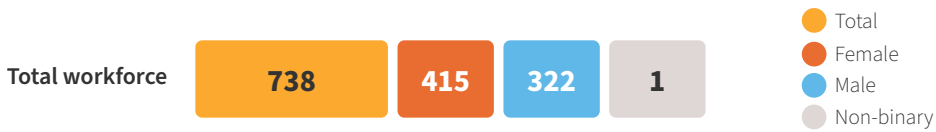
Council is the governing body that appoints a Chief Executive Officer. The Chief Executive Officer has responsibility for the day-to-day management of operations in accordance with the strategic directions of the Council Plan. Three Directors and the Chief Executive Officer form the Executive Leadership Team and lead the organisation.



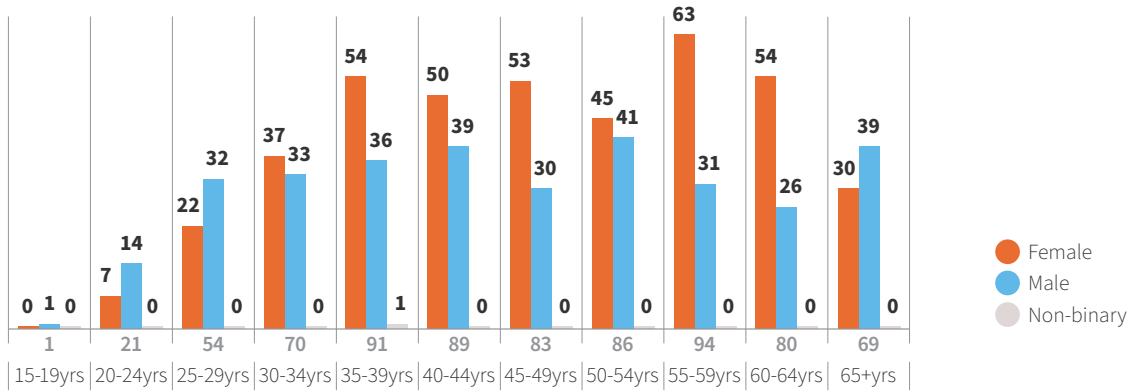
Staff profile

As at 30 June 2022 Council operates with 738 employees, equating to 462.17 full time equivalent (FTE) positions. A total of 31 per cent (or 235 people) of the workforce has worked at Council for 10 years or more.

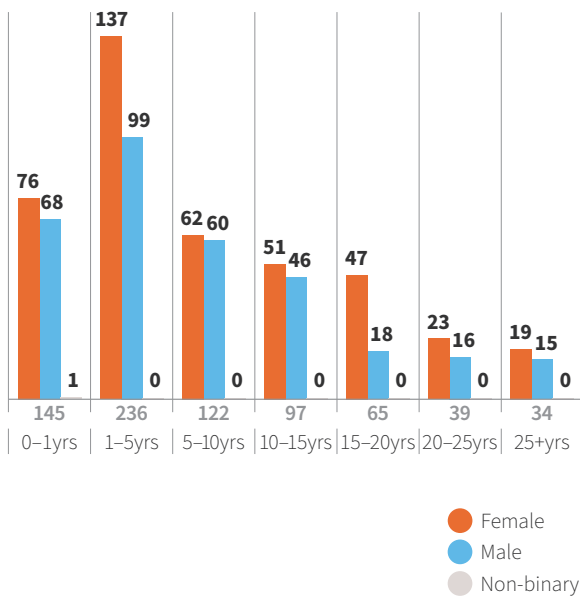
The breakdown of the numbers is set out below.



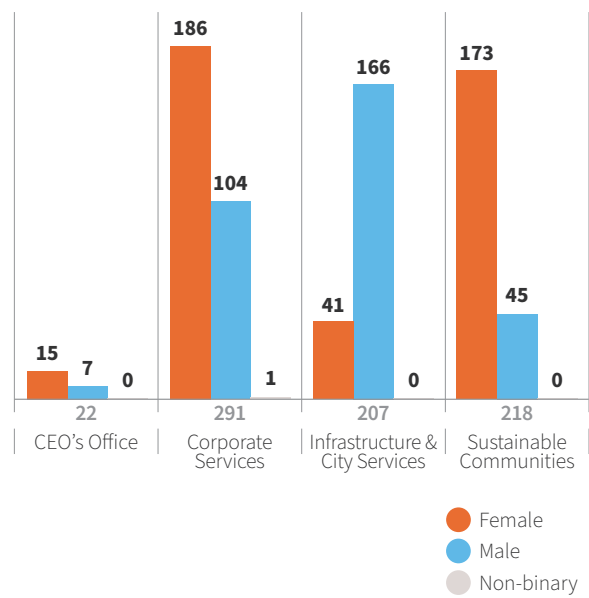
Council staff by age



Council staff by length of service



Council staff by directorate



Full Time Equivalent positions (FTE) by employment classification

	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Other	TOTAL
Permanent Full Time Female	0	0	9	23	25	44	16	13	17	147
Permanent Full Time Male	0	0	53	20	29	40	31	13	11	197
Permanent Full Time Non-binary	0	0	0	0	1	0	0	0	0	1
Permanent Part Time Female	1.71	0	5.97	17.82	19.03	22.71	2.4	1.6	10.94	82.18
Permanent Part Time Male	0.2	0.4	2.9	1.39	2.46	3.57	0.84	0.95	0	12.71
Permanent Part Time Non-binary	0	0	0	0	0	0	0	0	0	0
Casual Female	4.65	2.35	0.74	3.23	0.17	0	0	0	1.69	12.83
Casual Male	3.2	0.86	4.03	0.61	0	.75	0	0	0	9.45
Casual Non-binary	0	0	0	0	0	0	0	0	0	0
TOTAL	9.76	3.61	75.64	66.05	76.66	111.03	50.24	28.55	40.63	462.17

Equal employment opportunity

Council's Equal Employment Opportunity: Discrimination, Bullying and Harassment Policy supports a commitment to the principles of equal employment opportunity and to providing a safe and productive work environment free of harassment for all.

To ensure employees are aware of the Equal Employment Opportunity (EEO) principles and their obligations, Council provides a mandatory EEO course for all new employees, refresher mandatory EEO training every two years for existing employees, and support via a network of Contact Officers. The EEO Contact Officer program provides confidential assistance and advice to employees, who feel they may be subject to discrimination, bullying or harassment.

In addition, Council's Gender Equity Policy Statement aims to create a gender equitable workplace, to be a leading organisation that is innovative, proactive and strives for continuous improvement.

Council aims to do this by:

- providing opportunities for women in management and senior management positions
- supporting people across the organisation to champion and demonstrate gender equity e.g. men taking parental leave and having access to children's spaces

- continuing the commitment to flexible workforce arrangements, including flexible parental leave and support for working from home, along with places to cater for breastfeeding, children's space, and the provision of baby change tables in unisex toilets
- ensuring position descriptions articulate how the role includes consideration of gender equity
- delivering internal staff training to ensure staff understand gender equity, why it is important, and what it means within their role
- continuing to ensure that pay equity is achieved between women, men and gender-diverse individuals
- reviewing roles within the organisation to understand gender balances
- working towards supporting opportunities to strengthen gender equity within roles traditionally dominated by a single gender such as maternal and child health (MCH) and engineering

In December 2021 Council met its obligations under the *Gender Equality Act 2020* by drafting and submitting Council's first Gender Equality Action Plan to the Gender Equality Commission.



Our performance



Integrated strategic planning and reporting framework

Council's strategic planning framework allows the organisation to identify community needs and aspirations over the long term through the Hobsons Bay 2030 Community Vision, operationalise the required work in the medium term through the Council Plan, and ensure the required resources are available through the Annual Budget. Progress and achievements are reported publicly through the Annual Report.

Part 4 of the *Local Government Act 2020* requires councils to prepare the following:

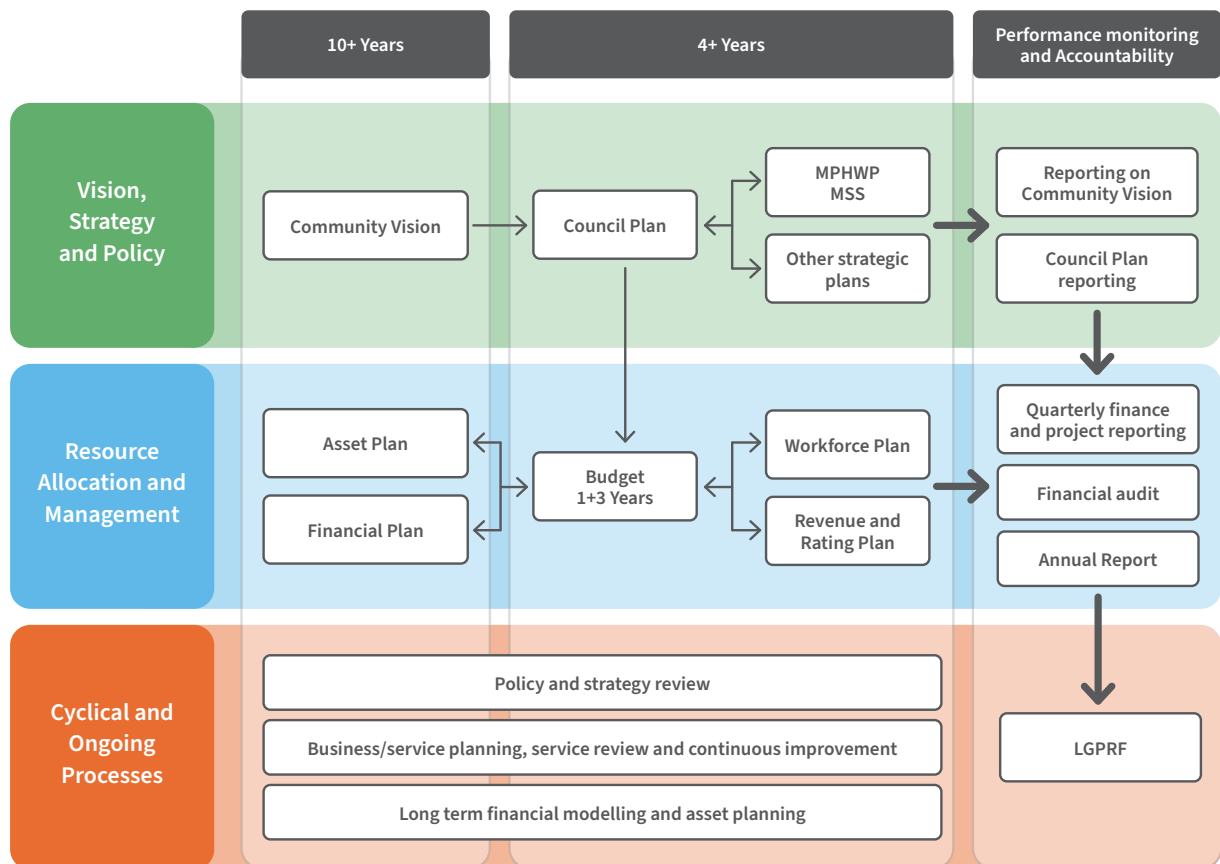
- a Community Vision (for at least the next 10 financial years)
- a Council Plan (for at least the next four financial years)
- a Financial Plan (for at least the next 10 financial years)
- an Asset Plan (for at least the next 10 financial years)
- a Revenue and Rating Plan (for at least the next four financial years)

- an Annual Budget (for the next four financial years)
- a Quarterly Budget Report
- an Annual Report (for each financial year)
- Financial policies

The Act also requires councils to prepare:

- a Workforce Plan (including projected staffing requirements for at least four years)

The following diagram shows the relationships between the key planning and reporting documents that make up the integrated strategic planning and reporting framework for local government. It also shows that there are opportunities for community and stakeholder input and feedback.



Hobsons Bay 2030 Community Vision

Hobsons Bay 2030 was developed by the community for the community and will guide Council's work until 2030.

By 2030, embracing our heritage, environment and diversity, we – the community of Hobsons Bay – will be an inclusive, empowered, sustainable and visionary community, led and supported by a progressive Council of excellence.

Further details of the Community Vision can be found on Council's website at www.hobsonsbay.vic.gov.au/Council/Hobsons-Bay-2030

Council Plan 2021–25

The Council Plan is developed every four years in accordance with legislative requirements and is based on the integrated strategic planning and reporting framework that aligns the Hobsons Bay 2030 Community Vision to Council's planning, resource allocation and service provision to the Hobsons Bay community. The Council Plan sets the strategic direction and objectives for Council's work.

Following an extensive community engagement campaign between January and September 2021, the Council Plan 2021-25 was adopted at the Council Meeting on Tuesday 12 October 2021, replacing the previous plan, Council Plan 2017-21. The campaign involved a wide range of media and engagement activities to encourage as many members of the community as possible to participate. Over 1,400 people from the community were engaged and Council received over 4,800 ideas about what Council should focus on over the next four years.

The Council Plan 2021-25 consists of five strategic objectives that covers the areas of work that Council will be delivering. Each objective is broken down into strategies and priorities for Council to focus on.

- Objective 1: Community – Healthy, equitable and thriving communities**
- Objective 2: Environment – Valuing our environment**
- Objective 3: Place, Recreation and Economy – Vibrant place and economy**
- Objective 4: Community Infrastructure – Visionary community infrastructure**
- Objective 5: Organisation – A high performing organisation**

The Council Plan 2021-25 also incorporates the Municipal Public Health and Wellbeing Plan, which outlines the four areas of priorities for Council to focus on in order to support the health and wellbeing of the Hobsons Bay community. This complies with Council's obligations under the *Public Health and Wellbeing Act 2008*. The health and wellbeing priorities are integrated throughout the Council Plan and are identified with icons.



Active living

Council can plan, develop and manage the connectivity, crossings and use of local roads and paths, as well as design of public spaces to encourage more active living. However, Council does not have jurisdiction on all roads and public spaces and therefore must work with other levels of government and agencies to influence areas beyond Council's control.



Tackling climate change and its impact on health

Council has a role in managing its resources, facilities, services and urban planning to improve sustainability and increase the resilience of the community. Council advocates and works in partnership with the community, agencies and other levels of government to plan, adapt and mitigate the impacts of climate change.



Increasing participation in the community

Council can facilitate opportunities for the community to participate in the services, events and programs Council delivers, as well as partnering and connecting community to relevant agencies.



A safe, healthy and equitable society

Council can improve the perception of safety through activation of spaces. Council has a role in addressing gender equality in the workplace and in the community through its policies, programs and services. Council delivers services to the community and acts as a community connector to other services. Council seeks to partner with agencies to raise awareness and to advocate for better access to local services and supports. Through planning and advocacy, Council can also have an influence on access to affordable housing.

Further details of the Council Plan 2021-25 can be downloaded from Council's website at www.hobsonsbay.vic.gov.au/Council/Strategy-Planning/Council-Plan

Performance measures

Council's performance for 2021-22 has been reported against each strategic objective, strategy and priority to demonstrate how Council is performing in delivering the Council Plan. Performance has been measured as follows:

1. Progress in relation to the initiatives identified in the 2021-22 budget

Initiatives are programs or projects that have been included in the Annual Budget to support Council in delivering the Council Plan, where major initiatives are the initiatives identified as priorities. The progress in the delivery of the initiatives is reported against the Council Plan objectives.

2. Results achieved in relation to the indicators in the Council Plan

Several indicators have been nominated to provide measures of achievement against each strategic objective in the Council Plan, as required under the *Local Government Act 2020*. The results are calculated from various data sources, such as the Annual Community Survey results and Council's operational data.

3. Results against the Local Government Performance Reporting Framework indicators

The Local Government Performance Reporting Framework (LGPRF) is a mandatory reporting framework requiring all councils to report on services and core functions that the community expects from Council in a consistent format as a part of its Annual Report. Performance measurement can be more meaningful when appropriate comparisons are developed and provided over a number of years. Council utilises these indicators to measure performance against the strategic objectives within the Council Plan, on top of the other measures mentioned above.

More details on Council's LGPRF indicator results and past results can be found on the *Know Your Council* website¹. Know Your Council and the LGPRF have been developed by Local Government Victoria within the Department of Jobs, Precincts and Regions.

4. Progress in relation to the projects in delivering each objective, strategy and priority

In addition to delivering the ongoing core services, Council also delivers projects and actions to improve the services and create more value for the community. The projects are delivered in line with the Council Plan's objectives, strategies and priorities.

¹ <https://knowyourcouncil.vic.gov.au>



OBJECTIVE 1 – COMMUNITY



Healthy, Equitable and Thriving Communities

“ Be a city where all members of the community can participate equitably, feel safe, connected and achieve good health and social wellbeing. ”

Initiatives

Major Initiative — Newport Gardens Early Years Centre expansion

Description	Status	Progress
Extension of the Newport Gardens Early Years Centre to provide an additional 66 kindergarten places in 2022.	Complete	The additional children's room and external play area has been completed and received occupancy permit. The new facility has been handed over to the Centre.

Major Initiative — Altona Meadows Library refurbishment

Description	Status	Progress
Building renewal works, including acoustic treatment, HVAC and improved space utilisation, to enhance customer experience.	On plan	Design development drawings are under final review and the project is planned to go out to tender in mid-August 2022

Initiative — Co-design, plan and deliver a Creative Technology Hub at Seaworks

Description	Status	Progress
A STEAM makerspace providing opportunities for the community to upskill, reskill and obtain new employment opportunities.	Complete	The hub was launched on 1 March 2022 and is now open to the public on Thursdays and Fridays from 2pm to 6pm and Saturdays from 10am to 2pm. Learning programs and workshops are delivered weekly.

Initiative — Establishment of an Affordable Housing Trust

Description	Status	Progress
The Trust will provide housing to low-income households with a connection to Hobsons Bay.	On plan	Final steps to be completed to formally establish the Hobsons Bay Affordable Housing Trust. Housing Choices Australia (HCA) has previously been appointed as the Trustee of the Hobsons Bay Affordable Housing Trust following a public tender process. During 2021-22, Council and HCA worked closely to develop and finalise the key Trust documents, including the Trust Deed and Financial and Services Agreement. Next steps include the development of a Trust Business Plan to support the ongoing work of the trust, and developing a funding application to support the delivery of the Epsom Street Affordable Housing Project.

Initiative — Community Learning and Service Centres Strategy

Description	Status	Progress
A strategic plan for the future management of Council's community learning and service centres across the municipality.	On plan	Consultation on the proposed learning themes for Council's Community Learning and Service Centres was carried out between May and July 2022 and is currently under review.

Council Plan Indicators

Indicator	Result
All residents seeking to access key Council social services do so (kindergarten, health and wellbeing supports, youth counselling, delivered meals)	90% of residents were able to access social services according to the 2022 Annual Community Survey
Annual participation increase at all Council customer service centres and libraries	14,446 active members (50% increase on the previous year)
The availability of social and affordable housing including in new developments and attracting Big Housing Build investment	<p>Affordable housing contributions have been negotiated for new precincts, including as part of the Precinct 16 West (Amendment C114) which includes a requirement for a 5% affordable housing contribution at a 25% discount to market rate.</p> <p>Council has also undertaken an extensive community consultation process to seek feedback on the draft Design Guidelines for the Epsom Street Affordable Housing Project. The design guidelines have been subsequently revised and will be included in a proposed application by the Hobsons Bay Affordable Housing Trust for Victorian Government funding to progress the project</p>
The number and diversity of community organisations accessing Council grants and support programs	
Number	163 organisations/groups
Diversity by type	19 sectors represented
Diversity by place	13 suburbs represented

Local Government Performance Reporting Framework

Service performance indicators

Service / indicator / measure	2019	2020	2021	2022	Comments
Animal Management					
Timeliness					
<i>Time taken to action animal management requests</i>					
[Number of days between receipt and first response action for all animal management requests / Number of animal management requests]	1.64	1.56	2.59	2.14	An overall improvement in the time taken to action requests resulted from increased resources which assisted in reaching internal targets.
Service standard					
<i>Animals reclaimed</i>					
[Number of animals reclaimed / Number of animals collected] x 100	37.84%	56.52%	41.22%	48.86%	The percentage of animals collected by Council was comparable to previous years. Financial hardship during the pandemic contributed to a small percentage of animals remaining unclaimed from Council.
<i>Animals rehomed</i>					
[Number of animals rehomed / Number of animals collected] x 100	New in 2020	5.90%	4.76%	25.34%	The increase of the number of animals rehomed was related to success of Council's kitten adoption program and the pound service's rehoming program that has seen an increase in the number of people getting a pet.
Service cost					
<i>Cost of animal management service per population</i>					
[Direct cost of the animal management service / Population]	New in 2020	\$4.79	\$5.93	\$6.55	Increased costs were associated with holding animals for court prosecutions and an increase in the costs for impound services at the Lost Dogs' Home.
Health and safety					
<i>Animal management prosecutions</i>					
[Number of successful animal management prosecutions / Number of animal management prosecutions] x 100	New in 2020	93.75%	87.50%	100.00%	Improvement in Council's investigation and case management process resulted in a higher percentage of cases won.

Service / indicator / measure	2019	2020	2021	2022	Comments
Food Safety					
<p>Timeliness <i>Time taken to action food complaints</i></p> <p>[Number of days between receipt and first response action for all food complaints / Number of food complaints]</p>	2.95	1.72	1.21	2.26	<p>Although Council has streamlined its existing processes, response times have increased due to implementation of risk-based assessments as recommended by the Department of Health.</p> <p>Risk-based inspections are more resource intensive and occur more frequently as a direct response to manage risks associated with food complaints. While this thoroughly manages the risks associated with each complaint, it continues to put underlying pressure on this measure.</p>
<p>Service standard <i>Food safety assessments</i></p> <p>[Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the <i>Food Act 1984</i> / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the <i>Food Act 1984</i>] x 100</p>	68.57%	80.57%	82.74%	101.04%	<p>Council continues to implement risk-based assessments as recommended by the Department of Health.</p> <p>The implementation of risk-based assessments in conjunction with operating constraints associated with a shortage of Environmental Health Officers and COVID-19 restrictions continue to place pressure on the service.</p>
<p>Service cost <i>Cost of food safety service</i></p> <p>[Direct cost of the food safety service / Number of food premises registered or notified in accordance with the <i>Food Act 1984</i>]</p>	\$444.05	\$648.58	\$536.56	\$461.02	<p>The cost of the service reflects its approach to delivery and ongoing work in streamlining processes and rationalising costs to achieve the required outcomes</p>
<p>Health and safety <i>Critical and major non-compliance outcome notifications</i></p> <p>[Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x 100</p>	90.95%	81.70%	79.52%	87.36%	<p>Council continues to implement risk-based assessments as recommended by the Department of Health.</p> <p>Risk-based assessments are more resource intensive and occur more frequently as a direct response to manage risks associated with critical and major non-compliance notifications. While this thoroughly manages the risks associated with each notification, it continues to put underlying pressure on the service.</p>

Service / indicator / measure	2019	2020	2021	2022	Comments
Libraries					
Utilisation <i>Physical library collection usage</i> [Number of physical library collection item loans / Number of physical library collection items]	4.84	3.82	2.19	2.61	Turnover of physical items remain lower than expected due to recurrent branch closures in response to the COVID-19 pandemic. This was partially offset by the delivery of a "Click and Collect" service.
Resource standard <i>Recently purchased library collection</i> [Number of library collection items purchased in the last five years / Number of library collection items] x 100	65.17%	67.33%	68.98%	75.25%	Recently purchased collections have improved as a result of a collection renewal project and increased focus on data driven collection management.
Participation <i>Active library borrowers in municipality</i> [Number of active library borrowers in the last three years / The sum of the population for the last three years] x 100	20.36%	19.46%	16.53%	13.72%	There was a reduction in active borrower numbers as a result of successive COVID-19 lockdowns restricting branch operations across two of the three financial years measured. However, the number of active borrowers has actually increased from 2020-21.
Service cost <i>Cost of library service per population</i> [Direct cost of the library service / Population]	New in 2020	\$52.75	\$41.04	\$55.19	Cost of library service per population has returned to pre-pandemic levels, adjusting the temporary decrease from the previous period that resulted from successive COVID-19 lockdowns restricting branch operations.

Service / indicator / measure	2019	2020	2021	2022	Comments
Maternal and Child Health (MCH)					
Service standard					
<i>Infant enrolments in the MCH service</i>					
[Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x 100	100.78%	100.16%	101.15%	100.70%	All infants born in Hobsons Bay were enrolled in the Maternal and Child Health Service. A result of more than 100% can occur when birth and first home visit / enrolment occur in different financial years.
Service cost					
<i>Cost of the MCH service</i>					
[Cost of the MCH service / Hours worked by MCH nurses]	\$97.01	\$101.37	\$85.55	\$81.32	Cost per hour of direct Maternal and Child Health provision has decreased slightly compared with the previous 12 months. This can be attributed to exclusion of indirect administration costs plus additional funding to support missed appointments during the pandemic.
Participation					
<i>Participation in the MCH service</i>					
[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x 100	73.21%	72.94%	70.46%	67.41%	The additional support given to neighbouring councils during the six-week "COVID-19 Maternal and Child Health Surge Response" contributed to a slight reduction in overall participation rates this past financial year, in addition to the impacts of COVID-19 on local community members in being able to attend services provided by the Maternal and Child Health unit.
Participation					
<i>Participation in the MCH service by Aboriginal children</i>					
[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x 100	62.50%	71.88%	68.18%	83.65%	An increase of participation in the Maternal and Child Health Service by Aboriginal children can be attributed to an improvement in identification and engagement of Aboriginal families in Hobsons Bay.
Satisfaction					
<i>Participation in 4-week Key Age and Stage visit</i>					
[Number of 4-week key age and stage visits / Number of birth notifications received] x 100	New in 2020	95.54%	95.63%	97.81%	Participation of 4 week old babies increased slightly over the previous year, in line with expected results.

Services linked to the strategic objective

Service area	Description of services provided	Net Cost Actual Budget Variance \$'000
Community Support	Provides social support and activity options for older residents and respite for carers through centre-based activities, recreational and social events and outings as well as high quality in-home support services (directly and indirectly) and food services to frail older adults, younger people with disabilities and their carers.	(358) 456 98
Early Years	Provides access to affordable and high-quality children's services for people who live or work in Hobsons Bay as well as providing support, mentoring, management and advocacy for local early years service providers.	(671) 661 (10)
Community Child Health	Provides a universal primary health and immunisation service available to all Hobsons Bay families with children from birth to school age.	(1,805) 1,911 106
Youth Services	Provides generalist support services available for young people in Hobsons Bay including a range of high-quality support, information, referral, educational, social and recreational services for local young people aged 12 to 25 years.	(1,232) 1,229 (3)
Community Learning and Service Centres	Manages service centres, library branches and community centres that provide customer services and facilitate and guide access to information, programs, lifelong learning, reading and recreation.	(5,996) 5,715 (281)
Community Development	Generates key community projects and builds internal and external capacity to deliver inclusive, responsive services that meet the needs of diverse and disadvantaged communities.	(2,214) 2,968 754
Community Safety and Compliance	Enforces parking regulations, implements local laws, provides animal control service for residents, assists in protecting the community from the threat of wildfire and ensures that all school crossings are staffed by school crossing supervisors.	199 19 218
Public Health	Ensures the public health of the community by undertaking the responsibilities outlined in the relevant legislation. These include inspections of handling of food for sale, inspections of personal care and body art treatments, incidents and infectious disease outbreaks management, investigation of nuisance, investigation of pollution, control of the Tobacco Service Level Agreement, prevention of mosquito-borne disease and advocacy role.	(811) 390 (421)
Municipal Building Surveyor	Promotes the safety and compliance of buildings by controlling building permits and carrying out mandated responsibilities in accordance with the relevant laws and regulations.	(146) 129 (17)
Planning Investigations	Ensures compliance of development to planning and building requirements by conducting investigations and taking compliance and enforcement actions.	(354) 451 97
Social Planning	Investigates and expands Council's understanding of current and future population needs and inequities within and between population groups, develops Council positions to inform high level strategic decisions and whole of government responses, and supports community and stakeholders to undertake collaborative action.	(284) 555 271
Planning Operations	Provides front-end customer service with regard to planning issues, administrative support, systems and improvements support to the Planning, Building and Health Service areas.	(196) 189 (7)

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

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

1.1a)	Implement A Fair Hobsons Bay for All 2019-23	Completed 1	In Progress 1	
1.1b)	Strengthen and promote First Nations culture, identity and opportunities in Hobsons Bay		In Progress 1	
1.1c)	Deliver more social and affordable housing		In Progress 2	
1.1d)	Enhance library physical and digital collections that reflect diversity of the changing community — incorporating collections of things beyond books			



Increasing participation in the community



A safe, healthy and equitable society

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

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

1.2a)	Expand the range of mental health, employment preparedness, life skills services and opportunities available to Hobsons Bay young people		In Progress 4	
1.2b)	Increase the breadth and depth of Council's service offerings for vulnerable and older residents through the attraction of additional Commonwealth and State resources		In Progress 3	



Increasing participation in the community





A safe, healthy and equitable society


Strategy 1.3 - Foster community safety including family violence prevention

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

1.3a)	Strengthen Council's strategy to improve community safety through enhanced passive surveillance, better design and place activation	Completed 2	In Progress 2	
1.3b)	Increase public safety through enhanced domestic animal management in our public open spaces		In Progress 1	
1.3c)	Strengthen Council's regulatory and enforcement focus on public health, environment and buildings	Completed 3	In Progress 1	
1.3d)	Deliver family violence prevention, referral and response initiatives and actions to raise awareness and promote gender equity	Completed 1		

 A safe, healthy and equitable society

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

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

1.4a)	Expand the active and engaged community groups in Hobsons Bay including continuing to improve the value from Council grants, events and funding support		In Progress 1	
1.4b)	Boost the profile and awareness of opportunities for people to participate and contribute to community life		In Progress 1	
1.4c)	Increase customer service centres and libraries participation through establishing centres of excellence in different lifelong learning skills		In Progress 2	

 Increasing participation in the community

Other interesting statistics from our services in this objective

Immunisation

14,050 individual immunisations given (2,615 more than previous year) to **8,740** members of the community including schools

7,586 doses of childhood scheduled immunisations

4,201 doses of flu vaccine given (1,000 more than previous year)

743 doses of Meningococcal B – Bexsero (optional) vaccine (170 more than previous year)

770 doses of HPV Gardasil9 Vaccine given to Year 7 students

750 doses of Meningococcal ACWY Nimenrix Vaccine given to Year 10 students

Immunisation rates:

12-15 months **94.11%**
(1.67% lower than previous year)

24-27 months **92.99%**
(1.67% lower than previous year)

60-63 months **95.72%**
(0.37% higher than previous year)

Hobsons Bay Youth services

155 youth programs were delivered either online or face-to-face, with 2,007 young people contacts

37 youth-focused capacity-building programs were run either online or face-to-face with 670 parent or stakeholder contacts

523 generalist youth counselling sessions were provided to 79 young people via telehealth or in a face-to-face capacity

Community centres

1,921 activities and programs delivered at the Laverton Community Hub (41% more than previous year)

343 activities and programs delivered at the Seabrook Community Centre (12% more than previous year)

Early years and family services

123 facilitated playgroup sessions provided to vulnerable families in nine neighbourhoods across the municipality including kindergartens, schools, early years hubs and community centres

7 virtual playgroups delivered via Microsoft Teams

60 in-home support visits provided to families enrolled in the Smalltalk program

80 children assisted by the Preschool Field Officer Program

80 kindergarten committee members attended four online training opportunities: Starting from the Beginning, Financial Management, Developing Positive Working Relationships, The Role of Government in the Early Years

339 families attended seven Parent Education Forums: Managing Screen Time, School Readiness, School Preparation & Transition, ASD & Behaviour Support, Parenting Children Who Worry, Raising an Emotionally Intelligent Child, Understanding Children's Behaviour

502 occasional care individual bookings provided in a community centre located in Altona Meadows

1,471 children accepted kindergarten places through Council's Central Registration Scheme for three-year-old and four-year-old kindergarten for 2022

Services for older residents, residents with a disability and their carers

773 assessments were undertaken to assist and refer residents for support services

10,686 hours of group social activities delivered

3,638 hours of centre-based and overnight respite delivered

4,386 trips of transport provided

861 hours of home maintenance and modifications delivered

28,878 meals provided

1,714 hours of welfare phone calls and deliveries made to vulnerable residents during the pandemic

50 vulnerable residents listed on the Community Register received monthly phone calls

16 seniors groups supported to maximise social and well-being opportunities at seniors facilities

Maternal and child health

1,150 birth notifications received (77 fewer than previous year)

9,169 Maternal and Child Health key ages and stages sessions provided (653 fewer than previous year)

217 families received the Enhanced Maternal and Child Health service (19 more than previous year)

79 families participated in the Sleep and Settling outreach program (new service for 2021-22)

124 family violence consultations (53 more than previous year)

4 Circle of Security programs delivered (new service for 2021-22)

9 Baby Makes 3 programs delivered (6 more than previous year)

49 sleep support groups delivered (new service for 2021-22)

Library service

200,895 total library visitors (39% more than previous year)

381,543 total library loans (4% more than previous year)

184,567 hours of internet usage provided in the libraries (48% more than previous year)

414 programs delivered at the libraries (26% less than previous year)

14,305 participants in library programs (32% more than previous year)

4,113 new library borrowers



OBJECTIVE 2 – ENVIRONMENT



Valuing our Environment

“ Foster a sustainable way of living in response to climate change through active involvement in alternative energy use, reduction of waste, enhancement and conservation of our natural environment ”

Initiatives

Major Initiative — Tree Planting - Urban Forest Program		
Description	Status	Progress
Tree planting and establishment maintenance along streets, pathways and in public open space, aiming to plant between 8,000 and 8,500 semi-advanced trees per year to achieve 30% canopy cover by 2040.	On plan	Street tree planting is currently under way in Altona Meadows and Altona North. Over 1,500 street trees and more than 2,000 reserve trees have been planted across Hobsons Bay. Street tree planting will continue until early October 2022 as Council targets 8,000 plantings for 2022.

Initiative — The Solar Program		
Description	Status	Progress
Large scale solar program across multiple sites to reduce emissions and result in operational savings.	On plan	Solar installation at Loft Reserve and JK Grant Reserve has been completed. Continuation of solar installations on remaining four sites within Phase 1.

Initiative — Wetlands Centre		
Description	Status	Progress
Development of concept, detail design and contract documentation, including stakeholder engagement, for a state-of-the-art sustainability-focused Wetlands Centre in Hobsons Bay to increase community education and participation in preserving the local environment.	On plan	Continued advocacy seeking funding of the centre including an open day held by Wetlands Centre Inc. on 7 May 2022 at the Truganina Explosives Reserve. Advocacy for funding of the Centre will continue.

Council Plan Indicators

Indicator	Result
Volume of waste diverted away from landfill	57.76%

Indicator	Result
Number of trees planted in the municipality relative to Urban Forest Strategy goal	8,423 semi-advanced trees planted in parks and streets in the 2021 planting season

Indicator	Result
Percentage of Council's energy consumption generated from renewables	26%

Local Government Performance Reporting Framework

Service performance indicators

Service / indicator / measure	2019	2020	2021	2022	Comments
Waste Collection					
<p>Satisfaction <i>Kerbside bin collection requests</i></p> <p>[Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x 1000</p>	172.17	411.55	395.90	468.29	<p>Council implemented a change to the frequency of collection of both the garbage and Food Organics and Garden Organics (FOGO) bins. This has resulted in an increase in enquiries from the community compared with last year.</p> <p>Council delivers waste and recycling services across four streams, resulting in more enquiries compared to councils with fewer waste streams in their service offering.</p>
<p>Service standard <i>Kerbside collection bins missed</i></p> <p>[Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x10,000</p>	6.18	18.36	22.04	16.78	<p>The improved result this year reflects that residents are now more familiar with their collection timetables and are returning to pre-COVID-19 household behaviours.</p> <p>Council's four-bin service results in a higher number of missed bins in total, compared to councils with fewer waste streams in their service offering.</p>
<p>Service cost <i>Cost of kerbside garbage bin collection service</i></p> <p>[Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins]</p>	\$95.20	\$88.91	\$159.40	\$179.75	<p>In 2021-22, Council implemented a change to the frequency of FOGO and general garbage bin collections which has resulted in a small increase of waste to landfill and associated landfill costs. All landfill was also impacted by the annual increase in landfill levy.</p> <p>Council provides both a general garbage and a FOGO bin to each household, resulting in increased collection costs compared to councils with fewer waste streams in their service offering.</p>

Service / indicator / measure	2019	2020	2021	2022	Comments
<p>Service cost <i>Cost of kerbside recyclables collection service</i></p> <p>[Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins]</p>	\$34.17	\$26.82	\$36.52	\$40.87	Council provides both a comingled recycling and a glass recycling bin to each household, resulting in increased collection costs compared to councils with fewer waste streams in their service offering. Council also incurred increased short-term costs due to contamination of the comingled stream with non-recyclables, which is now being managed through different contractual arrangements.
<p>Waste diversion <i>Kerbside collection waste diverted from landfill</i></p> <p>[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x 100</p>	40.84%	45.37%	58.45%	57.76%	Council's four-bin waste and recycling service continues to produce excellent results when it comes to diversion from landfill. A recent change to the frequency of general garbage and FOGO collection has impacted the percentage of waste diverted. Council is delivering a range of programs to encourage residents to continue to use their comingled recycling, FOGO and glass recycling bins.

Services linked to the strategic objective

Service area	Description of services provided	Net Cost Actual Budget Variance \$000
Environment and Sustainability	Delivers municipal waste and recycling services to the Hobsons Bay community; develops and delivers waste, litter and sustainability policy, strategy, programs and events; and provides oversight on Council's response to climate change.	(13,140) <u>13,939</u> 799
Parks, Gardens and Conservation	Delivers a wide range of open space maintenance services across Council's network of parks, gardens, reserves, sports grounds, foreshore, wetlands and conservation assets to provide a high-quality passive and active open space for the community. This also includes the maintenance, management and enhancement of Williamstown Botanic Gardens, and maintenance of a healthy and resilient tree population.	(12,319) <u>10,933</u> (1,386)

Strategy 2.1 - Increase resource recovery and reducing landfill across Council's waste services and improve the customer experience of waste services

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

2.1a)	Improve customer experience in waste services across the municipality including reliability, quality and responsiveness	Completed 1	
2.1b)	Increase resource recovery and reduce the volume of waste to landfill year on year	Completed 3	In Progress 1
2.1c)	Optimise Council's public realm bin services to minimise visible litter and increase public amenity		In Progress 1

Strategy 2.2 - Enhance protection, preservation and promotion of our coastal environment and wetlands/waterways, biodiversity and natural areas

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

2.2a)	Foreshore and riverine assets are upgraded to meet predicted impacts of climate change, maintain existing recreational uses while improving conservation values	In Progress 1	 
2.2b)	Advocate to relevant stakeholders and land managers to develop a partnership approach to foreshore management	In Progress 1	
2.2c)	Foster increased community engagement with world class environmental areas across the municipality including through supporting the work of community organisations	In Progress 1	
2.2d)	Advocate for the establishment of a wetlands centre, promoting environment and tourism at the Hobsons Bay Ramsar rated wetlands	In Progress 1	



Active living



Tackling climate change and its impact on health

Strategy 2.3 - Increase tree canopy cover within Hobsons Bay to reduce the urban heat island effect, improve air quality and enhance general amenity

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

2.3a)	Deliver increased tree canopy outcomes across the municipality within streets, open space reserves and appropriate public realm locations	In Progress	3	
2.3b)	Deliver improved amenity outcomes across Council's open space and parks for increased usage at these facilities	In Progress	1	

Active living Tackling climate change and its impact on health

Strategy 2.4 - Continue to reduce Council's greenhouse gas emissions by increasing the use of renewable energy, increasing energy efficiency and implementing Council's zero net emissions strategy

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

2.4a)	Deliver the endorsed solar program across the municipality for increased renewable energy consumption	In Progress	1	
2.4b)	Reduce energy consumption across key asset classes including street lighting and major buildings	Completed	1	
2.4c)	Increase uptake and use of electric vehicles across the municipality	In Progress	1	

Tackling climate change and its impact on health

Other interesting statistics from our services in this area

My Smart Garden

2,159 people were hosted by Hobsons Bay as part of the My Smart Garden program, five times the pre-pandemic participation rate

9.5 out of 10 was the average participant satisfaction rating for workshops

Participants reported significant extra benefits from involvement in the program:

43% reported learning skills or knowledge that will help them manage the psychological impact of the pandemic

23% reported learning skills or knowledge that will help them manage the economic impact of the pandemic

66% reported feeling more connected to their local gardening community environment

58% reported feeling more connected to their environment

141,000 YouTube views of a My Smart Garden segment featured on ABC's Gardening Australia program

Environmental sustainability

1,383 kW of solar panels were installed and connected through the Virtual Power Project, resulting in an estimated reduction of **995** tonnes of CO₂-e for the year. Council now has **1,940** kW of solar across its building portfolio

26% of Council's electricity use in buildings and public lighting is now generated by solar power

3,015 tonnes of CO₂-e was emitted from electricity, gas, fleet and public lighting

32,633 tree seedlings and tubestock planted

384.8 million litres of potable water used

40 million litres of stormwater harvested and used for irrigation

1 additional electric vehicle purchased

28% of Council's passenger fleet is now electric

\$8,331 was awarded to support community environmental projects across four Community Environment Grants

140 participants in World Environment Day and schools' sustainability events

565 subscribers to the Living Green sustainability newsletter

554 residents provided feedback to inform the development of the Hobsons Bay Response to Climate Change Action Plan and new community renewable energy and energy efficiency programs

Recycling and Waste Management

37,104 tonnes of garbage, recycling, glass, garden and food waste was collected from Hobsons Bay residents and participating non-residential properties

58% of material collected was from the recycling, glass, garden and food waste bins

42% of material collected was disposed of in the general garbage bin and sent to landfill. This totalled 15,672 tonnes and is an increase of 1,869 tonnes to landfill compared with last year.

26% of the comingled recycling bin contents were contaminated with non-recyclable items – an improvement from 33% in the previous year

1,621 tonnes of waste including household items, mattresses and bulky green waste was collected through the hard waste booked service

6,576 waste service management requests (58% decrease from previous year) with 85% attended to within business timeframes

4,348 residents participated in the free paper bags for food waste trial. 70% reported that using the bags made recycling food waste easier

Over **600** community members participated in Clean Up Australia Day activities, collecting over 30 cubic metres of litter – a 50% increase from the previous year when participation was impacted by COVID-19 restrictions

151 Hobsons Bay households claimed a reusable nappy rebate. It is estimated that over 12 months this initiative will save 142,350 disposable nappies or 42.7 tonnes from landfill



OBJECTIVE 3 – PLACE, RECREATION AND ECONOMY



Vibrant Place and Economy

“ Support a resilient local economy that facilitates job growth and retention, promoting Hobsons Bay as a place to live, work, invest, recreate and visit ”

Initiatives

Initiative — Altona Tennis Club Precinct development		
Description	Status	Progress
Reconstruction of five synthetic courts and six en-tout-cas courts, construction of new irrigation, fencing upgrades, minor pavilion renewal works and change of floodlighting to a more sustainable LED model that meets Tennis Australia standards for competition.	Complete	Stage 2 of the project is now complete and the courts were officially opened by the Minister for Sport on 19 May 2022. Lighting lux levels were tested by an independent tester and exceeded requirements.

Initiative — HD Graham Reserve, Altona Meadows Sport Facility Development		
Description	Status	Progress
Implementation of formal sporting facilities as identified in the HD Graham Master Plan, including construction of the sportsground, sports pavilion, shared pathway network and landscaping; BMX and skate park upgrades; a new play space; water sensitive urban design initiatives and site remediation.	On plan	Glazing installed, electrical rough-in completed, joinery ordered and bricks completed for the pavilion. Plumbing, mechanical and other rough-ins to be completed, plasterboard installation to begin.

Initiative — Creative City - Creative Spaces		
Description	Status	Progress
Audit and mapping of existing creative spaces across the city and identification of opportunities to improve their use.	Discontinued	Preparation and research has commenced to inform a new Creative City Arts and Culture Plan positioned to align with Creative Victoria.

Initiative — Creative City – Public Art Strategy 2021-25		
Description	Status	Progress
A strategy providing the direction and an overview of opportunities for public art within Hobsons Bay.	On plan	An expert consultant has been appointed to review the existing policy and Public Art Strategy 2016 and create new Developers and Government Agencies guidelines, for which engagement with developers has been undertaken. Council will further consult with developers once the draft guidelines are complete. The draft policy and new guidelines are due for completion in August 2022. Public Art Strategic Actions will form part of the Creative City Arts and Culture Plan 2023-27.

Initiative — Better Places City Image and place making program, Paine Reserve		
Description	Status	Progress
A program to improve access to and the functionality and presentation of Paine Reserve, Newport, to promote economic and community activity at the reserve.	Complete	Works are complete as of the conclusion of the maintenance period on 18 December 2021.

Initiative — Develop the new Hobsons Bay Economic Development Strategy		
Description	Status	Progress
A strategy to guide Council in supporting the short and long-term growth of the economy.	On plan	Project planning to inform the scope of work has commenced.

Initiative — COVID-19 Recovery Support		
Description	Status	Progress
Delivered through the Hobsons Bay Business has Heart program, which forms part of Council's overall community support package and aims to promote the many local businesses operating across Hobsons Bay and support them to survive, recover and thrive during and beyond COVID-19.	Complete	The project is complete with 1,000 poster packs delivered to businesses, 2,000 kids' local passports distributed to 62 businesses, \$243,000 business grants awarded to 58 businesses across 20 projects, marketing and communications support provided to 37 businesses, footpath decals installed in all business precincts, and six precinct videos launched.

Initiative —Implementation of the Digman Reserve Master Plan		
Description	Status	Progress
Implementation of works identified in the Digman Reserve Master Plan, including construction of a new pavilion and play area and upgrades to the playing fields, floodlighting and car park.	On plan	Construction of the north-west car park is nearing completion and processes are under way to appoint contractors for play space improvements and northern path.

Initiative — WLJ Crofts Reserve Master Plan		
Description	Status	Progress
Implementation of works identified in the WLJ Crofts Reserve Master Plan, including construction of a new sports pavilion, car parks and cricket practice nets.	On plan	Works on the pavilion are nearing completion.

Initiative — Open Space Enhancement and Access Package at Donald McLean Reserve, Spotswood		
Description	Status	Progress
Implementation of works identified in the Donald McLean Reserve Improvement Plan, including redevelopment of ovals, new floodlighting and new multi-lined courts, and upgrades to the pavilion, playground and car park.	On plan	Installation of a half basketball court and new BBQ shelter is complete and ground works have been undertaken for the new pump track. Pavilion works are scheduled for completion in August 2022. External car parking works will commence in July 2022 and open space works, including the pump track works and installation of playground equipment, are ongoing.

Council Plan Indicators

Indicator	Result
Use of Council space (collaboration) by start-ups	Council facilitated a range of networking and training events and workshops for our business community including start-up businesses. However, given lockdowns and social distancing requirements for part of the year a number of these events were virtual. Five in person events, including one at the Civic Centre, and a tech connect event were held. 12 virtual workshops were also held

Indicator	Result
Number of events and attendees at Council run and auspiced / funded events	36,500 attendees across 36 events 39 business development activities delivered with a combined total of 299 attendees

Indicator	Result
Statutory planning processing times (statutory measures from the LGPRF)	129 days (median number) between receipt of a planning application and a decision on the application

Indicator	Result
Number of initiatives/projects delivered in accordance with Better Places action plans	
Better Places Laverton	1 out of 12 projects completed, 11 in progress
Better Places Spotswood and South Kingsville	8 of 16 projects in progress

Local Government Performance Reporting Framework

Service performance indicators

Service / indicator / measure	2019	2020	2021	2022	Comments
Statutory Planning					
<p>Timeliness <i>Time taken to decide planning applications</i></p> <p>[The median number of days between receipt of a planning application and a decision on the application]</p>	114.00	91.00	105.00	129.00	<p>The median timeframe for decisions on planning applications is generally consistent with previous years despite disruptions caused by the COVID-19 pandemic.</p> <p>The slight increase in timeframes is attributable to a major update of the Hobsons Bay Planning Scheme and an increase in complex planning application within the strategic redevelopment areas of the municipality.</p>
<p>Service standard <i>Planning applications decided within required time frames</i></p> <p>[(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x 100</p>	46.92%	53.71%	58.29%	53.57%	<p>The number of applications decided within the required timeframes remains generally consistent with previous years despite disruptions caused by the COVID-19 pandemic.</p> <p>The slight increase in timeframes is attributable to the major update of the Hobsons Bay Planning scheme and an increase in complex planning applications within the strategic redevelopment areas of the municipality.</p>
<p>Service cost <i>Cost of statutory planning service</i></p> <p>[Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins]</p>	\$4,222.51	\$4,670.29	\$3,813.34	\$3,491.58	<p>The cost of Council's statutory planning service has substantially decreased from 2019-20 and 2020-21, representing a significant improvement.</p>
<p>Decision making <i>Council planning decisions upheld at VCAT</i></p> <p>[Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x 100</p>	53.06%	61.54%	62.50%	45.71%	<p>A large percentage of Council planning decisions continue to be upheld at VCAT, despite a slight decline from the previous year.</p> <p>A higher number of matters have been decided by consent orders, resulting in improved outcomes for the community.</p>

Services linked to the strategic objective

Service area	Description of services provided	Net Cost Actual Budget Variance \$'000
Economic Development	Provides business development, investment attraction and facilitation, training workshops and programs, support to the business community, industry partnerships, tourism and sister cities.	(1,002) <u>1,230</u> 228
Events and Visitor Services	Provides opportunities for community celebration, encourages visitation and supports and promotes tourism development through a diverse and dispersed calendar of events and festivals. This also includes provision of information to residents, visitors, local businesses and tourism operators in visitor offerings, experiences and environment to promote the city and its attractions.	(611) <u>791</u> 180
Venues	Manages Council-owned venues, coordination of functions and bookings, performing arts program, support to local theatre companies and heritage conservation management.	(410) <u>614</u> 204
Arts and Culture	Provides visual arts, public art, cultural development, heritage, Indigenous culture, cultural collections, festival and events, arts spaces, policy and strategy development.	(1,073) <u>1,253</u> 180
Sport and Recreation	Manages and optimises the use of Council's sport, recreation and community facilities and increases participation in sport and recreation.	(1,029) <u>884</u> (145)
Strategic Planning	Considers planning scheme amendments, works through planning projects and develops policy that directs future land use outcomes within the municipality.	(1,244) <u>1,628</u> 383
Statutory Planning	Assesses and provides advice in relation to planning application approvals under the Hobsons Bay Planning Scheme and the related legislations.	(1,681) <u>2,250</u> 569
Open Space and City Design	Develops and leads the implementation of key open space and urban strategies and actions, including planning, costing, consulting and designing for the implementation of capital works program for passive open space and other public spaces including retail, streetscapes and other civic spaces.	(1,198) <u>1,048</u> (150)



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

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

3.1a)	New investment and job creation opportunities flow from a major update to the Hobsons Bay Industrial Land Management Strategy	In Progress	1		
3.1b)	Support existing and emerging local businesses through activation, promoting buying local and local business-to-business activity	Completed	1	In Progress	3
3.1c)	Encourage local start-ups to use collaboration spaces and public facilities in Council buildings and service centres				

Strategy 3.2 - Increase economic and tourism opportunities that capitalise on our cultural and creative strengths

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

3.2a)	Implement the Experience Hobsons Bay Tourism Strategy 2019-24	In Progress	1			
3.2b)	Increase participation in Council's year-round events and festivals calendar	Completed	1	In Progress	4	
3.2c)	Increase opportunities for people to experience the arts in diverse and accessible ways in the Hobsons Bay Creative City	In Progress	5			

Increasing participation in the community

Strategy 3.3 - Continued commitment to the delivery of the Better Places program

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

3.3a)	Deliver neighbourhood scale placemaking with projects identified within each of the Better Places Place Guides	Completed 2	In Progress 35
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Strategy 3.4 - Increase participation in recreation activities across the community

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

3.4a)	Implement the Experience Hobsons Bay Tourism Strategy 2019-24	In Progress 2		
3.4b)	Increase participation in Council's year-round events and festivals calendar	In Progress 1		
3.4c)	Increase opportunities for people to experience the arts in diverse and accessible ways in the Hobsons Bay Creative City	Completed 1	In Progress 6	

Increasing participation in the community Active living

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

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

3.5a)	Deliver major updates to the Planning Scheme which support the achievement of this strategic objective – including New Zones and key Precinct Structure Plans	Completed 1	In Progress 5
3.5b)	Significantly uplift processing times and customer service in statutory planning functions while maintaining consistent, strategic and efficient standards		In Progress 1

Other interesting statistics from our services in this area

Events and festivals

36 events and festivals were produced, funded or supported by Council in 2021-22

20 events, including the Maopoopo Mai Expo, Monster Mayhem in the Meadows, the Holi Festival and the Newport Lake Bush Dance, helped foster connections between people and enabled participation in community life

10 events, including the Speedcubing Australia Competition, Jamaican Music and Food Festival, Williamstown Literary Festival and the Melbourne Celtic Festival, had direct economic or tourism outcomes

Events and activities were unable to take place between July and November 2021 due to COVID-related restrictions and lockdown periods, impacting both the number of events and event attendance rates

Arts projects

3 partnerships were established with major metropolitan festivals: Midsumma, which included the installation of Rainbow Road at the front of the Hobsons Bay Civic Centre; an online presentation of Open House Melbourne including virtual tours of venues; and the delivery of Heritage Hobsons Bay as part of the National Trust Heritage Festival

3 significant art projects were commissioned to be delivered in 2023 through *New Art*, part of Council's COVID-19 Community Support Package for the creative sector

4 *Airtime* rotations were delivered, showcasing the art of young people at the Altona Meadows Skate Park

2 exhibitions were delivered at *Orbital* in Altona Meadows, including *Caring for Skeleton Creek* by Altona Meadows Primary School

1 street art project was delivered, called *Colours of Seabrook* in Seabrook

6 sessions of *Home Delivery*, and an online program which enabled local artists to share their practice and stay connected through COVID-19 impacts

Hosted a workshop and exhibition program in partnership with Arts Access for people living with a disability

Partnered with Greater Western Water, RMIT University, Deakin University for the *Dear Agnes* exhibition program planned for 2023, which responds to the work *A Forest for Australia* by Agnes Denes

Woods Street Arts Space, Laverton

70% capacity, an increase on the previous year as the community regains confidence following COVID-19 restrictions

200 creative sessions hosted by diverse groups

140 creative dance sessions for culturally diverse (Pacific Islander) communities

30 all-inclusive visual arts sessions

20 creative workshops for children

6 *Laneway* exhibitions on the billboards at Woods Street Arts Space, including five public programs

A series of masterclasses with Hobsons Bay Arts Society

6 professional development sessions for *Creative Exchange Lab*

1 mentored exhibition program hosted by Wundergym for Cultural Diversity week

Hosted the annual Block Party community event

Economic development

Over **800** businesses across Hobsons Bay received face-to-face visits as part of the COVID-19 business support initiative

1,864 businesses were directly engaged with during 2021-22 in addition to the face-to-face COVID-19 business support visits

40 activities were delivered to almost 300 attendees through a program of networking events and workshops

115 new members in the Hobsons Bay Business Network Facebook Group established in response to COVID-19, bringing the total membership to 775

3,329 new readers of monthly newsletters, increasing total readership to 10,787

20 businesses participated in an eight-week dedicated business program

90 businesses across the municipality featured in Council's Christmas Gift and Event Guide, with 4,473 impressions for the issue

70+ businesses received quick response grants (totalling \$190,000 in grants) or one of six precinct grants provided to activate and promote business precincts in the second year of the Hobsons Bay Business has Heart program

6 precinct videos were created promoting Hobsons Bay's diverse business precincts

21 additional outdoor trading areas were implemented

A range of activation programs to enhance visitation to local businesses were delivered including "Live & Local" music performances

Telling Our Stories – Heritage Hobsons Bay

3 heritage renewal projects: conservation work on the Tide Gauge House, works on the HMAS Yarra Memorial and restoration of the Town Hall lamps

4 new cultural heritage interpretation projects: Williamstown Bowling Club interpretation installation, the Laverton Old School interpretation installation, the Laverton Old School plaques recognising the Rotary Club of Laverton Point Cook, and heritage bridges research for the Kororoit Creek Shared Trail

A number of cultural heritage interpretation renewal projects including **10** Bay Trail Heritage marker replacements and the replacement of the 100 Steps Truganina plaque

22 heritage events including Sons of Williamstown – A Labour of Love, Alfred Graving Dock tours, Williamstown Town Hall Tours, an Old Laverton School Heritage Talk, Truganina Explosives Day Open Tour, Sounds of Silent and the Open House Melbourne Weekend



OBJECTIVE 4 – COMMUNITY INFRASTRUCTURE



Visionary Community Infrastructure

“ Develop and maintain infrastructure to promote liveability, planning for the future need and growth of the community, while preserving heritage, environment and neighbourhood character ”

Initiatives

Major Initiative — Footpath Renewal Program		
Description	Status	Progress
Renewal of existing footpaths in road reserves and parks that are in poor condition and no longer meet Council's minimum level of service.	Complete	All identified footpaths have been completed. There is a long list of minor replacements which are completed annually based on risk data collated from Council's Road Management Plan inspections program.

Major Initiative — Altona Foreshore Seawall and Shared Trail		
Description	Status	Progress
Construction of over 600m of seawall to protect assets from erosion, including widening of the shared trail to 6m and construction of a new pedestrian access ramp and viewing platform.	On plan	Bulk of seawall foundation is in place (390m), upstanding seawall block is in place (320m). Construction and pour of concrete to seawall foundation is ongoing.

Initiative — Open Space Strategy Implementation		
Description	Status	Progress
A number of strategic projects identified in the Open Space Strategy, including a review of dog off-lead areas, a review of public lighting and the Developer Contribution Framework.	On plan	80% of municipality-wide short-term actions have been completed, including completion of 75% of short-term parks and playground upgrades.

Initiative — Queen Street Bridge Advocacy		
Description	Status	Progress
Advocacy to the Victorian Government for a footbridge to be built to allow pedestrians to cross safely. Following upgrade works to the Queen Street Bridge by the Department of Transport, pedestrians are required to either detour 2km or continue to cross adjacent to 60k/h traffic.	On plan	The detailed design and cost estimate are complete and have been provided to the Department of Transport, which will consider this information in its annual budgeting process to obtain potential funding for construction of the bridge.

Council Plan Indicators

Indicator	Result
Percentage of capital works delivery against 5-year capital works plan	As at the end of June 2022, \$58.346 million of the capital works budget has been expended. This represents 86% expenditure against the \$68.108 million Capital Works Program budget
Kilometres of local roads, footpaths and active transport delivered	30.2km
Percentage of assets renewed within designated intervention levels	75%



Local Government Performance Reporting Framework

Service performance indicators

Service / indicator / measure	2019	2020	2021	2022	Comments
Roads					
Satisfaction of use					
<i>Sealed local road requests</i>					
[Number of sealed local road requests / Kilometres of sealed local roads] x 100	147.90	165.97	163.11	196.07	The increase reflects a rise in requests related to potholes and damaged roads as the community resumes commuting to work.
Condition					
<i>Sealed local roads maintained to condition standards</i>					
[Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x 100	97.60%	92.03%	95.59%	97.46%	The increase in the sealed local roads maintained to condition standards can be attributed to programmed works and an increase in funding.
Service cost					
<i>Cost of sealed local road reconstruction</i>					
[Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed]	\$159.75	\$404.38	\$227.02	\$158.91	Engaging the construction contractors at an early stage in the year has resulted in a lower unit cost.
Service Cost					
<i>Cost of sealed local road resealing</i>					
[Direct cost of sealed local road resealing / Square metres of sealed local roads resealed]	\$25.24	\$24.71	\$22.55	\$22.64	The result is attributable to contract efficiencies and a continued approach to pre-planning with an early start to the sealing program.
Satisfaction					
<i>Satisfaction with sealed local roads</i>					
[Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	63.00	56.00	61.00	59.00	Satisfaction has decreased slightly on the previous year. Council aims to improve this by addressing future funds and resources for maintaining local roads.

Services linked to the strategic objective




Service area	Description of services provided	Net Cost Actual Budget Variance \$'000
Works and Operation	Provides infrastructure maintenance services including fleet maintenance and city maintenance, ensuring street and park furniture and signage are maintained to an appropriate standard, as well as home maintenance services to residents who qualify.	724 (160) 564
Roads and Drainage	Ensures roads, drainages and pathways are in safe and usable condition for all residents and visitors.	(4,532) 4,523 (9)
Facilities Maintenance	Ensures all Council buildings and facilities are maintained, cleaned and secured in accordance with both legislative requirements and residential expectations, including sports clubs, community centres, activity halls, public toilets, kindergartens, corporate buildings and the operations centre.	(6,385) 6,138 (247)
Capital Works	Project manages the development, renewal and upgrade of community infrastructure.	(173) 165 (9)
Engineering Services	Provides a range of civil engineering services from community engagement, concept plans to final construction.	(273) 1,476 1,203
Transport and Engineering Developments	Plans and provides technical guidance on transport and parking management and drainage infrastructure to the community, internal stakeholders and external government agencies.	(2,796) 1,554 (1,242)
Renewal and Programming	Supports the preparation of the forward capital program including the development of a detailed five-year capital works program, plans and facilitates the capital works program budgeting process, and delivers the assigned capital works projects.	(383) 730 347
Assets	Reviews, develops and implements asset management processes, policies and plans that support the ongoing delivery of Council's best practice asset management. This involves the planning and development of long-term asset renewal and maintenance programs, maintenance of the corporate asset management system, and the Road Management Plan defects inspection.	(1,150) 914 (236)
Strategic Projects	Leads and delivers major capital projects, service improvement projects and Council's advocacy on the Victorian Government's infrastructure projects.	(175) (73) (248)
City Amenity	Manages the ongoing presentation of public and open space areas of the municipality which includes ensuring litter and waste in the public areas are appropriately captured and disposed of and public facilities such as public toilets, beaches, streets and footpaths are also kept clean and tidy.	(5,052) 4,200 (852)

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

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

4.1a)	Deliver improved cycling and walking infrastructure outcomes across the municipality along key strategic routes for improved safety and connectivity	Completed 1	In Progress 7	
4.1b)	Advocate to State Government for improvements works on Millers Road, Melbourne Road, Central Avenue/Queen Street and Point Cook Road		In Progress 1	
4.1c)	Advocate to State Government for delivery of key public transport improvements such as Melbourne Metro 2 delivery, new train station in Altona North, full bus review for entire municipality and improved services at existing train stations			
4.1d)	Advocate to reduce dangerous driving and speeding behaviour in local streets for improved safety for all road users		In Progress 1	
4.1e)	Optimise the balance between encouraging active transport and facilities to support car users	Completed 1		



Active living



A safe, healthy and equitable society

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

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

4.2a)	Reduce the asset renewal demand gap for key assets including roads, footpaths, buildings, recreation and community facilities	Completed 6	In Progress 6
4.2b)	Increase value for money when delivering projects within the capital works program	Completed 2	In Progress 3
4.2c)	Improve customer satisfaction with quality of sealed local roads and footpaths across the network	Completed 5	In Progress 10

Other interesting statistics from our services in this area

Key capital works projects

Multi-year major projects in progress:

Donald McLean Reserve –
Master Plan Implementation

Digman Reserve –
Master Plan Implementation

Renewable Energy –
Solar Photovoltaic Rollout

HD Graham Reserve –
Sports Facility Development

JT Gray Reserve –
New Pavilion

Dennis Reserve –
Master Plan Implementation

Brooklyn Community Hall –
Redevelopment

WLJ Crofts Reserve –
Master Plan Implementation

Major projects completed:

Altona Sports Centre Extension –
Building upgrade





OBJECTIVE 5 – ORGANISATION



A High Performing Organisation

“ Delivering value for money through efficient processes, digital transformation and continuous improvement with a willingness to try new approaches as to how we do, what we do. We will be transparent and responsive to the needs of the community through meaningful connection, communication and engagement ”

Initiatives

Initiative — Implementation of the new Learning Management System (LMS)		
Description	Status	Progress
Recording of organisational learning and development activities	Complete	Corporate Professional Development Calendar can now be accessed via the new Learning Management System.

Initiative — Develop and implement new Risk Management Framework		
Description	Status	Progress
To ensure a consistent approach to the management of risk.	Complete	Council is currently reviewing best practice to ensure we meet the appropriate Risk Management Standards. Council will continue to monitor the risks through the framework which will be reviewed twice annually and is also reviewed by the Audit and Risk committee.

Initiative — Implementation of the Customer Relationship Management system		
Description	Status	Progress
To improve customer experience and management.	Behind	First round of tender responses received and evaluated. Re-tender to be published in July 2022 with the aim of appointing a successful vendor in Q2 2022-23 and commencing implementation by November 2022.

Initiative — Replacement of the Enterprise Document and Records Management system		
Description	Status	Progress
To improve efficiency of Council operations.	On plan	Meeting completed with all 17 stakeholder groups that have been identified. First round of engagements is complete. Proposed architecture and specification complete. Tender documents complete. A Request for Proposal document submitted. Responses received and currently being evaluated. Shortlist to a single vendor. Negotiate scope and contract terms (to reduce price and optimise outcomes).

Initiative — Customer Experience Transformation		
Description	Status	Progress
To improve processes and interactions between Council and its Community ensuring processes are simple, transparent and accessible.	On plan	Consolidation of service delivery at Williamstown, Altona North and Altona Meadows libraries is under way. Data collection through feedback forms and Net Promotor Survey will assist with refining service delivery before the launch of the subsequent sites. Review of feedback received from feedback and Net Promotor Survey to gauge customer satisfaction with service and provide direction on service adjustments.

Initiative — Property Strategy Implementation		
Description	Status	Progress
To implement the action points of the approved Property Strategy, to inform the optimum use of Council's assets and provide optimum benefit to the community.	On plan	After extensive consultation, the Property Strategy has been adopted by Council and will be used to inform the optimum use of Council's assets to provide optimum benefit to the community. The next stage of the Property Strategy implementation will be putting in place appropriate plans to action the objectives detailed in the Strategy.

Council Plan Indicators

Indicator	Result
Customer service call centre satisfaction rating	An index score of 66 was returned in the 2022 Annual Community Survey

Indicator	Result
Percentage of Council decisions made in public	97.69% of Council decisions are made in public at Council Meetings

Indicator	Result
Number of services that meet established service standards	47,998 (86%) of service requests completed within agreed timeframes

Indicator	Result
Grant funding as a percentage of total revenue	Grant funding was 15.6% of total revenue

Local Government Performance Reporting Framework

Service performance indicators

Service / indicator / measure	2019	2020	2021	2022	Comments
Governance					
Transparency					
<i>Council decisions made at meetings closed to the public</i> [Number of Council resolutions made at meetings of Council, or at meetings of a delegated committee consisting only of Councillors, closed to the public / Number of Council resolutions made at meetings of Council or at meetings of a delegated committee consisting only of Councillors] x 100	4.42%	3.21%	2.62%	2.31%	Council decisions made at meetings closed to the public are comparable with previous years. Matters dealt with at meetings closed to the public are always made in accordance with section 66(2)(a) of the <i>Local Government Act 2020</i> . The low rate of decisions made at meetings closed to the public reflects Council's commitment to transparency.

Service / indicator / measure	2019	2020	2021	2022	Comments
<p>Consultation and engagement <i>Satisfaction with community consultation and engagement</i></p> <p>[Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement]</p>	63.00	57.00	61.00	60.00	This year's result is 1 point lower than last year, but is higher than similar councils and state-wide results. To continue to empower the community to influence Council decisions and outcomes, Council is now undertaking the review of its 2021 Engagement Policy.
<p>Attendance <i>Councillor attendance at council meetings</i></p> <p>[The sum of the number of Councillors who attended each Council meeting / (Number of Council meetings) × (Number of Councillors elected at the last Council general election)] x 100</p>	85.71%	79.59%	97.96%	97.96%	Councillors have continued to maintain a high level of attendance through the conduct of meetings in virtual and hybrid formats in accordance with the provisions of the Hobsons Bay Governance Rules.
<p>Service Cost <i>Cost of elected representation</i></p> <p>[Direct cost of the governance service / Number of Councillors elected at the last Council general election]</p>	\$40,393.29	\$40,459.00	\$41,241.71	\$45,738.86	The cost of elected representation is in line with the Determination made by the Victorian Independent Remuneration Tribunal on 18 December 2022, which sets a base allowance for Councillors and the Mayor and Deputy Mayor in accordance with the <i>Local Government Act 2020</i> .
<p>Satisfaction <i>Satisfaction with council decisions</i></p> <p>[Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]</p>	63.00	58.00	58.00	59.00	Satisfaction with Council decisions has increased slightly from the previous year. This result is comparable to similar councils and higher than the state-wide results.

Retired indicators

Service / indicator / measure	Results	
	2019	Comments
Animal Management		
Service cost Cost of animal management service [Direct cost of the animal management service / Number of registered animals]	\$31.64	This measure was replaced by <i>Cost of animal management service per population</i> for 2020.
Health and safety Animal management prosecutions [Number of successful animal management prosecutions]	0	This measure was replaced by <i>Animal management prosecutions (%)</i> for 2020.
Libraries		
Service cost Cost of library service [Direct cost of the library service / Number of visits]	\$8.06	This measure was replaced by <i>Cost of library service per population</i> for 2020.
Maternal and Child Health (MCH)		
Satisfaction Participation in first MCH home visit [Number of first MCH home visits / Number of birth notifications received] x 100	99.5%	This measure was replaced by <i>Participation in four-week Key Age and Stage visit</i> for 2020.



Sustainable capacity indicators

Indicator / measure / [formula]	Results				Comments
	2019	2020	2021	2022	
<p>Population Expenses per head of municipal population [Total expenses / Municipal population]</p>	\$1,240.29	\$1,275.25	\$1,335.93	\$1,429.03	The increased indicator in 2021-22 is caused by a decrease in the population figure. Expenditure levels in 2021-22 are reasonably consistent when compared to the previous year.
<p>Infrastructure per head of municipal population [Value of infrastructure / Municipal population]</p>	\$6,617.93	\$7,065.66	\$7,695.70	\$9,161.18	The increase in 2021-22 is due to the significant increase in the value of Council's infrastructure due to asset revaluations that occurred during the financial year.
<p>Population density per length of road [Municipal population / Kilometres of local roads]</p>	223.64	226.59	227.82	213.11	The indicator reduced slightly in 2021-22 due to a slight increase in the road length combined with a decrease in the population figure.
<p>Own-source revenue Own-source revenue per head of municipal population [Own-source revenue / Municipal population]</p>	\$1,288.47	\$1,266.77	\$1,247.70	\$1,416.48	The increased indicator reflects the increase in own-source revenue, as fees were reintroduced including Council's reimbursement of fees through its COVID-19 Community Support Package during 2020-21.
<p>Recurrent grants Recurrent grants per head of municipal population [Recurrent grants / Municipal population]</p>	\$133.64	\$140.83	\$91.17	\$113.07	The significant increase during 2021-22 is due to the increased recurrent grants received in 2021-22 compared to the previous year combined with a reduction in the population level. It should be noted that the decrease in total operating grants is a result of a significant decrease in non-recurrent operational grants in relation to one-off funding received in 2020-21 for the Working For Victoria program.
<p>Disadvantage Relative Socio-Economic Disadvantage [Index of Relative Socio-Economic Disadvantage by decile]</p>	7.00	7.00	7.00	7.00	The Socio-Economic Disadvantage indicator remains consistent.
<p>Workforce turnover Percentage of staff turnover [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x 100</p>	28.7%	15.3%	16.1%	25.8%	The increase in staff turnover is consistent with the current state-wide trend and highlights the difficulties being encountered by all organisations in retaining staff due to the extremely competitive current job market.

Financial performance indicators

Dimension / Indicator / measure	Results				Material Variations and Comments
	2019	2020	2021	2022	
Efficiency					
Expenditure level					
<i>Expenses per property assessment</i>	\$2,828.70	\$2,927.72	\$3,032.14	\$3,009.07	The slight reduction in 2021-22 compared to the previous year reflects reasonably consistent operational expenditure in 2021-22 compared to the previous year, combined with a gradual increase in the number of assessable properties.
[Total expenses / Number of property assessments]					
Revenue level					
<i>Average rate per property assessment</i>	New in 2020	\$2,371.57	\$2,360.01	\$2,461.45	The increase in 2021-22 is a result of the removal of the Rate Adjustment, which was applied in the previous year to support rate payers through Council's COVID-19 Community Support Package.
[Total rate revenue (general rates and municipal charges) / Number of property assessments]					
Liquidity					
Working capital					
<i>Current assets compared to current liabilities</i>	295.64%	208.57%	123.02%	135.46%	The decreases over the past three years are consistent with the decreased levels of cash resulting from Council utilising its cash reserves to fund its increased capital works program. The increase in 2021-22 compared to the previous year is mainly due to an increase in cash resulting from capital works being carried over to be completed in the next financial year.
[Current assets / Current liabilities] x 100					
Unrestricted cash					
<i>Unrestricted cash compared to current liabilities</i>	-108.78%	-40.13%	-17.11%	-29.98%	The negative results since 2018-19 are offset by other financial assets (investments) of \$35 million in 2021-22, which are investments held for periods over 90 days. These investments are not included in the unrestricted cash figure, but they are used to fund Council's ongoing operations and liabilities.
[Unrestricted cash / Current liabilities] x 100					
Obligations					
Loans and borrowings					
<i>Loans and borrowings compared to rates</i>	13.15%	12.71%	12.59%	10.03%	The reduction to the ratio in 2021-22 is due to the net reduction in outstanding loans of \$2.2 million during the financial year. The increased forecasts to this ratio over the next four years is a result of additional loan borrowings projected over this period. These forecast loans are expected to be used to fund an increased Capital Works Program, where some projects forecast for delivery in later years have been brought forward.
[Interest bearing loans and borrowings / Rate revenue] x 100					

Results

Dimension / Indicator / measure	2019	2020	2021	2022	Material Variations and Comments
<p><i>Loans and borrowings repayments compared to rates</i></p> <p>[Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x 100</p>	0.58%	0.56%	0.56%	8.00%	<p>The increase in 2021-22 reflects the bullet principal repayment of \$9.2 million to finalise one of the two loans held with the Local Government Funding Vehicle. Increased forecasts to this ratio over the next four years is a result of additional loan borrowings projected over this period. Principle and interest is expected to be repaid each year on these loans, rather than the interest only loans previously drawn down by Council.</p>
<p>Indebtedness</p> <p><i>Non-current liabilities compared to own source revenue</i></p> <p>[Non-current liabilities / Own source revenue] x 100</p>	12.03%	12.49%	4.94%	9.53%	<p>The indicator reduced significantly in 2020-21 to reflect \$9.2 million worth of borrowings being regarded as a current liability. This amount was repaid in 2021-22. The indicator increased again in 2021-22, reflecting a further \$7 million borrowed during the financial year. The increased forecasts to this ratio over the next four years is a result of additional loan borrowings projected over this period.</p>
<p>Asset renewal and upgrade</p> <p><i>Asset renewal and upgrade compared to depreciation</i></p> <p>[Asset renewal and asset upgrade expense / Asset depreciation] x 100</p>	New in 2020	280.37%	253.43%	182.46%	<p>The results in 2019-20 and 2020-21 reflect Council's significant investment and ongoing commitment to capital works. The result has reduced in 2020-21 due to an increase in depreciation and a decrease in capital works expenditure resulting from works being carried over until next financial year.</p>
<p>Operating position</p> <p>Adjusted underlying result</p> <p><i>Adjusted underlying surplus (or deficit)</i></p> <p>[Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x 100</p>	15.88%	11.56%	7.19%	10.22%	<p>The decreases in 2019-20 and 2020-21 are consistent with the reduction in the operational surplus, impacted by COVID-19. The indicator improved in 2021-22, consistent with a gradual recovery of Council's income generating capacity, after the COVID-19 pandemic.</p>

Results					
Dimension / Indicator / measure	2019	2020	2021	2022	Material Variations and Comments
Stability					
Rates concentration <i>Rates compared to adjusted underlying revenue</i> [Rate revenue / Adjusted underlying revenue] x 100	75.90%	79.29%	79.80%	81.47%	This indicator continues to gradually increase as a result of rate income (including supplementary growth) increasing at a greater rate than other own-source revenue.
Rates effort <i>Rates compared to property values</i> [Rate revenue / Capital improved value of rateable properties in the municipality] x 100	0.29%	0.30%	0.30%	0.32%	Rates compared to property values in 2021-22 increased slightly over the previous two years due to a small increase in property values during the 2021 revaluation. Future forecasts reflect increases to rates consistent with predicted rate caps and minimal increases to property values.

Retired indicators

Results		
Service / indicator / measure	2019	Comments
Animal Management		
Health and safety <i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	0	This measure was replaced by <i>Animal management prosecutions (%)</i> for 2020.
Efficiency		
Revenue level <i>Average residential rate per residential property assessment</i> [Residential rate revenue / Number of residential property assessments]	\$1,935.15	This measure was replaced by <i>Average rate per property assessment</i> for 2020.
Obligations		
Asset renewal <i>Asset renewal compared to depreciation</i> [Asset renewal expense / Asset depreciation] x 100	123.53%	This measure was replaced by <i>Asset renewal and upgrade compared to depreciation</i> for 2020.

Services linked to the strategic objective

Service area	Description of services provided	Net Cost Actual Budget Variance \$'000
Risk, Audit and Emergency Management	Facilitates Council's risk management, emergency planning, preparedness, response and recovery in accordance with the Emergency Management Acts as detailed in the Emergency Management Manual of Victoria.	(387) <u>602</u> 214
Strategic Communications	Provides all communications and community relations advice, policy, protocol and delivery.	(1,030) <u>1,021</u> (9)
Community Engagement and Advocacy	Ensures successful community engagement outcomes for Council programs and projects, as well as educates, supports and advises on a consistent, accountable and transparent community engagement practice.	(535) <u>564</u> 29
Finance	Provides external financial reporting for Council. Includes the audited annual financial report, payment of accounts and Council treasury functions. Also provides internal financial reporting. This includes reporting to Council and the Executive Leadership Team, annual budget processes and maintenance of Council's general ledger.	(1,073) <u>1,056</u> (17)
Revenue	Oversees Council rates, ensuring that the correct rates are raised, and the charges are effectively collected.	(547) <u>506</u> (41)
Procurement and Contracts	Coordinates the delivery of Council's procurement to ensure compliance with best value principles, Council's policies and legislation. Procurement and Contracts also manages the administration of tendering and contracts and oversees Council's online purchasing processes and classification of capital expenditure.	(567) <u>622</u> 55
Governance and Information Management	Provides a range of Council governance functions, including Council meetings and timely advice and support in statutory compliance and information management services.	(810) <u>907</u> 98
Digital Operations and Transformation	Provides a cost-effective, secure, and robust Information and Communication Technology (ICT) platform that supports Council's business needs as well as innovative digital solutions to support business transformation for Council and the community.	(4,502) <u>4,587</u> 86
Human Resources	Supports the adherence to legislative requirements and the provision of best practice, proactive, high-quality human resources management, payroll and industrial/employee relations support, advice, recommendations, services, systems and programs.	(1,846) <u>1,954</u> 108
Occupational Health and Safety	Supports the organisation to drive a proactive approach to Occupational Health and Safety (OHS) risk management and hazard identification through the provision of high quality OHS and injury management advice and a purposeful health and wellbeing program.	(49) <u>30</u> (19)
Organisational Culture and Development	Designs, develops and delivers Council's organisational culture and development initiatives and programs that are sustainable, relevant and build staff and organisational capability and engagement.	(255) <u>498</u> 243
Legal and Performance Reporting	Provides in-house legal advisory service to Council to ensure statutory compliance and delivers Council planning and reporting functions that ensure Council is compliant with the statutory planning and reporting requirements.	(416) <u>505</u> 89
Councillor Support and CEO's Office	Provides administration support and advice to the Mayor and Councillors, Chief Executive Officer, and the Executive Leadership Team, to enhance the effectiveness of the organisation as a whole.	(3,659) <u>2,928</u> (731)
Property and Insurance	Manages all current and future physical property assets owned, managed, controlled, leased, or licensed by Council. This includes Council Freehold Land, Crown Land under Committee of Management, discontinued roads and rights of way, property that is leased, licensed or otherwise occupied by third parties.	200 <u>(641)</u> (441)

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

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

5.1a)	Implement interactive platforms that enable access to services, show where events and points of interest are located and raise community awareness of Council's projects and delivery timelines	
5.1b)	Increase targeted and relevant community engagement on key projects and initiatives of Council that will significantly impact the community	
5.1c)	Deliver improved advocacy outcomes through the development and delivery of a prioritised advocacy strategy	In Progress 1

Increasing participation in the community A safe, healthy and equitable society




Strategy 5.2 - Transform residents' experience across all Council services through simplifying our processes, fostering a customer first culture and enhancing digital services

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

5.2a)	Enhance Council's online services to enable community access to easy user-centric self-service options, status and information updates, service performance reporting and more		In Progress	1		
5.2b)	Increase the number of customer service centres across the municipality to promote more convenient face to face access to Council's services		In Progress	3		
5.2c)	Implement Council's customer experience enhancement program across all areas of Council, including the Customer Relationship Management system (CRM) to ensure an enhanced customer experience, accountability and communication around Council service provision	Completed	1	In Progress	2	
5.2d)	Implement the Digital Strategy 2018-22 to leverage the best digital technology to deliver a high-quality public service experience	Completed	2	In Progress	1	
5.2e)	Develop a Smart City project plan to identify high value Internet of Things (IoT) initiatives to intelligently automate applicable Council functions	Completed	1			




Increasing participation in the community

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

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

5.3a)	Secure alternative funding streams and partnerships to support environmental protection, capital works projects, sustainability initiatives and other Council projects		In Progress 1	
5.3b)	Implement the Property Strategy and establish a Property Development Fund to generate future revenue streams for Council	Completed 1	In Progress 3	
5.3c)	Develop and implement a variety of strategies to increase Council's own source revenue		In Progress 2	
5.3d)	Deliver the business services transformation and efficiency program	Completed 1	In Progress 6	




Tackling climate change and its impact on health

Strategy 5.4 - Enhance transparency, accountability and good governance practice

Progress of total number of projects under this Strategy



Progress of specific projects to deliver the Priorities under this Strategy

5.4a)	Implement recent changes to legislation (such as the <i>Local Government Act 2020</i> , <i>Gender Equality Act 2020</i> , <i>Child Safe Standards</i>) to improve democracy, accountability, gender equality and service delivery for Hobsons Bay	Completed 2	In Progress 5	
5.4b)	Establish publicly accessible dashboards and reports to enable real time access to service performance, enquiry progress, scheduled works and services and updates on events	Completed 2	In Progress 2	



A safe, healthy and equitable society

Other interesting statistics from our services in this area

Customer service

194,117 customer enquiries received, including 107,138 telephone calls (2,257 more than previous year)

8,942 payment processed made via the service desk (1,009 less than previous year)

62,980 online enquiries including Snap Send Solve, web forms or live chat (6,701 more than previous year)

6:33 seconds average wait period for a call to be answered (1:59 seconds more than previous year)

Learning and development

85% compliance with compulsory induction training

48 learning and development sessions were delivered in total with 551 participants:

6 Diversity and Inclusion sessions with 68 participants

29 professional development sessions with 274 participants

5 discipline-specific sessions with 115 participants

8 technical information sessions with 94 participants

Occupational health and safety

10 safety walks were completed across all Council sites

100% of scheduled OHS committee meetings held

273 OHS incidents/hazards/near misses were reported by staff

15 WorkCover claims were submitted (2 more than previous year), with staff reporting 85 workplace injuries

Governance

100% of returns for register of personal interests were completed within legislative timeframe

100% achievement of all *Local Government Act 2020* implementation deliverables

373 residents gained their citizenship in Hobsons Bay in 2021-22 in ten virtual ceremonies held on 28 September 2021, 14 October 2021, 21 October 2021, 26 October 2021, 28 October 2021, 4 November 2021, 30 November 2021, 26 January 2022, 22 February 2022 and 26 April 2022

LinkedIn Learning statistics

180 people viewed 341 hours of content

225 course completions

6873 video completions





Corporate governance and other information



Council meetings and attendance

Hobsons Bay City Council is constituted under the *Local Government Act 2020* to provide good governance in its municipal district for the benefit and wellbeing of the municipal community. In performing its role, Council gives effect to overarching governance principles by:

- making decisions and taking actions in accordance with the relevant law
- giving priority to achieving the best outcomes for the municipal community, including future generations
- promoting the economic, social and environmental sustainability of the municipal district, including mitigating and planning for climate change risks
- engaging the municipal community in strategic planning and strategic decision-making
- pursuing innovation and continuous improvement
- collaborating with other councils, governments and statutory bodies
- ensuring Council's ongoing financial viability
- taking into account regional, state and national plans and policies in its strategic planning and decision-making
- ensuring transparency of Council decisions, actions and information

Council is committed to effective and sustainable forms of democratic and corporate governance as the key to ensuring that Council and its administration meet the community's priorities. The community has many opportunities to provide input into Council's decision-making processes including community consultation, public forums and the ability to make submissions to delegated committees of Council.

Council's formal decision-making processes are conducted through Council meetings and delegated committees of Council. Council delegates the majority of its decision-making to Council staff. These delegations are exercised in accordance with adopted Council policies.

Council conducts open public meetings once a month on a Tuesday evening. Members of the community are welcome to attend these meetings and observe from the gallery.

In 2021–22, Council held the following Council meetings, including Unscheduled and Urgent Council meetings:

8 July 2021	13 July 2021
10 August 2021	14 September 2021
12 October 2021	12 November 2021
16 November 2021	14 December 2022
8 February 2022	8 March 2022
12 April 2022	10 May 2022
31 May 2022	28 June 2022

The following table provides a summary of Councillor attendance at Council meetings during 2021–22.

Councillor	Attendance
Cr Peter Hemphill	14/14
Cr Diana Grima	14/14
Cr Jonathon Marsden	14/14
Cr Pamela Sutton-Legaud	14/14
Cr Antoinette (Tony) Briffa	12/14
Cr Daria Kellander	14/14
Cr Matt Tyler	14/14

Councillor Code of Conduct

The Hobsons Bay Councillor Code of Conduct 2021 is made under section 139 of the *Local Government Act 2020*. It includes the standards of conduct expected to be observed by Councillors in the course of performing their duties and functions as Councillors.

The code was most recently updated on 22 February 2021 and is scheduled for review in 2025.

The protocol on interactions with staff complements the Councillor Code of Conduct and prohibits Councillors from improperly directing or seeking to influence Council staff.

Councillor allowances and expenses

Section 39 of the *Local Government Act 2020* provides for the payment of an annual allowance to the Mayor, the Deputy Mayor and Councillors.

On 7 March 2022, the Victorian Independent Remuneration Tribunal made a Determination that applies to all Mayors, Deputy Mayors and Councillors (Council members) in all Victorian councils. The Determination took effect from 18 December 2021 and the next increase will take effect on 18 December 2022.

The Determination sets a base allowance for each Council member which varies depending on the role (Mayor, Deputy Mayor or Councillor) and the Council allowance category assigned to the Council as specified in the Determination. The Determination set the allowance for the Mayor at \$96,470, for the Deputy Mayor at \$48,235 and Councillors at \$30,024 (for the period after 18 December 2021 until 17 December 2022).

Consistent with sections 40 and 42 of the *Local Government Act 2020*, Councillors are provided with administrative support, resources and facilities to assist in performing their duties as elected representatives. They are also reimbursed for certain expenses as required by sections 40 and 42 of the Act and specified in the Councillor Support and Expenses Policy. The Councillor Support and Expenses Policy is published on Council's website, along with a list of expenses incurred.



Allowances received by Councillors for the 2021-22 period are detailed in the following table.

Councillor	Total allowance payment
Cr Peter Hemphill	\$76,354*
Cr Diana Grima	\$41,874*
Cr Jonathon Marsden	\$53,103*
Cr Pamela Sutton-Legaud	\$31,104
Cr Antoinette (Tony) Briffa	\$31,104
Cr Daria Kellander	\$31,104
Cr Matt Tyler	\$31,104
Total	\$295,747

* Includes payments relating to period as Mayor 2020-21 (Cr Jonathon Marsden) and 2021-22 (Cr Peter Hemphill) and Deputy Mayor 2021-22 (Cr Diana Grima)



The following Councillor expenses were incurred during the 2021-22 period.

Councillor	Mobile phone	iPad/data	Vehicle/travel expenses	Training and conferences	Childcare expenses	Total
Cr Peter Hemphill*	\$366.01	\$281.17				\$647.18
Cr Diana Grima*	\$369.33	\$191.10			\$1,486	\$2,046.43
Cr Jonathon Marsden*		\$335.97	\$1,358.15	\$590	\$921.76	\$3,205.88
Cr Pamela Sutton-Legaud	\$366.03	\$191.47				\$557.50
Cr Antoinette (Tony) Briffa	\$362.70	\$200.79				\$563.49
Cr Daria Kellander	\$366.69	\$191.25			\$3,836.61	\$4,394.55
Cr Matt Tyler	\$366.03	\$190.23				\$556.26
Total	\$2,196.79	\$1,581.98	\$1,358.15	\$590	\$6,244.37	\$11,971.29

* Mayor 2020-21 (Cr Jonathon Marsden) and 2021-22 (Cr Peter Hemphill) and Deputy Mayor 2021-22 (Cr Diana Grima)

Managing conflicts of interest

A conflict of interest arises when a Councillor has an interest that is in conflict with his or her duty as a Councillor. A conflict of interest exists even if no improper act results from it.

It is the personal responsibility of the individual Councillor to decide if they have an interest.

The penalties for failing to disclose a conflict of interest are significant.

The *Local Government Act 2020* distinguishes between general conflicts of interest (section 127) and material conflicts of interest (section 128). The conflict provisions also apply to members of delegated committees and members of Council staff.

A Councillor who has a conflict of interest in a matter being considered by Council, a delegated committee or a community asset committee must disclose the conflict of interest in the manner required by Council's Governance Rules. They must also exclude themselves from the decision-making process in relation to that matter, including any discussion or vote on the matter at any Council meeting or delegated committee and any action in relation to the matter. Any disclosure must be recorded in the minutes of the meeting.

The requirement to disclose a conflict of interest in a matter extends to meetings conducted under the auspices of Council, such as a Councillor briefing.

The Hobsons Bay City Council Governance Rules require Council to maintain a conflict of interest register.

Audit and Risk Committee

In line with good governance practices and in accordance with the relevant legislation, Council has operated an Audit Committee since 2001. From 1 September 2020 the Audit Committee was formally renamed the Audit and Risk Committee, in accordance with section 53 of the *Local Government Act 2020*.

The Audit and Risk Committee is an advisory committee that provides independent advice to Council. Its role is to assist Council in the effective conduct of its responsibility for financial reporting, management of risk, maintaining a reliable system of internal control and facilitating the organisation's ethical development. The committee assists the organisation in maintaining strong corporate governance, risk management and internal controls.

The Audit and Risk Committee operates under a charter which was endorsed by Council on 8 February 2022 and focuses on monitoring Council's risk management, control framework, external accountability, legislative compliance, internal audit and external audit.

The Audit Committee consists of:

- two Councillors
- three suitably qualified independent members
- the Mayor and the Chief Executive Officer (non-voting)

The Chair is appointed by Council and is one of the independent members.

Independent members are appointed for a term of three years. At the conclusion of the independent members' first three-year term, existing members will be eligible to apply to be reappointed at the discretion of Council for a second three-year term. Independent members can only serve for two consecutive terms unless otherwise determined by Council resolution.



Membership

Lisa Tripodi (Chair)

Ms Tripodi is the Chair of the Audit and Risk Committee and was first appointed to the committee in May 2019. At the expiration of her first term, Ms Tripodi sought reappointment as an independent member of the committee. Council endorsed the reappointment of Ms Tripodi as an independent member for a second three year term on 9 August 2022. Council further endorsed the appointment of Ms Tripodi as the Chair of the Audit and Risk Committee until the end of 2022.

Ms Tripodi is a Certified Practising Accountant with over 25 years of experience in state and local governments and was previously an Accounting and Assurance Partner at Oakton (NTT). Ms Tripodi's areas of expertise include internal audit, risk management, governance, probity, financial management and digital transformation. Ms Tripodi has several appointments as an independent Chair or Member of Audit and Risk Committees across local and state government. Ms Tripodi is also a Non-Executive Director on the Board of Greyhound Racing Victoria.

John Watson

Mr Watson was appointed as an independent member of the Audit and Risk Committee in November 2019 and draws on more than four decades of experience across local and state governments. Mr Watson is a former Executive Director of Local Government Victoria and has served as the Chair of the Victorian Local Government Grants Commission (VLGGC) since 2012. The VLGGC allocates more than \$700 million annually in financial assistance grants to Victoria's councils.

Mr Watson's record for maintaining high standards for public administration is complemented by his reputation for ethical leadership and stewardship in governance and responsible financial management. Mr Watson is the Independent Chair or Member on several local government Audit and Risk Committees including for the Municipal Association of Victoria. He is also a Director on the Board of the Northern Health (Northern Hospital).

Terry Richards

Mr Richards was appointed as an independent member to the Audit and Risk Committee in May 2019. Mr Richards did not seek reappointment to the committee at the end of his term, which concluded in May 2022.

Iqbal Halim

Mr Halim joined the Audit and Risk Committee as a new independent member in May 2022 following endorsement by Council. Mr Halim brings a wealth of experience in the areas of risk management, internal audit, governance and compliance having worked across Melbourne and Sydney for a variety of organisations including ASX listed and public sector entities, as well as global consulting firms. In his prior consulting roles he worked primarily with local government and public health clients across regional and inner-city Victoria.

Mr Halim is a Fellow member of the Governance Institute of Australia and currently leads the risk, internal audit and governance function of a leading Victorian TAFE. His passion is collaborating with senior stakeholders on topical areas such as risk appetite and risk culture while adding strategic value to organisations that serve a larger purpose to their members and communities.

Audit and Risk Committee meetings

The Audit and Risk Committee met on four occasions during 2021–22. It has provided constructive advice to Council and its management team on a broad range of issues, including:

- Council's Annual Financial Statements, the external audit strategy, report and management letters
- outstanding audit recommendations
- internal audit program and reports
- risk management, the risk register and assurance mapping
- quarterly financial reports provided to Council
- Council's cash and investments

Audit and Risk Committee Meeting Attendance

	25 August 2021	24 November 2021	23 February 2022	25 May 2022
Ms Lisa Tripodi	✓	✓	✓	✓
Mr Terry Richards	✓	✓	✓	—
Mr John Watson	✓	✓	✓	✓
Mr Iqbal Halim	—	—	—	✓

✓ In attendance — Not a member

Internal audit

The internal audit assists the organisation in maintaining strong corporate governance, risk management and internal controls.

Council's contract with Crowe Australasia for the provision of internal audit services ended and Council engaged the services of Pitcher Partners in November 2021.

The following internal audit reports were presented to the Audit and Risk Committee for consideration and comment:

- Business Function Risk Assurance Map (BFRAM)
- Statutory Planning

External audit

All local government entities in Victoria are required to be audited by the Victoria Auditor-General's Office.

The external auditor's primary role is to provide an assurance that the financial statements fairly present the financial performance for the financial year and the financial position at the end of the year.

Risk management

Risk management is a continuous, proactive and systematic process used to understand, manage and communicate risk from a corporation-wide perspective.

Council is committed to the effective management of risk through its risk register, which is aligned with the organisational objectives, and is overseen by the Audit and Risk Committee at regular intervals.

Fraud risk management

Council's Fraud Risk Management Directive outlines employees' expected behaviour, how to report a suspected fraud, the role of various areas within Council and Council's commitment to increasing employee awareness, training and recording of possible fraud.

Newly adopted policies and strategies

Council advertises the development and exhibition of new policies and strategies to enable the community to provide their feedback and ideas.

During the 2021–22 period, Council adopted a number of significant policies, strategies and plans including:

- Advocacy Priorities 2021-22
- Advocacy Strategy 2021-25
- Annual Budget 2022-23
- Asset Plan 2022-32
- Council Plan 2021-25
- Domestic Animal Management Plan 2021-25
- Hobsons Bay Chief Executive Officer Employment and Remunerations Policy 2021
- Hobsons Bay Citizenship Ceremony Dress Code 2022
- Hobsons Bay Coastal and Marine Management Plan
- Hobsons Bay Complaints Handling Policy 2021
- Hobsons Bay Landscape Design Guidelines
- Hobsons Bay Leasing and Licensing Policy 2022-30
- Hobsons Bay Memorial Plaques, Commemorative Trees and Scattering of Cremated Remains Policy 2022
- Hobsons Bay Mobile Vendor Policy 2022
- Hobsons Bay Planning Enforcement Policy 2022
- Hobsons Bay Procurement Policy 2021
- Hobsons Bay Property Strategy 2021-30
- Hobsons Bay Response to Climate Change Action Plan 2022
- Hobsons Bay Risk Management Policy 2022
- Financial Plan 2021-22 to 2030-31
- Newport Lakes Conservation and Improvement Plan 2022
- Northern Local Area Movement Plan – Brooklyn and Altona North
- Northern Local Area Movement Plan – Newport and Williamstown North
- Northern Local Area Movement Plan – Spotswood and South Kingsville
- Place Guide for Better Places Spotswood and South Kingsville
- Social Impact Assessment Residential Guidelines 2022
- Social Impact Assessment Electronic Gaming Machines Guidelines 2022
- Social Impact Assessment Licensed Venues Guidelines 2022

Community Engagement Policy

In February 2021, Council revised and adopted the Hobsons Bay Community Engagement Policy in consideration of changes in the *Local Government Act 2020*. This updated policy articulates the principles, commitments, and levels of engagement that Council will deliver in its decision-making process. The policy influences all aspects of Council's work, from day-to-day activities and service provision, to overarching organisational policies and strategic directions.

Across 2021-22, Council ran 71 engagement processes using its Participate Hobsons Bay website and, depending on the COVID-19 restrictions at the time, at least one face-to-face component.

In line with the *Local Government Act 2020* and Council's own commitment to engaging its community, several deliberative engagement processes were undertaken. These included the development of Council's Financial Plan and Asset Plan, the Brooklyn Community Hall redevelopment, and the Dennis Reserve Stage 3 Master Plan implementation projects.

Use of Council's Participate website increased over 2021-22, as demonstrated in the table below.

Activity	Number	Percentage increase from previous year
Views	115,909	16.72%
Visits	72,409	19.89%
Visitors	61,425	19.12%
Contributions	7,229	3.9%
Contributors	6,023	13.43%
Followers	908	17.73%

To read more about the Community Engagement Policy, visit Council's website at https://www.hobsonsbay.vic.gov.au/files/assets/public/documents/council/policies/community/community_engagement_framework_policy.pdf



A Fair Hobsons Bay for All

Council is committed to providing activities, services, facilities and places that enable our community to access resources, be valued, contribute and belong. A Fair Hobsons Bay for All 2019-23 aims to increase fairness and equity for people who live, work, learn and play in Hobsons Bay, and prioritises populations who may be more likely to experience disadvantage.

Project Highlights

Theme 1: Designing and building for fair access

- Council commenced preparations for a Universal Design Manual to ensure that universal design principles translate to relevant features for new and upgraded Council facilities
- extensive community consultation was undertaken on the draft design guidelines for the Epsom Street Affordable Housing Project, a proposed development to be led by the Hobsons Bay Affordable Housing Trust (subject to Victorian Government funding)
- Council continues to monitor the incidence and impact of “housing stress” and homelessness in Hobsons Bay

Theme 2: An inclusive and equitable place

- while cultural and social connection events were affected by the COVID-19 pandemic, some were able to proceed including the Telangana (Hindu) Festival; Melbourne Celtic Festival; Pacific Island Maopopo Mai Expo; Jamaican Music and Food Festival; Seabreeze Quilters Quilt; Sea Flowers and Sea Stories; Newport Jazz Festival; Newport Jazz Festival; Williamstown Literary Festival; and Midsumma Festival
- a “navigator” role has been established within Council to assist and support older people, people with a disability, and carers to understand what care services are available and how to access government-funded support services
- Council delivered a range of activities for older people, including an online seniors’ festival and “Confident Living for Seniors” presentation (in partnership with Victoria Police). Ongoing support is also provided to range of local seniors’ groups
- Council’s Maternal and Child Health team continues to conduct screening for family violence and supports safety planning using processes established in recent years
- as part of International Day of People with Disability, materials were developed and promoted to Council staff to better support people with disability participate in online meetings.



Theme 3: Fair opportunities for participation in the economic environment

- The Creative Technology Hub (located at Seaworks Maritime Precinct) delivers a range of programming and workshops, including weekly sessions for older people and after school and holiday sessions for young people. Participants experience cutting edge technology in their local neighbourhood, including virtual reality, 3D printing and laser cutting.
- A COVID-19 Support team was established to support business owners who speak English as a second language. Workshops used a hybrid model (mix of online and face-to-face contact), allowing for greater participation from residents and businesses.
- Council continues to support and promote “Start, Now”, a free online program that supports emerging entrepreneurs to turn their new ideas into sustainable business models.

Theme 4: A natural environment that can be accessed and enjoyed by all

- The Bunurong Land Council Aboriginal Corporation (BLCAC) was formally identified as the Recognised Aboriginal Party for Hobsons Bay. This recognition defines a formal relationship regarding land management and heritage assessments, naming rights and processes, and opportunities for consultation, community cultural education and participation in ceremonies. Council is proactively working with the BLCAC to build relationships and operationalise our shared responsibilities through policies, projects, consultation, and events.

- Better Places Spotswood + South Kingsville Place Guide was finalised in September 2021 and includes 16 projects ranging from “Love Our Parks” to a “Better Villages” program. Additionally, public consultation was held on the Spotswood Structure Plan, and initial consultation stages were undertaken to inform draft Place Guides for Better Places Brooklyn + Altona North and Better Places Seabrook + Altona Meadows. Implementation has also continued on projects from the Better Places Laverton Place Guide.
- Council supported advocacy for improvements to air quality in the inner west.
- The long-standing My Smart Garden program transitioned to online delivery, resulting in significantly increased participation and use of translation tools and self-paced learning. Planning has commenced for promotion with priority groups in underrepresented areas.

Theme 5: Leadership as a socially just organisation

- Council’s recruitment and selection practices were updated, including the introduction of a new recruitment platform, and new policy and procedure to apply a “diversity lens” to strengthen existing practices.
- A Gender Equality Action Plan was drafted to plan and implement actions to achieve gender equality in the workplace, and subsequently submitted for approval to the Commission for Gender Equality in the Public Sector.
- Training courses were provided to Council staff on a range of key topics, including family violence awareness and response, diversity and inclusion, Acknowledgement of Country, cultural competency, equal employment opportunities, and child safety.

Governance management checklist

The following are the results of Council's assessment against the prescribed governance and management checklist. "The Act" in the following table refers to the *Local Government Act 2020*.

Governance and Management Items		Assessment	
1	Community Engagement Policy (policy under section 55 of the Act outlining Council's commitment to engaging with the community on matters of public interest)	Adopted in accordance with section 55 of the Act Hobsons Bay Community Engagement Policy 2021 adopted by Council on 9 February 2021	✓
2	Community engagement guidelines (guidelines to assist staff to determine when and how to engage with the community)	Date of operation: 9 February 2021	✓
3	Financial Plan (plan under section 91 of the Act outlining the financial and non-financial resources required for at least the next 10 financial years)	Adopted in accordance with section 91 of the Act Financial Plan 2021-22 to 2030-31 adopted by Council on 12 October 2021	✓
4	Asset Plan (plan under section 92 of the Act setting out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	Adopted in accordance with section 92 of the Act Asset Plan 2022-32 adopted by Council on 28 June 2022	✓
5	Revenue and Rating Plan (plan under section 93 of the Act setting out the rating structure of Council to levy rates and charges)	Adopted in accordance with section 93 of the Act Revenue and Rating Plan 2021-22 to 2024-25 adopted by Council on 29 June 2021	✓
6	Annual Budget (plan under section 94 of the Act setting out the services to be provided and initiatives to be undertaken during the budget year and the funding and other resources required)	Adopted in accordance with section 94 of the Act Date of adoption: 28 June 2022	✓
7	Risk Policy (policy outlining council's commitment and approach to minimising the risks to council's operations)	Risk Policy endorsed by Council on 28 June 2022	✓
8	Fraud Policy (policy outlining council's commitment and approach to minimising the risk of fraud)	Fraud Risk Management Policy Due for Review in 2022-23	✓

Governance and Management Items		Assessment	
9	<p>Municipal Emergency Management Plan (plan under section 60ADB of the <i>Emergency Management Act 2013</i> for emergency mitigation, response and recovery)</p>	<p>Prepared and maintained in accordance with section 60ADB of the <i>Emergency Management Act 2013</i> Date of endorsement: 21 October 2020</p>	✓
10	<p>Procurement Policy (policy under section 108 of the Act outlining the principles, processes and procedures that will apply to the purchase of goods and services by the Council)</p>	<p>Adopted in accordance with section 108 of the Act Hobsons Bay Procurement Policy 2021 adopted by Council on 14 December 2021</p>	✓
11	<p>Business Continuity Plan (plan setting out the actions that will be undertaken to ensure that key services continue to operate in the event of a disaster)</p>	<p>Date of operation: 24 January 2022</p>	✓
12	<p>Disaster Recovery Plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)</p>	<p>Information and Communications Technology Recovery Plan Date of operation: 17 June 2022</p>	✓
13	<p>Risk Management Framework (framework outlining council's approach to managing risks to the council's operations)</p>	<p>Risk Management Strategy Date of commencement of current framework: 6 April 2022</p>	✓
14	<p>Audit and Risk Committee (see sections 53 and 54 of the Act)</p>	<p>Established in accordance with section 53 of the Act Date of establishment: 25 August 2020</p>	✓
15	<p>Internal audit (independent accounting professionals engaged by the council to provide analyses and recommendations aimed at improving council's governance, risk and management controls)</p>	<p>Engaged Pitcher Partners Date of engagement of current provider: 30 November 2021</p>	✓
16	<p>Performance reporting framework (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 98 of the Act 2020)</p>	<p>Performance Reporting Policy and Guidelines Date of adoption of current framework: 22 July 2016</p>	✓
17	<p>Council Plan report (report reviewing the performance of the council against the council plan, including the results in relation to the strategic indicators, for the first six months of the financial year)</p>	<p>Council Plan Initiatives Progress Updates to Council meetings on 16 November 2021, 8 February 2022, 10 May 2022 Proposed date to go to Council Meeting: 11 October 2022</p>	✓

Governance and Management Items		Assessment	
18	<p>Financial reporting</p> <p>(quarterly statements to the Council under section 97(1) of the Act 2020, comparing actual and budgeted results and an explanation of any material variations)</p>	<p>Financial reports presented to the Council in accordance with section 97(1) of the Act 2020</p> <p>Quarterly financial reports to Council meetings on 16 November 2021, 8 February 2022, 10 May 2022</p> <p>Proposed date to go to Council Meeting: 13 September 2022</p>	✓
19	<p>Risk reporting</p> <p>(six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)</p>	<p>Risk Reports presented to the Audit and Risk Committee Meetings on 25 August 2021, 24 November 2021, 23 February 2022, 25 May 2022</p>	✓
20	<p>Performance reporting</p> <p>(six-monthly reports of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 98 of the Act 2020)</p>	<p>Half Year Local Government Performance Reporting Framework results presented to Council on 8 February 2022</p> <p>End of Year (second instalment) report to be presented to 11 October 2022 Council Meeting</p>	✓
21	<p>Annual Report</p> <p>(annual report under sections 98, 99 and 100 of the Act 2020 containing a report of operations and audited financial and performance statements)</p>	<p>Presented to a Council meeting in accordance with section 100 of the Act</p> <p>Annual Report to be presented to 11 October 2022 Council Meeting</p>	✓
22	<p>Councillor Code of Conduct</p> <p>(Code under section 139 of the Act setting out the standards of conduct to be followed by Councillors and other matters)</p>	<p>Reviewed and adopted in accordance with section 139 of the Act</p> <p>Councillor Code of Conduct adopted by Council on 22 February 2021</p>	✓
23	<p>Delegations</p> <p>(documents setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff, in accordance with sections 11 and 47 of the Act))</p>	<p>Reviewed in accordance with section 11(7) of the Act and a register kept in accordance with sections 11(8) and 47(7) of the Act</p> <p>Section 5 Instrument of Delegation to the Chief Executive Officer and Section 6 Instrument of Delegation Council to Members of Council Staff were adopted by 8 February 2022</p>	✓
24	<p>Meeting procedures</p> <p>(Governance Rules under section 60 of the Act governing the conduct of meetings of Council and delegated committees)</p>	<p>Governance Rules adopted in accordance with section 60 of the Act</p> <p>Governance Rules adopted by Council on 20 August 2020</p>	✓



I certify that this information presents fairly the status of Council's governance and management arrangements for the period 1 July 2021 to 30 June 2022.

Aaron van Egmond
Chief Executive Officer
Dated: 07 October 2022

Cr Peter Hemphill
Mayor
Dated: 07 October 2022

Statutory information

The following information is provided in accordance with legislative and other requirements applying to Council.

Documents available for inspection

Section 57 of the *Local Government Act 2020* requires Council to adopt and maintain a Public Transparency Policy. The Hobsons Bay Public Transparency Policy identifies that Council will make the following information publicly available:

- Register of Delegations made by Council
- Council and Delegated Committee Meeting Agendas and Minutes (unless designated as confidential under the *Local Government Act 2020* or Governance Rules)
- Local Laws and any documents incorporated
- Council Plan
- Strategic Resource Plan
- Budget
- Annual Report
- Councillor Code of Conduct
- Procurement Policy
- Summary of Personal Interests
- Reappointment of Chief Executive Officer without advertisement
- Differential Rates
- Summary of Election Campaign Donation Returns
- Submissions received under section 223 of the *Local Government Act 1989*
- All Council adopted policies, plans and strategies
- Governance Rules
- Code of Conduct for Council Staff
- Register of Delegations made by the Chief Executive Officer
- Register of Authorised Officers
- Register of Interstate and Overseas Travel by Councillors and Staff
- Register of Land Leases entered into by Council
- Register of Donations and Grants made by Council Register of Gifts, Benefits and Hospitality received by Councillors and Council staff
- Register of Contracts awarded by Council
- Planning Permits and Endorsed Plans
- Planning Permit Delegate Reports
- Terms of Reference of Advisory Committees

Domestic Animal Management Plan

In accordance with Section 68A(3)(c) of the *Domestic Animals Act 1994*, Council is required to prepare a Domestic Animal Management Plan every four years and evaluate its implementation in the annual report.

Council's Domestic Animal Management Plan 2021–25 aims to improve control of animals in the municipality. Highlights and achievements in relation to the implementation of this plan during 2021–22 are as follows.

Animal management services

- In 2021-22 Council is supporting an additional Parking, Local Laws and Animal Management Officer in completing their studies in Certificate IV in Government Compliance and Animal Management.
- Council has continued to prioritise return of animals found wandering to their owners.
- Council facilitated rescue or adoption of 39 kittens that would have otherwise been transported to The Lost Dogs' Home (TLDH)
- Council redeveloped off-leash dog areas including PA Burns Reserve and Doug Grant Reserve fenced off-leash area, to protect the nearby conservation areas

Encouraging responsible pet ownership – community education

- a range of community education techniques social media companies regarding the importance of registration resulted in over 75% of registration payments being made on time during 2021–22
- a presentation to Junior Council has been developed and scheduled for presenting

Identification and registration

- annual registration renewal notices were issued in March 2022
- the annual registration follow-up program scheduled for 2021 was postponed due to COVID-19 restrictions
- 10,941 dogs and 4,098 cats were registered in 2021-22

Compliance and enforcement – local laws and orders

- routine activities continued, including investigation of dog attacks, barking complaints, off-lead offences, dogs at large and nuisance and feral cat issues and trapping program for instances of hoarding or colonies
- the cat trapping service continued and was expanded with average wait times less than two weeks in 2021-22
- 2021–25 Domestic Animal Management Plan adopted by Council November 2021

Domestic animal businesses

- annual inspections of registered domestic animal businesses were conducted to ensure compliance with relevant codes of practice

Declared dogs

- annual inspections occurred to ensure compliance with “declared dog” requirements of the *Domestic Animals Act 1994*
- four restricted breed dogs are currently registered
- four declared dangerous dogs are currently registered
- one guard dog is currently registered
- four declared menacing dogs are currently registered

2021-22	Dog	Cat	Other
Impounded	95	343	2
Reclaimed	174	40	0
Euthanised	3	177	0
Rehomed	16	95	2

Road Management Act Ministerial Direction

In accordance with section 22 of the *Road Management Act 2004*, Council must publish a copy or summary of any ministerial direction in its annual report.

During the 2021–22 period no ministerial directions were received.

Disability Action Plan

In accordance with section 38 of the *Disability Act 2006*, as Council has prepared a Disability Action Plan it must report on the implementation of the Disability Action Plan in its annual report.

The Disability Action Plan is integrated in A Fair Hobsons Bay for All 2019-23.

Contracts

Council adopted its Procurement Policy on 14 December 2021, in line with section 108 of the *Local Government Act 2020*.

1 July – 14 December 2021

Prior to the adoption of Council’s Procurement Policy, Council entered into the following contracts (all of which are sole suppliers) valued at \$150,000 or more for goods or services, or \$200,000 or more for works without engaging in a competitive process:

- Australia Post (postal services)
- City West Water (utilities)
- Powercor (utilities)

Council did not enter into any contracts valued at \$150,000 or more for services, or \$200,000 or more for works of a kind specified in section 186(5)(a) or (c) of the *Local Government Act 1989*.

15 December 2021 – 30 June 2022

The Local Government Act 2020 authorised Council to determine its own public tender threshold within its Procurement Policy. This was set at \$300,000 (including GST) and above for goods, services or works. The Procurement Policy also includes exemptions from public tender requirements to address areas where it is difficult or not practical for a public tender process to be used.

Since the adoption of the Procurement Policy, Council did not enter into any contracts valued at \$300,000 or more (that were not exempt from public tender requirements) without engaging in a competitive process.

Food Act Ministerial Direction

In accordance with section 7E of the *Food Act 1984*, Council is required to publish a summary of any ministerial directions received during the financial year in its annual report.

During the 2021–22 period no ministerial directions were received.

Public Interest Disclosures Act 2012

The purpose of the *Public Interest Disclosures Act 2012* is to promote openness and accountability in government by encouraging and facilitating disclosures and investigations of improper conduct.

Council is committed to the aims and objectives of the *Public Interest Disclosures Act 2012*. Council does not tolerate improper conduct by its employees or Councillors and will not accept reprisals against those who come forward to disclose such conduct.

Council endorsed the Hobsons Bay Public Interest Disclosures Policy and Procedures on 25 August 2020.

During the 2021–22 period, one complaint was notified to the Independent Broad-based Anti-corruption Commission (IBAC).

Privacy and Data Protection Act 2014 and Health Records Act 2001

Council is committed to full compliance with its obligations under the *Privacy and Data Protection Act 2014* and *Health Records Act 2001*. Council's Privacy Policy outlines how Council officers will handle information to maintain privacy. The policy also details how any complaints will be addressed.

The Privacy Officer, a member of Council's Governance and Information Management team, is available to help staff and members of the public with privacy-related queries or issues.

During the 2021–22 period 10 privacy enquiries were received from the public.

Freedom of Information Act 1982

The *Freedom of Information Act 1982* gives the community the ability to access certain Council documents.

There is an application procedure and rights of access are limited by exemptions detailed in the legislation. Applications must be accompanied with the appropriate application fee and specific details of the information requested.

During the 2021–22 period, Council received 25 freedom of information requests.

Charter of Human Rights and Responsibilities Act 2006

The *Charter of Human Rights and Responsibilities Act 2006* is designed to protect the fundamental rights and freedoms of citizens. The charter gives legal protection to 20 fundamental human rights under four key values that include freedom, respect, equality and dignity.

Council acknowledges the legal responsibility to comply with the *Charter of Human Rights and Responsibilities Act 2006* and the *Equal Opportunity Act 2010*.

Child safe standards

Council is committed to creating a culture of child safety and recognises that protecting children and preventing and responding to child abuse is an organisation-wide responsibility. Council:

- has zero tolerance for child abuse
- will ensure that all employees are aware of their responsibilities and have access to the processes for responding to and reporting suspected child abuse within or outside the organisation
- will continually review work practices and procedures to reduce or remove the risk of abuse
- is committed to protecting the physical, emotional, cultural and social wellbeing of all children

Council's *Child Safety Policy 2020* reflects Council's legislative responsibility in meeting the requirements of the Child Safe Standards and our commitment to the community to create and sustain an environment where children are safe and protected from abuse. The policy meets Council's obligations under Standard 2 of the Child Safe Standards – "*Child safety and wellbeing is embedded in organisational leadership, governance and culture*".

The policy applies to all Councillors, employees, contract staff, volunteers, and work experience/work placement students, irrespective of their involvement in child related duties.

Development contributions

Development contributions are payments or works-in-kind towards the provision of infrastructure made by the proponent of a new development. Council has two Development Contributions Plan Overlays: the Altona North Development Contributions Plan (DCP02) and the Former Port Phillip Woollen Mill Development Contributions Plan (DCP01).

Altona North Development Contributions Plan

This land in Altona North and South Kingsville is generally bordered by:

- Kyle Road to the west
- Blackshaws Road to the south
- New Street to the east
- the West Gate Freeway and Brooklyn Terminal Substation to the north

\$1,272,107 in contributions were received within the 2021–22 financial year with no works in kind undertaken as yet.

Former Port Phillip Woollen Mill Development Contributions Plan

The plan covers land generally bounded by:

- Nelson Place to the north
- Kanowna Street to the east
- Ann Street to the west
- the rear of properties facing Cecil Street to the south

In the 2021–22 financial year no contributions were received under this plan with no works-in-kind delivered.

The table below provides a breakdown of the projects that have been identified within the Former Port Phillip Woollen Mill Development Contributions Plan, and how much has been delivered and contributed towards these projects in the 2021–22 financial year.

Project description	DCP fund expended (\$)	Council's contribution (\$)	Total project expenditure (\$)	Percentage of item delivered
Dennis Reserve, Williamstown	\$730	\$194,270	\$1,500,000	13%
JT Gray Reserve	\$936	\$249,064	\$2,500,000	10%
Williamstown Mechanics Institute	\$0	\$0	\$5,760,000	0%
Aitken Street, Williamstown	\$0	\$0	\$274,154	0%
Hanmer Street, Williamstown	\$0	\$0	\$401,643	0%
Williamstown Heritage Elm Trees	\$269	\$60,231	\$605,000	10%
Park and Street Trees	\$223	\$49,777	\$500,000	10%
Fearon Reserve, Williamstown	Completed in 2019-20		\$1,030,000	0%
Williamstown Town Hall	Completed in 2018-19		\$3,000,000	0%
Ann Street, Williamstown	Completed in 2015-16		\$625,000	0%
Cecil Street, Williamstown	Completed in 2015-16		\$402,920	0%
Cole Street/Parker Street, Williamstown	Completed in 2018-19		\$1,234,035	0%
Electra Street, Williamstown	Completed in 2018-19		\$962,903	0%
Coastal Trail	Completed in 2018-19		\$500,000	0%
Preparation of Development Contributions Plan	Completed in 2015-16		\$10,000	0%
Total	\$2,158	\$508,800	\$19,305,655	

Grants

Council facilitated four grant programs through the year, targeting a range of outcomes and population groups across the municipality. The Community Grants, Events and Festivals funding and Environment Grants were combined into a COVID-19 recovery grants program, the Make it Happen – Hobsons Bay Recovery and Reconnection Grants, with additional funding from Community Support Package Five in the 2021-22 budget. A further two programs were funded through the Community Support Packages budget process – the New Art grants and Business Grants. Council received funding to support Culturally and Linguistically Diverse (CALD) Communities in their recovery from COVID-19 lockdowns.

Make it Happen – Hobsons Bay Recovery and Reconnection Grants

Council conducted grants to support local activities that met community need and allowed groups and organisations to provide important services, events, festivals and programs to connect and support the community.

As the COVID-19 impact continued, the Hobsons Bay Recovery and Reconnection grant program provided funding to support our community to “make things happen” as we learned about, worked through and adapted to the impacts experienced in Hobsons Bay as a result of COVID-19. The Make it Happen – Hobsons Bay Recovery and Reconnection Grants provided support across all sectors including environment, sustainability, sport and recreation, arts and culture, health and wellbeing, multicultural, community and neighbourhood development, technology, projects for young people and more.

The program operated for four months from February to May 2022, with monthly assessments to distribute funds.

Make It Happen - Hobsons Bay Recovery and Reconnection Grants co-investing with community

NB: information provided by the applicant

Estimate of group investment & other funding sources	Total participation numbers	Total volunteer numbers	Total volunteer hours
\$1,233,790	51,549	1,920	25,747

Application summary

- 125 applications received across four rounds
- 101 applications approved
- 24 applications not recommended, including some redirected to other grant programs
- 78 residents attended the grant information, grant writing and grant planning sessions that were held each month to support grant applicants

Grant type	Number	Amount
Toyota equipment and/or resources [#]	21	\$39,788
Equipment and/or resources	12	\$31,423
Event or festival	23	\$258,999
Project	45	\$341,790
Total	101	\$672,000

[#] Toyota Australia sponsored \$40,000 for local equipment and resources through the Make it Happen grant program

Small group operating grant

Council provided a small group operating grant of \$500 to local groups and clubs. These these included seniors clubs, environment friends groups and local interest groups.

Application summary

- 49 applications received
- 49 applications approved

Grant type	Number	Amount
Small group operating grant	49	\$24,500
Total	49	\$24,500



Recipient Summary

Make It Happen - Hobsons Bay Recovery and Reconnection Grants

Round 1 - February 2022		
Recipient	Project	Amount
Better West Inc	Spotswood Festival	\$25,000
Diesel Electric Rail Motor Preservation Association of Victoria Inc	Tooling To Complete Our Machinery	\$2,996
Friends of Market Street Reserve	Market Street Reserve 2022	\$1,000
Hobsons Bay Men's Shed Network Inc	Custom, Classic Car Bike Show	\$3,500
Laverton Community Children's Centre	Open play day	\$2,160
Newport Fiddle and Folk Club	Newport Lakes Bush Dance	\$3,500
Q Community Music Inc (trading as Melbourne Jazz Jammers)	Newport Jazz Festival Australia	\$14,397
Robina Scott Kindergarten	Building Blocks for Resilience	\$3,000
Speedcubing Australia	Speedcubing Competition Wonderful Williamstown 2022	\$6,500
Tarxien Social Club Inc	Feast of the Annunciation	\$2,000
Waterfront West Group	Williamstown Beer and Cider Festival	\$2,500
Williamstown Community and Education Centre Inc	Funding Migrant Support	\$10,000
Williamstown Literary Festival	Williamstown Literary Festival 2022	\$22,000
Toyota Equipment and Resources Grants		
Rotary Club of Altona City Inc	Purchase Audio Visual (AV) Equipment	\$2,988
Victoria State Emergency Service Hobsons Bay Unit	Mule Stretcher Carrier	\$2,515
Williamstown Seagulls FIDA Football Club	Mandatory Headwear Protection Project (SRC)	\$3,000
Round 2 - February 2022		
Recipient	Project	Amount
Altona Junior Football Club	Website upgrade	\$1,200
Altona Kindergarten	Quiet Spaces, Calm Minds	\$2,770
Altona North Cricket Club Inc	Production of Centenary Book	\$3,000
Altona Roosters Cricket Club	Roosters Growing	\$2,000
Australian Greek Welfare Society LTD (trading as PRONIA)	Click and Connect, digital literacy program	\$10,000
Coastal Rowing Williamstown (CReW)	Support to keep CReW "Afloat"	\$2,000

Round 2 - February 2022

Recipient	Project	Amount
Hobsons Bay Art Society	Free Little Art Galleries (FLAGs)	\$8,113
Hobsons Bay Community Walking Group	Community walking supporting Hobsons Bay	\$1,500
Laverton Magpies Football Club	Laverton Magpies community renewal project	\$23,275
Louis Joel Arts & Community Centre	Community connections for wellness	\$23,636
Melbourne City Football Club	Latina festival for football	\$2,000
Newport Calisthenics Club Inc	Welcome Newport Calisthenics Home	\$3,000
Orioz Inc	Funding for "Raja Parba" Festival	\$6,670
ParKanDo	ParKanDo's Community Expo	\$3,999
Royal Yacht Club of Victoria	International Cadet Class World Championship	\$25,000
Sacred Heart Primary School	Sacred Heart Wellbeing Dog Education	\$3,000
South Kingsville Community Centre Childcare	Childcare equipment	\$3,000
South Kingsville Preschool	Exploration, Investigation and Connections	\$3,000
SUP Melbourne	SUP Safe Altona	\$5,000
The Edwards Trust (trading as Stick Mareebo Productions)	Jamaican Music and Food Festival	\$8,000
The Pier Festival	The Pier Festival	\$18,000
The Victorian Council of African Australian Seniors	VCAAS lived experience 2022-23	\$5,000
Training Ship Voyager Unit Support Committee	Suiting Up	\$2,967
U3A Hobsons Bay/Williamstown Inc	Never too old to start	\$2,500
Williamstown Community and Education Centre – Altona North location	Altona North's new community house	\$7,480
Williamstown Little Theatre Inc	Williamstown Wellness	\$2,500
Williamstown Magic Basketball Club	Training Only Squad Under 10s	\$2,400
Willin Wimmin	Our community sings	\$8,600
Toyota Equipment and Resources Grants		
Altona Senior Citizens Centre	Food replacement - seniors lunch program	\$1,000
Association Islamic Dakwah In Australia (Victoria) Inc	Increase participation in Kids' Soccer	\$2,930
BayWest BUG	Sports Jerseys Grant	\$781
Hobsons Bay City Band	Band performance shirts	\$800
Seaworks Foundation	Uniform for volunteers	\$1,000
Williamstown Sailing Club	Junior Sailing Rescue Boat	\$3,000

Round 3 - April 2022

Recipient	Project	Amount
Agility Dog Club of Victoria Inc	Equipment for training/competition	\$2,590
Altona Hockey Club	Walking Hockey	\$3,498
Altona Meadows Community Association	Monster Mayhem 2023	\$25,000
Australia Telangana Association Inc	ATAI Bathukamma 2022	\$10,000
Bronwen Gray & Alan Young	Changing face changing place	\$19,000
Laverton Community Centre	Community Wellbeing Workshops	\$5,000
Laverton Community Education Centre	Light Ability at Laverton	\$24,880
Laverton Festival	Laverton Festival	\$25,000
Laverton Youth Foundation	Youth Leadership program - Western Bulldogs Community Foundation	\$8,000
Life Saving Victoria	Connecting Diverse groups through Aquatics	\$20,000
Mental Health First Aid (auspiced by Laverton Youth Foundation)	Mental Health First Aid school training	\$22,950
Multicultural Women Victoria	Sacred Plants, Our Ancestors' Legacy	\$15,500
Network West	First Nations Solidarity Action Project	\$5,000
Probus Club of Williamstown	Reconnect with our members	\$500
Seven-O-Seven Operations Inc	Professional photography for online display	\$1,000
SoundStep Studios	Community Music Showcase	\$20,960
Telugu Association of Australia Inc	Grant for Abhinandanamala	\$1,000
Vietnamese Association in Hobsons Bay	Mentalwealth – Paths to recovery	\$5,338
Walker Close and Brooklyn Hall Association Inc	Granny Square Christmas Tree	\$10,000
Toyota Equipment and Resources Grants		
Newport Storm Football Club	Purchase of portable MiniRoos Goals	\$3,000
Outlets Co-operative Neighbourhood House Ltd	Women Empowerment through Images	\$3,000
Robina Scott Kindergarten	Go out & play!	\$2,964
Williamstown Community and Education Centre - Altona North location	Fridge for new community house	\$649

Round 4 - May 2022

Recipient	Project	Amount
Anderson Street Community Group	Anderson Play Street	\$6,632
Australian Jigsaw Puzzle Association	National Jigsaw Puzzle Competition 2022	\$8,500
Bipolar Life Victoria Inc	Living Bipolar	\$3,299
Laverton Community Integrated Services Inc	Cafe Cook up 2	\$17,000
Love Seabrook	Seabrook Diwali Festival	\$10,000
Maritime Trust of Australia Inc	HMAS Castlemaine 80th anniversary	\$5,000
Newport Fiddle and Folk Club	Newport Choir: Developing Capability	\$500
Newport Power Netball Club	Confident communication workshop	\$3,000
OzHarvest	Nutrition Education Skills Training (NEST)	\$8,400
Seabreeze Quilters Inc	The Threads of Community Connection	\$3,500
South Kingsville Community Centre Inc	Soil improvement, compost and you	\$4,000
Speedcubing Australia	Speedcubing Competition Wonderful Williamstown 2023	\$6,500
St Leo the Great Primary	Unity is strength Community Spectacular	\$1,000
The Equality Project	Rainbow Celebration and Leadership Seminar	\$13,000
The Finnish Society of Melbourne Inc	55th Finnish Festival	\$11,300
Western Suburbs Badminton Association Inc	Youth of all Abilities Badminton	\$480
Willi Tigers Netball Club Inc	Club Reconnection Day	\$3,000
Williamstown Baseball Club	Baseball Recruitment and Training Program	\$8,322
Williamstown Imperial Cricket Club	Online Scoring	\$2,400
Williamstown Superules Football Club	Men's Mental Health Round	\$3,000
Toyota Equipment and Resources Grants		
Alle Munchkins Inc	Library Books Update	\$995
Altona Community Gardens Inc	Ponderful: a meditative community mural	\$1,331
Altona Little Athletics Centre	Altona LAC Sun Smart Initiative	\$3,000
Crashendo	Crashendo Woodwind & Strings Project	\$1,000
Hobsons Bay Toy Library	Hobsons Bay Toy Library Signage	\$840
Laverton Community Garden Inc	Prepare the Garden for Growth	\$3,000
Seaholme Kindergarten Inc	Equipment for Nurturing Resilience	\$995
Williamstown Junior Football Club Inc	Replacement footballs – restarting the game	\$1,000

New Art Grants

New Art is a new funding stream aimed at celebrating and supporting the local arts – our creatives, artists and the community – by creatively activating spaces and precincts across the city.

New Art – Creative Industries Support Package

The first New Art round opened in December 2021 for local producers to apply for funding to present work.

Round 1 - February 2022		
Recipient	Project	Amount
Born In A Taxi	The Cube (Altona, December 2022)	\$30,000
Carlos Almenar Diaz	A Visual Journey in Chromatic Rhythms (various locations, 2022)	\$30,000
Kinetic Theatre	The Snail's Trail (the Bay Trail, March 2023)	\$16,000

Business Grants

The Hobsons Bay Business has Heart Grants 2.0 Program provided support to businesses across Hobsons Bay that have been particularly hard hit by the COVID-19 pandemic and comprised two streams:

Stream 1 – Quick Response Grants (up to \$1,500 per business)

Council offered a grant of up to \$1,500 per individual small business within sectors that were largely or entirely unable to operate during the 2021 lockdown including health and personal services, recreation, tourism and the creative industries.

Grants were provided for marketing and promotion, business mentoring, financial planning, upskilling and training and online/e-commerce services.

Application summary

- 88 applications received
- 72 applications approved

Stream 2 – Business Precinct Activation Grants (Up to \$5,000/\$10,000)

Council offered trader associations or groups of businesses a business precinct activation grants to enable promotions and/or activations. There were two funding tiers:

Tier 1 – up to \$5,000

Available for neighbourhood activity centres, providing benefit to at least 10 businesses.

Tier 2 – up to \$10,000

Available for Traders Associations or groups of businesses, providing benefit to at least 20 businesses.

Quick Response Grants

Grant type	Number	Amount
Quick Response Grant	72	\$1,500
Total	72	\$108,000

Business Precinct Activation Grants

Recipient	Project	Amount
Eat, Drink, Pier Street 3018	A group of Altona-based businesses	\$5,000
Westgate Referral Network, a business network operating out of Hobsons Bay for 16 years	Boosting Networking and Business Locally	\$5,000
A group of South-Kingsville-based businesses	Welcome to Vernon Street	\$5,000
Spotswood Traders Association	Spotswood Traders Association Website	\$10,000
Williamstown Chamber of Commerce	I am Williamstown Part Two	\$10,000
Newport Traders Association	Newport Think Local	\$10,000

Victorian State Government DFFH CALD COVID-19 Partnership grant

The Department of Families, Fairness and Housing (DFFH) provided Council with targeted engagement and support for local priority CALD communities in response to the COVID-19 pandemic. This included supporting improved access to accurate information about COVID-19 health information and directions with a focus on the vaccination rollout and available health, social and economic supports. The below table outlines the direct partnership grants to local and CALD organisations within Hobsons Bay, as distributed by 30 June 2022.

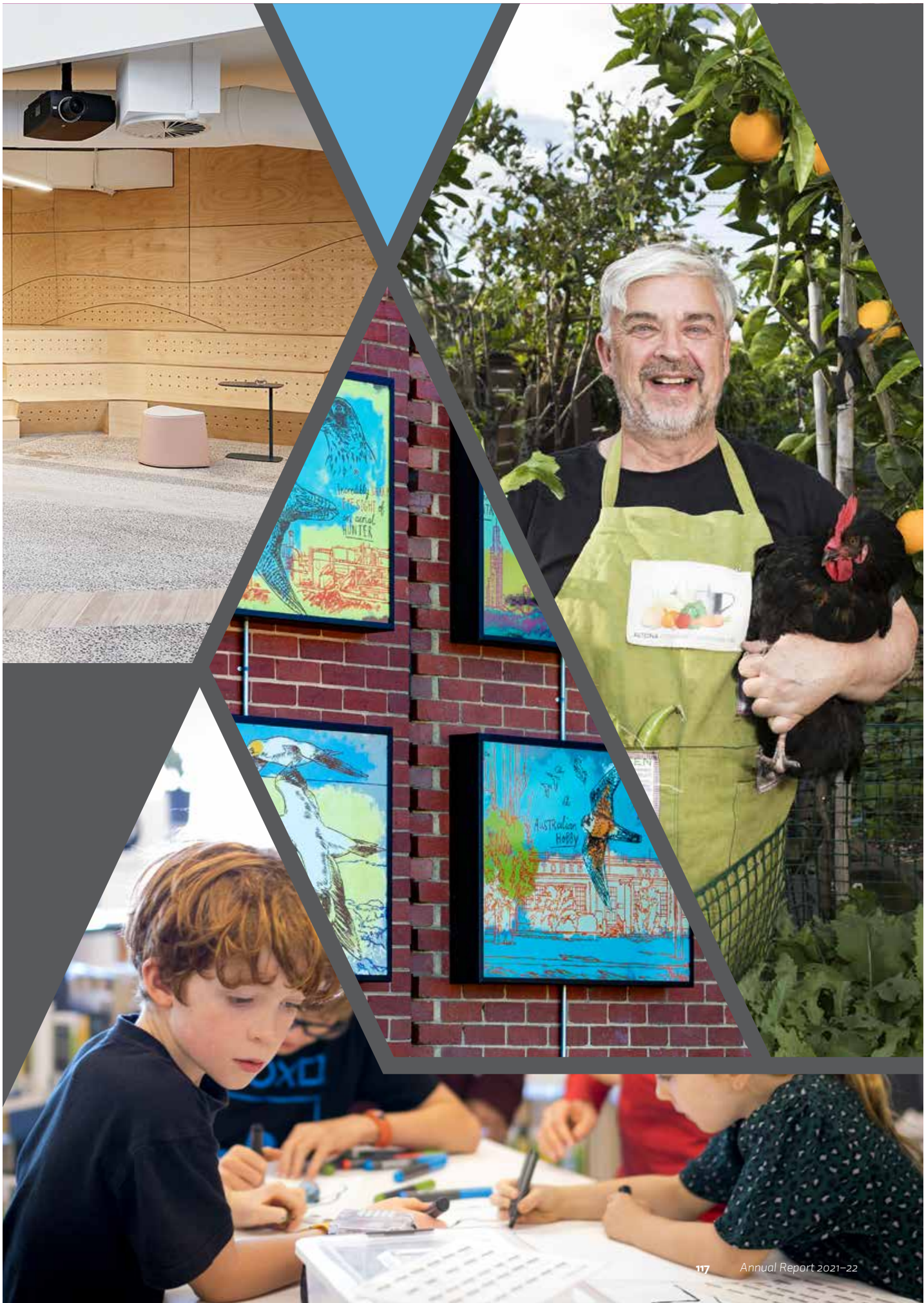
DFFH-funded CALD COVID-19 Partnership grant

Recipient	Project	Amount
Centre for Multicultural Youth	Youth COVID-19 engagement awareness project	120,000
Louis Joel Arts & Community Centre and Walker Close Community Centre	Link to wellness – Community Wellbeing through Social Prescribing in Hobsons Bay	\$22,197
Williamstown Community & Education centre Inc	Community garden and social revitalisation	\$25,452
Small community group grants		
Al-Asr Society of Australia	Faith programs with COVID-19 messaging	\$2,500
Maltese Association Hobsons Bay	Altona North Seniors COVID-19 information and reconnection	\$6,360
Sri Lankan Cultural Foundation	Community gathering	\$2,500
West Melbourne Marathi Inc.	Ganapati / Ganesh Festival	\$5,000
Western Happy Families Group	Eid Al-Adha celebration	\$1,000
Women of Kapa Haka Inc.	Wahine Whakamanawa Ladies Day 2022	\$8,500



Sources (community profile)

- Australian Bureau of Statistics (2018) *Disability, Ageing and Carers*, Australia: Victoria
- Australian Bureau of Statistics (2022) *Census of Population and Housing 2021*
- Australian Bureau of Statistics (2021) *Business register 2021*
- Crime Statistics Agency (2022) *Victoria Police Family incidents by Local Government Area - June 2022*
- Department of Social Services (2022) *Job Seeker recipients – May 2022*, data presented and compiled by profile.id
- National Skills Commission (2022) *Small Area Labour Markets – March 2022 Quarter*
- Snapshot climate (2022) *Hobsons Bay 2019/20 municipal emissions snapshot*
- Victorian Agency for Health Information (2020) *The health and wellbeing of the lesbian, gay, bisexual, transgender, intersex and queer population in Victoria*, Findings from the 2017 Victorian Population Health Survey
- Victorian Agency for Health Information (2022) *Victorian Population Health Survey 2020*
- Victorian Gambling and Casino Control Commission (2022) *Gambling expenditure by local area*
- Victorian Government (2018) *Urban Vegetation Cover Reports: Western Region*





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- downloading a digital copy from Council's website www.hobsonsbay.vic.gov.au
- requesting a copy by email to customerservice@hobsonsbay.vic.gov.au
- requesting a printed copy by calling 1300 179 944. A limited number of printed copies are available



Hobsons Bay City Council

Annual Financial Report

For the year ended 30 June 2022





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Certification of the Financial Statements

In my opinion, the accompanying financial statements have been prepared in accordance with the *Local Government Act 2020*, the *Local Government (Planning and Reporting) Regulations 2020*, the Australian Accounting Standards and other mandatory professional reporting requirements.



Hamish Munro, CPA

Principal Accounting Officer

Date : 12 October 2022

Altona

In our opinion the accompanying financial statements present fairly the financial transactions of Hobsons Bay City Council for the year ended 30 June 2022 and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances that would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify the financial statements in their final form.



Peter Hemphill

Mayor

Date : 12 October 2022

Altona



Pamela Sutton-Legaud

Councillor

Date : 12 October 2022

Altona



Aaron van Egmond

Chief Executive Officer

Date : 12 October 2022

Altona

Independent Auditor's Report

To the Councillors of Hobsons Bay City Council

Opinion	<p>I have audited the financial report of Hobsons Bay City Council (the council) which comprises the:</p> <ul style="list-style-type: none"> • balance sheet as at 30 June 2022 • comprehensive income statement for the year then ended • statement of changes in equity for the year then ended • statement of cash flows for the year then ended • statement of capital works for the year then ended • notes to the financial statements, including significant accounting policies • certification of the financial statements. <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the council as at 30 June 2022 and their financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 4 of the <i>Local Government Act 2020</i>, the <i>Local Government (Planning and Reporting) Regulations 2020</i> and applicable Australian Accounting Standards.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Councillors' responsibilities for the financial report	<p>The Councillors of the council are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards, the <i>Local Government Act 2020</i> and the <i>Local Government (Planning and Reporting) Regulations 2020</i>, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Councillors are responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.</p>

Auditor's responsibilities for the audit of the financial report

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Councillors
- conclude on the appropriateness of the Councillors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
18 October 2022



Travis Derricott
as delegate for the Auditor-General of Victoria

Comprehensive Income Statement For the Year Ended 30 June 2022

	Note	2022 \$'000	2021 \$'000
Income			
Rates and charges	3.1	119,661	112,795
Statutory fees and fines	3.2	4,900	3,610
User fees	3.3	3,199	2,848
Grants - operating	3.4	11,388	14,746
Grants - capital	3.4	13,729	5,534
Contributions - monetary	3.5	4,538	3,739
Contributions - non monetary	3.5	295	-
Fair value adjustments for investment property	6.3	-	780
Other income	3.7	2,945	2,477
Total income		160,655	146,529
Expenses			
Employee costs	4.1	55,384	56,598
Materials and services	4.2	49,410	47,123
Depreciation	4.3	24,214	22,055
Net loss on disposal of property, infrastructure, plant and equipment	3.6	165	2,694
Amortisation - right of use assets	4.4	340	781
Bad and doubtful debts	4.5	936	370
Borrowing costs	4.6	372	627
Finance costs - leases	4.7	16	49
Other expenses	4.8	1,026	876
Total expenses		131,863	131,173
Surplus for the year		28,792	15,356
Other comprehensive income			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment	6.2	117,041	62,954
Total other comprehensive income		117,041	62,954
Total comprehensive result		145,832	78,310

The above comprehensive income statement should be read in conjunction with the accompanying notes.

**Balance Sheet
As at 30 June 2022**

	Note	2022 \$'000	2021 \$'000
Assets			
Current assets			
Cash and cash equivalents	5.1	10,922	5,067
Trade and other receivables	5.1	18,565	16,882
Other financial assets	5.1	35,000	40,000
Inventories	5.2	19	16
Other assets	5.2	860	882
Total current assets		65,366	62,847
Non-current assets			
Trade and other receivables	5.1	193	228
Other financial assets	5.1	1	1
Non-current assets classified as held for sale	6.1	1,854	-
Property, infrastructure, plant and equipment	6.2	1,504,781	1,355,489
Right-of-use assets	5.8	84	340
Investment property	6.3	14,565	14,565
Total non-current assets		1,521,477	1,370,623
Total assets		1,586,843	1,433,470
Liabilities			
Current liabilities			
Trade and other payables	5.3	20,422	13,895
Trust funds and deposits	5.3	10,068	7,426
Unearned income/revenue	5.3	4,693	7,388
Provisions	5.5	12,305	12,861
Interest-bearing liabilities	5.4	588	9,200
Lease liabilities	5.8	179	317
Total current liabilities		48,255	51,087
Non-current liabilities			
Provisions	5.5	1,016	978
Interest-bearing liabilities	5.4	11,412	5,000
Lease liabilities	5.8	22	79
Total non-current liabilities		12,450	6,057
Total liabilities		60,704	57,144
Net assets		1,526,138	1,376,326
Equity			
Accumulated surplus		598,763	561,052
Reserves	9.1	927,375	815,274
Total Equity		1,526,139	1,376,326

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

**Statement of Changes in Equity
For the Year Ended 30 June 2022**

	Note	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2022					
Balance at beginning of the financial year		1,376,325	561,052	784,704	30,569
Opening balance adjustment	9.4	3,981	3,981	-	-
Adjusted opening balance		1,380,306	565,033	784,704	30,569
Surplus for the year		28,792	28,792	-	-
Net asset revaluation increment	6.2	117,041	-	117,041	-
Transfers to other reserves	9.1	-	(13,818)	-	13,818
Transfers from other reserves	9.1	-	18,756	-	(18,756)
		1,526,138	598,763	901,745	25,630
Balance at end of the financial year		1,526,138	598,763	901,745	25,630

		Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2021					
Balance at beginning of the financial year		1,294,645	525,316	721,750	47,579
Opening balance adjustment	10	3,370	3,370	-	-
Adjusted opening balance		1,298,015	528,686	721,750	47,579
Surplus for the year		15,356	15,356	-	-
Net asset revaluation increment	6.2	62,954	-	62,954	-
Transfers to other reserves	9.1	-	(5,059)	-	5,059
Transfers from other reserves	9.1	-	22,069	-	(22,069)
		1,376,325	561,052	784,704	30,569
Balance at end of the financial year		1,376,325	561,052	784,704	30,569

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

**Statement of Cash Flows
For the Year Ended 30 June 2022**

	Note	2022 Inflows/ (Outflows) \$'000	2021 Inflows/ (Outflows) \$'000
Cash flows from operating activities			
Rates and charges		117,520	110,554
Statutory fees and fines		4,128	3,388
User fees		5,614	5,848
Grants - operating		11,388	16,593
Grants - capital		11,034	10,366
Contributions - monetary		4,541	3,739
Interest received		108	821
Trust funds and deposits paid		3,323	221
Other receipts		3,443	(113)
Net GST refund		8,329	10,814
Employee costs		(55,903)	(55,199)
Materials and services		(56,199)	(62,809)
Short-term, low value and variable lease payments		-	(39)
Trust funds and deposits repaid		(698)	(873)
Net cash provided by operating activities		56,628	43,311
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment	6.2	(53,049)	(71,707)
Proceeds from sale of property, infrastructure, plant and equipment		59	400
Proceeds from sale of investments		5,000	29,000
Net cash used in investing activities		(47,990)	(42,307)
Cash flows from financing activities			
Finance costs		(372)	(627)
Proceeds from borrowings		7,000	-
Repayment of borrowings		(9,200)	-
Interest paid - lease liability		(16)	(49)
Repayment of lease liabilities		(195)	(732)
Net cash used in financing activities		(2,783)	(1,408)
Net increase (decrease) in cash and cash equivalents		5,855	(404)
Cash and cash equivalents at the beginning of the financial year		5,067	5,471
Cash and cash equivalents at the end of the financial year		10,922	5,067
Financing arrangements	5.6		
Restrictions on cash assets	5.1		

The above statement of cash flows should be read in conjunction with the accompanying notes.

**Statement of Capital Works
For the Year Ended 30 June 2022**

	2022 \$'000	2021 \$'000
Property		
Buildings	13,976	23,773
Heritage buildings	165	239
Total buildings	<u>14,141</u>	<u>24,012</u>
Total property	<u>14,141</u>	<u>24,012</u>
Plant and equipment		
Heritage plant and equipment	5	9
Plant, machinery and equipment	1,219	2,464
Fixtures, fittings and furniture	1,818	2,504
Computers and telecommunications	823	1,430
Library books	893	670
Total plant and equipment	<u>4,758</u>	<u>7,077</u>
Infrastructure		
Roads	10,806	7,732
Bridges	256	316
Footpaths and cycleways	3,812	2,555
Drainage	1,678	3,301
Recreational, leisure and community facilities	7,276	7,283
Waste management	276	81
Parks, open space and streetscapes	9,886	11,671
Off street car parks	271	1,375
Other infrastructure	1,585	1,302
Total infrastructure	<u>35,845</u>	<u>35,616</u>
Total capital works expenditure	<u>54,744</u>	<u>66,705</u>
Represented by:		
New asset expenditure	10,565	10,810
Asset renewal expenditure	17,783	19,492
Asset upgrade expenditure	26,396	36,403
Total capital works expenditure	<u>54,744</u>	<u>66,705</u>

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

Note 1 OVERVIEW

Introduction

Hobsons Bay City Council was established by an Order of the Governor in Council on 22 June 1994 and is a body corporate. The Council's main office is located at 115 Civic Parade, Altona.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with the Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 2020*, and the *Local Government (Planning and Reporting) Regulations 2020*.

The Council is a not-for-profit entity and therefore applies the additional AUS paragraphs applicable to a not-for-profit entity under the Australian Accounting Standards.

Significant accounting policies

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, except for the cash flow information, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The financial statements are based on the historical cost convention unless a different measurement basis is specifically disclosed in the notes to the financial statements.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The financial statements have been prepared on a going concern basis. The financial statements are in Australian dollars. The amounts presented in the financial statements have been rounded to the nearest thousand dollars unless otherwise specified. Minor discrepancies in tables between totals and the sum of components are due to rounding.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.2)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.2)
- the determination of employee provisions (refer to Note 5.5)
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of AASB 15 *Revenue from Contracts with Customers* or AASB 1058 *Income of Not-for-Profit Entities* (refer to Note 3)
- the determination, in accordance with AASB 16 *Leases*, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 5.8)
- whether or not AASB 1059 *Service Concession Arrangements: Grantors* is applicable
- other areas requiring judgements

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

(b) Impact of COVID-19

During 2021-22 the COVID-19 pandemic continued to impact on Council's operations. Council has noted the following impacts on its financial operations:

User fees waived under COVID-19 Community Support Package 5 included food permits (\$491,000), footpath and furniture trading permits (\$116,000) and health permits (\$39,000). Parking meter income was reduced due to ongoing COVID-19 restrictions (\$190,000) and debt recovery did not proceed (\$107,000).

Operating grants increased from one off COVID-19 funding received for outdoor activation programs (\$330,000).

Other income was under budget as a result of extended COVID-19 restrictions for sports facility rental (\$70,000).

Employee costs increased from the COVID-19 business concierge and hospitality program (\$261,000) which was funded by a grant, cleaning of COVID-19 high touch points such as playgrounds and shopping strips (\$343,000) and staff relief and overtime for the immunisation program as a result of COVID-19 restrictions (\$80,000).

There were employee cost savings from reduced Hall keeper hours for venues due to COVID-19 restrictions (\$104,000).

Materials increases related to COVID-19 cleaning (\$375,000) and Sport and Recreation facilities asset maintenance and electricity costs (\$109,000).

The provision for Doubtful debts also rose in response to property debtors impacted by COVID-19 (\$284,000).

Note 2.1 Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of ten percent or one million where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

These notes are prepared to meet the requirements of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

2.1.1 Income and expenditure

	Budget 2022 \$'000	Actual 2022 \$'000	Variance \$'000	Variance %	Ref
Income					
Rates and charges	117,352	119,661	2,309	2.0%	1
Statutory fees and fines	4,378	4,900	522	11.9%	2
User fees	3,863	3,199	(664)	(17.2%)	3
Grants - operating	10,338	11,388	1,050	10.2%	4
Grants - capital	17,184	13,729	(3,455)	(20.1%)	5
Contributions - monetary	4,598	4,538	(60)	(1.3%)	
Contributions - non monetary	-	295	295	0.0%	
Other income	2,979	2,945	(34)	(1.1%)	
Total income	160,692	160,655	(37)	(0.0%)	
Expenses					
Employee costs	55,226	55,384	(158)	(0.3%)	
Materials and services	49,099	49,410	(311)	(0.6%)	
Depreciation	22,998	24,214	(1,216)	(5.3%)	6
Loss on disposal of property, infrastructure, plant and equipment	(50)	165	(215)	430.3%	7
Amortisation - right of use assets	474	340	134	28.3%	8
Bad and doubtful debts	219	936	(717)	(327.6%)	9
Borrowing costs	568	372	196	34.5%	10
Finance costs - leases	39	16	23	57.9%	11
Other expenses	918	1,026	(108)	(11.7%)	
Total expenses	129,491	131,863	(2,372)	(1.8%)	
Surplus for the year	31,201	28,792	(2,409)	(7.7%)	

(i) Explanation of material variations

- 1 Rates and charges were \$2.309 million over budget due to an increase in the amount originally raised due to a delay in raising rates and greater than expected property development (\$1.621 million). Rate waivers were less than budgeted (\$298,000), while there was also increased income for interest on rates (\$251,000), waste charges (\$73,000), supplementary rates (\$58,000) and payments in lieu of rates (\$10,000).
- 2 Statutory fees and fines were \$522,000 over budget due to increased planning application fees due to market recovery (\$352,000), an increase in parking infringements issued (\$114,000), unbudgeted election management fines (\$56,000), additional land information certificates issued (\$40,000) and an increase in animal registrations (\$26,000). The most significant decrease was for pool registrations as a result of statutory changes to registration due dates.

- 3 User fees were \$664,000 under budget mainly due to fees waived under COVID-19 Community Support Package 5 for food permits (\$491,000), footpath and furniture trading permits (\$116,000) and health permits (\$39,000). Parking meter income was reduced due to ongoing COVID-19 restrictions (\$190,000), debt recovery did not proceed (\$107,000), Westgate Tunnel license fees were removed (\$50,000). The most significant increases were reimbursements from tenants for building information fees (\$81,000), road opening/reinstatement fees (\$76,000), property insurance premiums (\$55,000), engineering services fees (\$62,000) and venue facilities fees (\$58,000).
- 4 Operating grants were \$1.050 million over budget. The most significant increases relate to Federal Financial Assistance Grant funding where an additional quarter of the 2022-23 funding was bought forward (\$683,000), one off COVID-19 funding received for outdoor activation programs (\$330,000) business concierge and hospitality (\$290,000) and Culturally And Linguistically Diverse local partnership projects (\$219,000), increased income for boat ramps (\$142,000) and Recycling 2.0 (\$116,000), renewed income for school focus youth services (\$104,000), additional one off funding for maternal child and health (\$102,000) and additional funding for arboriculture training (\$80,000). The most significant decreases relate to the unsuccessful West Gate Neighbourhood application towards the Urban Forest implementation (\$500,000) and the level crossing removal project (\$320,000).
- 5 Capital grants were under budget by \$3.455 million due to income carried over to next year's program (\$3.835 million) and income budgeted to be received in 2021-22 that was received in the prior year (\$157,000). These are offset against additional grants received (\$537,000).
- 6 Depreciation costs were over budget by \$1.216 million from 2021/22 capital additions and 2022 revaluations of the following asset classes: - Bridges, Footpaths & Cycleways, Drainage, Roads, Off Street Car Parks and Parks, Open Space and Streetscapes.
- 7 There was a net loss on the disposal of property, infrastructure, plant and equipment of \$165,000 during the financial year.
- 8 Amortisation costs were under budget by \$134,000 due to leases which reached the end of their term and were not renewed.
- 9 Bad and doubtful debts were over budget by \$717,000. This relates to the continued collection delays at Fines Victoria for unpaid parking fines (\$616,000) and property debtors (\$284,000) impacted by COVID-19.
- 10 Borrowing costs were under budget by \$196,000 from taking out new borrowings at a later than budgeted date in 2021-22.
- 11 Finance lease interest costs were under budget by \$23,000 due to leases which had reached the end of their term and were not renewed.

2.1.2 Capital works

	Budget 2022 \$'000	Actual 2022 \$'000	Variance \$'000	Variance %	Ref
Property					
Buildings	23,015	13,976	(9,039)	(39.3%)	1
Heritage buildings	30	165	135	451.5%	2
Total buildings	23,045	14,141	(8,904)	(38.6%)	
Total property	23,045	14,141	(8,904)	(38.6%)	
Plant and equipment					
Heritage plant and equipment	-	5	5	-	
Plant, machinery and equipment	1,636	1,219	(417)	(25.5%)	3
Fixtures, fittings and furniture	-	1,818	1,818	-	4
Computers and telecommunications	700	823	123	17.5%	5
Library books	960	893	(67)	(6.9%)	
Total plant and equipment	3,296	4,758	1,462	44.3%	
Infrastructure					
Roads	13,556	10,806	(2,750)	(20.3%)	6
Bridges	60	256	196	326.6%	7
Footpaths and cycleways	1,637	3,812	2,175	132.8%	8
Drainage	2,307	1,678	(629)	(27.3%)	9
Recreational, leisure and community facilities	5,890	7,276	1,386	23.5%	10
Waste management	575	276	(299)	(52.0%)	11
Parks, open space and streetscapes	11,228	9,886	(1,342)	(12.0%)	12
Off street car parks	145	271	126	87.1%	13
Other infrastructure	350	1,585	1,235	353.0%	14
Total infrastructure	35,748	35,845	97	0.3%	
Total capital works expenditure	62,089	54,744	(7,345)	(11.8%)	
Represented by:					
New asset expenditure	13,515	10,565	(2,950)	(21.8%)	15
Asset renewal expenditure	21,037	17,783	(3,254)	(15.5%)	15
Asset expansion expenditure	27,537	26,396	(1,141)	(4.1%)	15
Total capital works expenditure	62,089	54,744	(7,345)	(11.8%)	

(i) Explanation of material variations

Variance Ref	Item	Explanation
1	Buildings	Buildings are under budget by \$9.039 million. This is due to underspend on H.D. Graham Reserve \$3.588 million, J.T. Gray Reserve \$2.023 million, Brooklyn Hall \$1.359 million, Dennis Reserve Pavilion \$992,000 and Altona Sports Centre \$974,000, Altona Tennis Club \$650,000, Renewable Energy \$600,000 and Donald MacLean Reserve Pavilion \$588,000. This was offset by over expenditure on W.L.J. Croft Reserve Pavilion (\$1.195 million), Russell Court Kindergarten (\$535,000), the Civic Centre (\$345,000) and South Kingsville Community Centre (\$281,000).
2	Heritage buildings	Heritage buildings were over budget due to works at the Tidal Gauge House (\$67,000) and Williamstown Mechanics Institute (\$76,000).
3	Plant, machinery and equipment	Plant, Machinery and Equipment is under budget due to Plant replacement expenditure under \$ 494,000 offset by end of Lease Vehicle purchases (\$70,000).
4	Fixtures, fittings and furniture	Fixtures, Furniture and Fittings includes expenditure of \$1.352 million on the Solar photovoltaic rollout, which was budgeted under buildings, and Building renewal works (\$148,000) and Bayfit (\$188,000).

5	Computers and telecommunications	Information Technology overspend of \$123,000 from Library IT equipment upgrades (\$60,000) and digital signage (\$32,000) and Civic Centre upgrade (\$29,000).
6	Roads	Road expenditure was under budget by \$2.750 million. Under budget items include the Stitch in Time program (\$1.517 million), Truman Street South Kingsville to Aloha Street (\$641,000), Merton Street (\$598,000), Pier St Altona (\$550,000), Railway Avenue Laverton blackspot funding (\$453,000), Ferguson St Williamstown blackspot funding bicycle (\$310,000). These are offset by overspend on Aloha Street South Kingsville (\$613,000), Mason Street Altona North Blackspot funding (\$534,000) and the Altona Activity Centre (\$462,000).
7	Bridges	Bridges were over budget as a result of expenditure on the Queen Street footbridge (\$228,000) and Skeleton Creek Trail upgrade (\$24,000) offset by Bridge renewal underspend (\$48,000).
8	Footpaths and cycleways	Footpaths and cycleways were over budget by \$2.754 million as a result of Altona foreshore upgrade expenditure allocated to footpaths and Cycleways (\$1.754million), Kororoit Creek Trail (\$243,000), Williamstown Primary Schools Safe travel program \$185,000, Keen Street Newport (\$143,000), MacLean Reserve (\$108,000).
9	Drainage	Drainage was under budget by \$629,000 from Drainage Renewal Program (\$313,000), Central Avenue (\$520,000), Blenheim Road Newport (\$309,000), A.B. Shaw Reserve (\$210,000). Offset by overspends at Digman Reserve (\$138,000) Truman Street (\$124,000), John Street Williamstown laneway (\$88,000).
10	Recreational, leisure and community facilities	Recreation, Leisure and Community Facilities were over budget by \$1.386 million as a result of H.D. Graham (\$1.487 million), Cricket practice nets (\$482,000), Tennis needs (\$340,000, Westgate Tunnel (\$231,000) and Dennis Reserve (\$216,000). This was offset by Digman Reserve (\$746,000) and Bio-diversity strategy (\$200,000), Sporting Ground Floodlighting (\$198,000) and Hard Courts (\$185,000).
11	Waste management	Waste management was under budget on Public Bin Standardisation (\$269,000) and Borrack Square (\$30,000).
12	Parks, open space and streetscapes	Parks, Open Space and Streetscapes is under budget by \$ 1.342 million as a result of Foreshore remedial program (\$2.013 million) expenditure allocated to other asset categories, Blenheim Road Open Space \$562,000, Open space renewals and upgrades (\$537,000), Dennis Reserve \$531,000, Sporting ground redevelopments \$370,000. Offset by Westgate tunnel open space \$1.713 million, Hosken Reserve (\$543,000) and Vibrant Villages (\$419,000) overspends.
13	Off street car parks	Off Street Car Parks were over budget by \$126,000 from Digman Reserve (\$169,000), Altona Boat Ramp Car Park (\$101,000) which were offset by underspends on Altona North Bowling Club (\$135,000).
14	Other infrastructure	Other infrastructure assets were over spent by \$ 1.235 million. This includes Seabrook West LAMP implementation (\$240,000), Safe travel to schools program (\$189,000), May & Cresser Street Altona North (\$178,000), Altona North LAMP (\$146,000), Seabrook Boulevard LATM (\$140,000) & Ferguson St Williamstown (\$100,000).
15	New, renewal and upgrade expenditure	Variations to the budget are the result of the above changes and the classification of asset expenditure to the appropriate category.

Note 2.2 Analysis of Council results by program

Council delivers its functions and activities through the following programs.

2 (a) Corporate Services

Corporate services provides efficient, effective and proactive support services across council to enable the delivery of policy commitments, council vision and mission. The provision of these services includes finance services, digital information and technology, property and procurement, strategy and program delivery and program integration and development.

Sustainable Communities

Sustainable communities provides high quality community focused programs, service delivery and communication to residents. Sustainable communities is comprised of community care, community development, family and children's services, public health, waste services and social planning and investment.

The planning services area of Sustainable communities includes the assessment of city development, health, planning strategy and urban growth.

Infrastructure and City Services

City services is responsible for constructing new infrastructure and maintaining existing infrastructure across a very diverse range of assets that underpin the wellbeing of the community. These assets include capital works engineering services, environment and waste, city works, parks and gardens, emergency management and municipal resources.

2.2.2 Summary of income, expenses, assets and capital expenses by program

	Income	Expenses	Surplus	Grants included in income	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'000
2022					
Corporate Services	39,122	32,372	6,750	1,818	47,395
Sustainable Communities	52,031	45,005	7,026	6,214	17,333
Infrastructure & City Services	69,502	54,486	15,016	17,085	1,522,115
	160,655	131,863	28,792	25,117	1,586,843

	Income	Expenses	Surplus	Grants included in income	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'000
2021					
Corporate Services	46,561	38,166	8,395	8,926	50,253
Sustainable Communities	44,962	42,452	2,510	3,751	16,245
Infrastructure & City Services	55,006	50,555	4,451	7,603	1,366,972
	146,529	131,173	15,356	20,280	1,433,470

Note 3 Funding for the delivery of our services	2022	2021
3.1 Rates and charges	\$'000	\$'000

Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is the sum which the property might be expected to realise at the time of valuation if offered for sale on any reasonable terms and conditions.

The valuation base used to calculate general rates for 2021/22 was \$37,699 million (2020/21 \$37,811 million). The 2021/22 residential rate in the dollar was 0.2222 cents (0.2190 cents 2020/21). Differential rating factors are used for the purpose of applying variable rates according to land use.

General rates	107,408	101,821
Waste management charge	10,740	9,641
Supplementary rates and rate adjustments	458	353
Interest on rates and charges	701	628
Revenue in lieu of rates	354	352
Total rates and charges	119,661	112,795

The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2022, and the valuation will be first applied in the rating year commencing 1 July 2022.

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

3.2 Statutory fees and fines

Infringements and costs	2,078	1,207
Court recoveries	7	14
Town planning fees	1,966	1,567
Land information certificates	123	97
Permits	726	725
Total statutory fees and fines	4,900	3,610

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

3.3 User fees

Aged and health services	438	424
Roads and drains	405	575
Leisure centre and recreation	137	425
Child care/children's programs	48	46
Parking	753	536
Registration and other permits*	47	(36)
Building services	475	352
Town planning	235	168
Facilities	292	144
Other fees and charges	369	214
Total user fees	3,199	2,848

User fees by timing of revenue recognition

User fees recognised over time	-	-
User fees recognised at a point in time	3,199	2,848
Total user fees	3,199	2,848

User fees are recognised as revenue at a point in time, or over time, when (or as) the performance obligation is satisfied. Recognition is based on the underlying contractual terms.

*The 2021 balance of Registration and other permits is a result of refunds for food safety and other Council permits.

3.4 Funding from other levels of government

Grants were received in respect of the following :

Summary of grants

Commonwealth funded grants	8,304	6,333
State funded grants	16,813	13,946
Total grants received	25,117	20,279

(a) Operating Grants

Recurrent - Commonwealth Government

Financial Assistance Grants	3,817	2,796
Aged home and community care	1,562	1,314
Food services	345	341
Recreation	30	-

Recurrent - State Government

Family Youth and children	1,847	1,550
Infrastructure	280	680
Aged home and community care	41	70
School crossing supervisors	14	320
Libraries	1,020	638
Recreation	728	502
Food Services	123	-
Public health	115	130
Beach cleaning	95	110
Recycling	-	25
Total recurrent operating grants	10,017	8,476

	2022	2021
	\$'000	\$'000
Non-recurrent - Commonwealth Government		
Family Youth and Children	154	-
Other	33	-
Infrastructure	80	-
Non-recurrent - State Government		
Working for Victoria	-	5,969
Aged care	79	130
Recreation	-	93
Other	656	68
Public Health	66	-
Family Youth and Children	44	-
Recycling	116	10
Recreation	143	-
Total non-recurrent operating grants	1,371	6,270
Total operating grants	11,388	14,746

(b) Capital Grants

Recurrent - Commonwealth Government		
Roads to recovery	477	477
Total recurrent capital grants	477	477
Non-recurrent - Commonwealth Government		
Buildings	-	718
Recreation	1,023	688
Infrastructure	783	-
Non-recurrent - State Government		
Infrastructure	968	1,040
Libraries	76	-
Recreation	10,402	2,611
Total non-recurrent capital grants	13,252	5,057
Total capital grants	13,729	5,534

(c) Unspent grants received on condition that they be spent in a specific manner

Operating		
Balance at start of year	2,362	1,544
Received during the financial year and remained unspent at balance date	851	1,134
Received in prior years and spent during the financial year	(530)	(316)
Balance at year end	2,683	2,362
Capital		
Balance at start of year	4,784	223
Received during the financial year and remained unspent at balance date	475	4,784
Received in prior years and spent during the financial year	(4,142)	(223)
Balance at year end	1,117	4,784

(d) Recognition of grant income

Before recognising funding from government grants as revenue the Council assesses whether there is a contract that is enforceable and has sufficiently specific performance obligations in accordance with AASB 15 Revenue from Contracts with Customers. When both these conditions are satisfied, the Council:

- identifies each performance obligation relating to revenue under the contract/agreement
- determines the transaction price
- recognises a contract liability for its obligations under the agreement
- recognises revenue as it satisfies its performance obligations, at the time or over time when services are rendered.

Where the contract is not enforceable and/or does not have sufficiently specific performance obligations, the Council applies AASB 1058 Income for Not-for-Profit Entities.

Grant revenue with sufficiently specific performance obligations is recognised over time as the performance obligations specified in the underlying agreement are met. Where performance obligations are not sufficiently specific, grants are recognised on the earlier of receipt or when an unconditional right to receipt has been established. Grants relating to capital projects are generally recognised progressively as the capital project is completed. The following table provides a summary of the accounting framework under which grants are recognised.

Income recognised under AASB 1058 Income of Not-for-Profit Entities		
General purpose	3,817	2,796
Specific purpose grants to acquire non-financial assets	13,729	5,056
Other specific purpose grants	2,782	2,402
Revenue recognised under AASB 15 Revenue from Contracts with Customers		
Specific purpose grants	4,789	10,025
	25,117	20,279

	2022	2021
	\$'000	\$'000
3.5 Contributions		
Monetary	4,538	3,739
Non-monetary	295	-
Total contributions	4,833	3,739

Contributions of non monetary assets were received in relation to the following asset classes.

Drainage	292	-
Footpaths and Cycleways	3	-
Total non-monetary contributions	295	-

Monetary and non monetary contributions are recognised as revenue at their fair value when Council obtains control over the contributed asset.

	2022	2021
	\$'000	\$'000
3.6 Net (loss) on disposal of property, infrastructure, plant and equipment		
Proceeds of sales	59	400
<i>Written down value of assets disposed</i>		
Plant & Equipment	(117)	(67)
Other infrastructure	(93)	(347)
Property	(14)	(1,299)
Open space & Streetscape	-	(426)
Recreation leisure and Community Facilities	-	(458)
Roads	-	(497)
Total net (loss) on disposal of property, infrastructure, plant and equipment	(165)	(2,694)

The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

	2022	2021
	\$'000	\$'000
3.7 Other income		
Interest	151	361
Investment property rental	2,794	2,039
Other rent	-	77
Total other income	2,945	2,477

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

Note 4 The cost of delivering services

	2022	2021
	\$'000	\$'000
4.1 (a) Employee costs		
Wages and salaries	48,417	50,509
Casual and agency staff	1,239	1,042
WorkCover	715	526
Superannuation	4,573	4,408
Fringe benefits tax	11	10
Other	429	103
Total employee costs	55,384	56,598

(b) Superannuation

Council made contributions to the following funds:

Defined benefit fund

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	161	178
Employer contributions - other funds	-	-
	<u>161</u>	<u>178</u>

Employer contributions payable at reporting date.

Accumulation funds

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	2,165	2,144
Employer contributions - other funds	2,461	2,458
	<u>4,626</u>	<u>4,602</u>

Employer contributions payable at reporting date.

Refer to note 9.3 for further information relating to Council's superannuation obligations.

4.2 Materials and services

Contracts	9,300	9,984
Building maintenance	2,665	6,400
General maintenance	16,600	10,705
Utilities	2,786	2,777
Office administration	1,493	1,237
Information technology	2,155	2,456
Recycling, tipping and refuse collection	5,501	4,706
Community grants	1,830	2,092
Other	784	720
Materials and supplies	1,619	1,762
Insurance	1,392	1,277
Consultants	3,285	3,007
Total materials and services	49,410	47,123

Expenses are recognised as they are incurred and reported in the financial year to which they relate.

4.3 Depreciation

Property	3,675	3,657
Plant and equipment	3,963	3,294
Infrastructure	16,576	15,104
Total depreciation	24,214	22,055

Refer to note 5.2 (c), 5.8 and 6.2 for a more detailed breakdown of depreciation and amortisation charges and accounting policy.

4.4 Amortisation - Right of use assets

Office equipment	232	470
Vehicles	108	311
Total Amortisation - Right of use assets	340	781

4.5 Bad and doubtful debts	2022	2021
	\$'000	\$'000
Parking fine debtors	661	325
Other debtors	275	45
Total bad and doubtful debts	936	370
Movement in provisions for doubtful debts		
Balance at the beginning of the year	3,547	3,187
New provisions recognised during the year	936	371
Amounts already provided for and written off as uncollectible	(2)	(11)
Amounts provided for but recovered during the year	-	-
Balance at end of year	4,481	3,547
Provision for doubtful debt is recognised based on an expected credit loss model. This model considers both historic and forward looking information in determining the level of impairment.		
4.6 Borrowing costs		
Interest - Borrowings	372	627
Total borrowing costs	372	627
Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council.		
4.7 Finance Costs - Leases		
Interest - Lease Liabilities	16	49
Total finance costs	16	49
4.8 Other expenses		
Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittals	68	68
Auditors' remuneration - Internal Audit	54	70
Councillors' allowances	296	249
Others	608	489
Total other expenses	1,026	876
Note 5 Our financial position	2022	2021
	\$'000	\$'000
5.1 Financial assets		
(a) Cash and cash equivalents		
Cash on hand	4	4
Cash at bank	908	1,123
Term deposits	10,010	3,940
Total cash and cash equivalents	10,922	5,067
(b) Other financial assets		
Current		
Term deposits	35,000	40,000
Non-current		
Procurement Australasia Ltd. - At fair value	1	1
Total other financial assets	35,001	40,001
Total financial assets	45,923	45,068
Councils cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:		
- Trust funds and deposits (Note 5.3(b))	6,587	5,527
Total restricted funds	6,587	5,527
Total unrestricted cash and cash equivalents	4,335	(460)
Other financial assets - term deposits Note 5.1 (b)	35,001	40,001
	39,336	39,541
Intended allocations		
Although not externally restricted the following amounts have been allocated for specific future purposes by Council:		
- cash held to fund carried forward capital works	7,181	11,108
- cash held to fund recreation land works	3,608	5,769
- cash held to fund future loan repayments	3,500	11,175
- Cash held to fund unexpected grants	-	7,338
- Cash held to fund car park reserves	222	222
- Cash held to fund street tree planting works	129	124
- Cash held to fund Hobsons Bay Caravan Park works	-	92
- Cash held to fund Precinct 15 works	1,321	49
- Cash held to fund Port Phillip Woollen Mill Works	578	580
Total funds subject to intended allocations	16,539	36,457
Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of three months or less, net of outstanding bank overdrafts.		
Other financial assets are valued at fair value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.		
Other financial assets include term deposits and those with original maturity dates of three to 12 months are classified as current, whilst term deposits with maturity dates greater than 12 months are classified as non-current.		

	2022 \$'000	2021 \$'000
(c) Trade and other receivables		
Current		
<i>Statutory receivables</i>		
Rates debtors	13,505	11,364
Infringement debtors	4,830	4,059
Provision for doubtful debts - infringements	(3,922)	(3,262)
Net GST receivable	2,393	1,690
<i>Non statutory receivables</i>		
Loans and advances to community organisations	42	42
Other debtors	2,277	3,274
Provision for doubtful debts - other debtors	(560)	(285)
Total current trade and other receivables	18,565	16,882
Non-current		
<i>Non statutory receivables</i>		
Other debtors	122	115
Loans and advances to community organisations	71	113
Total non-current trade and other receivables	193	228
Total trade and other receivables	18,758	17,110

Short term receivables are carried at invoice amount. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred. Long term receivables are carried at amortised cost using the effective interest rate method.

(d) Ageing of Receivables

The ageing of the Council's trade and other receivables (excluding statutory receivables) that are not impaired was:

Current (not yet due)	225	294
Past due by up to 30 days	1,531	2,428
Past due between 31 and 180 days	482	418
Past due between 181 and 365 days	129	110
Past due by more than 1 year	32	10
Total trade and other receivables	2,399	3,260

(e) Ageing of individually impaired Receivables

At balance date, other debtors representing financial assets with a nominal value of \$2.399 million (2021: \$3.260 million) were impaired. The amount of the provision raised against these debtors was \$560,000 (2021: \$285,000). They individually have been impaired as a result of their doubtful collection. Many of the long outstanding past due amounts have been lodged with Council's debt collectors, are on payment arrangements or being negotiated.

The ageing of receivables that have been individually determined as impaired at reporting date was:

Current (not yet due)	-	-
Past due by up to 30 days	9	13
Past due between 31 and 180 days	2	37
Past due between 181 and 365 days	361	132
Past due by more than 1 year	188	103
Total trade & other receivables	560	285

5.2 Non-financial assets	2022	2021
(a) Inventories	\$'000	\$'000
Inventories held for distribution	19	16
Total inventories	19	16

Inventories held for distribution are measured at cost, adjusted when applicable for any loss of service potential. All other inventories, including land held for sale, are measured at the lower of cost and net realisable value. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

(b) Other assets

Prepayments	793	859
Accrued income	67	23
Total other assets	860	882

5.3 Payables, trust funds and deposits and unearned income/revenue	2022	2021
(a) Trade and other payables	\$'000	\$'000

(a) Trade and other payables

Non-statutory payables

Trade payables	19,252	11,885
Accrued expenses	1,170	2,010
Total trade and other payables	20,422	13,895

(b) Trust funds and deposits

Refundable deposits	6,587	5,527
Fire services levy	2,207	1,020
Other refundable deposits	1,274	879
Total trust funds and deposits	10,068	7,426

(c) Unearned income/revenue

Grants received in advance - operating	3,618	2,333
Grants received in advance - capital	1,075	5,055
Total unearned income/revenue	4,693	7,388

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

Purpose and nature of items

Fire Service Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

5.4 Interest-bearing liabilities	2022	2021
	\$'000	\$'000
Current		
Treasury Corporation of Victoria borrowings -	588	-
Other borrowings - secured	-	9,200
	<u>588</u>	<u>9,200</u>
Non-current		
Treasury Corporation of Victoria borrowings -	6,412	-
Other borrowings - secured	5,000	5,000
	<u>11,412</u>	<u>5,000</u>
Total	<u>12,000</u>	<u>14,200</u>

Borrowings are secured against the rates of the municipality.

(a) The maturity profile for Council's borrowings is:

Not later than one year	588	9,200
Later than one year and not later than five years	5,000	5,000
Later than five years	6,412	-
	<u>12,000</u>	<u>14,200</u>

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

5.5 Provisions

	Employee	Total
	\$ '000	\$ '000
2022		
Balance at beginning of the financial year	13,839	13,839
Additional provisions	3,914	3,914
Amounts used	(3,787)	(3,787)
Service transfers	(499)	(499)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(146)	(146)
Balance at the end of the financial year	<u>13,321</u>	<u>13,321</u>
2021		
Balance at beginning of the financial year	12,440	12,440
Additional provisions	5,019	5,019
Amounts used	(3,326)	(3,326)
Service transfers	(292)	(292)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(2)	(2)
Balance at the end of the financial year	<u>13,839</u>	<u>13,839</u>

	2022	2021
	\$'000	\$'000
(a) Employee provisions		
Current provisions expected to be wholly settled after 12 months		
Annual leave	3,714	3,956
Time in lieu	52	59
End of band leave	122	140
Long service leave	5,616	5,766
	9,504	9,921
Current provisions expected to be wholly settled after 12 months		
Annual leave	929	1,018
Long service leave	1,872	1,922
	2,801	2,940
Total current employee provisions	12,305	12,861
Non-current		
Long service leave	1,016	978
Annual leave	-	-
Total non-current employee provisions	1,016	978
Aggregate carrying amount of employee provisions:		
Current	12,305	12,861
Non-current	1,016	978
Total aggregate carrying amount of employee provisions	13,321	13,839

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Annual leave

A liability for annual leave is recognised in the provision for employee benefits as a current liability because the Council does not have an unconditional right to defer settlement of the liability. Liabilities for annual leave are measured at:

- nominal value if the Council expects to wholly settle the liability within 12 months
- present value if the Council does not expect to wholly settle within 12 months.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. Unconditional LSL is disclosed as a current liability as the Council does not have an unconditional right to defer settlement. Unconditional LSL is measured at nominal value if expected to be settled within 12 months or at present value if not expected to be settled within 12 months. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability and measured at present value.

Key assumptions:

- discount rate	2.38% to 3.51%	(0.015)% to 1.10%
- index rate	1.5%	1.5%

5.6 Financing arrangements

The Council has the following funding arrangements in place as at 30 June 2022.

Bank overdraft	700	700
Credit card facilities	300	300
Treasury Corporation of Victoria facilities	7,000	-
Other facilities	5,000	14,200
Total facilities	13,000	15,200
Used facilities	12,156	14,343
Unused facilities	844	857

5.7 Commitments

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

(a) Commitments for expenditure

2022	Not later than 1	Later than 1	Later than 2	Later than 5	Total
	year	year and not later than 2 years	years and not later than 5 years	years	
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating					
Garbage collection	5,441	5,441	15,466	9,187	35,535
Open space management	2,078	1,911	1,911	-	5,900
Building facilities	1,601	-	-	-	1,601
Cleaning contracts for council buildings	1,091	-	-	-	1,091
Other	651	145	73	-	869
Meals for delivery	468	-	-	-	468
Roads and footpaths	330	167	-	-	497
Recycling	319	-	-	-	319
Total	11,979	7,664	17,450	9,187	46,280
Capital					
Buildings	14,035	34	-	-	14,069
Roads	707	180	-	-	887
Drainage	227	-	-	-	227
Other	75	28	-	-	103
Total	15,044	242	-	-	15,286
2021					
	Not later than 1	Later than 1	Later than 2	Later than 5	Total
	year	year and not later than 2 years	years and not later than 5 years	years	
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating					
Garbage collection	2,656	-	-	-	2,656
Building facilities	1,350	1,276	3	-	2,629
Open space management	1,715	1,911	2,108	-	5,734
Cleaning contracts for council buildings	784	784	-	-	1,568
Recycling	739	-	-	-	739
Meals for delivery	737	515	-	-	1,252
Other	671	66	54	-	791
Roads and footpaths	300	300	152	-	752
Utilities	221	-	-	-	221
Total	9,173	4,852	2,317	-	16,342
Capital					
Buildings	20,540	13,617	-	-	34,157
Sport and recreation	8,334	-	-	-	8,334
Open space management	2,496	-	-	-	2,496
Other	2,030	64	15	-	2,109
Roads	707	707	178	-	1,592
Drainage	517	45	-	-	562
Total	34,624	14,433	193	-	49,250

(b) Operating lease receivables

Operating lease receivables

The Council has entered into commercial property leases on its investment property, consisting of surplus freehold office complexes. These properties held under operating leases have remaining non-cancellable lease terms of between 1 and 10 years. All leases include a CPI based revision of the rental charge annually.

Future undiscounted minimum rentals receivable under non-cancellable operating leases are as follows:

	2022	2021
	\$'000	\$'000
Not later than one year	2,218	2,373
Later than one year and not later than five years	6,282	7,203
Later than five years	8,415	9,711
Total	16,915	19,287

5.8 Leases

At inception of a contract, all entities would assess whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- The contract involves the use of an identified asset;
- The customer has the right to obtain substantially all of the economic benefits from use of the asset throughout the period of use; and
- The customer has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

As a lessee, Council recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- any lease payments made at or before the commencement date less any lease incentives received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate. Generally, Council uses an appropriate incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise the following:

- Fixed payments
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that Council is reasonably certain to exercise, lease payments in an optional renewal period if Council is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless Council is reasonably certain not to terminate early.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Council has elected to apply the temporary option available under AASB 16 Leases which allows not-for-profit entities to not measure right-of-use assets at initial recognition at fair value in respect of leases that have significantly below-market terms.

- Information about the entity's reliance on peppercorn leases.

- Nature and term of leases such as any qualitative information about restrictions on use of asset, information about lease term, description of underlying assets.

Right-of-Use Assets	Vehicles \$'000	Other, etc. \$'000	Total \$'000
Balance at 1 July 2021	134	206	340.0
Additions	-	84	84
Amortisation charge	(108)	(232)	(340)
Balance at 30 June 2022	<u>26</u>	<u>58</u>	<u>84</u>

Lease Liabilities	2022 \$'000	2021 \$'000
Maturity analysis - contractual undiscounted cash flows	179	401
Less than one year	22	79
One to five years	-	-
More than five years	-	-
Total undiscounted lease liabilities as at 30 June:	<u>201</u>	<u>480</u>

Lease liabilities included in the Balance Sheet at 30 June:

Current	179	317
Non-current	22	79
Total lease liabilities	<u>201</u>	<u>396</u>

Short-term and low value leases

Council has elected not to recognise right-of-use assets and lease liabilities for short-term leases of machinery that have a lease term of 12 months or less and leases of low-value assets (individual assets worth less than existing capitalisation thresholds for a like asset up to a maximum of AUD\$10,000), including IT equipment. Council recognises the lease payments associated with these leases as an expense on a straight-line basis over the lease term.

Expenses relating to:	2022 \$'000	2021 \$'000
Short-term leases	-	32
Leases of low value assets	-	7
Total	<u>-</u>	<u>39</u>
Variable lease payments (not included in measurement of lease liabilities)	-	-

Non-cancellable lease commitments - Short-term and low-value leases

Commitments for minimum lease payments for short-term and low-value leases are payable as follows:

Payable:

Within one year	-	2
Later than one year but not later than five years	-	-
Total lease commitments	<u>-</u>	<u>2</u>

Note 6 Assets we manage	2022	2021
6.1 Non current assets classified as held for sale	\$'000	\$'000
Land at fair value	1,854	-
Total non current assets classified as held for sale	1,854	-

Non-current assets classified as held for sale (including disposal groups) are measured at the lower of its carrying amount and fair value less costs of disposal, and are not subject to depreciation. Non-current assets, disposal groups and related liabilities and assets are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale (or disposal group sale) is expected to be completed within 12 months from the date of classification.

6.2 Property, infrastructure, plant and equipment

Summary of property, infrastructure, plant and equipment

	Carrying amount 30 June 2021 \$'000	Opening balance adjustment \$'000	Additions \$'000	Contributions	Revaluation \$'000	Depreciation \$'000	Transfer	Disposal \$'000	Write-off \$'000	WIP Transfers \$'000	Carrying amount 30 June 2022 \$'000
Property	767,646	1,024	6,539	-	60,407	(3,675)	(1,854)	(15)	-	19,919	849,991
Plant and equipment	16,287	-	4,745	-	-	(3,964)	-	(116)	-	1,516	18,467
Infrastructure	526,392	2,957	20,130	295	56,633	(16,575)	-	(93)	-	10,442	600,181
Work in progress	45,164	-	23,330	-	-	-	-	-	(477)	(31,876)	36,141
	1,385,489	3,981	54,744	295	117,040	(24,214)	(1,854)	(224)	(477)	-	1,504,781

Summary of Work in Progress

	Opening WIP \$'000	Additions \$'000	Write-off \$'000	Transfers \$'000	Closing WIP \$'000
Property	26,397	7,602	(2,219)	(19,919)	11,862
Plant and equipment	503	13	1,073	(1,516)	73
Infrastructure	18,264	15,715	669	(10,442)	24,206
Total	45,164	23,330	(477)	(31,876)	36,141

(a) Property

	Land - specialised	Total Land	Heritage buildings	Buildings - specialised	Buildings - non specialised	Total Buildings	Work In Progress	Total Property
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2021	599,856	599,856	22,425	195,573	41,794	259,792	26,397	886,045
Accumulated depreciation at 1 July 2021	-	-	(11,258)	(80,742)	-	(92,000)	-	(92,000)
	599,856	599,856	11,167	114,831	41,794	167,792	26,397	794,045
Movements in fair value								
Additions	-	-	90	6,450	-	6,539	7,602	14,141
Discovered	1,024	1,024	-	-	-	-	-	1,024
Revaluation	60,407	60,407	-	-	-	-	-	60,407
Disposal	-	-	-	(114)	-	(114)	-	(114)
WIP transfers	-	-	-	19,919	-	19,919	(22,138)	(2,219)
Transfers	(1,854)	(1,854)	-	-	-	-	-	(1,854)
	59,577	59,577	90	26,255	-	26,344	(14,535)	71,386
Movements in accumulated depreciation								
Depreciation and amortisation	-	-	(145)	(3,530)	-	(3,675)	-	(3,675)
Accumulated depreciation of disposals	-	-	-	99	-	99	-	99
	-	-	(145)	(3,431)	-	(3,576)	-	(3,576)
At fair value 30 June 2022	659,433	659,433	22,515	221,828	41,794	286,137	11,862	957,431
Accumulated depreciation at 30 June 2022	-	-	(11,403)	(84,173)	-	(95,576)	-	(95,576)
Carrying amount	659,433	659,433	11,112	137,655	41,794	190,561	11,862	861,855

(b) Plant and Equipment

	Heritage plant and equipment	Plant machinery and equipment	Fixtures fittings and furniture	Computers and telecomms	Library books	Work In Progress	Total plant and equipment
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2021	1,660	11,732	11,504	8,787	13,126	503	47,312
Accumulated depreciation at 1 July 2021	-	(6,244)	(6,609)	(6,293)	(11,377)	-	(30,523)
	1,660	5,488	4,895	2,494	1,749	503	16,789
Movements in fair value							
Additions	-	1,219	1,809	823	893	13	4,758
Disposal	-	(264)	(36)	-	-	-	(301)
WIP transfers	-	-	1,515	-	-	(442)	1,073
	-	955	3,288	823	893	(429)	5,530
Movements in accumulated depreciation							
Depreciation and amortisation	-	(1,604)	(640)	(1,059)	(660)	-	(3,964)
Accumulated depreciation of disposals	-	148	36	-	-	-	184
	-	(1,456)	(604)	(1,059)	(660)	-	(3,780)
At fair value 30 June 2022	1,660	12,687	14,792	9,610	14,020	74	52,843
Accumulated depreciation at 30 June 2022	-	(7,700)	(7,214)	(7,353)	(12,037)	-	(34,303)
Carrying amount	1,660	4,987	7,579	2,257	1,983	74	18,540

(c) Infrastructure

	Roads	Bridges	Footpaths and cycleways	Drainage	Recreational, leisure and community facilities	Waste Management	Parks open space and streetscapes	Off street car parks	Other Infrastructure	Work In Progress	Total Infrastructure
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2021	416,075	27,906	89,999	243,115	36,243	6,351	54,804	21,448	13,289	18,264	927,494
Accumulated depreciation at 1 July 2021	(211,201)	(13,893)	(39,039)	(86,882)	(8,116)	(2,878)	(8,116)	(6,776)	(5,938)	-	(382,839)
	204,874	14,013	50,960	156,233	28,127	3,473	46,688	14,672	7,351	18,264	544,655
Movements in fair value											
Additions	4,775	25	1,755	878	5,503	25	5,662	17	1,490	15,715	35,845
Contributions/Gifted	-	-	4	292	-	-	-	-	-	-	295
Revaluation	22,239	2,816	3,613	21,584	8,264	-	50,540	(612)	-	-	108,444
Discovered	-	774	91	-	34,531	-	26,930	-	-	-	62,326
Disposal	-	-	-	-	-	-	-	-	(127)	-	(127)
Opening balance adjustment	(3,310)	(1,900)	(655)	(403)	(19,467)	-	(28,375)	(89)	-	-	(54,199)
WIP transfers	1,682	-	449	1,585	2,931	7	1,061	2,304	422	(10,442)	(0)
Transfers	-	-	-	-	-	-	-	-	-	669	669
	25,386	1,715	5,257	23,936	31,762	32	55,818	1,620	1,785	5,942	153,253
Movements in accumulated depreciation											
Depreciation and amortisation	(6,740)	(348)	(1,883)	(2,860)	(1,900)	(248)	(1,877)	(402)	(317)	-	(16,575)
Accumulated depreciation of disposals	-	-	-	-	-	-	-	-	33	-	33
Opening balance adjustment	2,810	977	406	234	4,111	-	4,198	65	-	-	12,802
discovered	-	(155)	(58)	-	(8,748)	-	(9,011)	-	-	-	(17,972)
Revaluation	(12,400)	(1,147)	(1,881)	(9,024)	(3,633)	-	(23,349)	(377)	-	-	(51,810)
	(16,330)	(673)	(3,416)	(11,650)	(10,170)	(248)	(30,039)	(714)	(284)	-	(73,523)
At fair value 30 June 2022	441,461	29,621	95,256	267,051	68,005	6,383	110,622	23,068	15,074	24,205	1,080,747
Accumulated depreciation at 30 June 2022	(227,531)	(14,566)	(42,455)	(98,532)	(18,286)	(3,126)	(38,155)	(7,490)	(6,222)	-	(456,361)
Carrying amount	213,930	15,055	52,801	168,519	49,720	3,257	72,467	15,578	8,852	24,205	624,386

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

	Depreciation Period	Threshold Limit \$'000
<i>Asset recognition thresholds and depreciation periods</i>		
Land & land improvements		
land	-	1
Buildings		
buildings	50 years	2,000
heritage buildings	150 years	2,000
Plant and Equipment		
heritage plant and equipment	-	1
plant, machinery and equipment	3 - 10 years	500
computers and telecommunications	3 - 5 years	1
furniture, fixtures and fittings	5 - 20 years	1,000
library books	5 years	1
Infrastructure		
roads - pavements, substructure, formation and earthworks	70 years	5,000
roads - kerb, channel and minor culverts and other	70 years	5,000
roads - surface	30 years	5,000
bridges - deck and substructure	50 - 100 years	5,000
footpaths and cycleways	20 - 60 years	5,000
drainage	50 - 100 years	2,000
recreational, leisure and community facilities	10 - 50 years	2,000
waste management	5 - 50 years	5,000
off street car parks	30 - 70 years	5,000
Other infrastructure	5 - 50 years	1,000
Parks open space and streetscapes	10 - 50 years	1,000

Land under roads

Land under roads acquired after 30 June 2008 is brought to account using the cost method. The Council does not recognise land under roads that it controlled prior to that period in its financial report.

Depreciation and amortisation

Buildings, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed above and are consistent with the prior year unless otherwise stated.

Repairs and maintenance

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

Valuation of land and buildings

Valuation of land and buildings were undertaken by a qualified independent valuer Liam McNamara, AAPI, CPV, valuer registration no: 63119. The valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2022 are as follows:

	Level 1	Level 2	Level 3	Date of Valuation
Land	-	-	659,433	June 2022
Heritage buildings	-	705	10,407	June 2020
Buildings	-	53,419	96,097	June 2020
Total	-	54,124	765,937	

Valuation of infrastructure

Valuation of infrastructure assets has been determined in accordance with a valuation undertaken by the Council's asset management team as at 30 June 2022, supervised by Matthew Irving B.Eng (Civil) based on current replacement cost less accumulated depreciation as at the date of valuation.

The dates of current valuations are detailed in the following table and the valuations were based on current supply unit rates.

The valuation is at fair value based on current replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2022 are as follows:

	Level 1	Level 2	Level 3	Date of Valuation
Roads	-	-	213,932	June 2022
Bridges	-	-	15,056	June 2022
Off street car parks	-	-	15,579	June 2022
Footpaths and cycleways	-	-	52,801	June 2022
Drainage	-	-	168,519	June 2022
Recreational, leisure and community facilities	-	-	49,725	June 2022
Parks, open space and streetscapes	-	-	72,458	June 2022
Other infrastructure	-	-	8,857	At cost
Waste management	-	-	3,258	At cost
Total	-	-	600,185	

Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 5% and 95%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$7.46 and \$6,361.78 per square metre.

Specialised buildings are valued using a current replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are calculated on a square metre basis and ranges from \$50 to \$20,000 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 0 years to 50 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

Infrastructure assets are valued based on the current replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 7 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

	2022	2021
	\$'000	\$'000
Reconciliation of specialised land		
Community facilities	44,796	43,041
Parks and reserves	590,834	537,924
Other	23,801	18,891
Total specialised land	659,431	599,856

	2022 \$'000	2021 \$'000
6.3 Investment property		
Balance at beginning of financial year	14,565	13,785
Fair value adjustments	-	780
Balance at end of financial year	<u>14,565</u>	<u>14,565</u>

Investment property is held to generate long-term rental yields. Investment property is measured initially at cost, including transaction costs. Costs incurred subsequent to initial acquisition are capitalised when it is probable that future economic benefit in excess of the originally assessed performance of the asset will flow to the Council. Subsequent to initial recognition at cost, investment property is carried at fair value, determined annually by independent valuers. Changes to fair value are recorded in the comprehensive income statement in the period that they arise.

Valuation of investment property

Valuation of investment property has been determined in accordance with an independent valuation by Liam McNamara, AAPI, CPV, valuer registration no: 63119 of Opteon Property Group who has recent experience in the location and category of the property being valued. The valuation is at fair value, based on the current market value for the property as at 30 June 2022.

	2022	2021
	No.	No.
Note 7 People and relationships		
7.1 Council and key management remuneration		
(a) Related Parties		
<i>Parent entity</i>		
Hobsons Bay City Council is the parent entity.		
(b) Key Management Personnel		
Key management personnel (KMP) are those people with the authority and responsibility for planning, directing and controlling the activities of Hobsons Bay City Council. The Councillors, Chief Executive Officer and Directors are deemed KMP.		
Details of KMP at any time during the year are:		
Councillors		
Councillor Peter Hemphill (Mayor)		
Councillor Diana Grima (Deputy Mayor)		
Councillor Jonathon Marsden		
Councillor Daria Kellander		
Councillor Tony Briffa		
Councillor Pamela Sutton-Legaud		
Councillor Matt Tyler		
Chief Executive Officer Aaron van Egmond		
Director - Corporate Services Andrew McLeod		
Director - Infrastructure and City Services Sanjay Manivasagasivam		
Director - Sustainable Communities Penelope Winslade		
Acting Director - Diane Eyckens		
Acting Director - Matthew Irving		
Total Number of Councillors	7	11
Total of Chief Executive Officer and other Key Management Personnel	6	4
Total Number of Key Management Personnel	<u>13</u>	<u>15</u>
(c) Remuneration of Key Management Personnel	2022	2021
	\$	\$
Total remuneration of key management personnel was as follows:		
Short-term benefits	1,616	1,294
Long-term benefits	39	27
Post employment benefits	145	99
Termination benefits	-	-
Total	<u>1,800</u>	<u>1,420</u>
The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:		
	2022	2021
	No.	No.
\$0 - \$9,999	-	3
\$10,000 - \$19,999	-	4
\$20,000 - \$29,999	-	3
\$30,000 - \$39,999	4	-
\$40,000 - \$49,999	1	-
\$50,000 - \$59,999	1	-
\$60,000 - \$69,999	-	1
\$70,000 - \$79,999	1	-
\$220,000 - \$229,999	1	-
\$230,000 - \$239,999	1	-
\$250,000 - \$259,999	1	1
\$260,000 - \$269,999	-	1
\$270,000 - \$279,999	-	1
\$280,000 - \$289,999	1	-
\$290,000 - \$299,999	2	-
\$360,000 - \$369,999	-	1
	<u>13</u>	<u>15</u>

(d) Senior Officer Remuneration

A Senior Officer is an officer of Council, other than Key Management Personnel, who:

a) has management responsibilities and reports directly to the Chief Executive; or

b) whose total annual remuneration exceeds \$151,000

The number of Senior Officers are shown below in their relevant income bands:

Income Range:	2022 No.	2021 No.
\$151,000 - \$159,999	2	4
\$160,000 - \$169,999	-	5
\$170,000 - \$179,999	1	3
\$180,000 - \$189,999	7	5
\$190,000 - \$199,999	2	2
\$200,000 - \$209,999	1	1
	<u>13</u>	<u>20</u>

Total Remuneration for the reporting year for Senior Officers included above, amounted to:	2,498	3,513
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7.2 Related party disclosure

Related parties include all key management personnel and their close family members and personal business interests (controlled entities, joint ventures and entities that they have significant influence over).

Given the breadth and depth of Council's activities, related parties may transact with the Council in a manner consistent with other members of the public (e.g. fees and charges).

Outside of normal citizen type transactions with Council, there were no material related party transactions that involved key management personnel or their close family members that would require disclosure in these financial statements.

(a) Transactions with related parties

During the period Council entered into no transactions with related parties.

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(b) Outstanding balances with related parties

There were no outstanding balances at the end of the reporting period in relation to transactions with related parties

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(c) Loans to/from related parties

There were no loans in existence at balance date that have been made, guaranteed or secured by the council to a related party.

-	-
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(d) Commitments to/from related parties

There were no commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party.

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Note 8 Managing uncertainties

8.1 Contingent assets and liabilities

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

(a) Contingent assets

Contingent assets are possible assets that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council.
At balance date the Council are not aware of any contingent assets.

(b) Contingent liabilities

Contingent liabilities are:

- possible obligations that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council; or
- present obligations that arise from past events but are not recognised because:
 - it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation; or
 - the amount of the obligation cannot be measured with sufficient reliability.

At Balance date the Council are not aware of any contingent liabilities.

Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

Insurance claims

Council has no major insurance claims that could have a material impact on future operations.

Legal matters

Council has no major legal matters that could have a material impact on future operations.

Building cladding

Council has no potential contingents that may exist in relation to rectification works or other matters associated with building cladding that may have the potential to adversely impact on Council.

(c) Guarantees for loans to other entities

The amount disclosed for financial guarantee in this note is the nominal amount of the underlying loan that is guaranteed by the Council, not the fair value of the financial guarantee.

	2022	2021
	\$'000	\$'000
Altona Sports Centre - Loan guarantee	1,500	1,500

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that the right will be exercised.

8.2 Change in accounting standards

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2022 reporting period. Council assesses the impact of these new standards. As at 30 June 2022 there were no new accounting standards or interpretations issued by the AASB which are applicable for the year ending 30 June 2023 that are expected to impact Council.

8.3 Financial instruments

(a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank and TCV borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of council financial instruments will fluctuate because of changes in market prices. The Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has no exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 2020*. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council have exposure to credit risk on some financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as loans and receivables from sporting clubs and associations. To help manage this risk:

- council have a policy for establishing credit limits for the entities council deal with;
- council may require collateral where appropriate; and
- council only invest surplus funds with financial institutions which have a recognised credit rating specified in council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when council provide a guarantee for another party. Details of our contingent liabilities are disclosed in Note 8.1(b).

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 8.1(c), and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 5.4.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of + 1.5% and -0.5% in market interest rates (AUD) from year-end rates of 1.44%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

8.4 Fair value measurement

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from one to four years. The valuation is performed either by experienced council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

8.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.

Note 9 Other matters

9.1 Reserves	Balance at beginning of reporting period \$'000	Increment (decrement) \$'000	Balance at end of reporting period \$'000
(a) Asset revaluation reserves			
2022			
Property			
Land	500,778	60,407	561,185
Heritage buildings	(5,982)		(5,982)
Buildings	20,610	-	20,610
	515,406	60,407	575,813
Infrastructure			
Roads	157,167	9,840	167,007
Bridges	(1,358)	1,669	311
Footpaths and cycleways	35,998	1,732	37,730
Drainage	77,492	12,560	90,052
Recreational, leisure and community facilities	-	4,630	4,630
Parks, open space and streetscapes	-	27,192	27,192
Off street car parks	-	(989)	(989)
	269,299	56,634	325,932
Total asset revaluation reserves	784,705	117,041	901,745
2021			
Property			
Land	458,684	42,094	500,778
Heritage buildings	(5,982)	-	(5,982)
Buildings	20,610	-	20,610
	473,312	42,094	515,406
Infrastructure			
Roads	157,167	-	157,167
Bridges	(1,358)	-	(1,358)
Footpaths and cycleways	15,138	20,860	35,998
Drainage	77,492	-	77,492
	248,439	20,860	269,299
Total asset revaluation reserves	721,751	62,954	784,705

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

(b) Other reserves	Balance at beginning of reporting period \$'000	Transfer from accumulated surplus \$'000	Transfer to accumulated surplus \$'000	Balance at end of reporting period \$'000
2022				
Car Park reserve	222	-	-	222
Infrastructure reserve	11,108	-	(3,927)	7,181
Recreation land fund reserve	5,769	2,949	(5,110)	3,608
Street tree planting reserve	124	5	-	129
Capital works carryover reserve	-	6,780	-	6,780
Discretionary loan repayment reserve	11,175	500	(8,175)	3,500
Grants commission reserve	1,450	2,312	(1,450)	2,312
Port Phillip Woollen Mill reserve	580	-	(2)	578
Precinct 15 (Altona North) reserve	49	1,272	-	1,321
Hobsons Bay Caravan Park reserve	92	-	(92)	-
Total Other reserves	30,569	13,818	(18,756)	25,630
2021				
Car Park reserve	222	-	-	222
Infrastructure reserve	23,409	-	(12,301)	11,108
Recreation land fund reserve	10,558	3,258	(8,047)	5,769
Street tree planting reserve	136	83	(95)	124
Capital works carryover reserve	1,619	-	(1,619)	-
Discretionary loan repayment reserve	9,650	-	1,525	11,175
Grants commission reserve	1,479	1,450	(1,479)	1,450
Port Phillip Woollen Mill reserve	414	219	(53)	580
Precinct 15 (Altona North) reserve	-	49	-	49
Hobsons Bay Caravan Park reserve	92	-	-	92
Total Other reserves	47,579	5,059	(22,069)	30,569

	2022 \$'000	2021 \$'000
9.2 Reconciliation of cash flows from operating activities to surplus		
Surplus for the year	28,792	15,356
Loss on disposal of property, infrastructure, plant and equipment	165	2,694
Impairment losses	935	359
Fair value adjustments for investment property	-	(780)
Contributions - Non-monetary assets	(292)	-
Depreciation / amortisation	24,554	22,836
<i>Change in assets and liabilities:</i>		
Increase in trade and other receivables	(2,583)	(3,660)
(Increase)/decrease in prepayments	66	(17)
Increase/(decrease) in accrued income	(43)	460
Increase/(decrease) in trade and other payables	5,626	(1,376)
(Decrease)/increase in deferred income	(2,695)	6,679
(Decrease)/increase in trust funds and deposits	2,626	(652)
(Increase)/decrease in inventories	(3)	13
(Decrease)/increase in provisions	(520)	1,399
Net cash provided by operating activities	56,628	43,311

9.3 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are made or due.

Accumulation

The Fund's accumulation category, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2022, this was 10.0% as required under Superannuation Guarantee (SG) legislation (2021: 9.5%)).

Defined Benefit

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

Funding arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

As at 30 June 2021, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category.

The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 109.8%. The financial assumptions used to calculate the VBI were:

Net investment returns 4.75% pa

Salary information 2.75% pa

Price inflation (CPI) 2.25% pa.

As at 30 June 2022, an interim actuarial investigation is underway as the Fund provides lifetime pensions in the Defined Benefit category. It is expected to be completed by 31 October 2022.

Vision Super has advised that the VBI at 30 June 2022 was 102.2%. Council was notified of the 30 June 2022 VBI during August 2022 (2021: August 2021). The financial assumptions used to calculate this VBI were:

Net investment returns 5.5% pa

Salary information 2.5% pa to June 2023, and 3.5% thereafter

Price inflation (CPI) 3.0% pa.

The VBI is used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2021 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years

Employer contributions

(a) Regular contributions

On the basis of the results of the 2021 interim actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2022, this rate was 10.0% of members' salaries (9.5% in 2020/21). This rate is expected to increase in line with any increases in the SG contribution rate and was reviewed as part of the 30 June 2020 triennial valuation.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

(b) Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

The 2021 interim actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which Council is a contributing employer. Generally, a full actuarial investigation is conducted every three years and interim actuarial investigations are conducted for each intervening year. An interim investigation was conducted as at 30 June 2021 and the last full investigation was conducted as at 30 June 2020.

The Fund's actuarial investigation identified the following for the Defined Benefit category of which Council is a contributing employer:

	2021 (Interim) \$m	2020 (Triennial) \$m
- A VBI Surplus	214.7	100
- A total service liability surplus	270.3	200
- A discounted accrued benefits surplus	285.2	217.8

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2021.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2021.

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2021.

Council was notified of the 30 June 2021 VBI during August 2021 (2020: August 2020).

The 2022 interim actuarial investigation

An interim actuarial investigation is being conducted for the Fund's position as at 30 June 2022 as the Fund provides lifetime pensions in the Defined Benefit category. It is anticipated that this actuarial investigation will be completed by October 2022. Council was notified of the 30 June 2022 VBI during August 2022 (2021: August 2021).

Superannuation contributions

Contributions by Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2022 are detailed below:

Scheme	Type of Scheme	Rate	2022 \$'000	2021 \$'000
Vision super	Defined benefits	10.0% (2021:9.5%)	164	178
Vision super	Accumulation	10.0% (2021:9.5%)	2,165	2,144

There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2022.

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2023 is \$160,000.

9.4 Prior period adjustments

Council has conducted initial valuations and audits of Open Space and Streetscape assets and Recreation, Leisure and Community Facility assets. This has allowed Council to identify assets in each class which have not previously been recognised and assets which are no longer available for use. In addition, assets in Bridges, Footpaths and Cycleways, Drainage, Roads and Off Street Car Parks which were previously recognised have now been determined to be errors as a result of historical data collection methods resulting in the incorrect recognition of assets. These errors have been corrected by restating each affected financial statement line item at 1 July 2021.

	At 30 June 2021 \$'000	Prior period adjustments \$'000	At 1 July 2021 as restated \$'000
Property, infrastructure, plant and equipment	1,355,489	3,981	1,359,470
Total non-current assets	<u>1,359,471</u>	<u>3,981</u>	<u>1,363,452</u>
Total assets	<u>1,359,471</u>	<u>3,981</u>	<u>1,363,452</u>
Net assets	<u>1,352,953</u>	<u>3,981</u>	<u>1,356,934</u>
Equity			
Accumulated surplus	561,052	3,981	565,033
Total Equity	<u>561,052</u>	<u>3,981</u>	<u>565,033</u>

10 Change in accounting policy

There have been no changes to accounting policies in the 2021-22 year.

There are no pending accounting standards that are likely to have a material impact on council.





Hobsons Bay City Council

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HOBSONS BAY LANGUAGE LINE

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Your Council in your language

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- downloading a digital copy from Council's website www.hobsonsbay.vic.gov.au
- requesting a copy by email to customerservice@hobsonsbay.vic.gov.au
- requesting a printed copy by calling 1300 179 944. A limited number of printed copies are available



Hobsons Bay City Council

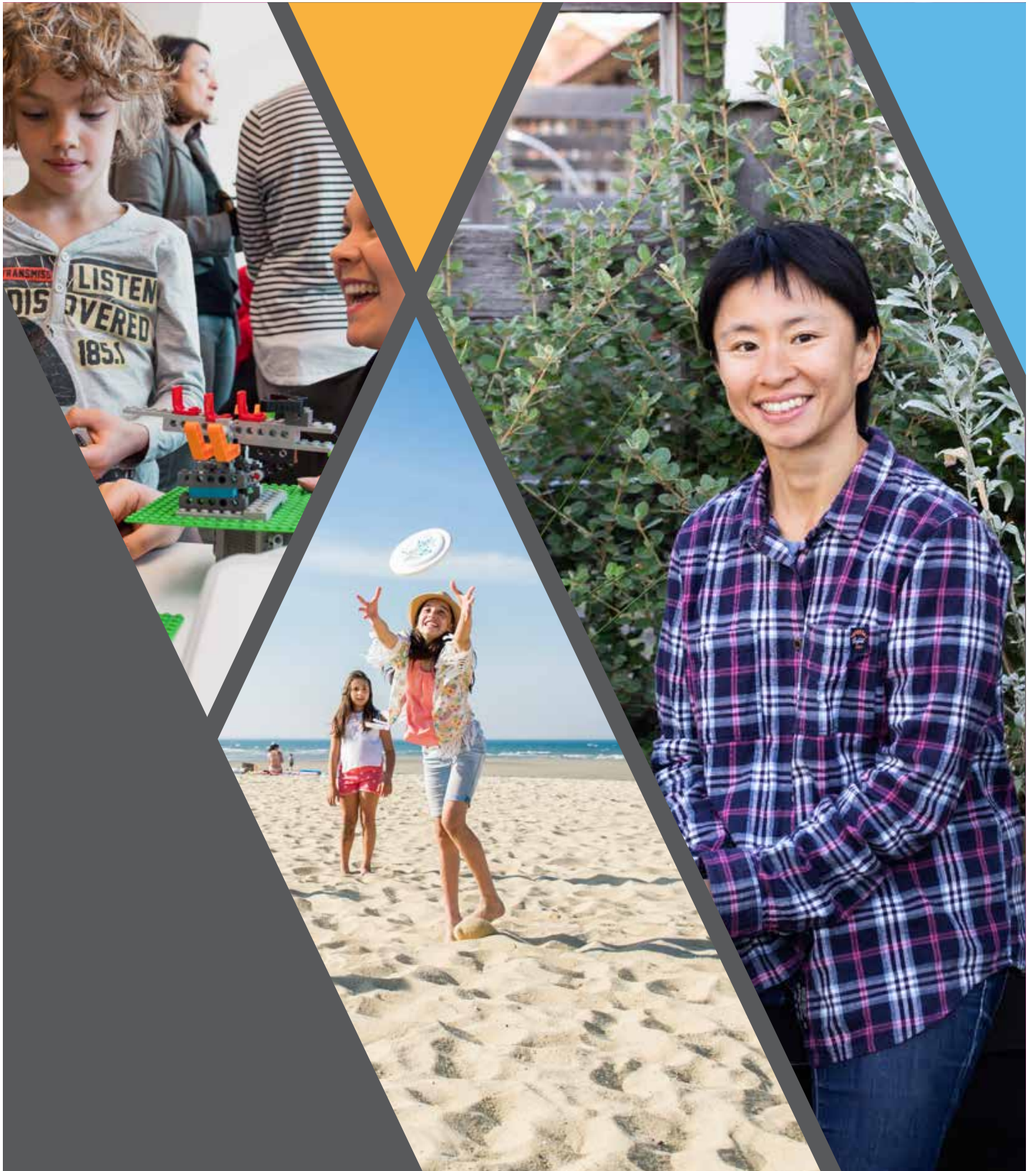
Performance Statement

For the year ended 30 June 2022



HOBSONS
BAY CITY
COUNCIL





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Certification of the Performance Statement

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 2020* and the Local Government (Planning and Reporting) Regulations 2020.



Hamish Munro, CPA
Principal Accounting Officer
Date : 12 October 2022
Altona

In our opinion the accompanying performance statement of the Hobsons Bay City Council for the year ended 30 June 2022 presents fairly the results of council's performance in accordance with the *Local Government Act 2020* and the Local Government (Planning and Reporting) Regulations 2020.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2020 to certify this performance statement in its final form.



Peter Hemphill
Mayor
Date : 12 October 2022
Altona



Pamela Sutton-Legaud
Councillor
Date : 12 October 2022
Altona



Aaron van Egmond
Chief Executive Officer
Date : 12 October 2022
Altona

Independent Auditor's Report

To the Councillors of Hobsons Bay City Council

Opinion	<p>I have audited the accompanying performance statement of Hobsons Bay City Council (the council) which comprises the:</p> <ul style="list-style-type: none"> • description of municipality for the year ended 30 June 2022 • sustainable capacity indicators for the year ended 30 June 2022 • service performance indicators for the year ended 30 June 2022 • financial performance indicators for the year ended 30 June 2022 • other information and • certification of the performance statement. <p>In my opinion, the performance statement of Hobsons Bay City Council in respect of the year ended 30 June 2022 presents fairly, in all material respects, in accordance with the performance reporting requirements of Part 4 of the <i>Local Government Act 2020 and Local Government (Planning and Reporting) Regulations 2020</i>.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Standards on Assurance Engagements. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the performance statement</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the performance statement in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Councillors' responsibilities for the performance statement	<p>The Councillors are responsible for the preparation and fair presentation of the performance statement in accordance with the performance reporting requirements of the <i>Local Government Act 2020</i> and the <i>Local Government (Planning and Reporting) Regulations 2020</i> and for such internal control as the Councillors determines is necessary to enable the preparation and fair presentation of a performance statement that is free from material misstatement, whether due to fraud or error.</p>

Auditor's responsibilities for the audit of the performance statement

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the performance statement based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the performance statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Standards on Assurance Engagements will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance statement. As part of an audit in accordance with the Australian Standards on Assurance Engagements, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the performance statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the overall presentation, structure and content of the performance statement, including the disclosures, and whether performance statement represents the underlying events and results in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
18 October 2022



Travis Derricott
as delegate for the Auditor-General of Victoria

Performance Statement

For the year ended 30 June 2022

Hobsons Bay is situated at the northern end of Port Phillip Bay, about 10km west of central Melbourne and includes the suburbs of Altona, Altona Meadows, Altona North, Brooklyn, Laverton, Newport, Seabrook, Seaholme, South Kingsville, Spotswood, Williamstown and Williamstown North. Each suburb has its own unique character, from the historic seaport of Williamstown with its range of heritage buildings, to the more recently developed residential areas of Altona Meadows and Seabrook. Hobsons Bay also has a range of major industrial complexes, which contribute significantly to the economy of Victoria.

It covers an area of approximately 66 square kilometres with over 20 kms of coastline. It is also home to significant coastal wetlands, five creek systems, remnant native grasslands, and important flora and fauna habitats, which makes up 24 per cent of the city's total land area.

The city is located between seven and 20 kilometres from the CBD and has good access to regional transport facilities such as the West Gate Freeway, the Western Ring Road, CityLink, the National Rail Line, together with the ports and airports of Melbourne and Avalon.

In 2021, Hobsons Bay had an estimated resident population of 92,275 (ABS Estimated Resident Population 2021) people. Thirty per cent of our residents were born overseas, 27 per cent speak a language other than English at home and 55 per cent have a religious affiliation.

These features contribute to the City's culture, which is strongly linked to its maritime heritage, rich natural environment, industry and lifestyle.

Sustainable Capacity Indicators For the year ended 30 June 2022

Results					
Indicator / measure [formula]	2019	2020	2021	2022	Comment
C1 <i>Population Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$1,240.29	\$1,275.25	\$1,335.93	\$1,429.03	The increased indicator in 2021-22 is caused by a decrease in the population figure. Expenditure levels in 2021-22 are reasonably consistent when compared to the previous year.
C2 <i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$6,617.93	\$7,065.66	\$7,695.70	\$9,161.18	The increase in 2021-22 is due to the significant increase in the value of Council's infrastructure due to asset revaluations that occurred during the financial year.
C3 <i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	223.64	226.59	227.82	213.11	The indicator reduced slightly in 2021-22 due to a slight increase in the road length combined with a decrease in the population figure.
C4 <i>Own-source revenue Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$1,288.47	\$1,266.77	\$1,247.70	\$1,416.48	The increased indicator reflects the increase in own-source revenue, as fees were reintroduced including Council's reimbursement of fees through its COVID-19 Community Support Package during 2020-21.

Results					
Indicator/ measure [formula]	2019	2020	2021	2022	Comment
C5 <i>Recurrent grants</i> <i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$133.64	\$140.83	\$91.17	\$113.07	The significant increase during 2021-22 is due to the increased recurrent grants received in 2021-22 compared to the previous year combined with a reduction in the population level. It should be noted that the decrease in total operating grants is a result of a significant decrease in non-recurrent operational grants in relation to one-off funding received in 2020-21 for the Working For Victoria program.
C6 <i>Disadvantage</i> <i>Relative Socio-Economic Disadvantage</i> [Index of Relative Socio-Economic Disadvantage by decile]	7.00	7.00	7.00	7.00	The Socio-Economic Disadvantage indicator remains consistent.
C7 <i>Workforce turnover</i> <i>Percentage of staff turnover</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	28.7%	15.3%	16.1%	25.8%	The increase in staff turnover is consistent with the current state-wide trend and highlights the difficulties being encountered by all organisations in retaining staff due to the extremely competitive current job market.

Definitions

"adjusted underlying revenue" means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

"infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the Road Management Act 2004

"population" means the resident population estimated by council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

"SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

Service Performance Indicators

For the year ended 30 June 2022

Results					
Service/indicator/measure [formula]	2019	2020	2021	2022	Comment
Aquatic Facilities Utilisation AF6 <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	0.00	0.00	0.00	0.00	Council does not have operational control of the aquatic facilities in its municipality and therefore the indicators are not reported on.
Animal Management Health and safety AM7 <i>Animal management prosecutions</i> [Number of successful animal management prosecutions / Number of animal management prosecutions] x 100	New in 2020	94%	88%	100%	Improvement in Council's investigation and case management process resulted in a higher percentage of cases won.

Results					
Service/indicator/measure [formula]	2019	2020	2021	2022	Comment
Food Safety Health and safety FS4 <i>Critical and major non-compliance outcome notifications</i> [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100	90.95%	81.70%	79.52%	87.36%	Council continues to implement risk-based assessments as recommended by the Department of Health. Risk-Based Assessments are more resource intensive and occur more frequently as a direct response to manage risks associated with critical and major non-compliance notifications. While this thoroughly manages the risks associated with each notification, it continues to put underlying pressure on the service.
Governance Satisfaction G5 <i>Satisfaction with council decisions</i> [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	63	58	58	59	Satisfaction with Council decisions has increased slightly from the previous year. This result is comparable to similar councils and higher than the state-wide results.

Results					
Service/indicator/measure [formula]	2019	2020	2021	2022	Comment
Libraries Participation LB4 Active library borrowers in municipality [Number of active library borrowers in the last three years / The sum of the population for the last three years] x100	20.36%	19.46%	16.53%	13.72%	There was a reduction in active borrower numbers as a result of successive Covid-19 lockdowns restricting branch operations across two of the three financial years measured. However, the number of active borrowers has actually increased from 2020-21.
Maternal and Child Health (MCH) Participation MC4 Participation in the MCH service [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	73.21%	72.94%	70.46%	67.41%	The additional support given to neighbouring councils during the six-week "COVID-19 Maternal and Child Health Surge Response" contributed to a slight reduction in overall participation rates this past financial year, in addition to the impacts of COVID-19 on local community members in being able to attend services provided by the Maternal and Child Health unit.

Results					
Service/indicator/measure [formula]	2019	2020	2021	2022	Comment
Maternal and Child Health (MCH) Participation MC5 Participation in the MCH service by Aboriginal children [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	62.50%	71.88%	68.18%	83.65%	An increase of participation in the Maternal and Child Health Service by Aboriginal children can be attributed to an improvement in identification and engagement of Aboriginal families in Hobsons Bay.
Roads Satisfaction R5 Satisfaction with sealed local roads [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	63	56	61	59	Satisfaction has decreased slightly on the previous year. Council aims to improve this by addressing future funds and resources for maintaining local roads.

Results					
Service/indicator/measure [formula]	2019	2020	2021	2022	Comment
Statutory Planning Decision making SP4 Council planning decisions upheld at VCAT [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100	53.06%	61.54%	62.50%	45.71%	A large percentage of Council planning decisions continue to be upheld at VCAT, despite a slight decline from the previous year. A higher number of matters have been decided by consent orders, resulting in improved outcomes for the community.
Waste Collection Waste diversion WC5 Kerbside collection waste diverted from landfill [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	40.84%	45.37%	58.45%	57.76%	Council's four-bin waste and recycling service continues to produce excellent results when it comes to diversion from landfill. A recent change to the frequency of general garbage and FOGO collection has impacted the percentage of waste diverted. Council is delivering a range of programs to encourage residents to continue to use their comingled recycling, FOGO and glass recycling bins.

Definitions

"Aboriginal child" means a child who is an Aboriginal person

"Aboriginal person" has the same meaning as in the Aboriginal Heritage Act 2006

"active library borrower" means a member of a library who has borrowed a book from the library

"annual report" means an annual report prepared by a council under section 98 of the Act

"class 1 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 1 food premises under section 19C of that Act

"class 2 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 2 food premises under section 19C of that Act

"critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health

"food premises" has the same meaning as in the *Food Act 1984*

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

"MCH" means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age

"population" means the resident population estimated by council

Financial Performance Indicators

For the year ended 30 June 2022

Dimension/ <i>indicator/measure</i>	Results				Forecasts				Material Variations and Comments
	2019	2020	2021	2022	2023	2024	2025	2026	
Efficiency <i>Expenditure level</i>									
E2 <i>Expenses per property assessment</i>	\$2,828.70	\$2,927.72	\$3,032.14	\$3,009.07	\$3,058.41	\$3,086.72	\$3,168.28	\$3,229.18	The slight reduction in 2021-22 compared to the previous year reflects reasonably consistent operational expenditure in 2021-22 compared to the previous year, combined with a gradual increase in the number of assessable properties.
[Total expenses / Number of property assessments]									

Dimension/ <i>indicator/measure</i>	Results				Forecasts				Material Variations and Comments
	2019	2020	2021	2022	2023	2024	2025	2026	
Revenue level									
E4 <i>Average rate per property assessment</i>	New in 2020	\$2,371.57	\$2,360.01	\$2,461.45	\$2,531.46	\$2,564.18	\$2,597.40	\$2,631.12	The increase in 2021-22 is a result of the removal of the Rate Adjustment, which was applied in the previous year to support rate payers through Council's COVID-19 Community Support Package.
[Total rate revenue (general rates and municipal charges) / Number of property assessments]									

Dimension/ <i>indicator/measure</i>	Results				Forecasts				Material Variations and Comments
	2019	2020	2021	2022	2023	2024	2025	2026	
Liquidity <i>Working capital</i>									
L1 <i>Current assets compared to current liabilities</i>	295.64%	208.57%	123.02%	135.46%	124.99%	131.08%	125.43%	134.41%	The decreases over the past three years are consistent with the decreased levels of cash resulting from Council utilising its cash reserves to fund its increased capital works program. The increase in 2021-22 compared to the previous year is mainly due to an increase in cash resulting from capital works being carried over to be completed in the next financial year.
[Current assets / Current liabilities] x100									

		Results				Forecasts				
Dimension/ <i>indicator/measure</i>	2019	2020	2021	2022	2023	2024	2025	2026	Material Variations and Comments	
<i>Unrestricted cash</i>										
L2	<i>Unrestricted cash compared to current liabilities</i>	-108.78%	-40.13%	-17.11%	-29.98%	-32.86%	-38.07%	-41.24%	-41.62%	The negative results since 2018-19 are offset by other financial assets (investments) of \$35 million in 2021-22, which are investments held for periods over 90 days. These investments are not included in the unrestricted cash figure, but they are used to fund Council's ongoing operations and liabilities.
[Unrestricted cash / Current liabilities] x100										

		Results				Forecasts				
Dimension/ <i>indicator/measure</i>	2019	2020	2021	2022	2023	2024	2025	2026	Material Variations and Comments	
<i>Obligations</i>										
<i>Loans and borrowings</i>										
O2	<i>Loans and borrowings compared to rates</i>	13.15%	12.71%	12.59%	10.03%	15.58%	24.88%	25.97%	21.43%	The reduction to the ratio in 2021-22 is due to the net reduction in outstanding loans of \$2.2 million during the financial year. The increased forecasts to this ratio over the next four years is a result of additional loan borrowings projected over this period. These forecast loans are expected to be used to fund an increased Capital Works Program, where some projects forecast for delivery in later years have been brought forward.
[Interest bearing loans and borrowings / Rate revenue] x100										

		Results				Forecasts				
Dimension/ <i>indicator/measure</i>	2019	2020	2021	2022	2023	2024	2025	2026	Material Variations and Comments	
O3	<i>Loans and borrowings repayments compared to rates</i>	0.58%	0.56%	0.56%	8.00%	1.04%	1.91%	2.93%	6.95%	The increase in 2021-22 reflects the bullet principal repayment of \$9.2 million to finalise one of the two loans held with the Local Government Funding Vehicle. Increased forecasts to this ratio over the next four years is a result of additional loan borrowings projected over this period. Principle and interest is expected to be repaid each year on these loans, rather than the interest only loans previously drawn down by Council.
[Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100										

Dimension/ <i>indicator/measure</i>	Results				Forecasts				Material Variations and Comments
	2019	2020	2021	2022	2023	2024	2025	2026	
<i>Indebtedness</i>									
O4 <i>Non-current liabilities compared to own source revenue</i>	12.03%	12.49%	4.94%	9.53%	14.02%	21.55%	18.76%	17.92%	The indicator reduced significantly in 2020-21 to reflect \$9.2 million worth of borrowings being regarded as a current liability. This amount was repaid in 2021-22. The indicator increased again in 2021-22, reflecting a further \$7 million borrowed during the financial year. The increased forecasts to this ratio over the next four years is a result of additional loan borrowings projected over this period.
[Non-current liabilities / Own source revenue] x100									

Dimension/ <i>indicator/measure</i>	Results				Forecasts				Material Variations and Comments
	2019	2020	2021	2022	2023	2024	2025	2026	
<i>Asset renewal and upgrade</i>									
O5 <i>Asset renewal and upgrade compared to depreciation</i>	New in 2020	280.37%	253.43%	182.46%	212.41%	218.69%	213.82%	186.26%	The results in 2019-20 and 2020-21 reflect Council's significant investment and ongoing commitment to capital works. The result has reduced in 2020-21 due to an increase in depreciation and a decrease in capital works expenditure resulting from works being carried over until next financial year.
[Asset renewal and asset upgrade expense / Asset depreciation] x100									

Dimension/ <i>indicator/measure</i>	Results				Forecasts				Material Variations and Comments
	2019	2020	2021	2022	2023	2024	2025	2026	
Operating position <i>Adjusted underlying result</i>									
OP1 <i>Adjusted underlying surplus (or deficit)</i>	15.88%	11.56%	7.19%	10.22%	13.34%	13.59%	13.32%	11.77%	The decreases in 2019-20 and 2020-21 are consistent with the reduction in the operational surplus, impacted by COVID-19. The indicator improved in 2021-22, consistent with a gradual recovery of Council's income generating capacity, after the COVID-19 pandemic.
[Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100									
Stability <i>Rates concentration</i>									
S1 <i>Rates compared to adjusted underlying revenue</i>	75.90%	79.29%	79.80%	81.47%	79.89%	80.44%	80.14%	81.57%	This indicator continues to gradually increase as a result of rate income (including supplementary growth) increasing at a greater rate than other own-source revenue.
[Rate revenue / Adjusted underlying revenue] x100									

Dimension/ <i>indicator/measure</i>	Results				Forecasts				Material Variations and Comments
	2019	2020	2021	2022	2023	2024	2025	2026	
<i>Rates effort</i>									
S2 <i>Rates compared to property values</i>	0.29%	0.30%	0.30%	0.32%	0.30%	0.31%	0.31%	0.32%	Rates compared to property values in 2021-22 increased slightly over the previous two years due to a small increase in property values during the 2021 revaluation. Future forecasts reflect increases to rates consistent with predicted rate caps and minimal increases to property values.
[Rate revenue / Capital improved value of rateable properties in the municipality] x100									

	Retired indicators <i>Service / indicator / measure</i>	Results 2019	Comment
AM4	Animal Management <i>Health and safety</i> Animal management prosecutions [Number of successful animal management prosecutions]	0	This measure was replaced by <i>Animal management prosecutions (%)</i> for 2020.
E1	Efficiency <i>Revenue level</i> Average residential rate per residential property assessment [Residential rate revenue / Number of residential property assessments]	\$1,935.15	This measure was replaced by <i>Average rate per property assessment</i> for 2020.
O1	Obligations <i>Asset renewal</i> Asset renewal compared to depreciation [Asset renewal expense / Asset depreciation] x100	123.53%	This measure was replaced by <i>Asset renewal and upgrade compared to depreciation</i> for 2020.

Definitions

"adjusted underlying revenue" means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

"adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure

"asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

"current assets" has the same meaning as in the AAS

"current liabilities" has the same meaning as in the AAS

"non-current assets" means all assets other than current assets

"non-current liabilities" means all liabilities other than current liabilities

"non-recurrent grant" 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

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"population" means the resident population estimated by council

"rate revenue" means revenue from general rates, municipal charges, service rates and service charges

"recurrent grant" means a grant other than a non-recurrent grant

"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

"restricted cash" means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

Other Information

For the year ended 30 June 2022

1. Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's strategic resource plan. *The Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are those adopted by Council in its Annual Budget 2022-23 on 28 June 2022 and which forms part of the council plan. The financial plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The financial plan can be obtained by contacting council.






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MAV Board Regional Groupings of Councils Review

Options Paper _____

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Foreword



From the MAV President

On behalf of the MAV Board, I am pleased to release this Options Paper and invite feedback from councils on the options presented for the new configuration of the MAV regional groupings of councils.

The need for the review of groupings, follows the decision of State Council to alter the number of regions from 12 to 10 and the number of delegates elected to the MAV Board as Directors from 12 to 10.

The regional groupings were last reviewed in the early 2000s. This review provides an opportunity to consider present-day requirements including how to group councils in a way that best serves the sector and the good governance of the MAV. In future, the MAV Rules 2022 provide for regional grouping reviews to be conducted at least once every six years.

Whilst there are many ways to configure the regional groupings, the Board's identification of options was underpinned by the following principles. The principles, applied as a whole and not on a hierarchy, provide that each regional grouping should have an equal number of councils; each regional grouping should comprise of councils with common interests; and regional groupings should align with other representative structures that engage with councils.

The MAV Rules 2022 continue the requirement for State Council to determine the number of regions, and the Board to determine the configuration of regional groupings and the member councils

within each group. The feedback from councils about location and appropriateness of the regional groupings will be a critical consideration to assist the Board to make its decision.

Given the next MAV Board elections will be held on 3 March 2023, the Board is aiming to make its decision about the regional groupings in December this year. This will provide time for the MAV delegates to prepare for the elections and enable the MAV to make the necessary preparations for the elections as required by the MAV Rules 2022.

As demonstrated during our recent review of the MAV Rules, the MAV Board is committed to consultation with our members and we look forward to engaging with councils about this review. We invite and encourage all councils to provide [feedback](#) on the options proposed for the metropolitan and non-metropolitan regional groupings by Wednesday 7 December 2022.



Cr David Clark
MAV President

19 October 2022

1. Introduction

The Municipal Association of Victoria (MAV) Rules 2022 (the Rules) were made, subject to Governor in Council approval and publication in the Victoria Government Gazette, at the Special meeting of State Council on Friday 16 September 2022.¹

The Rules create an MAV Board comprised of the President and ten delegates elected to the Board in the office of Director – five from metropolitan councils and five from non-metropolitan councils. Under the former MAV Rules 2013, the MAV Board comprised the President and 12 Board Members – six from metropolitan and six from non-metropolitan councils.

In accordance with the Rules, the MAV Board must now consult participating member councils to determine the regional groupings of councils and classify each member council as belonging to:

- one of the five regional groupings of metropolitan councils; or
- one of the five regional groupings of non-metropolitan councils.

The MAV Board has appointed John Nevins, a former local government CEO and Victorian public sector senior executive, as the independent consultant

to make a recommendation to the Board about the regional groupings of councils following consultation with councils.

A Steering Committee has been appointed to support this project and report to the Board comprising of the MAV President Cr David Clark, and Cr Ruth Gstrein, Deputy President (Rural) and Cr Rohan Leppert, Deputy President (Metro).

This Options Paper invites councils to provide feedback about two options for the regional groupings of metropolitan councils and two options for the regional groupings of non-metropolitan councils.

The MAV Board intends to finalise the review of the regional groupings by making a determination about the classification of each council and the regional groupings in December. This will provide the required time to prepare for the MAV Board elections which will be held on 3 March 2023. Once the determination and classification has been made the Board must, under the Rules, notify each council within 14 days about the decision of the Board.

2. Review Principles

The MAV Board has resolved to apply the following principles in determining which regional grouping a council will belong to:

- each region should be of equal electoral size (number of councils)
- each region should comprise of councils with common interests, be these spatial or by nature of the councils' operating environment; and

- MAV regions should align with other representative structures that engage with councils.

These principles will be applied as a whole and not on a hierarchy.

The Board's intention is to create fairness and equity in the voting system across councils keeping in mind the primary purpose of the regional groupings is to elect the MAV Board Directors.

1. The MAV Rules 2022 will commence on the day the Rules are published in the Victoria Government Gazette. Councils will be notified when this occurs.

3. Current Regional Groupings

Since the early 2000s there have been 12 MAV Board regions, six covering non-metropolitan Victoria and six covering metropolitan Melbourne. The existing groups are shown in [Attachment 1](#).

As demonstrated in *Table 1: Council Numbers - Current MAV Board Regions* (refer below), there is no consistency in the number of councils in the existing 12 regions. Apart from Mornington Peninsula's membership of the Interface Region, all regional groups are based on geographic location, with each group comprised of a cluster of councils that share municipal boundaries.

3.1 Metropolitan Regional Groupings

The existing six metropolitan regional groupings are made up of 31 councils. The regional groupings vary in resident population size from 672,601 to 989,433. The total combined resident population of these councils is 4,890,986, which represents 74.7 per cent of Victoria's resident population.² Three metropolitan regional groupings have five council members, two have six council members and one regional grouping has four council members.

The Metropolitan Southern Region has the smallest number of council members, with four councils, and represents 13.19 per cent of the Victorian resident population. The Interface Region with its six member councils represents

15.11 per cent of the Victorian resident population. These regions represent at least two per cent more of the Victorian resident population than the three metropolitan Board regions with five council members (Metropolitan Central, Metropolitan South-East, Metropolitan East).

It is of interest to note that the current Interface Region does not include all interface councils. A third of the interface councils are members of other metropolitan regions.

3.2 Non-metropolitan Regional Groupings

The existing six non-metropolitan regional groupings include 48 councils. The regions vary in resident population size from 132,880 to 511,979. In total they have a combined resident population of 1,656,108, which represents 25.3 per cent of the Victorian resident population.³ One non-metropolitan regional grouping has six council members, two regional groupings have seven council members, two regional groupings have eight council members and one regional grouping, Rural North-East, has 12 council members.

The non-metropolitan South Central Region with a resident population of 511,979, equal to 7.82 per cent of Victoria's resident population, is the largest non-metropolitan region based on resident population. This region comprises eight council members based around and incorporating Geelong.

Table 1: Council Numbers – Current MAV Board Regions

Metropolitan MAV Board Region	Number of Councils	Non-metropolitan MAV Board Region	Number of Councils
Metropolitan Central	5	Rural North-West	8
Metropolitan South-East	5	Rural South-West	7
Metropolitan East	5	Rural North-Central	7
Metropolitan Southern	4	Gippsland	6
Metropolitan West	6	Rural North-East	12
Interface	6	Rural South-Central	8
Metropolitan total	31	Non-metropolitan total	48
TOTAL COUNCILS			79

2. Data Source: Australian Bureau of Statistics: Regional Population, 2021

3. Data Source: Australian Bureau of Statistics: Regional Population, 2021

4. Other (Non-MAV Board) Regional Groupings

Victorian councils are members of various regional groups. Several of these are determined by the Victorian government. Most of them are established and driven by councils' shared interests and objectives.

In addition to State Upper and Lower House electoral boundaries (which do not align with council boundaries) examples of State Government-instigated council groupings include:

- Regional Development Victoria's nine Regional Partnerships.
- Department of Health's 28 primary care partnerships (PCPs) - 19 in rural Victoria and nine in the metropolitan Melbourne area.
- The six metropolitan regions under Plan Melbourne.

Most regional groups are driven by councils themselves. For the purposes of this Options Paper more than 20 council groupings were reviewed including:

- LeadWest comprising five councils in Melbourne's West
- G21 Geelong Region Alliance comprising five councils
- Interface Councils comprising ten councils that form a ring around metropolitan Melbourne

- M9 - an alliance of nine inner Melbourne councils
- South East Councils Climate Change Alliance (SECCCA) comprising nine councils
- Northern Councils Alliance (NCA) comprising seven councils
- Northern Alliance for Greenhouse Action (NAGA) comprising nine councils
- Regional Cities Victoria comprising ten councils
- Association of Bayside Municipalities comprising nine councils
- Timber Towns Victoria comprising 21 councils
- Rural Councils Victoria comprising 38 councils
- Murray River Group of Councils comprising six councils
- North East Local Government Network comprising 12 councils
- Eastern Region Group of Councils comprising six councils
- Inner Southern Metropolitan Mayors Forum comprising six councils.

The size and membership of each group is largely determined by the specific shared purpose(s) of the group.

5. Regional Grouping Options

The draft options for the regional groupings of councils are proposed in sections 5.1 and 5.2. These options have been informed by the following observations and considerations:

- a) the status quo must change. The Rules provide for ten regional groupings – five metropolitan and five non-metropolitan. This necessitates change to the existing 12 regions.
- b) there is no single right way to configure the regional groupings, multiple options exist. The MAV Board will apply the principles in section 2 above.
- c) region configurations do not preclude councils from participating in other regional groups in pursuit of delivering the best possible outcomes for their communities.
- d) spatial connectivity of a regions' member councils continues to be a dominant consideration. Except for Mornington Peninsula's membership of the current Interface Region, spatial connectivity and the associated community and economic interactions this connectivity provides, has been a key feature of existing regions.
- e) there is no consistent Victorian Government regional grouping of councils.
- f) individual councils are members of multiple different regional groups and associations.
- g) the membership of existing council groupings, including those established by the State Government, are primarily structured for the specific purpose or shared interest of each individual group.
- h) the existing regional groupings do not have an equal number of council members. The new groupings will also be unable to have an equal number of councils because 31 metropolitan councils and 48 non-metropolitan councils cannot be evenly divided into five groups each.
- i) there is not and cannot be consistency between metropolitan and non-metropolitan regions in terms of the number of councils in each region.
- j) within each option, some but not all regions can have equal numbers of councils and similar population sizes.
- k) with the Rules requiring each MAV Board Director to regularly meet with the other delegates and participating member councils within the region that they represent, the geographic and landscape features of eastern Victoria impacting the construct of the current Gippsland group of councils are still a significant consideration regardless of recent improvements in online connectivity.

5.1 Options: Metropolitan Regional Groupings

5.1.1 Metropolitan Option 1

This option is based on a variation of Plan Melbourne's six metropolitan regions, which, except for Mitchell Shire Council, align with the Metropolitan Partnership boundaries. Under this option, Plan Melbourne's Inner Metro Region would be merged with the Inner South East Region into a proposed "Inner Metropolitan South East Region". All other regions in this option match the Plan Melbourne regions. This would result in four metropolitan regional groupings each with six member councils and one metropolitan regional grouping with seven member councils.

The assessment of Option 1 against the review principles outlined in section 2 is as follows:

Principle: Each region should be of equal electoral size (number of councils)

Complies as best able. This option provides for four regional groupings with six councils each and one regional grouping with seven councils.

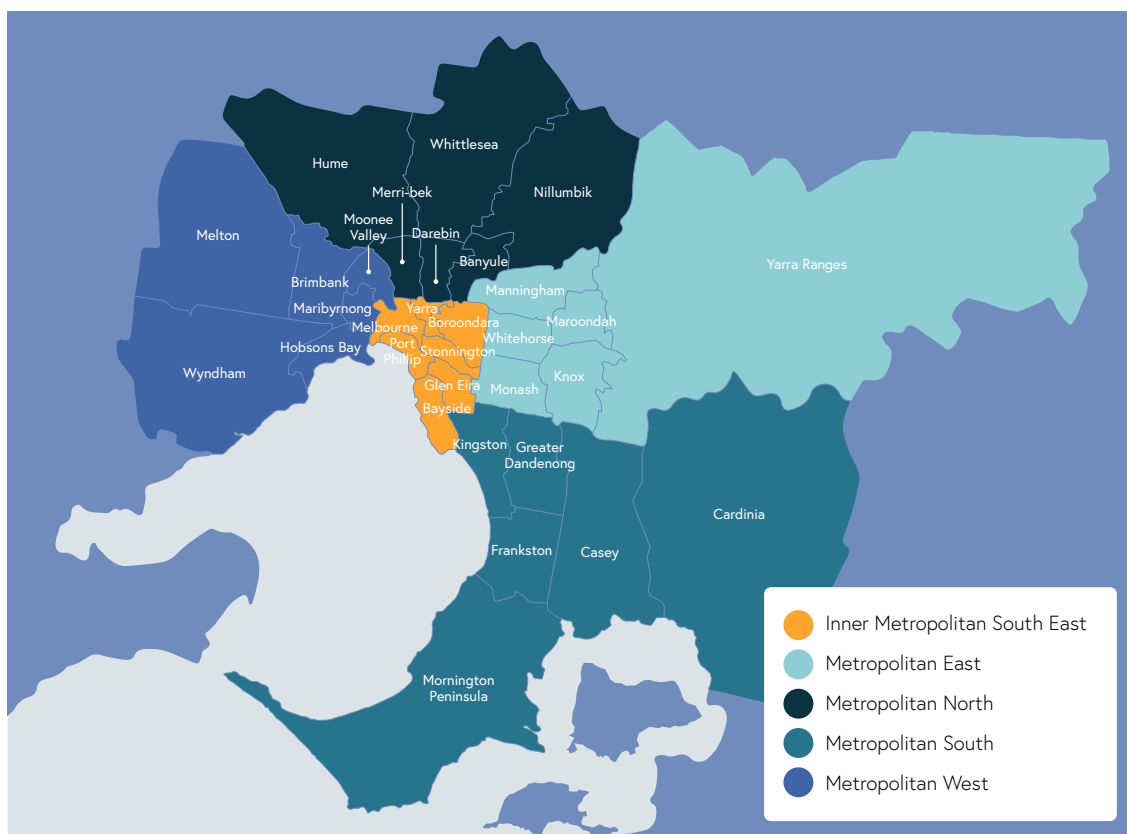
Principle: Each region should comprise of councils with common interests, be these spatial or by nature of the councils' operating environment

This option complies in that all councils in each regional grouping have spatial continuity with associated community and economic interactions across some or all of a region's members.

Principle: MAV regions should align with other representative structures that engage with councils

This option complies as it is based on Plan Melbourne's six metropolitan regions, with the only variation being the joining of two regions.

Metropolitan Option 1



Metropolitan Option 1	Member Councils	Number of Councils
Inner Metropolitan South East (IMSE)	Bayside, Boroondara, Glen Eira, Melbourne, Port Phillip, Stonnington, Yarra	7
Metropolitan East (ME)	Knox, Manningham, Maroondah, Monash, Whitehorse, Yarra Ranges	6
Metropolitan North (MN)	Banyule, Darebin, Hume, Merri-bek, Nillumbik, Whittlesea	6
Metropolitan South (MS)	Cardinia, Casey, Frankston, Greater Dandenong, Kingston, Mornington Peninsula	6
Metropolitan West (MW)	Brimbank, Hobsons Bay, Maribyrnong, Melton, Moonee Valley, Wyndham	6
TOTAL COUNCILS		31

5.1.2 Metropolitan Option 2

This option proposes:

- the Metropolitan East Region be the same as Option 1.
- expansion of the existing Metropolitan Central Region to include Moonee Valley and Maribyrnong Councils
- reconfiguration of the remaining three regions.

This option provides for four regions with six councils and one region with seven councils.

The assessment against the review principles outlined in section 2 is as follows:

Principle: Each region should be of equal electoral size (number of councils)

Complies as best able. This option provides for four regional groupings with six councils each and one regional grouping with seven councils.

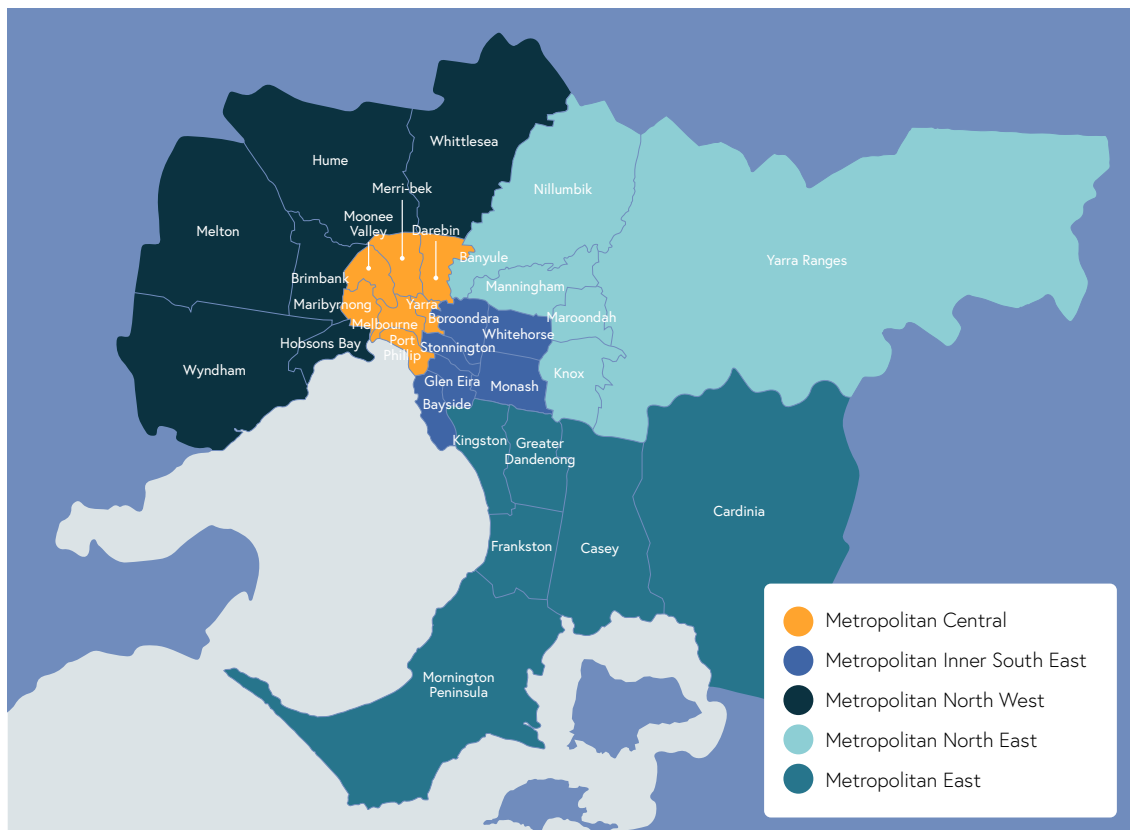
Principle: Each region should comprise of councils with common interests, be these spatial or by nature of the councils' operating environment

This option complies as all councils in each regional grouping have spatial continuity with associated community and economic interactions across some or all of a region's members.

Principle: MAV regions should align with other representative structures that engage with councils

This option is not based on a single existing state or local government grouping of councils. It draws on a range of groupings of metropolitan councils.

Metropolitan Option 2



Metropolitan Option 2	Member Councils	Number of Councils
Metropolitan Central (MC)	Darebin, Maribyrnong, Melbourne, Merri-bek, Moonee Valley, Port Phillip, Yarra	7
Metropolitan North East (MNE)	Banyule, Knox, Manningham, Maroondah, Nillumbik, Yarra Ranges	6
Metropolitan East (ME)	Cardinia, Casey, Frankston, Greater Dandenong, Kingston, Mornington Peninsula	6
Metropolitan Inner South East (MISE)	Bayside, Boroondara, Glen Eira, Monash, Stonnington, Whitehorse	6
Metropolitan North West (MNW)	Brimbank, Hobsons Bay, Hume, Melton, Whittlesea, Wyndham	6
TOTAL COUNCILS		31

Metropolitan Options Comparison vs Current

Option 1

Option 2

Current Metropolitan Regions*

MAV Board Region	Number of Member Councils	MAV Board Region	Number of Member Councils	MAV Board Region	Number of Member Councils
IMSE	7	MC	7	MC	5
ME	6	MNE	6	MSE	5
MN	6	ME	6	ME	5
MS	6	MISE	6	MS	4
MW	6	MNW	6	MW	6
				I	6
TOTAL COUNCILS	31	TOTAL COUNCILS	31	TOTAL COUNCILS	31

*Refer to Attachment 1

5.2 Options: Non-metropolitan Regional Groupings

5.2.1 Non-metropolitan Option 1

This option is based on the nine Regional Development Victoria's (RDV) Regional Partnerships and proposes retaining RDV's Gippsland Region and combines the other eight regions to form four regions as follows:

- Goulburn and Ovens Murray Regional Partnership Regions combined.
- Loddon Campaspe and Mallee Regional Partnership Regions combined.
- Wimmera Southern Mallee and Central Highlands Regional Partnerships combined, excluding Golden Plains.
- Great South Coast and Barwon Regional Partnership Regions combined, with Golden Plains included.

The assessment against the review principles outlined in section 2 is as follows:

Principle: Each region should be of equal electoral size (number of councils)

Arguably complies as most reasonably practical. This option delivers one regional grouping (Gippsland) with six councils, three regional groupings with ten councils each and one regional grouping with 12 councils.

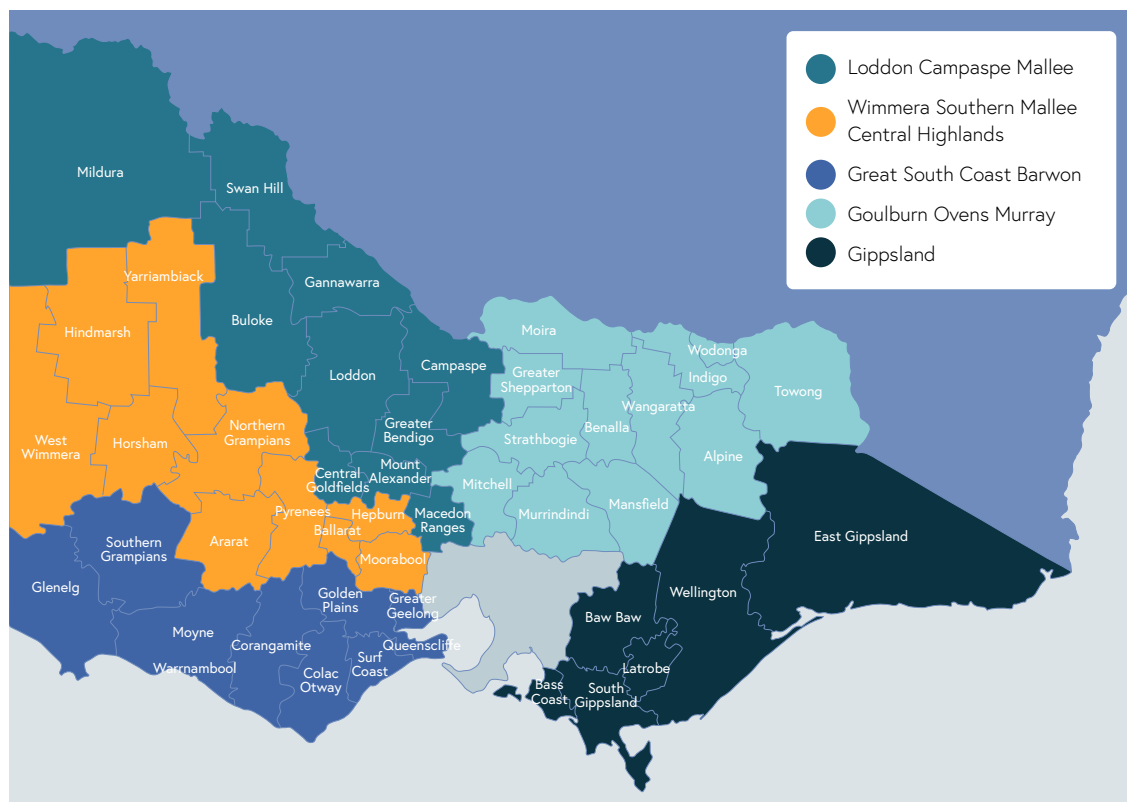
Principle: Each region should comprise of councils with common interests, be these spatial or by nature of the councils' operating environment

This option complies as all councils in each regional grouping have spatial continuity with associated community and economic interactions across some or all of a region's members.

Principle: MAV regions should align with other representative structures that engage with councils

This option substantially complies as it is based on Regional Development Victoria's (RDV) nine Regional Partnership Regions. The Gippsland Region is unchanged and the other eight RDV Regions have been combined to form four MAV Board regional groupings with Golden Plains shifting to a different region.

Non-Metropolitan Option 1



Non-Metropolitan Option 1	Member Councils	Number of Councils
Gippsland (G)	Bass Coast, Baw Baw, East Gippsland, Latrobe, South Gippsland, Wellington	6
Goulburn Ovens Murray (GOM)	Alpine, Benalla, Greater Shepparton, Indigo, Mansfield, Mitchell, Moira, Murrindindi, Strathbogie, Towong, Wangaratta, Wodonga	12
Great South Coast Barwon (GSCB)	Colac Otway, Corangamite, Glenelg, Golden Plains, Greater Geelong, Moyne, Queenscliffe, Southern Grampians, Surf Coast, Warrnambool	10
Loddon Campaspe Mallee (LCM)	Buloke, Campaspe, Central Goldfields, Gannawarra, Loddon, Greater Bendigo, Macedon Ranges, Mildura, Mount Alexander, Swan Hill	10
Wimmera Southern Mallee Central Highlands (WSMCH)	Ararat, Ballarat, Hepburn, Hindmarsh, Horsham, Moorabool, Northern Grampians, Pyrenees, West Wimmera, Yarriabiack	10
TOTAL COUNCILS		48

5.2.2 Non-metropolitan Option 2

This option proposes:

- the Gippsland and Rural North East regions are the same as Option 1.
- a different configuration for the three other MAV Board regions.

The assessment against the review principles outlined in section 2 is as follows:

Principle: Each region should be of equal electoral size (number of councils)

All regional groupings under this option have a different number of member councils, with the numbers ranging from six to 12.

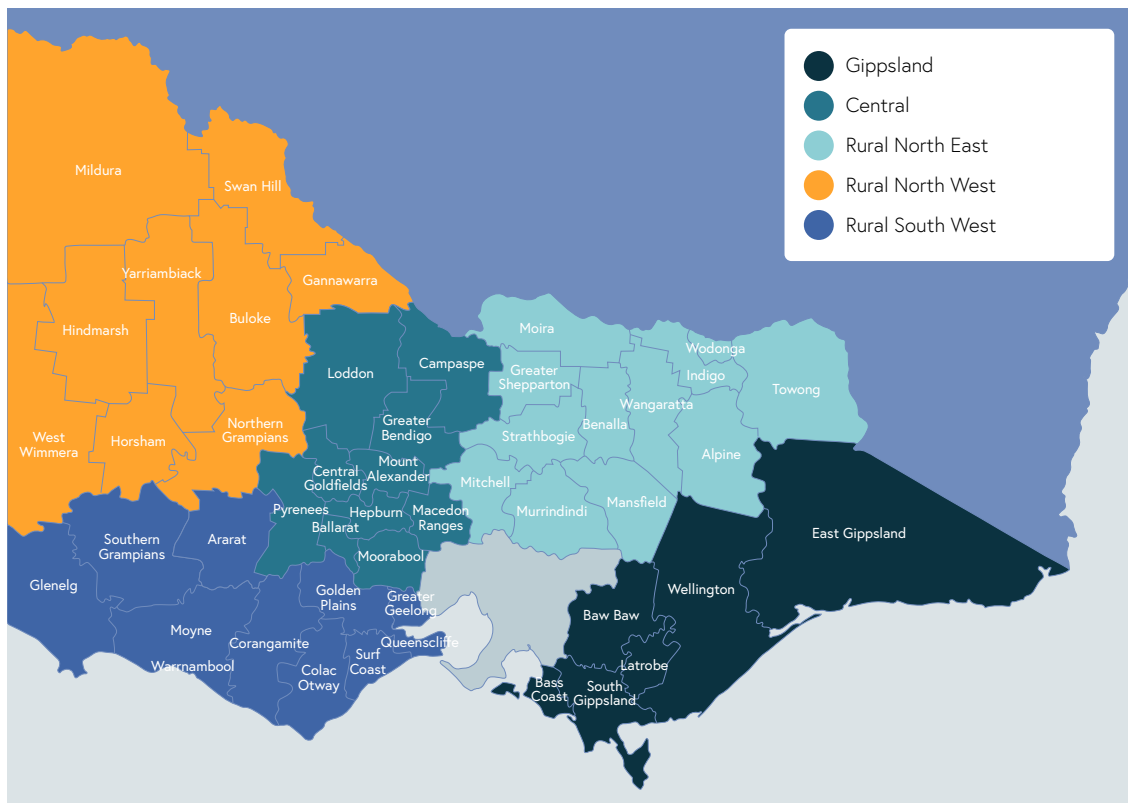
Principle: Each region should comprise of councils with common interests, be these spatial or by nature of the councils' operating environment

This option complies in that all councils in each regional grouping have spatial continuity with associated community and economic interactions across some or all of a region's members.

Principle: MAV regions should align with other representative structures that engage with councils

This option is not based on a single existing State or local government grouping of councils. It draws on a range of groupings of non-metropolitan councils. The Gippsland and Rural North East Regions reflect the existing regional groupings.

Non-Metropolitan Option 2



Non-Metropolitan Option 2	Member Councils	Number of Councils
Central (C)	Ballarat, Campaspe, Central Goldfields, Greater Bendigo, Hepburn, Loddon, Macedon Ranges, Moorabool, Mount Alexander, Pyrenees	10
Gippsland (G)	Bass Coast, Baw Baw, East Gippsland, Latrobe, South Gippsland, Wellington	6
Rural North East (RNE)	Alpine, Benalla, Greater Shepparton, Indigo, Mansfield, Mitchell, Moira, Murrindindi, Strathbogie, Towong, Wangaratta, Wodonga	12
Rural North West (RNW)	Buloke, Gannawarra, Hindmarsh, Horsham, Mildura, Northern Grampians, Swan Hill, West Wimmera, Yarriambiack	9
Rural South West (RSW)	Ararat, Colac Otway, Corangamite, Glenelg, Golden Plains, Greater Geelong, Moyne, Queenscliffe, Southern Grampians, Surf Coast, Warrnambool	11
TOTAL COUNCILS		48

Non-Metropolitan Options Comparison vs Current

Option 1

Option 2

Current Non-Metropolitan Regions*

MAV Board Region	Number of Member Councils	MAV Board Region	Number of Member Councils	MAV Board Region	Number of Member Councils
G	6	C	10	G	6
GOM	12	G	6	RNC	7
GSCB	10	RNE	12	RNE	12
LCM	10	RNW	9	RNW	8
WSMCH	10	RSW	11	RSC	8
				RSW	7
TOTAL COUNCILS	48	TOTAL COUNCILS	48	TOTAL COUNCILS	48

*Refer to Attachment 1

How to Provide Feedback

Our Members are invited to provide feedback about this Options Paper following a council resolution or if there is no resolution by responding via correspondence from the Mayor or Chief Executive Officer.

Written feedback is requested by 5pm on Wednesday 7 December 2022 and can be emailed to John Nevins via the email address mavboardregions@mav.asn.au.

The written feedback will be published on the MAV's Members extranet site unless requested otherwise.

The MAV Board will consider all feedback. The regional groupings will be determined at a Board meeting in December. All MAV Members and MAV delegates will be advised of the outcome within 14 days of the decision being made.

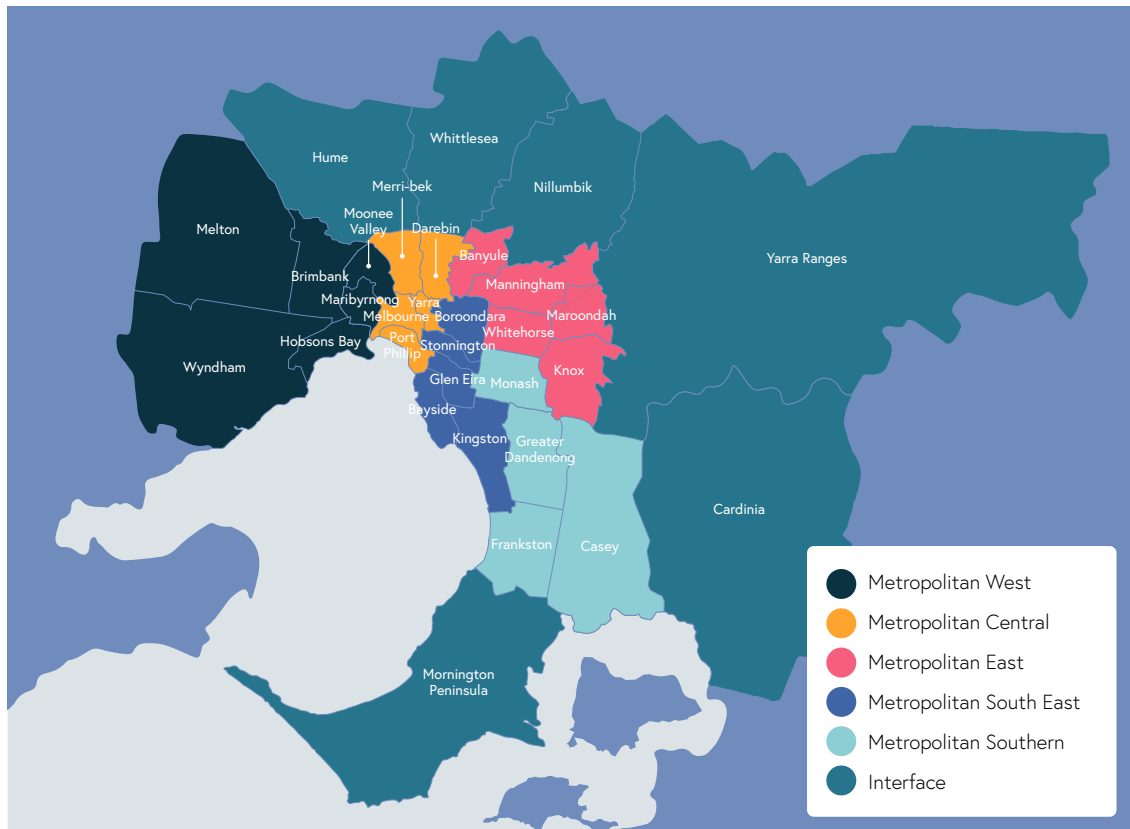
Queries can be directed to John Nevins by [email](#) or on **0411 191 918**.

A copy of this Options Paper and the MAV Rules 2022 are available at mav.asn.au.

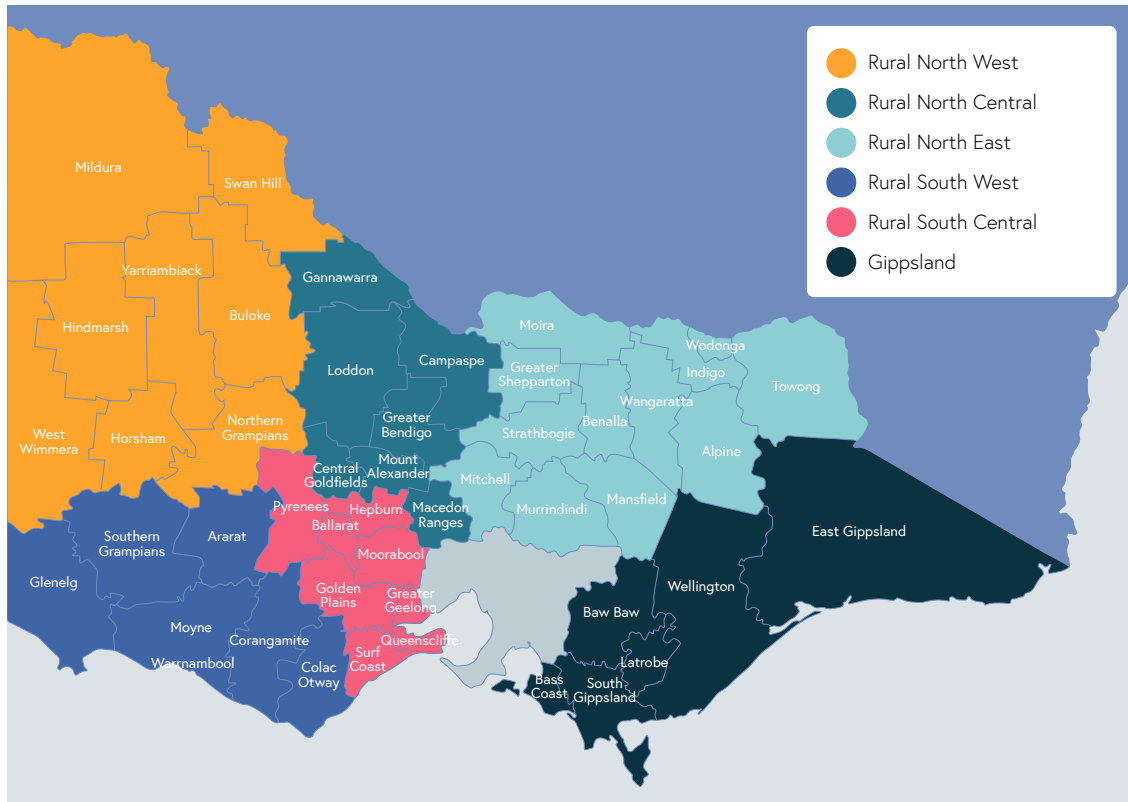
Attachment 1

Current MAV Board Regions

Metropolitan Regions



Non-metropolitan Regions





Municipal Association of Victoria
GPO Box 4326, Melbourne 3001
03 9667 5555
inquiries@mav.asn.au
www.mav.asn.au



Financial Report for the period ended 30 September 2022

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Financial Statements

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2. Summary Capital Works Program
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6. Summary Balance Sheet
7. Financial Plan Projections

Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

1. Income Statement

	Actual @ 30/9/22 \$'000	YTD Budget @ 30/9/22 \$'000	YTD Budget Variance \$,000	Budget 2022-23 \$'000	Forecast 2022-23 \$'000	Ref	Forecast Variance \$'000
Income							
Rates and charges	30,947	30,533	414	123,550	124,592	1.1	1,042
Statutory fees and fines	1,475	1,005	470	4,551	5,020	1.2	469
User fees	1,414	1,669	(255)	5,438	4,741	1.3	(697)
Grants - operating	2,919	2,654	265	10,359	10,370	1.4	11
Grants - capital	2,501	146	2,355	6,183	9,435	1.5	3,252
Contributions - monetary	693	1,690	(997)	6,759	5,113	1.6	(1,646)
Net gain on disposal of property, infrastructure, plant and equipment	1	12	(11)	50	50		0
Other income	897	1,119	(222)	3,475	3,570	1.7	95
Total Income	40,847	38,828	2,019	160,365	162,891		2,526
Expenses							
Employee costs	14,353	14,695	342	58,119	58,309	1.8	(190)
Materials and services	12,662	13,724	1,062	50,069	53,000	1.9	(2,931)
Bad and doubtful debts	492	78	(414)	314	464	1.10	(150)
Depreciation	6,299	5,878	(421)	23,519	27,708	1.11	(4,189)
Amortisation	40	116	76	463	366	1.12	97
Borrowing costs	133	132	(1)	527	678	1.13	(151)
Finance cost - leases	2	6	4	24	35		(11)
Other expenses	215	275	60	991	995	1.14	(4)
Total Expenses	34,196	34,904	708	134,026	141,555		(7,529)
Surplus / (deficit)	6,651	3,924	2,727	26,339	21,336		(5,003)

Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

1. Income Statement (cont.)

Explanation of Variances

The operational surplus for the period ended 30 September was \$6.651 million, compared to the year to date (YTD) budget surplus of \$3.924 million. The year-end budget surplus of \$26.339 million has decreased to a forecast year-end surplus of \$21.336 million.

The decreased forecast surplus of \$5.003 million compared to budget is explained as:

- 1.1 Rates and charges are expected to be \$1.042 million over budget mainly due to an increase in the amount originally raised as rates, due to property development (\$610,000). Increased income is also expected for waste charges (\$238,000) and payments in lieu of rates mainly due to an adjustment associated with the prior year (\$193,000).

Actual income is \$414,000 over the YTD budget. This is due to the prior year adjustment for the payment in lieu of rates (\$181,000), the amount originally raised for rates (\$164,000), waste charges (\$61,000) and interest on rates (\$54,000).

The most significant income below YTD Budget relates to supplementary rates (\$84,000), although this is currently considered to be a timing issue.

- 1.2 Statutory fees and fines are expected to be \$469,000 over budget mainly due to increased forecasts in relation to parking infringements, which is largely offset by an increase to the doubtful debts provision (\$200,000), increased demand in town planning application fees (\$200,000) and more proactive town planning enforcement (\$46,000).

Actual income is \$470,000 above the YTD budget mainly due to increased parking infringements (\$283,000) and the higher demand for planning applications (\$162,000).

- 1.3 User fees are expected to be \$697,000 under budget.

The most significant forecast decreases relate to the removal of additional parking revenue originally included in the budget associated with residential parking permits (\$870,000) and the deferral of paid parking at Altona beach, which is expected to be discussed further by Council in early 2023 (\$100,000).

Other forecast decreases relate to rates debt recovery, due to the unknow impact of legislative changes - offset against a reduction in expenditure (\$80,000), private subdivision supervision fees (\$38,000), and sports seasonal ground allocations (\$22,000).

Increases are forecast for property insurance premium reimbursements from tenants (\$140,000), food safety permits (\$136,000), engineering services fees (\$48,000), Laverton Hub casual hire fees (\$44,000), Planned Activity Groups (\$32,000) and venues (\$30,000).

Actual income is \$255,000 under the YTD budget mainly due to timing differences for the Fire Service Property Levy administration fee (\$70,000) property insurance premium reimbursements from tenants (\$63,000), footpath and furniture trading permits (\$60,000), rates debt recovery (\$55,000), parking meter income (\$40,000), road opening reinstatement fees (\$41,000) and private subdivision supervision fees (\$25,000).

The most significant income over the YTD budget relates to food safety permits (\$112,000) and an increase in casual hire at the Laverton Hub (\$44,000).

Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

1.4 Operating grants are expected to be \$11,000 over budget.

Forecast increases related to income deferred from 2021-22 include COVID Culturally & Linguistically Diverse Local Partnerships (\$282,000), On the Road Again (\$160,000), Women in Building (\$96,000), Sleep Settling (\$56,000), Coastal Planning for Sea Level Rise (\$30,000), Freeza (\$26,000), and preschool field officers (\$22,000).

Other significant forecast increases relate to new funding received for Statutory Planning file digitisation (\$127,000), the school crossing subsidy (\$66,000) and Federal Financial Assistance Local Road funding (\$50,000).

The most significant decrease relates Recycling 2.0, with a significant portion of the grant funding for this year to be transferred to capital grants and some funding deferred until 2023-24 (\$533,000). Other decreases relate to funding recouped for the support for carers program (\$197,000), funding recouped for school focus youth services (\$85,000), cessation of the sector support development program (\$64,000) and Federal Financial Assistance General Purpose funding (\$60,000).

Actual income is \$265,000 above YTD budget mostly due to deferred funding allocated for COVID Culturally and Linguistically Diverse Local Partnerships (\$282,000), On the Road Again (\$160,000), Women in Building (\$96,000), Sleep Settling (\$33,000), Coastal Planning for Sea Level Rise (\$30,000) and preschool field officers (\$22,000). Other income above YTD budget relate to the school crossing subsidy (\$66,000) and timing differences for developer contribution funding (\$53,000) and Recycling 2.0 (\$42,000).

Operating grants under the YTD budget relate to Support for Carers recoup (\$197,00) and timing differences for school focus youth services (\$80,000), the West Gate Tunnel Project (\$65,000), Level Crossing Removal Project (\$55,000), planned activity groups (\$49,000) centre based respite (\$47,000), Cottage Respite (\$30,000), over 65 meals (\$28,000), the West Gate Tunnel Neighbourhood Fund (\$25,000) and immunisations (\$20,000).

1.5 Capital grants are expected to be over budget by \$3.252 million due income that was originally budgeted to be received in 2021-22 that is now expected to be received in 2022-23 (\$2.6 million), income brought forward from next year's program (\$400,000) and an increase in unbudgeted capital grants (\$252,000).

For a more detailed explanation, please refer to the summary capital works program section of this report and the detailed capital works attachment.

1.6 Monetary contributions are expected to decrease by \$1.646 million. Developer contributions for Precinct 15 in Altona North are now expected to be delayed until 2023-24 and this is also reflected in reserve adjustments (\$1.708 million).

Forecasts for capital works contribution have been included in relation to West Gate Tunnel open space enhancement (\$25,000), road rehabilitation (\$20,000) and Digman reserve feasibility /masterplan (\$10,000).

Actual income is \$997,000 under the YTD budget due to the expected delay in receiving developer contribution Precinct 15 in Altona North (\$866,000) opens space contributions (\$167,000), Port Phillips Woollen Mills (\$9,000) and unbudgeted contributions towards capital works (\$42,000).

Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

1.7 Other income is expected to be over budget by \$95,000.

Forecast increases relate to interest on investments resulting from higher interest rates (\$100,000) and Williamstown Town Hall rental income (\$15,000). The most significant decrease relates to sports facility seasonal rental (\$22,000).

Actual income is \$222,000 under the YTD budget mainly due to timing differences for property rental income (\$235,000). Actual income over the YTD budget relates to interest on investments (\$28,000).

1.8 Employee costs are expected to be over budget by \$190,000.

The most significant forecast increases relate to transitioning toward a new City Services structure, which should lead to savings in future years (\$294,000), additional Community Learning and Service Centre relief and training hours (\$293,000) and project management in Strategy, Sustainability and Economy (\$142,000).

Forecast increases offset against increased income or reductions in materials and services related to building and construction regulations (\$128,000), asset engineering (\$74,000), and aged care and assessment services (\$69,000).

The most significant forecast savings are as a result of vacancies in excess of the budget (\$539,000) and extending the Community Space Planner position which is funded from the open space and recreation reserve (\$73,000).

Actual expenditure is \$342,000 under the YTD budget mainly due to staff vacancies in excess of the budget. Actual expenditure over YTD budget includes additional Community Learning and Service Centre relief and training hours (\$288,000).

1.9 Materials and services are expected to be over budget by \$2.931 million.

The most significant forecast increase relates to the inclusion of projects related to the IT Strategy, which were carried over from 2021-22 or bought forward from 2023-24 (\$1.424 million).

The forecast increase for operational projects included in the Capital Works Program is a transfer of costs rather than an additional cost from a financial perspective (\$757,000).

Forecast increases related to income deferred from 2021-22 include expenditure associated with the COVID-19 Culturally And Linguistically Diverse local partnership program (\$282,000), Arts and Culture programs (\$249,000) and the Road Again program (\$161,000).

Forecast increases have also been included due to additional funding received for Statutory Planning file digitisation project (\$98,000) and developer contribution plans (\$43,000).

The most significant unfunded forecast increases relate to insurance premiums (\$173,000) and recruitment services (\$100,000), M9 Regional Collaboration for alternative waste payments (\$53,000), fuel costs (\$50,000), chemical disposals (\$48,000), additional food service costs for planned activity groups (\$40,000), the Civic Centre exhibition program (\$30,000) and additional maintenance costs associated with the delay in receiving the sweeper and compactor replacement (\$30,000).

Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

The most significant forecast decreases relate to waste contracts, resulting from lower presentations rates and tonnes processed (\$486,000), Building and Construction regulations transferred to employee costs (\$128,000), asset audits transferred to employee costs (\$100,000) and rates debt collection expenditure offset against a reduction in associated income (\$80,000).

Actual expenditure is \$1.062 million under the YTD budget. The main expenditure under YTD budget relates to savings in waste contracts (\$239,000), rates debt collection expenditure (\$55,000) and Building and Construction regulations expenditure transferred to employee costs (\$50,000).

Actual expenditure under YTD budget as a result of timing differences relate to community grants and funding (\$330,000), community support contracts (\$179,000), IT software maintenance (\$104,000) and strategic planning professional service fees (\$91,000).

- 1.10 Bad and Doubtful Debts are expected to be over budget by \$150,000. This relates to the continued collection delays at Fines Victoria for unpaid parking fines but is offset by an increased forecast to associated income.
- 1.11 Depreciation is expected to be over budget by \$4.189 million. The forecast has increased significantly due to purchases and revaluations that occurred late in the last financial year. In particular, the Parks, open space and streetscapes and Recreation, leisure and community facility asset classes were revalued for the first time in 2021-22.

Depreciation is a non-cash item and has minimal impact on funding Council's budget in 2022-23 and ongoing financial implications.
- 1.12 Amortisation costs are expected to be under budget by \$76,000. The forecast has been reduced to reflect Information Technology equipment leases which reached the end of their term. These leases have now been renewed.
- 1.13 Borrowing costs are expected to be over budget by \$151,000 due to increasing interest rates and the need to take out new borrowings earlier than anticipated.
- 1.14 Other expenses are expected to be \$4,000 over budget due to an increase in Woods Street Arts rental (\$4,000).

Actual expenditure is \$60,000 under the YTD budget mainly due to a delay in the internal audit program (\$31,000) and timing differences with IT telecommunication rentals (\$27,000).

Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

2. Summary Capital Works Program

	Actual @ 30/9/22 \$'000	YTD Budget @ 30/9/22 \$'000	Budget 2022-23 \$'000	Forecast 2022-23 \$'000	Forecast / Budget \$'000
Items to be Capitalised	11,842	8,847	62,961	67,236	(4,275)
less items capitalised from operational budget	-	-	-	-	-
Operational Projects	440	130	2,980	3,737	(757)
Total Capital Works Expenditure	12,282	8,977	65,941	70,973	(5,032)
Capital Works Income	2,543	146	6,183	9,493	3,310
Transfers from Capital Carryover Reserve	6,779	5,509	5,509	6,779	1,270
Transfers to Capital Carryover Reserve – Expenditure	-	-	-	(851)	851
Transfers to Capital Carryover Reserve – Income	-	-	-	400	(400)
Net Capital Works Program	2,960	3,322	54,249	54,249	(0)

The Council's 2022-23 Capital Works Program, including variations to individual capital projects are highlighted in the capital works attachment. The forecast result of the Capital Works Program shows a balanced financial result when compared to the original budget after forecast adjustments and carryovers are considered.

Capital Works Expenditure for the period ended 30 September 2022 was \$12.282 million compared to the year to date budget of \$8.977 million. The initial budgeted capital expenditure for the 2022-23 financial year of \$65.941 million has increased to a forecast of \$70.973 million. The increased forecast expenditure of \$5.032 million compared to the budget is attributable to:

- expenditure carryover adjustments from the prior year's program (\$3.87 million)
- the increase in funded capital expenditure (\$310,000)
- expenditure bought forward from next year's program (\$851,000)

Capital Income for the period ended 30 September 2022 was \$2.543 million. The initial budgeted capital income for the 2022-23 financial year of \$6.183 million has increased to a year-end forecast of \$9.493 million. The increased forecast income of \$3.310 million compared to budget is attributable to:

- income that was budgeted to be received in 2021-22 that is now expected to be received in 2022-23 (\$2.6 million)
- income brought forward from next year's program (\$400,000)
- an increase in budgeted income received to fund the program (\$310,000)

Transfers from the capital carryover over reserve fund additional capital works required in 2022-23 to complete the 2021-22 program and income budgeted to be received in 2021-22 now expected to be received 2022-23. The initial budgeted transfer from the reserve of \$5.509 million was adjusted to \$6.779 million after post budget adjustments.

Transfers to the capital carryover over reserve fund the capital works budgeted in 2022-23, now expected to be completed in 2023-24. It is forecast that \$851,000 capital expenditure and \$400,000 capital income will be brought forward from the next financial year.

Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

3. Available Funding Result

	Actual @ 30/9/22 \$'000	YTD Budget @ 30/9/22 \$'000	Budget 2022-23 \$'000	Forecast 2022-23 \$'000	Forecast / Budget \$'000
Operating Surplus	6,651	3,924	26,339	21,336	(5,003)
Less Items to be Capitalised	(11,842)	(8,847)	(62,961)	(67,236)	(4,275)
Less Principal repayments	-	(188)	(754)	(914)	(160)
Plus Proceeds from borrowings	4,000	-	8,000	8,000	-
Plus Transfers to/from Reserves	9,092	7,821	5,294	10,638	5,344
Plus Depreciation and Amortisation	6,339	5,994	23,982	28,074	4,092
Plus Book Value Assets Sold	-	38	150	150	-
Rate Determination Result	14,240	8,742	50	50	-

4. Summary Cash Flow Statement

	Actual @ 30/9/22 \$'000	Budget 2022-23 \$'000	Forecast 2022-23 \$'000
Cash flows from Operating Activities	(1,038)	53,654	45,322
Cash Flows from Investing Activities	(11,841)	(62,761)	(67,036)
Cash Flows from Financing Activities	3,867	6,719	6,409
Net Increase/(Decrease) in cash held	(9,012)	(2,388)	(15,305)
			0
Add Cash at beginning of the year	45,922	33,783	45,922
Cash at end of Financial Period	36,910	31,395	30,617

Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

5. Reconciliation of Operating Result and Net Cash flows from operating Activities

	Actual @ 30/9/22 \$'000	Budget 2022-23 \$'000	Forecast 2022-23 \$'000
Result from Ordinary Activities	6,651	26,339	21,336
Depreciation & Amortisation	6,339	23,982	28,074
(Gain) / Loss on Disposal of Property, Infrastructure, Plant & Equipment	(1)	(50)	(50)
Initial Asset recognition	-	-	-
Net asset revaluation increment / (decrement)	-	-	-
Net movement in Operating Assets & Liabilities	(14,027)	3,383	(4,038)
Net Cash Inflow/(Outflow) fom operating activities	(1,038)	53,654	45,322

6. Summary Balance Sheet

	Actual @ 30/9/22 \$'000	Budget 2022-23 \$'000	Forecast 2022-23 \$'000
Total Current Assets	68,035	44,723	50,227
Total Non-Current Assets	1,515,108	1,444,458	1,551,801
Total Assets	1,583,143	1,489,180	1,602,027
Total Current Liabilities	45,923	35,780	35,073
Total Non-Current Liabilities	15,898	19,223	19,481
Total Liabilities	61,821	55,003	54,554
Net Assets	1,521,322	1,434,177	1,547,474
Represented By			
Accumulated Surplus	607,207	637,289	634,904
Reserves	914,115	796,889	912,570
Total Equity	1,521,322	1,434,178	1,547,474

Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

7. Financial Plan Projections

Council adopted its Financial Plan 2021-22 to 2030-31 on 12 October 2021.

The Financial Plan includes Financial Policy Statements and associated measures that demonstrate Council's financial sustainability to fund the aspirations of the Community Vision and the Council Plan.

The seven financial indicators used by the Victorian Auditor-General's Office (VAGO) to assess councils' financial sustainability risks are all included. Other measures determined by Council have also been included and all are linked to the various policy statements. The measures can be used to assess Council's financial performance, capital works or financial position. The indicators should be considered collectively and are more useful when assessed over time as part of a trend analysis.

The Financial Plan provides guidance, rather than commits Council to a future financial direction. Council will continue to review the way it operates and re-evaluate its financial performance, position, and direction on an ongoing basis.

This section provides an update on the financial projections contained in the Financial Policy Statements after completion of the September 2022 forecast review.

Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

7.1 Financial Plan Projections - Financial Performance

Council's policy statements (and strategic actions) in relation to financial performance are that Council will:

- achieve strong operational surpluses to ensure that there is adequate funding available for current and future capital works as well as other ongoing and future commitments
- consider all funding source to reduce the high dependence on rates and become more financially self-reliant by prioritised pursuit of own source revenue opportunities
- manage employee labor costs at an appropriate percentage of operating revenue

The financial performance policy statements are measured by five indicators.

The **Net Result Margin (VAGO)** measures the net result of Council as a percent of revenue.

It is calculated by: Net result divided by Total income.

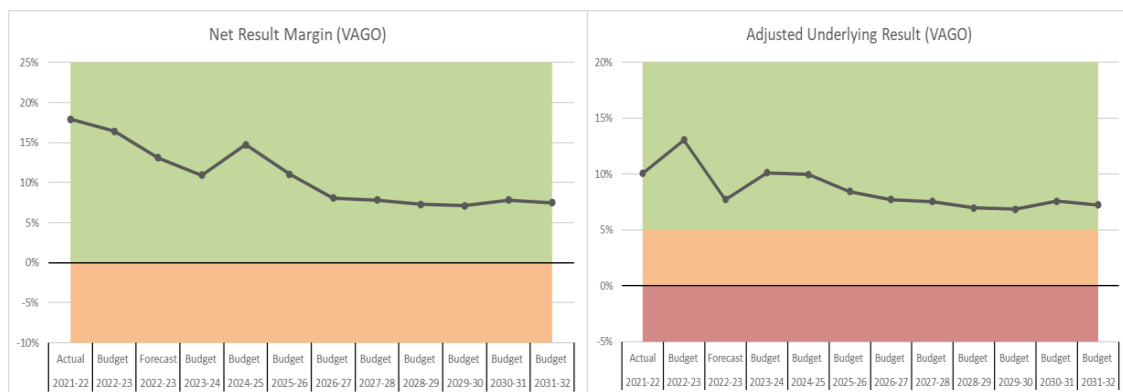
Target: > 0 per cent

The **Adjusted Underlying Result (VAGO)** measures an entity's ability to generate surpluses in the ordinary course of business - excluding non-recurrent capital grants, non-monetary asset contributions, and other contributions to fund capital expenditure from net result. A surplus or increasing surplus suggests an improvement in the operating position.

It is calculated by: Adjusted underlying surplus (or deficit) divided by Adjusted underlying revenue.

Target: > 5 per cent

The graphs below indicate that Council will achieve its targets to have low VAGO financial sustainability risk ratings in relation to its Net Result Margin and Adjusted Underlying Result. Current forecasts indicate that Council will achieve strong operational surpluses to ensure that there is adequate funding available for ongoing and future commitments.



The **Own Source Revenue Ratio (excluding rates)** measures financial flexibility as it indicates the degree of reliance on external funding sources such as operating, and capital grants and contributions received. A council has improved financial flexibility with a higher level of own source revenue. This ratio is an adjustment to the standard Own Source Revenue Ratio by removing rates and charges.

Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

It is calculated by: Total operating income less all grants, contributions, rates, and charges divided by Total operating income.

Target: > 10 per cent

The **Rates Revenue Ratio** indicates the ability of Council to generate rates and its dependence on rates, when compared to total revenue.

It is calculated by: Rates and charges divided by Total operating income.

Target: < 80 per cent

The graphs below indicated that Council will **not** achieve its targets in relation to its Own Source Revenue Ratio (excluding rates) and Rates Revenue Ratio. Current forecasts indicate that Council will **not** reduce its current high dependence on rates and will **not** become more financially self-reliant by prioritised pursuit of own source revenue opportunities.

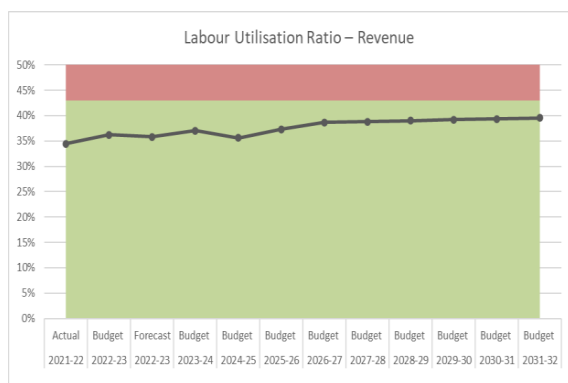


The **Labour Utilisation Ratio – Revenue** provides an overview of the organisation’s expenditure on internal labour as a proportion of total revenue. It is used to monitor and manage affordable internal employee costs and indicates the Council’s sensitivity to changes in income.

It is calculated by: Employee costs divided by Total income.

Target: < 43 per cent

The graph below indicates that Council will achieve its targets in relation to its Labour Utilisation Ratio - Revenue. Current forecasts indicate that Council will continue to achieve its aim of managing employee labour costs at an ‘appropriate’ percentage of operating revenue.



Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

7.2 Financial Plan Projections - Capital Works

Council's policy statements (and strategic actions) in relation to capital works are that Council will:

- ensure enough cash is being generated from operations to fund new assets
- ensure sufficient spending on asset renewal and Council's asset base
- increase the amount of funding currently available for Capital Works

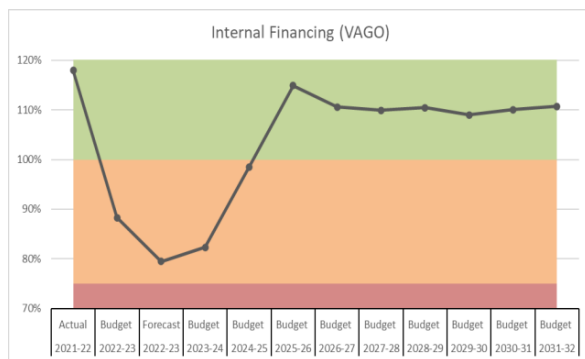
The capital works policy statements are measured by four indicators.

Internal Financing (VAGO) measures the ability of an entity to finance capital works from generated cashflow. The higher the percentage, the greater the ability for the entity to finance capital works from their own funds.

It is calculated by: Net operating cashflow divided by Net capital expenditure.

Target: > 100 per cent

The graph below indicates that Council will **not** achieve its targets to have low VAGO financial sustainability risk ratings in relation to Internal Financing. Increased capital expenditure between 2022-23 and 2024-25 must be funded by loan borrowings and the current forecasts indicate that Council will **not** achieve its aim of ensuring enough cash is being generated from operations to fund new assets, in the next 10 years.



Capital Replacement (VAGO) compares the rate of spending on new infrastructure, property, plant and equipment with its depreciation. Ratios higher than 100 per cent indicate that spending is faster than the depreciating rate. This is a long-term indicator, as capital expenditure can be deferred in the short term if there are insufficient funds available from operations and borrowing is not an option.

It is calculated by: Cash outflows for the addition of new infrastructure, property, plant and equipment divided by Depreciation.

Target: > 150 per cent

The **Renewal Gap (VAGO)** compares the rate of spending on existing assets through renewing, restoring, and replacing existing assets with depreciation. Ratios higher than 100 per cent indicate that spending on existing assets is faster than the depreciation rate.

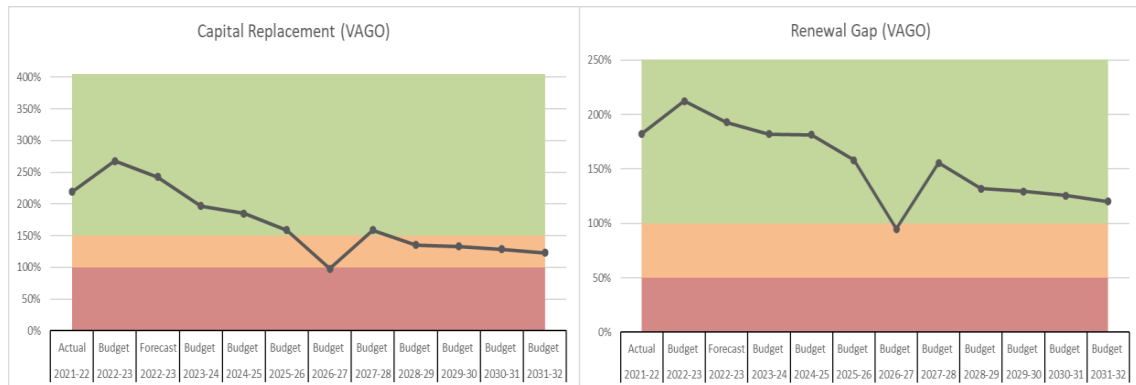
It is calculated by: Renewal and upgrade expenditure divided by Depreciation.

Target: > 100 per cent

Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

The Capital Replacement graph below indicates that Council will achieve its targets and have low VAGO financial sustainability risk ratings in relation to Capital Replacement until 2025-26 but will need to increase its capital spend from 2026-27 to continue to achieve its Capital Replacement targets to ensure sufficient spending on Council's asset base.

The Renewal Gap graph below indicate that Council will generally achieve its targets (apart from 2026-27) and have low VAGO financial sustainability risk ratings in relation to the Renewal Gap to ensure sufficient spending on asset renewal.

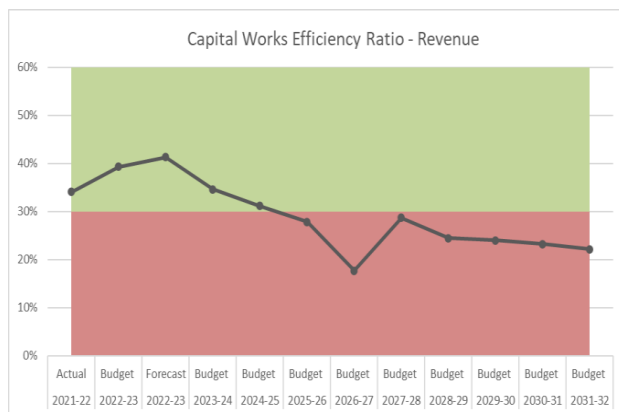


The **Capital Works Efficiency Ratio – Revenue** compares the rate of spending on new infrastructure, property, plant and equipment with total revenue.

It is calculated by: Capital expenditure divided by Total revenue.

Target: > 30 per cent (average)

The graph below indicates that Council will **not** achieve its target to average greater than 30 per cent (average result = 27.5 per cent) in relation to the Capital Works Efficiency Ratio – Revenue. Current forecasts indicate that Council will **not** achieve its aim of increasing the amount of funding currently available for Capital Works as ratios are forecast to decline in the later years of the plan.



Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

7.3 Financial Plan Projections - Financial Position

Council's policy statements (and strategic actions) in relation to financial position are that Council will:

- ensure there are no immediate issues with repaying short-term liabilities as they fall due. This will be achieved by maintaining Council's liquidity ratio at levels exceeding 100 per cent
- ensure loan commitments can be repaid from own source revenue, including interest and principle, as they fall due

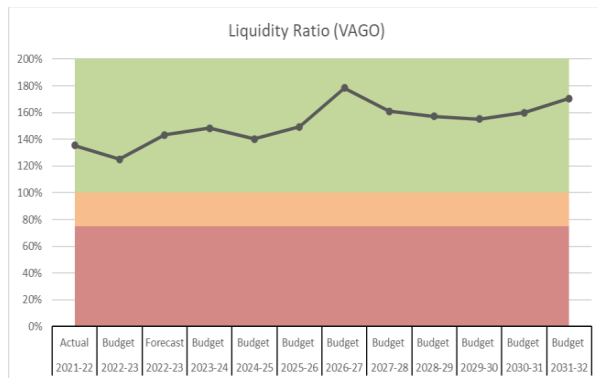
The financial position policy statements are measured by four indicators.

The **Liquidity ratio (VAGO)** measures the ability to pay existing liabilities in the next 12 months and is a key indicator of financial position. A ratio of 100 per cent or more means that there are more cash and liquid assets than short-term liabilities.

It is calculated by: Current assets divided by Current liabilities.

Target: > 100 per cent

The graph below indicates that Council will achieve its targets and have low VAGO financial sustainability risk ratings in relation to the Liquidity Ratio. Current forecasts indicate that Council will generally achieve its aim to ensure that there are no immediate issues with repaying short-term liabilities as they fall due.



Indebtedness (VAGO) assesses an entity's ability to pay the principal and interest on outstanding loans, as and when they fall due, from the funds it generates. The lower the ratio, the less revenue the entity is required to use to repay its loans. Own-sourced revenue is used, rather than total revenue, because it does not include grants or contributions.

It is calculated by: Current assets less outstanding loans divided by Current liabilities.

Target: < 40 per cent

The **Debt servicing Ratio** assesses an entity's ability to pay interest on its outstanding loans each year from total revenue.

It is calculated by: Borrowing costs divided by Total income.

Target: < 5 per cent

Hobsons Bay City Council – Financial Report for the period ended 30 September 2022

The **Debt commitment Ratio** assesses an entity’s ability to pay the principal and interest on outstanding loans, as and when they fall due, from rate revenue.

It is calculated by: Borrowing costs plus loan repayments divided by Rate revenue.

Target: < 15 per cent

Despite additional loan borrowings included in the Annual Budget 2022-23, the graphs below indicate that Council will achieve its targets in relation to Indebtedness, the Debt Servicing Ratio and the Debt Commitment Ratio. Current forecasts indicate that Council will achieve its aim to ensure loan commitments can be repaid from own source revenue, including interest and principle, as they fall due.



Capital Works Program 2022-23	EXPENDITURE								INCOME							
	New Works	Budget Carried Over	Adopted Budget	Post Budget adjustments	Revised Budget	New Forecast	YTD Actuals	Proposed Carryover / (Brought Forward)	New Income	Budget Carried Over	Adopted Budget	Post Budget adjustments	Revised Budget	New Forecast	YTD Actuals	Proposed (Carryover) / Brought Forward
Arts & Culture																
Cultural Asset Renewal	0	0	0	0	0	208	208	0	0	0	0	0	0	0	0	0
Cultural Asset Renewal	65,000	37,000	102,000	8,000	110,000	65,000	1,800	45,000	0	0	0	0	0	0	0	0
Capital Works																
Foreshore Remedial Program	900,000	150,000	1,050,000	1,020,000	2,070,000	1,730,533	178,882	0	0	0	0	0	0	0	0	0
Vibrant Villages Program	0	0	0	0	0	5,800	5,800	0	0	0	0	0	0	0	0	0
Open Space Upgrades Program	4,570,000	409,000	4,979,000	686,000	5,665,000	7,083,515	1,429,740	0	(800,000)	0	(800,000)	800,000	0	261,500	0	0
HD Graham Reserve Future Development	0	1,040,000	1,040,000	455,000	1,495,000	1,504,337	538,858	0	0	0	0	0	0	0	0	0
JT Reserve Pavilion Program	3,890,000	520,000	4,410,000	480,000	4,890,000	4,929,139	879,119	0	0	0	0	0	0	0	0	0
Dennis Reserve	3,000,000	500,000	3,500,000	50,000	3,550,000	1,017,100	51,249	0	0	0	0	0	0	0	0	0
Altona sports centre extension	0	0	0	0	0	579,337	358,695	0	0	0	0	0	0	0	0	0
Kororoit Creek Development	0	0	0	250,000	250,000	514,998	7,848	0	0	0	0	0	0	0	0	0
West Gate Tunnel - Open Space enhancement	2,800,000	(650,000)	2,150,000	(7,000)	2,143,000	5,030,600	1,941,878	0	0	0	0	(528,974)	(528,974)	(778,974)	(730,000)	0
Public Toilets Renewals/Upgrade Program	0	0	0	0	225,000	370,165	278,580	0	0	0	0	0	0	0	0	0
Tree Planting	2,000,000	925,000	2,925,000	(425,000)	2,500,000	2,517,840	67,850	100,000	0	0	0	0	0	0	(137,500)	0
Waste Management	1,150,000	0	1,150,000	315,000	1,465,000	1,488,134	376,229	(100,000)	0	0	0	0	0	0	0	0
Digman Rsv Feasibility/Master Plan program	0	500,000	500,000	10,000	510,000	710,728	258,276	0	0	0	0	(10,000)	(10,000)	(10,000)	(10,000)	0
Bio-Diversity Strategy	384,000	0	384,000	36,000	420,000	513,998	16,298	0	0	0	0	0	0	0	0	0
Williamstown Mechanics Institute	0	0	0	0	0	99,510	99,510	0	0	0	0	0	0	0	0	0
Sporting Ground Infrastructure / Floodlighting	215,000	0	215,000	0	215,000	548,525	11,325	0	0	0	0	0	0	0	0	0
Blenheim Road Open Space	0	250,000	250,000	310,000	560,000	706,755	539,424	0	0	0	0	0	0	0	0	0
Altona Foreshore Strategy	400,000	0	400,000	0	400,000	0	0	0	0	0	0	0	0	0	0	0
Street Lighting	50,000	0	50,000	0	50,000	116,243	83,243	0	0	0	0	0	0	0	0	0
Newport Gardens Kindergarten	0	0	0	40,000	40,000	39,247	39,247	0	0	0	0	(120,000)	(120,000)	(120,000)	(60,000)	0
Sporting Ground Redevelopments	0	500,000	500,000	225,000	725,000	768,101	8,278	0	0	0	0	0	0	0	0	0
Cricket Practice Nets	0	290,000	290,000	(290,000)	0	32,962	27,162	0	0	0	0	(12,000)	(12,000)	(12,000)	0	0
Tennis Needs - Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Library Upgrades	1,100,000	257,000	1,357,000	(41,800)	1,315,200	2,066,775	41,524	(1,000,000)	(350,000)	(100,000)	(450,000)	25,885	(424,115)	(424,115)	(39,749)	0
Hard Courts - Various	90,000	0	90,000	30,000	120,000	150,804	804	0	0	0	0	0	0	0	0	0
Kindergartens	350,000	0	350,000	0	350,000	250,000	0	0	(180,000)	0	(180,000)	0	(180,000)	(180,000)	(19,895)	0
Wayfinder Signage	200,000	0	200,000	0	200,000	200,000	0	0	0	0	0	0	0	0	0	0
Playground Upgrades	10,000	0	10,000	0	10,000	10,000	0	0	0	0	0	0	0	0	0	0
Newport Park Track Masterplan	260,000	0	260,000	0	260,000	260,000	0	0	0	0	0	0	0	0	0	0
Hosken Reserve Development	930,000	(825,000)	105,000	82,000	187,000	8,951	8,951	0	(146,000)	0	(146,000)	(27,000)	(173,000)	(173,000)	(173,000)	0
COVID-19	550,000	0	550,000	0	550,000	525,000	189,825	0	(550,000)	0	(550,000)	(255,000)	(805,000)	(805,000)	(105,254)	0
Footpath Renewals - Various	1,000,000	0	1,000,000	0	1,000,000	1,371,906	14,732	0	0	0	0	0	0	0	0	0
Pit Upgrade	110,000	0	110,000	0	110,000	110,000	34,458	0	0	0	0	0	0	0	0	0
Contracts & Procurement																
Plant Purchases	3,115,000	630,000	3,745,000	(220,500)	3,524,500	3,504,500	279,546	0	0	0	0	0	0	0	0	0
Director Infrastructure & City Services																
Greenhouse Strategy	0	0	0	0	0	16,800	16,800	0	0	0	0	0	0	0	0	0
Greenhouse Strategy	2,600,000	(611,000)	1,989,000	(139,000)	1,850,000	1,166,251	142,514	0	0	0	0	0	0	0	0	0
Stitch in Time Road Resurfacing	3,715,000	(255,000)	3,460,000	(158,000)	3,302,000	3,696,961	1,050,140	0	0	0	0	(443,838)	(443,838)	(443,838)	0	0
Engineering Services																
Footpath New	150,000	0	150,000	0	150,000	381,393	157,408	0	0	0	0	0	0	0	0	0
Road Rehabilitation	5,702,000	118,000	5,820,000	807,000	6,627,000	5,205,002	694,048	0	(1,431,334)	0	(1,431,334)	(1,000,000)	(2,431,334)	(2,451,334)	(497,167)	0
Bridge Renewal	575,000	0	575,000	0	575,000	565,000	0	0	0	0	0	(240,000)	(240,000)	(240,000)	0	0
Drainage Upgrades - Various	3,250,000	(150,000)	3,100,000	233,500	3,333,500	1,423,787	150,893	0	0	0	0	0	0	0	0	0

Capital Works Program 2022-23	EXPENDITURE								INCOME							
	New Works	Budget Carried Over	Adopted Budget	Post Budget adjustments	Revised Budget	New Forecast	YTD Actuals	Proposed Carryover / (Brought Forward)	New Income	Budget Carried Over	Adopted Budget	Post Budget adjustments	Revised Budget	New Forecast	YTD Actuals	Proposed (Carryover) / Brought Forward
Car Park - Various	1,725,000	0	1,725,000	0	1,725,000	1,101,993	46,548	0	(500,000)	0	(500,000)	0	(500,000)	(500,000)	0	0
Unsealed Laneway	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(12,000)	0
Drainage Renewal	900,000	43,000	943,000	(43,000)	900,000	944,024	130,339	0	0	0	0	0	0	0	0	0
Road Rehab Blackspot Funding	276,000	989,000	1,265,000	31,000	1,296,000	1,304,393	404,345	0	(276,000)	(1,135,000)	(1,411,000)	241,448	(1,169,552)	(1,169,552)	0	0
Signage - Interpretive	50,000	0	50,000	0	50,000	50,000	0	0	0	0	0	0	0	0	0	0
Trail Infrastructure - Maintenance	135,000	0	135,000	0	135,000	65,000	0	0	0	0	0	0	0	0	0	0
ICT																
IT Strategy Implementation	700,000	0	700,000	0	700,000	689,000	94,026	0	0	0	0	0	0	0	0	0
Learning Communities																
Library Resources	800,000	100,000	900,000	(209,000)	691,000	687,000	308,128	0	(15,000)	0	(15,000)	0	(15,000)	(15,000)	0	0
Library Furniture & Fitout	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Open Space & City Design																
Community Gardens	995,000	0	995,000	18,000	1,013,000	610,430	39,760	0	0	0	0	0	0	0	0	0
Parks, Gardens & Conservation																
Open Space Asset Renewal Program	570,000	0	570,000	0	570,000	535,942	70,488	0	0	0	0	0	0	0	0	0
Fencing of Council Reserves	160,000	0	160,000	0	160,000	300,985	118,494	0	0	0	0	0	0	0	0	0
Irrigation Upgrade	630,000	0	630,000	0	630,000	665,000	0	0	0	0	0	0	0	0	0	0
Williamstown Botanical Gardens	0	0	0	0	0	30,000	2,900	0	0	0	0	0	0	0	0	0
Elm Tree Management	55,000	0	55,000	0	55,000	55,000	18,360	0	0	0	0	0	0	0	0	0
PMO																
Council Asset Maintenance Program	0	0	0	0	0	16,794	16,794	0	0	0	0	0	0	0	0	0
Drainage New and Upgrade GPT	0	468,000	468,000	0	468,000	110,437	20,437	0	0	0	0	0	0	0	0	0
Actuals Clearing Program	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Strategic Projects																
Council Asset Maintenance	7,075,000	1,126,000	8,201,000	125,000	8,326,000	8,654,773	741,237	104,000	(600,000)	0	(600,000)	(236,942)	(836,942)	(1,236,942)	(642,500)	400,000
Wetlands Centre	215,000	0	215,000	0	215,000	280,000	0	0	0	0	0	0	0	0	0	0
Traffic & Transport																
Traffic Management	1,780,000	383,000	2,163,000	(33,000)	2,130,000	3,585,885	289,917	0	(100,000)	0	(100,000)	(793,285)	(893,285)	(1,195,145)	(115,828)	0
	59,197,000	6,744,000	65,941,000	3,870,200	69,811,200	70,972,560	12,282,915	(851,000)	(4,948,334)	(1,235,000)	(6,183,334)	(2,599,705)	(8,783,039)	(9,493,399)	(2,542,893)	400,000



Q1 Progress Report

[Acknowledgements](#) Council Plan Initiatives

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

July – September 2022

Summary

Under the *Local Government Act 2020* (the Act), Council is required to include its initiatives and services in the Annual Budget document as committed projects for the financial year that support the implementation of the Council Plan. The annual reporting of the progress of these projects is a requirement in the Act. Council reports on a quarterly basis to ensure that progress is on track throughout the financial year.

In 2022-23 Council nominated 21 initiatives to support the delivery of Council Plan 2021-25, of which 14 are carried over from the previous. Council has completed two initiatives, namely the Hobsons 2.0 Risk Management Framework and Newport Gardens Early Years Centre.

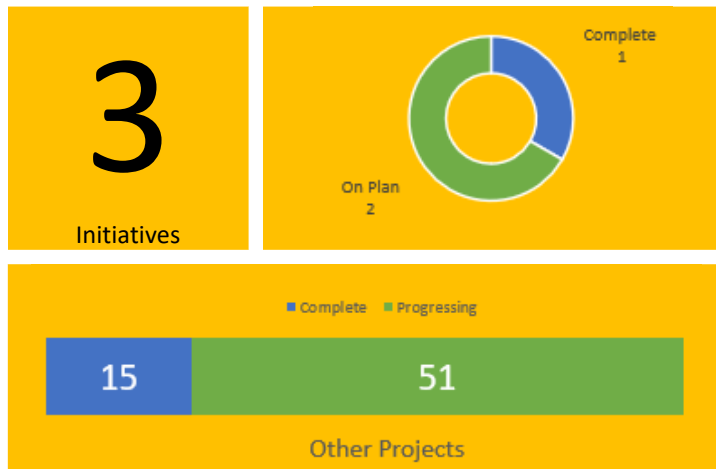
The remaining 19 initiatives have all commenced and are progressing to plan.

Apart from the initiatives, Council undertakes a wide range of projects to support the achievements of the Objectives of the Council Plan 2021-25, and this information has been added to this first quarter report.

Objective 1 – Community

Healthy, Equitable and Thriving Communities

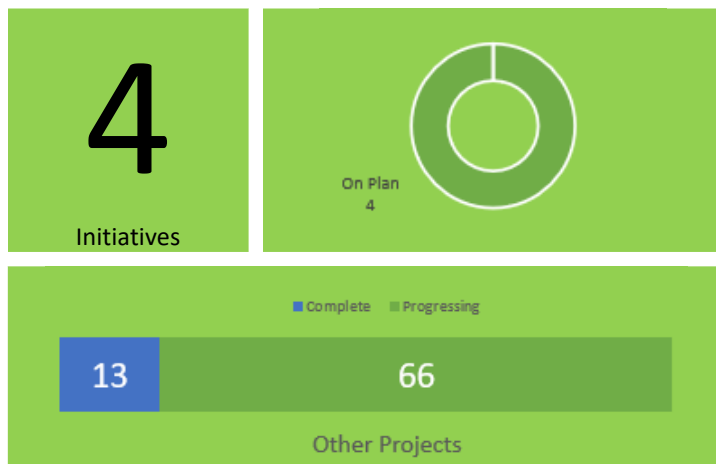
Be a city where all members of the community can participate equitably, feel safe, connected and achieve good health and social wellbeing.



Objective 2 – Environment

Valuing our Environment

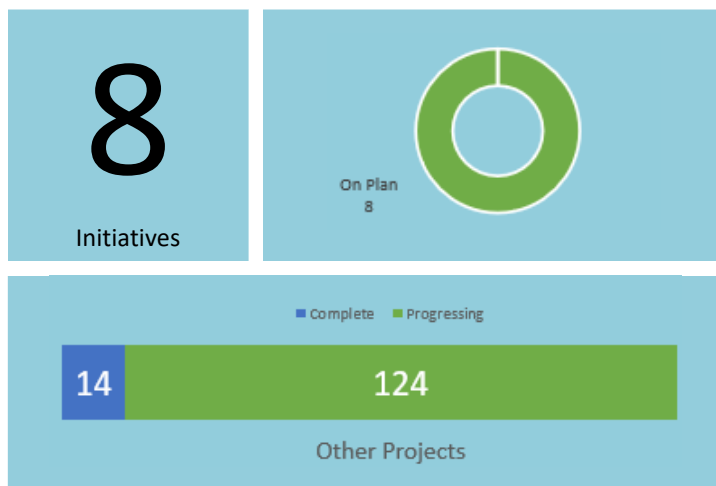
Foster a sustainable way of living in response to climate change through active involvement in alternative energy use, reduction of waste, enhancement and conservation of our natural environment.



Objective 3 – Place, Recreation and Economy

Vibrant Place and Economy

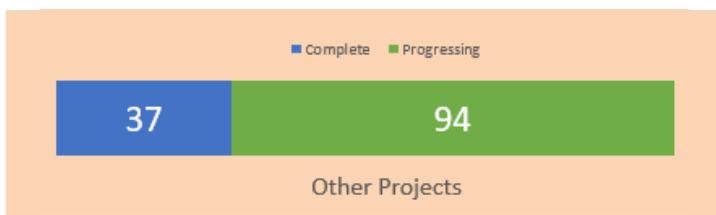
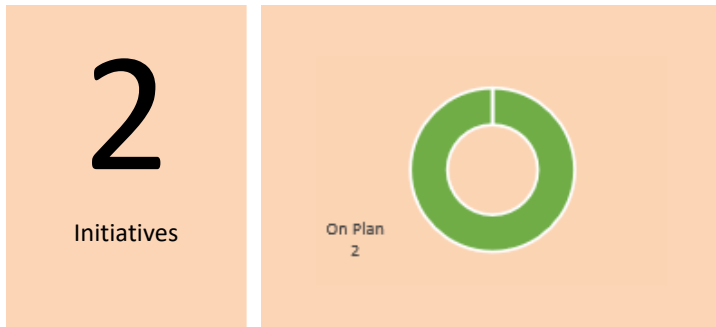
Support a resilient local economy that facilitates job growth and retention, promoting Hobsons Bay as a place to live, work, invest, recreate and visit.



Objective 4 – Community Infrastructure

Visionary Community Infrastructure

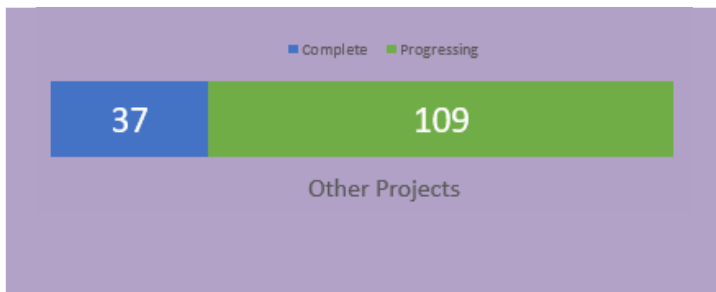
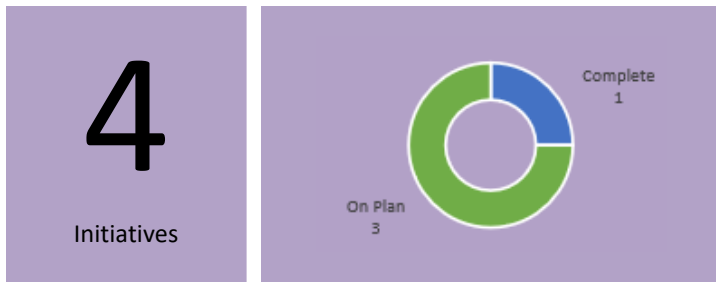
Develop and maintain infrastructure to promote liveability, planning for the future need and growth of the community, while preserving heritage, environment and neighbourhood character.



Objective 5 – Organisation

A High Performing Organisation

Delivering value for money through efficient processes, digital transformation and continuous improvement with a willingness to try new approaches as to how we do, what we do. We will be transparent and responsive to the needs of the community through meaningful connection, communication and engagement.



Progress against the Council Plan objectives

Council Plan 2021-25

The Council Plan 2021-25 was adopted by Council on 12 October 2021. It will guide the work of Council over the next four years, setting objectives, strategies and priorities for creating an even better Hobsons Bay through the delivery of Council's services and initiatives.

The Council Plan 2021-25 consists of five strategic objectives that are made up of 19 strategies and 59 priorities which describe what Council will do for the period.

Objective 1: Community

Healthy, equitable and thriving communities. Be a city where all members of the community can participate equitably, feel safe, connected and achieve good health and social wellbeing.

There are three initiatives for this objective in 2022-23. The progress of each of the initiatives is below:

Project	Status	Progress comment
<p>Hobsons Bay Affordable Housing Trust</p> <p>The Trust will provide housing to low-income households with a connection to Hobsons Bay.</p>	On Plan	Council worked with Housing Choices to finalise administrative, contractual and governance arrangements. Council also engaged with developers and landowners to raise awareness of the benefits of using the Trust for affordable housing contributions. Most recently, Council worked closely with Housing Choice (in its capacity as Trustee) to submit an application for Victorian Government funding to deliver the Epsom Street Affordable Housing Project, a proposed community housing development at 7-45 Epsom Street, Laverton.
<p>Newport Gardens Early Years Centre</p> <p>The extension at the Newport Gardens Early Years Centre to provide an additional 66 kindergarten places in 2022.</p>	Complete	This Newport Gardens Early Years Centre project has been completed and handed back to the centre.
<p>Centres of Excellence Strategy 2022-2027</p> <p>A strategic plan for the future management of Council's community learning and service centres across the municipality.</p>	On Plan	The draft strategy was published on Councils Participate site for community consultation. The data from the community consultation is now being considered before the strategy is finalised.

Objective 2: Environment

Valuing our environment. Foster a sustainable way of living in response to climate change through active involvement in alternative energy use, reduction of waste, enhancement and conservation of our natural environment.

There are four initiatives for this objective in 2022-23. The progress of each of the initiatives is below:

Project	Status	Progress comment
Wetlands Centre Development Development of concept, detail design and contract documentation, including stakeholder engagement, for a state-of-the-art sustainability-focused Wetlands Centre in Hobsons Bay to increase community education and participation in preserving the local environment.	On Plan	Council will continue to seek funding for the Wetlands Centre Development including reaching out to Government Departments and securing media coverage.
Tree Planting – Urban Forest Strategy (2020-2023) Tree planting and establishment maintenance along streets, pathways and in public open space, aiming to plant between 8,000 and 8,500 semi-advanced trees per year to achieve 30% canopy cover by 2040.	On Plan	Council is continuing tree planting with two subcontractors. This will continue until early November 2022.
Altona Meadows Library Building Renewal & Energy Efficiency Upgrades Building renewal works, including acoustic treatment, HVAC and improved space utilisation, to enhance customer experience.	On Plan	Construction tenders have closed. A tender evaluation process has been undertaken with a recommendation to appoint a building contractor prepared for Council approval. Construction will start mid-January 2023 until May 2023.
Large Scale Solar Program Large Scale Solar Program across multiple sites to reduce emissions and result in operational savings.	On Plan	1,600 kW of new solar capacity has been installed. 100kW solar carpark is the only site left in first stage of installation, due for completion in November. Once complete, The Virtual Energy Network capacity will be 2,100 kW.

Objective 3: Place, recreation and economy

Vibrant place and economy. Support a resilient local economy that facilitates job growth and retention, promoting Hobsons Bay as a place to live, work, invest, recreate and visit.

There are eight initiatives for this objective in 2022-23. The progress of each of the initiative is below:

Project	Status	Progress comment
<p>Better Places Laverton</p> <p>Better Places is focused on taking a more placed based approach - thinking in terms of overall 'places' rather than individual 'pieces' - and providing a new model for the way that Council designs and delivers projects. The Better Places Laverton program includes 12 projects aligned with four themes sourced from community feedback.</p>	On Plan	<p>Of the twelve Better Places Laverton projects two are completed and the remaining ten have progressed. Key project highlights this quarter include:</p> <p>Project 3: Love Laverton Parks - brand new playgrounds including a flying fox, BBQ facility and shelter, native habitat provision for wildlife and native plantings completed at Henderson Street, Bladin Street and Dick Murdoch Reserves.</p> <p>Project 4: Better Villages - community consultation kicked off for Woods and Lohse Street – Public Realm Revitalisation.</p>
<p>Better Places Spotswood + South Kingsville</p> <p>Better Places is focused on taking a more placed based approach - thinking in terms of overall 'places' rather than individual 'pieces' - and providing a new model for the way that Council designs and delivers projects. The Better Places Spotswood + South Kingsville program includes 16 projects aligned with four themes sourced from community feedback.</p>	On Plan	<p>Of the sixteen Better Places Spotswood + South Kingsville projects eleven have progressed. Key project highlights this quarter include:</p> <p>Project 6: The GreenLine - Community feedback open on draft concepts. Initial focus is on the East-West alignment and Hall Street North sections.</p> <p>Project 15: Local Leaders Focus Group - the third meeting of the group occurred 8 August. The agenda included projects such as Love Our Parks, The GreenLine and The Pop-Up Project.</p>
<p>Brooklyn Community Hall Redevelopment</p> <p>Including compliant male and female toilet facilities, improved kitchen equipment and operable doors opening onto an outdoor decking area on the northside. A further extension of the hall to the west will include two additional multi-purpose rooms for up to 35 people per room, one small</p>	On Plan	<p>Construction of the new building is progressing, and the consolidation of onsite electrical meters has commenced. Practical completion is due at the end of April 2023</p>

consultation room, unisex toilets, and a separate access foyer.		
Dennis Reserve master plan implementation Includes the construction of a new multipurpose community facility and car park.	On Plan	Construction tenders were advertised and closed. Tender evaluation has commenced.
HC Kim Reserve, Altona - New Pavilion, Female Friendly Change Rooms & Car Park Upgrades Construction of new pavilion and sports field and floodlighting upgrades, irrigation upgrade and carpark upgrades	On Plan	Tender documents have been prepared for the tender to be released as a Design and Construct Contract. The tender is due to be awarded at the first Council meeting in 2023.
HD Graham Reserve Sport Facility Development Implementation of formal sporting facilities as identified in the HD Graham Master Plan, including construction of the sportsground, sports pavilion, shared pathway network and landscaping; BMX and skate park upgrades; a new play space; water sensitive urban design initiatives and site remediation.	On Plan	The sportsground and floodlighting project has been delivered. The pavilion, associated car park and landscape works are under construction.
Open Space Enhancement and Access Package - Donald McLean Reserve Implementation of works identified in the Donald McLean Reserve Improvement Plan, including redevelopment of ovals, new floodlighting and new multi-lined courts, and upgrades to the pavilion, playground and car park.	On Plan	The Carpark Stage was completed. Carpark garden Bed Planting will commence late October. Stage 2 carpark works to commence in November. The footpath and landscaping works surrounding ovals 1 and 2 are nearing completion with temporary fencing to be removed late October. All Playground Equipment and Open Space Furniture has been installed in the playground area. A sewer service will be installed, followed by concrete garden bed edging and concrete footpaths within the playground area. The Preparation work for the 'Learn to Ride Track' will commence at the beginning of November, followed by internal garden bed planting and landscaping works. All work is to be completed by late December.
WLJ Crofts Reserve Master Plan – Pavilion, Cricket Practice Nets and Car Park	On Plan	The pavilion and associated landscape works are completed. The carpark is currently being constructed.

Implementation of works identified in the WLJ Crofts Reserve Master Plan, including construction of a new sports pavilion, parks and cricket practice nets.		
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Objective 4: Community infrastructure

Visionary community infrastructure. Develop and maintain infrastructure to promote liveability, planning for the future need and growth of the community, while preserving heritage, environment and neighbourhood character.

There are two initiatives for this objective in 2022-23. The progress of each of the initiative is below:

Project	Status	Progress comment
Bruce Comben includes the open space development of the southern area oval and Henry Drive Carpark	On Plan	Detailed design drawings are being prepared for internal Council Stakeholder review to ensure all Council design standards and specifications have been included
Better Places Laverton 8. Places & Spaces - Road Reconstruction (On/Off-Road Rehabilitation) Program Railway Avenue, Laverton, from Merton St to Aviation Road.	On Plan	The Masterplan for the corridor is complete. The detailed design development has commenced.

Objective 5: Organisation

A high performing organisation. Delivering value for money through efficient processes, digital transformation and continuous improvement with a willingness to try new approaches as to how we do, what we do. We will be transparent and responsive to the needs of the community through meaningful connection, communication and engagement.

There are four initiatives for this objective in 2022-23. The progress of each of the initiative is below:

Project	Status	Progress comment
Customer Experience Transformation (CX 2.0) To improve processes and interactions between Council and its Community ensuring processes are simple, transparent and accessible.	On Plan	Council has launched a publicly available performance dashboard that allows community members to view how Council is tracking on a range of key projects, programs and services via the Council website.
Implement Community Relationship Management (CRM) system including online payment processes To improve customer experience and management.	Behind	Council has selected a preferred Vendor and is currently negotiating the terms of the contract.
Electronic Data Management System Project To improve efficiency of Council operations.	On Plan	A successful vendor has been appointed to work in conjunction with council officers to implement the Electronic Data Management System.
Hobsons 2.0 Risk Management Framework To ensure a consistent approach to the management of risk.	Complete	The framework was approved by Council in June 2022. The Framework is being presented to all business units. All risks in the risk register are currently being reviewed in light of the new framework.

Other projects around the municipality