

## 9 April 2024 Council Meeting Attachments

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Chief Executive Officer

# REPORT ON OPERATIONS

March 2024



**Hobsons  
2.0**

## Issue 81

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*Presented at the Council Meeting of Council on 9 April 2024*

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 March 2024, 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 the M9 meeting of CEOs;
- attendance at a meeting with Mathew Hilakari, Member for Point Cook together with Mayor Cr Matt Tyler to discuss Councils advocacy priorities;
- attendance at a meeting with Executives from VicTrack together with Mayor Cr Matt Tyler, Rachel Lunn Director Sustainable Communities and Council officers to discuss Newport Railway Workshops; and
- attendance at the Techno Park Housing Solutions Group meeting.



Aaron van Egmond  
Chief Executive Officer

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## Delivering for our community

### Library services



#### Libraries

##### March 2024

Physical loans (books etc.): 23,063  
eLibrary loans (eBooks etc.): 6,725  
Renewals: 6,798  
Total: 36,586  
Library visits: 57,433

Loans have increased 0.8 per cent compared to February 2024.

Year to date loans have decreased -4.7 per cent compared to March 2023.

eLibrary loans have increased 9.56 per cent compared to February 2024.

Year to date eLibrary loans have decreased -21.0 per cent compared to March 2023.

#### Harmony Day

To celebrate Harmony Day a cultural games day was held at Altona North Library. Games included Mahjong, May I and more. Vietnamese and Lebanese snacks were provided and 16 people enjoyed making social connections, expressing an interest for a weekly Mahjong club.



Image: Cultural games day at Altona North Library

#### Digital Literacy classes

Digital Literacy classes remain very popular with another sold-out session on 21 March.

There have been 92 participants in the classes in term one.



Image: Digital Literacy class

#### Council's Heat Health Plan

Council's Heat Health plan activation over the Labour Day weekend, which extended opening hours at Altona North, Altona Meadows and Williamstown Libraries and provided water and fruit across all sites during the scorching long weekend, brought some welcome relief to our community.

Our extended hours drew unprecedented favourable commentary from the community on Hobsons Bay Libraries social media accounts and stirred neighbouring municipalities to follow suit.

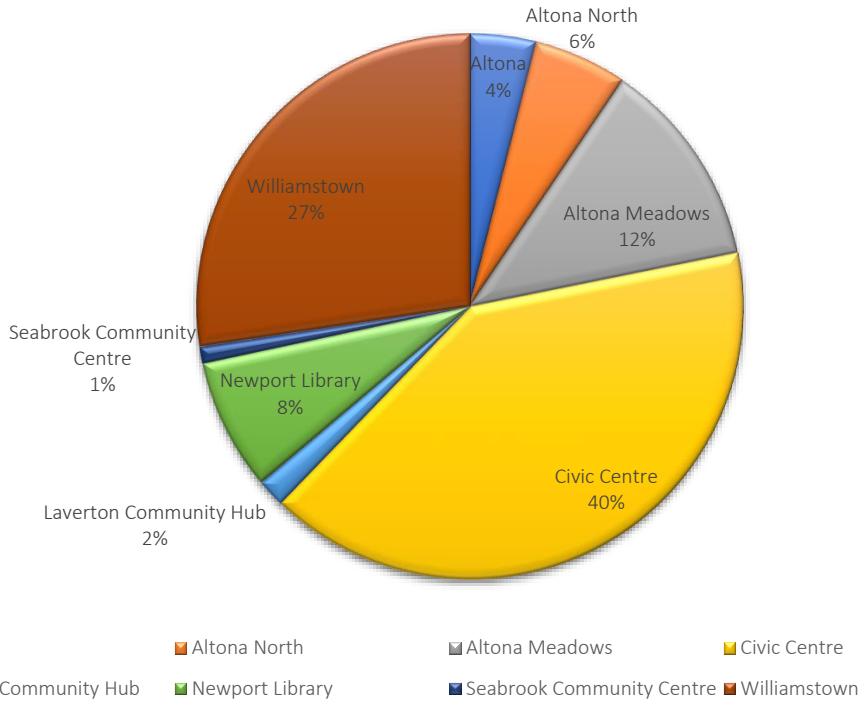
It also caught the attention of an unexpected visitor. Amidst the sweltering heat, a blue tongue lizard sought refuge in one of our libraries. This unlikely guest added a delightful twist to our efforts, becoming a symbol of the welcoming sanctuary we strive to offer. Our commitment to community well-being reminds us that even the smallest gestures can make a big impact.



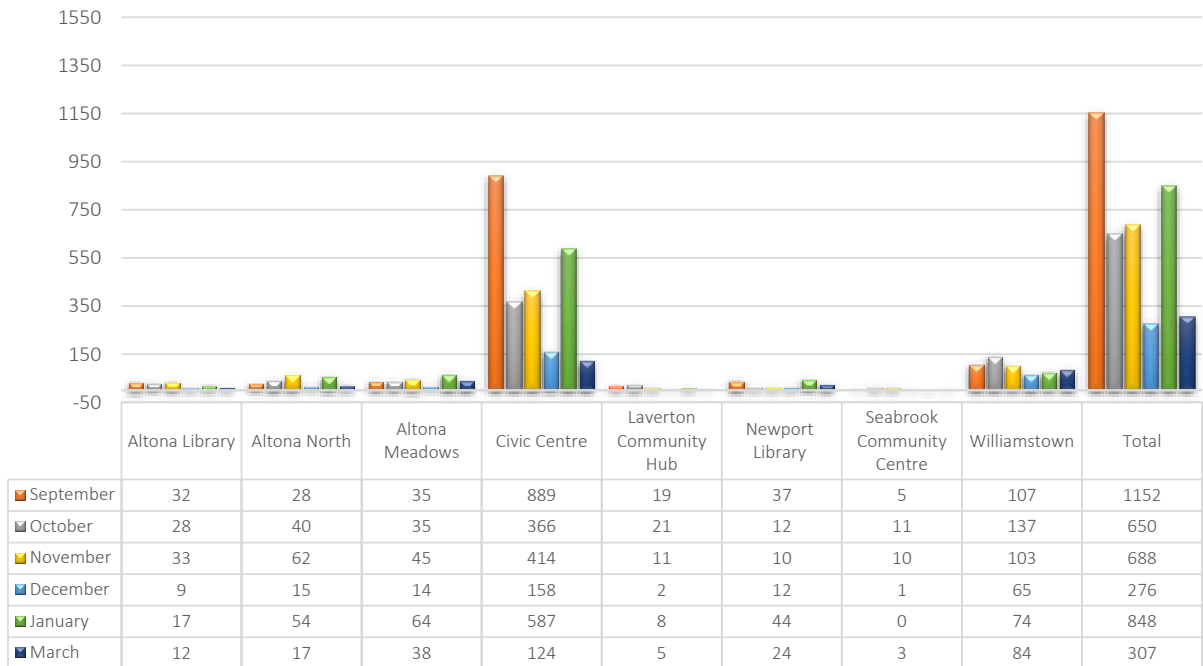
Image: Blue tongue lizard (a visitor at one of our libraries)

**Council+**

Council+ Recorded Transactions - March 2024



Council+ recorded transactions



## Community Hubs and Centres



### Laverton Community Hub

There were 349 bookings at Laverton Community Hub in March.

There were 315 people who took part in the active program.

### Newport Community Hub

There were 125 bookings at Newport Community Hub in March.

On 16 March, morning movie time ran at Newport Community Hub, the first one on a weekend. Tickets were sold out and 20 people attended to watch the documentary, Iris. People were encouraged to dress up and the best dressed received a sweet treat and a certificate for their efforts. Free popcorn and drinks were provided.

### Seabrook Community Centre

There were 130 bookings at Seabrook Community Centre in March.

## Youth services



### Youth counselling

Council's generalist youth counselling service delivered 42 face-to-face and online counselling sessions this month to 30 young people. At the end of the month there was an eight-week waiting period for a young person to access youth counselling services.

### Youth programs and activities

Council ran 16 youth program and activity sessions, resulting in 73 contacts with young people. This month, activities and programs included drop-in programs at Newport, Laverton and Altona, and the 2024 FReeZA Committee. Twelve sessions of teen Mental Health First Aid were run in schools for 300 participants.

### Youth focused capacity building programs

Four sessions were held for 44 parents and stakeholder contacts to support and empower young people. These included Tuning In To Teens and the Western Region Youth Counselling Network.

## Early years and family services



### Maternal and Child Health (MCH)

In March there were a total of 88 infants born to Hobsons Bay families. The highest numbers of infants born were in Altona. The Universal MCH Service completed 947 consultations/appointments. The Enhanced MCH Service received 9 new referrals and provided 66 ongoing consultations for vulnerable families. Eleven families received support packages from either St Kilda Mums or the Victorian Government Nursery Equipment Program for vulnerable families.

### Parenting programs

During March, the following parenting support programs were delivered.

- 27 First Time Parenting groups
- 4 Sleep Support groups
- 14 Sleep Support Outreach appointments
- 7 Feeding support sessions

### Family/social work support (MCH)

Council's MCH social worker responded to three new Family Violence referrals. Nine further consults were conducted in relation to family violence.

### Preschool Field Officer

The Preschool Field Officer (PSFO) Program supports Kindergarten Educators to develop capacity and skills in delivering inclusive programs for all children, including those with additional needs. The PSFO program received 25 referrals in addition to providing 29 consultations to Educators in March.

### Kindergarten registration

Sixty-eight three-year-old and 156 four-year-old registrations for kindergarten were processed.

## Occasional Care

Council's Occasional Care program provided four sessions on Thursdays and Fridays in March. Seventeen children attended on 79 occasions.

## Supported playgroups

Twenty-five smalltalk groups, 12 supported playgroups and nine one-to-one sessions were provided to vulnerable families.

## Immunisations



### Immunisations

In March, Council's immunisation team held 16 immunisation sessions, one home visit session and administered 790 immunisations to 312 clients. Sessions were held at Williamstown Town Hall and Laverton Community Hub.

As part of the secondary school immunisation program, Council visited eight school campuses and administered 718 vaccines to Year 7 students and 652 vaccines to Year 10 students.

## Services for older residents and residents with disabilities



### Planned Activity Groups (PAG)

Thirty-two Planned Activity Group sessions were provided to 70 clients.

### Community transport

Seniors transport provided 17 trips to 25 clients. Two social transport trips were provided to nine clients.

### Aged assessment

The Assessment team undertook 75 assessments and 118 support plan reviews for services required by older residents.

### Delivered meals

During March, 144 residents received a meal delivered to their home. In total 1,955 meals were provided to eligible residents.

### Home maintenance

Twenty residents received a service through Council's home maintenance program.

## Events, Arts and Culture



### Old Laverton School

During March, Coastal Steps Dance Studios and The Laverton Community and Education Centre commenced weekly use of the venue with El-Shaddai Samoan AOG Church continuing their Sunday bookings.

### Altona Theatre

Altona City Theatre Company's pantomime *Hansel and Gretel* ran for a total of 11 sold out performances between 1 and 23 March 2024. Over 3,400 saw the show.



Image: Cast of 'Hansel and Gretel' at the Altona Theatre

### Williamstown Town Hall

Williamstown Musical Theatre Company presented *Encore 2024*. With over 500 people in attendance, it was a celebration of talent featuring some of the several decades of Company Alumni returning to the stage.

New to You Markets held their quarterly market, selling second-hand, pre-loved clothing.

The venue also saw Hubcap Productions present *The Love Booth*, a theatrical performance that combined song, fashion, dance and storytelling.

Melbourne International Comedy Festival presented a *Neighbourhood Session* which featured heavyweight comedians sharing the spotlight with celebrated festival favourites and the most promising emerging talent in the country.



The Australian Red Cross Life Blood utilised the venue for 10 days for blood donations.



Image: Williamstown Musical Theatre Companies 'Encore 2024' Alumni Cast



Image: Williamstown Musical Theatre Companies 'Encore 2024' Alumni Cast



Image: 'The Love Booth', supported by a Council Make It Happen grant

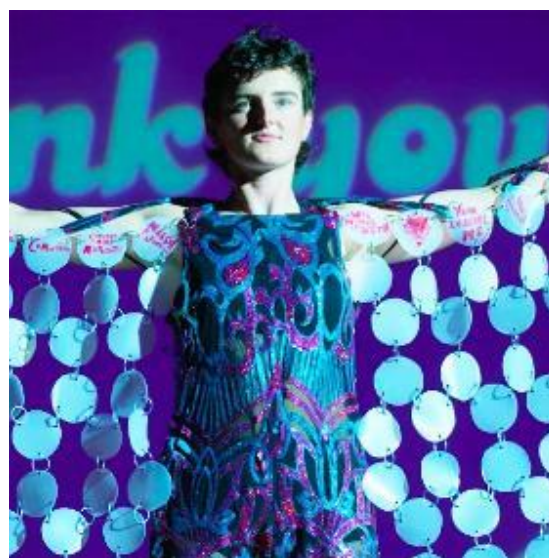


Image: 'The Love Booth', supported by a Council Make It Happen grant



Image: Melbourne Comedy Festival

### Woods Street Arts Space, Laverton

Woods Street Arts Space held over 50 workshops and events in March. Highlights included the launch of the *Project Pohewa* weaving workshop series, *This Is Me* children's drama workshops and Hobsons Bay Arts Society's *Weekend Art* workshops.

Woods Street Arts Space saw a substantial increase of 48 per cent in average monthly visitation during public opening hours (Thursdays and Fridays between 12pm and 6pm) with visitors coming from community organisations such as Laverton Community Education Services and Mind Australia to explore the Laneway Gallery exhibition, tour the venue, learn about the spaces creative program and discuss ways we can collaborate on future projects.



Image: 'Project Pohewa' facilitators at Woods Street Arts Space



Image: 'Project Pohewa' facilitators at Woods Street Arts Space

### Laneway Gallery at Woods Street Arts Space, Laverton

*Be-longing* by MeiMei 莓莓 Hodgkinson is an exhibition that explores the significance of embracing one's roots to experience a sense of belonging on a land that is far away from home. Through combining traditional Chinese motifs and artefacts with locally found materials, MeiMei creates a range of textile objects that express a desire to reconnect with her heritage.

This series of work is on display until 12 April 2024 and was presented as part of Cultural Diversity Week (between 18 and 24 March 2024)



Image: 'Be-longing' by MeiMei 莓莓 Hodgkinson, Woods Street Arts Space, Laverton

### The Outside Gallery, Paine Reserve in Newport

Presented as part of Queer Photo (between 27 January and 24 March 2024), *So'otaga* (Connection) by Leilani Fuimaono is a visual love letter exchange with Fuimaono's LGBTQIA+ Pasifika family, friends and community.



Image: 'Eliki' by Leilani Fuimaono



### Hobsons Bay Visitor Information Centre

Hobsons Bay Visitor Information Centre welcomed 2,390 visitors to the service during March 2024.

Fifty-seven per cent from Victoria, 20 per cent international, 10 per cent from interstate, and 13 per cent from within Hobsons Bay.

Volunteers attended familiarisation tours to Altona Homestead, Steam Rail Victoria Newport Workshops Open Days, and the ICONS exhibition at Seaworks.

A volunteer assisted as a guide on the Explore Hobsons Bay Tourist Bus. Over 50 volunteers from Melbourne Visitor Services participated on the Experience Hobsons Bay bus.



Image: Volunteer familiarisation tour at Steve McCurry 'Icons'



Image: Pop-up 'Experience Hobsons Bay' stand provided at Seaworks during the 'Icons' exhibition



Image: Volunteer familiarisation tour at Steam Rail Victoria, Newport Workshops



Image: Volunteer familiarisation tour at Steam Rail Victoria, Newport Workshops

### Airtime, Altona Meadows Skate Park

*The Women of Hobsons Bay* by local young artist Madison La Belle celebrates Hobsons Bay's local landscape as well as the diversity of women who live here.

With the combination of Hobsons Bay's alluring wildlife and the various definitions of beauty, the exhibition aims to represent the environmental charms as well as the diverse beauty of the women of Hobsons Bay.

The exhibition is on display until late April and was also presented in celebration of International Women's Day, 8 March 2024.



Image: 'The Women of Hobsons Bay' by Madison La Belle

### Creatives Tread Lightly Market

Louis Joel Arts Centre held the *Creatives Treading Lightly Market* on 16 March 2024. The market was an opportunity for local artists, makers and creatives to come together, swap materials and knowledge.

The event was supported by Council's Make It Happen grants.



Image: 'Creatives Treading Lightly Market' promotional image

### The Substation, Newport

The Substation presented *Akaraka*, a new play by Empty Seat Theatre that centres around the experience of a young, Nigerian woman, who sits at a crossroads in life. Performers became involved in the performance through their participation in a workshop held at Woods Street Arts Space in 2023.

The Substation also hosted the Victorian premiere of *Mood Ring*, a documentary featuring local stories from residents from Viti Levu, Fiji's largest island.



Image: 'Akaraka', Empty Seat Theatre

### Queer Photo

Queer Photo continued in March with an array of exhibitions and public programs such as *Our History in the West* with *The Queer Archives* and *DIY Photo Books* with *Suzanne Phoenix* at the Substation.



Image: 'Our History in the West with The Queer Archives'

### Altona Algorithms

Speedcubing Australia held their annual competition at the Westgate Indoor Sporting Centre on 2 and 3 March 2024. The event was supported through a Make It Happen grant.



### Newport Lakes bush dance

Newport Fiddle and Folk Club held their annual bush dance event at Newport Lakes on 17 March 2024. The event was supported through a Make It Happen grant.



Image: Newport Lakes bush dance (photo credit- Michael Stewart, Newport Fiddle and Folk Club)



Image: Music at Newport Lakes bush dance (photo credit- Michael Stewart, Newport Fiddle and Folk Club)



Image: Music at Newport Lakes bush dance (photo credit- Michael Stewart, Newport Fiddle and Folk Club)



Image: Storytelling at Newport Lakes bush dance (photo credit- Michael Stewart, Newport Fiddle and Folk Club)

### Holi celebrations

Love Seabrook ran a Holi celebration event at Homestead Run Reserve on 24 March 2024 in Seabrook, the third time this event has been held. The event was supported through a Make It Happen grant.

The Association of Haryanvi in Australia also held a Holi celebration on Altona Beach, opposite GH Ransom Reserve on 24 March 2024.



Image: Community at the Holi celebration event



Image: Community at the Holi celebration event



Image: Community and dhol player at the Holi celebration event

### Event applications and permits

Five Expressions of Interest for event applications were received and 11 event permits were issued during March 2024. Outdoor events that took place included the following:

#### HMAS Yarra II memorial service

The Rotary Club of Williamstown held the annual commemorative service for the 82nd anniversary of the sinking of the HMAS Yarra II at the national memorial site on The Strand in Newport on 3 March 2024.

#### WOW Challenge

Williamstown Swimming and Lifesaving Club held their annual Williamstown Open Water (WOW) Challenge on 3 March 2024.

#### Circus Royale

Circus Royale ran performances between 1 and 17 March 2024 at Apex Park, Altona.

#### Park and street orienteering, autumn series

The Tuckonie Orienteering Club ran their autumn series on 12 March 2024 in Williamstown and 26 March 2024 in Newport.

#### Ozact Theatre, *As You Like It*

Ozact Theatre returned to Hobsons Bay with a production of *As You Like It*, with performances on 23 and 24 March 2024 at the Williamstown Botanic Gardens.



Image: Audience enjoying 'As You Like It' at Williamstown Botanic Gardens (photo credit- Matt Young, Ozact Theatre)



Image: Audience enjoying 'As You Like It' at Williamstown Botanic Gardens (photo credit- Matt Young, Ozact Theatre)





*Image: Audience enjoying 'As You Like It' at Williamstown Botanic Gardens (photo credit- Matt Young, Ozact Theatre)*

### **Coastline clean up**

Conservation Volunteers Australia held a corporate beach clean-up event at the Warmies and Altona Beach on 27 March 2024.

### **Walk of witness**

Altona Laverton Council of Churches held a Good Friday ecumenical gathering at Cherry Lake Reserve on 29 March 2024.

### **Footscray Cycling Club summer criterium**

Footscray Cycling Club held their weekly cycling summer criterium for members around Drake Boulevard in Altona every Saturday in March 2024.

### **Western Suburbs Triathlon Club Race 5**

The Western Suburbs Triathlon Club ran their fifth triathlon race on 17 March 2024.

### **Filming**

Ten filming applications were received and eight filming permits issued during March 2024. This included three low impact filming activities.

### **Markets**

A number of markets took place on public land across the city in March. Monthly markets included the Regional Farmers Market in Altona Meadows on 3 March 2024 and in Williamstown on 10 March 2024, the Altona Lions Club Cherry Lake Market on 3 March 2024 and the Williamstown Craft Market on 17 March 2024.

On 23 March 2024 Spotswood Slow Food Market was held at Spotswood Primary School, which will be the location used while Mary Street Reserve is undergoing works.

### **International Women's Day 2024**

Council celebrated and recognised the achievements of women on the eve of the official day, 7 March 2024. The event featured a panel discussion showcasing the inspiring STEAM (Science, Technology, Engineering, Arts and Mathematics) journeys of five local women.

The event attracted 70 people and was held at the Altona Meadows STEAM Centre of Excellence. The event also incorporated a networking morning tea and tours of the Altona Meadows STEAM Centre.



*Image: Women in STEAM panel discussion*



*Image: Women in STEAM panel discussion*



Image: Women in STEAM morning tea

### Homestead Coffee

Homestead Run coffee met alongside the gardening program at Homestead cottage on 10 March 2024. Thirty coffees were supplied to the forty people present for the gathering.

### Brooklyn community movie night

Council in partnership with Brooklyn Hall Leadership participants presented a movie night on 1 March 2024, in response to a survey on what community members wanted to do, see and learn at the hall.

Eighty-five people enjoyed a screening of the Australian movie *Oddball*. Children in attendance also enjoyed making penguin craft and cookies.



Image: Movie screening at Brooklyn Community Hall

### Sons of the West

Council launched the 2024 Sons of the West program on 12 March at the Laverton Community Hub, and 14 March at Brooklyn Community Hall.

Sons of the West is a 10-week health and wellbeing program for men aged 18+ living, working and recreating in Hobsons Bay. With 82 total registrations, this year marks the tenth year of Sons of the West, and the first year of the program in Brooklyn.



Image: Sons of the West, 2024 program launched

### Harmony Day

Council celebrated Harmony Day on 21 March 2024 in partnership with IPC Health at the Laverton Community Hub.

Over 90 students from Laverton, Williamstown and Wyndham Community Education Centres came together and the event included traditional Kamishibai storytelling, painting and a Pacific Islander dance performance.

### Road to Independence program

Funded by a Make it Happen grant and run by Laverton Community Integrated Services, the program offers vulnerable women support to learn to drive and obtain their licence. By doing so this allows them to participate in their community, escape domestic violence, and gain education and employment. The main barriers in learning to drive are accessibility and costs associated with lessons. The program aims to reduce those barriers to ensure everyone has an opportunity to gain their license and participate in their community. Late in 2023, the first participant 'graduated' through the program.



## Strategy, Economy and Sustainability



### Economic development

#### International Women's Day

Hobsons Bay City Council and the City of Maribyrnong invited business professionals to come together for an International Women's Day event.

The sold-out lunchtime event had over 180 attendees at Seaview in Williamstown, and featured keynote speaker Julie Hirsch. Julie is an award-winning social entrepreneur and innovator and spoke about embracing our perceived disadvantages to build a truly authentic brand and relying on mentors to give us the courage to value ourselves adequately.

Attendees also heard from two local businesswomen Jules Brooke from She's The boss and Melanie Grant from Snugglebum about their inspiring business journey.



Image: Mayor Cr Matt Tyler and Mayor Cr Cuc Lam with speakers on the day



Image: Attendees at International Women's Day function



Image: Speaker Julie Hirsch



Image Council's Economic Development team with Mayor Cr Matt Tyler, supporting International Women's Day function

#### Business Event: Harnessing the Power of AI tools

Local businesses joined us at Hobsons Bay Civic Centre for a free workshop to learn about the power of AI tools when it comes to marketing. Attendees learnt how to deal with the practical application of AI in a small business and discovered best-fit tools specifically for small business.



Image: Workshop attendees and facilitator Kirrily Romero from The Online Fix

### Williamstown Shopfront Activation Project

Council is in the final stages of the procurement process to appoint Renew Australia to run the Williamstown Shopfront Activation Project. Once appointed, the project will run for 12 months, and aims to activate 10 empty stores within the precinct with local creative businesses.

## Environmental Sustainability



### Living Green in Laverton

Two hundred community members attended a free, low-waste event to celebrate Global Recycling Day and the International Day of Zero Waste at Laverton Community Hub on 23 March 2024. The afternoon featured a range of activities to promote eco-friendly living including performances, a real-life recycling truck, cooking classes, induction cooktop demonstrations, reusable product giveaways and free coffee served in reusable mugs.



Image: Living Green in Laverton

### Waste and recycling education on bus shelters

Waste education messages have been installed on local bus shelters across the municipality. The advertising highlights the fact that real people sort through recycling and asks the community to think of these workers before putting general rubbish in the yellow recycling bin.

The advertising is part of the *Small Acts, Big Impact* campaign, funded by Sustainability Victoria through the Circular Economy Household Education Fund.



Image: Waste education advertisement on a bus shelter in Altona North

### Clean Up Australia Day

Council supported 42 community groups that took part in Clean Up Australia Day on 3 March 2024. Residents of all ages participated, picking up approximately 2,500 kilograms of litter across the municipality.



Image: Clean Up Australia Day



### Upsized bins swapped back

Council downsized 142 household rubbish bins around Hobsons Bay during March 2024, as we execute the final stage of our 'Downsize the free Upsize' initiative.

The initiative saw resident's opt-in to receive a free 'upsized' 240 litre rubbish bin during the COVID-19 pandemic at a time when rubbish was collected fortnightly. When rubbish collection frequency was changed to weekly and the free upsize program ended, participating ratepayers were contacted to determine if they would like to keep the upsized bin at a fee, or if they would like to swap back to a regular-sized bin at no cost.

While Council was able to contact the majority of participants, some residents could not be contacted despite several attempts. These residents received a letter notifying them that as we have not heard from them, we will swap their upsized bin back to a regular 120 litre rubbish bin after an upcoming collection.

### Reusables Rebate

The 2023-24 Reusables Rebate program ended on 31 March 2024. A total of 258 people applied for the rebate, which gives residents up to \$65 back on the purchase price of eligible reusable items including reusable nappies, menstrual and washable incontinence underwear.

This initiative is the proud result of a Pitch Your Project community program.



## Social & Strategic Planning

### Hobsons Bay Dementia Soaring Falcons Alliance

The newly formed Hobsons Bay Dementia Soaring Falcons Alliance held its first forum on 15 March 2024 at Hobsons Bay Civic Centre. The Alliance is made up of people with dementia, their carers and supporters. The Alliance has identified a need in the community for increased inclusion and support, and Council was able to support it to host this forum to and draw attention to this issue.

The forum was attended by approximately 60 people, including people living with dementia, carers, and support services. Participants heard from several speakers, including Natalie Ive (person with lived experience of dementia) and Lauren Gourlay from Dementia Australia. The Alliance plan to build on the momentum from the forum to grow their membership and continue supporting people living with dementia and their carers in Hobsons Bay.



Image: Members of the newly formed Dementia Soaring Falcons Alliance



Image: Attendees at the Hobsons Bay Dementia Soaring Falcons Alliance Forum



Image: Artwork by Daniela Kotevski, a member of the Dementia Soaring Falcons Alliance



*Image: Mayor Cr Matt Tyler, Cr Diana Grima and the Dementia Soaring Falcons Alliance with all the attendees at the forum*

## Emissions reduction



### **My Smart Garden a finalist in National Banksia Sustainability Awards**

Council's My Smart Garden program has been recognised as a finalist in the 35th National Banksia Sustainability Awards in the 'Healthy Planet, Healthy People' Award. Winners will be announced 4 April 2024.

### **Accessible Beaches Program**

Council's Accessible Beaches Program concluded during the Easter long weekend, having started in December. As in previous years, beach wheelchairs and walkers have been available at Williamstown and Altona Beaches during lifesaving club patrol hours. Beach matting was also available seven days a week at both locations and will continue to be available throughout the year.

Over the summer, more than 20 bookings were made for beach wheelchairs. Additionally, many people made use of the beach matting, including people using wheelchairs, prams, and other mobility aids. The program is delivered with generous support from Williamstown Swimming and Life Saving Club, Altona Life Saving Club, Life Saving Victoria and local traders.



*Image: Community members enjoying accessible beach matting at Altona*

## Planning, Building and Health Update

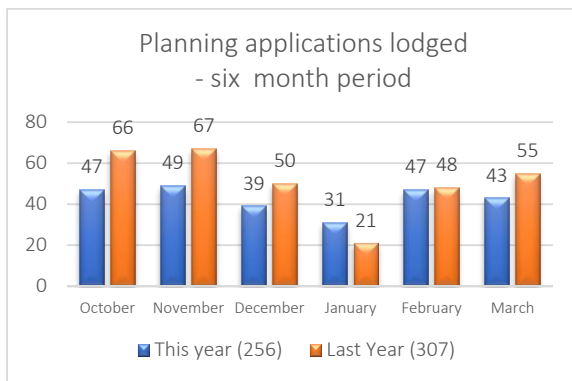
### Planning



#### Planning applications received

Council received 43 planning permit applications during March 2024.

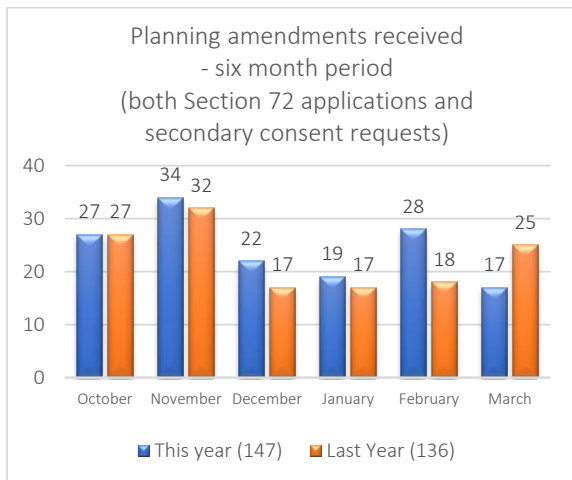
For the six-month period from October 2023 to March 2024, 256 planning permit applications were received, a 17 per cent decrease from the same period last year.



#### Amended permit applications lodged

Council received 17 planning permit amendment applications during March 2024.

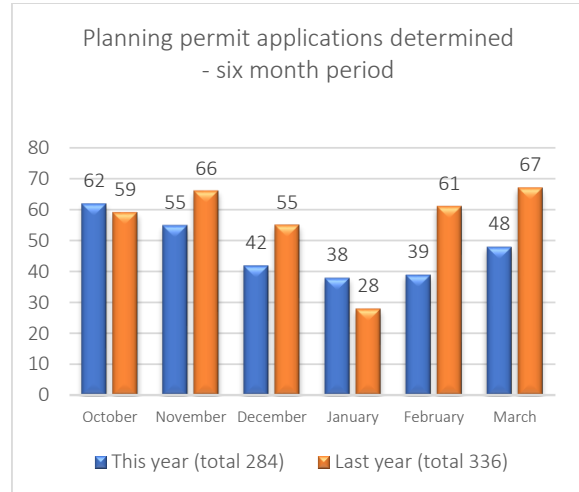
For the six-month period from October 2023 to March 2024, 147 planning permit amendment applications were received, an eight per cent increase from the same period last year.



#### Planning applications determined

Council completed 48 planning permit applications during March 2024.

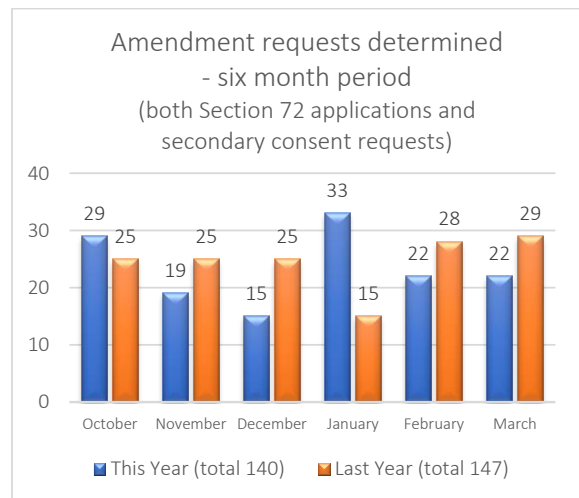
For the six-month period from October 2023 to March 2024, 284 planning permit applications were completed, a 15 per cent decrease from the same period last year.



#### Planning amendment requests determined

Council completed 22 planning amendment applications during March 2024.

For the six-month period from October 2023 to March 2024, 140 planning amendment applications were determined, a five per cent decrease from the same period last year.



## VCAT

The Town Planning department received the following appeal decisions:

**Application Number:** PA2046492

**Address:** 65 Schutt Street, Newport

**Proposal:** The construction of two dwellings on a lot under clause 32.08-6 in accordance with the endorsed plans

**Delegate Decision:** Refuse Extension of Time

**DPC Decision:** N/A

**VCAT Decision:** Set Aside (EoT Approved)

**Made by consent order?** No

**Application Number:** PA220447

**Address:** 62 The Strand, Newport

**Proposal:** Subdivision of land pursuant to Clause 32.09-3 (NRZ4) and Clause 43.01-1(HO); Demolition of the Sea Gates dwelling and the fibro cement garage to the rear of the property and partial demolition and deconstruction of Datchet dwelling pursuant to Clause 43.01-1(HO); and Buildings and works pursuant to Clause 43.02-2 (DDO4) and Clause 43.01-1 (HO) for: the deconstruction, relocation and reconstruction of the retained portion of Datchet; the construction of the addition to the rear of the retained and relocated portion of Datchet; and the removal of landscaping.

**Delegate Decision:** No permit granted

**DPC Decision:** N/A

**VCAT Decision:** Affirmed

**Made by consent order?** No

**Application Number:** PA220270

**Address:** 155 Grieve Parade, Altona

**Proposal:** In accordance with the endorsed plans: Construction of two dwellings on a lot pursuant to the Neighbourhood Residential Zone – Schedule 6.

**Delegate Decision:** Refusal

**DPC Decision:** N/A

**VCAT Decision:** Set Aside – (Permit Approved)

**Made by consent order?** No

**Application Number:** PA220296

**Address:** 551, 553a, 553b Geelong Road, Brooklyn

**Proposal:** In accordance with the endorsed plans: The use of the land for industry (car wash) under Clause 34.01-4; The construction of a building or construct or carry out works (construction of a car wash) under Clause 34.01-4; Display business identification signage under Clause 52.05-12; and create or alter access to a road in a Transport Zone 2 under Clause 52.92-2.

**Delegate Decision:** Permit Issued

**DPC Decision:** N/A

**VCAT Decision:** Varied

**Made by consent order?** No

## Delegated Planning Committee (DPC)

There were no Delegated Planning Committee in March 2024.

## Planning applications of interest

There are no new applications of interest to report this month.

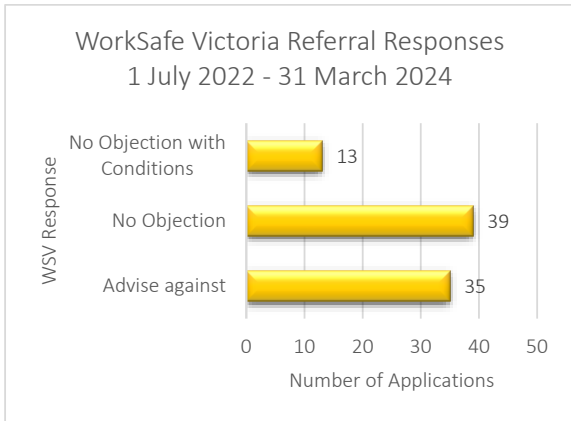
## Major Hazard Facilities

There are nine Major Hazard Facilities (MHF) in Hobsons Bay. WorkSafe Victoria (WSV) are the authority that provides advice to Council on planning applications for use and development in proximity to an MHF.

Council developed and adopted the Interim Management of Land Use Planning Around Major Hazard Facilities Guidelines (the Guidelines) to guide planning decisions. The Guidelines outline the Inner and Outer Advisory Areas around MHFs to determine whether an application should be referred to WSV.

Since 1 July 2022, Council's Statutory Planning team have referred 86 planning permit applications to WSV. WSV have provided the following responses:

- Opposed 35 applications
- Support 13 applications (subject to conditions)



An analysis of these responses has confirmed that WSV has requested either the removal of any use that proposes a significant attraction of people or have requested placing significant limits on the number of people that can work at or visit these sites.

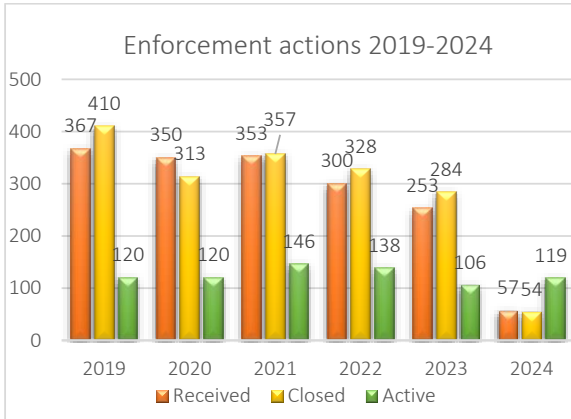
Of the 86 Applications referred to WSV, 37 involve warehouses or other low-intensity industrial uses. There is a very small population expectation at these properties.

Whilst it appears that WSV in raw statistics supports development, the analysis of the response has confirmed that WSV generally oppose any use which seeks to significantly increase population growth and population attracting uses around MHF's.

The expansion of the Inner and Outer Advisory Areas would favour MHF operations.

**Active and significant enforcement matters**

Council received 22 planning enforcement issues in March 2024.



**Building**

**Permits and consents**

- Council's Municipal Building Surveyor issued 1 building permit
- 65 building permits were issued by private building surveyors
- 20 report and consent dispensation requests were determined

**Inspections and enforcement**

- 8 building notices/orders were issued
- 3 notices/orders were resolved/completed/cancelled
- 110 inspections occurred during the month

**Building information requests**

Council processed 212 requests for information and 35 general enquiry applications during March 2024

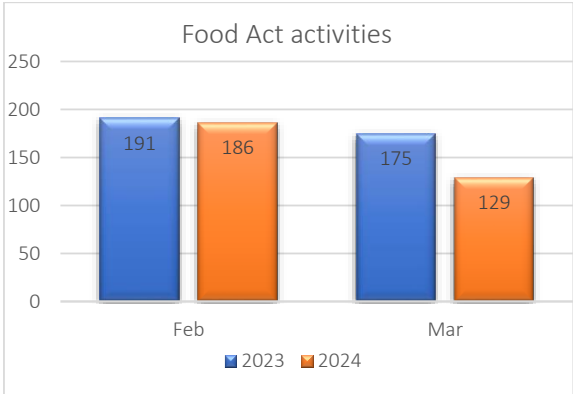


**Health**

**Food Act activities**

The following activities were recorded in March 2024, with the main activities being:

- 50 mandatory food assessments and inspections (Class one = 10, Class two = 35, Class three = 5)
- 9 new food premises registration inspections
- 9 plans assessments
- 4 progress inspections
- 6 site visits





### Client managed premises

Council has 21 client managed premises.

### Food sampling

No samples were taken from Class two premises during March 2024.

### Food recalls

No food recalls were received during March 2024.

### Outbreaks

Two outbreak investigations were conducted concerning Gastroenteritis, one in a nursing home and the other in a childcare facility during March 2024.

### FoodTrader

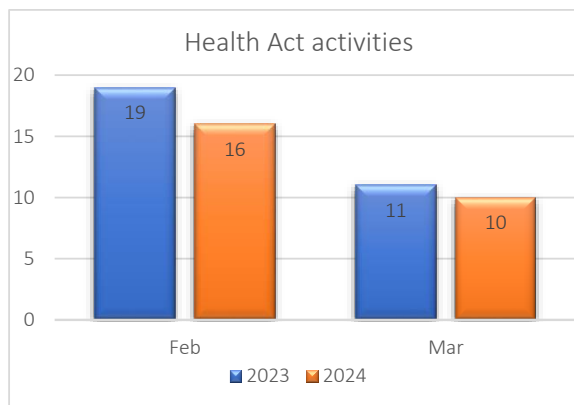
The following mobile and temporary food activities were recorded in March 2024.

- 63 Statements of Trade lodged with Council
- 1 new registration issued

### Public Health and Wellbeing Act activities

The following activities were recorded during March 2024.

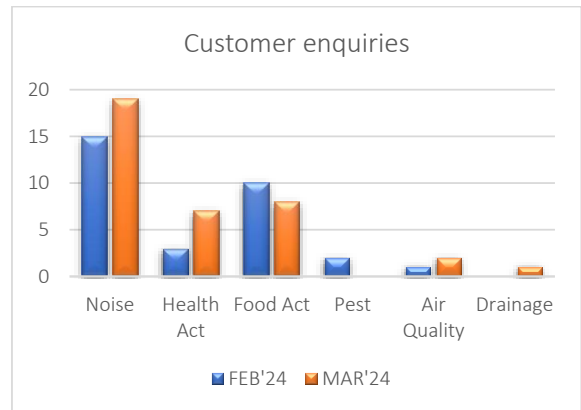
- 6 mandatory public health inspections
- 0 new premises registration inspections
- 0 progress inspection
- 0 site visits



### Customer enquiries

Both CHARM and the CRM were used to obtain this month's figures. During March 2024, 37 customer requests were received, relating to:

- Noise 19
- Health Act 7
- Food Act 8
- Pest control 0
- Air quality 5
- Drainage 1



### Tobacco Act activities

During March 2024, four tobacco education visits were conducted.

## Governance

### Governance



#### Council Meeting Timetable

Council Meeting was held on 12 March 2024.

#### Councillor Delegates to Council and Community Committees

- Cr Diana Grima attended the meeting of the LeadWest Joint Delegated Committee on 13 March 2024.
- Cr Matt Tyler attended the meeting of the Western Melbourne Tourism Board on 8 March 2024.

#### Citizenship Ceremony

A Citizenship Ceremony for 120 conferees was held at the Williamstown Town Hall on Friday 15 March 2024. The Ceremony was attended by the Mayor Cr Matt Tyler, Cr Diana Grima, Rowan Mifsud Acting Senior Sargeant Victoria Police and Rebecca Harding Multicultural Liaison Officer Fire Rescue Victoria.

#### Record of Meetings attended by Councillors

Councillors attended the following meetings held between 1 March to 31 March 2024:

- 5 March 2024 Councillor Briefing Session attended by Cr Matt Tyler, Cr Antoinette Briffa, Cr Diana Grima, Cr Peter Hemphill, Cr Pamela Sutton-Legaud, Cr Daria Kellander and Cr Jonathon Marsden. No conflicts of interest were disclosed.  
12 March 2024 Council Meeting attended by Cr Matt Tyler, Cr Antoinette Briffa, Cr Diana Grima, Cr Peter Hemphill, Cr Pamela Sutton-Legaud, Cr Daria Kellander and Cr Jonathon Marsden. Disclosure of Interest, Note: Cr Daria Kellander announced that she intended to ask some questions relating to Techno Park, and that she understood that there was a conflict-of-interest declaration relating to this. Cr Diana Grima confirmed that she had a potential conflict-of-interest in this matter and left the Chamber from 7:27 pm till 7:29 pm while the issue on Techno Park was discussed due to a potential conflict of interest in the matter as a family member does maintenance work there.

- 13 March 2024 Budget Briefing Session attended by Cr Tyler, Cr Hemphill and Cr Marsden. No conflicts of interest were disclosed.
- 19 March 2024 Council Meeting attended by Cr Matt Tyler, Cr Antoinette Briffa, Cr Diana Grima, Cr Peter Hemphill, Cr Pamela Sutton-Legaud, and Cr Jonathon Marsden. No conflicts of interest were disclosed.

### Local Laws

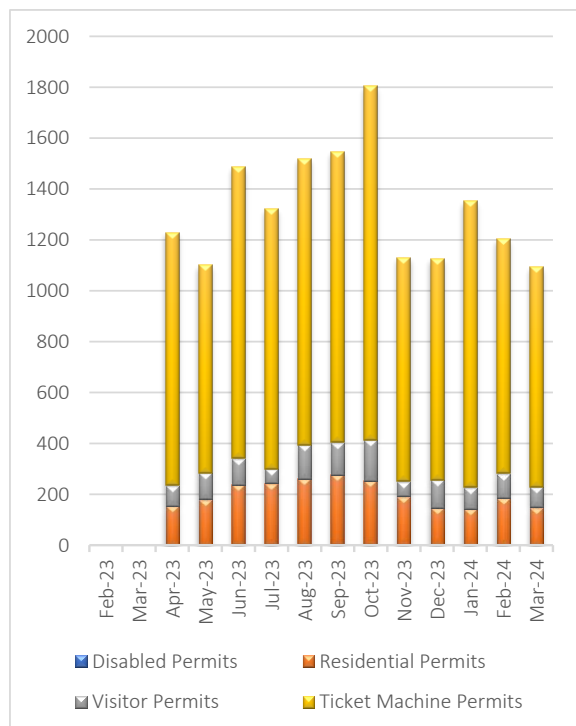


#### Permits

- issued 0 disabled parking permits
- issued 148 residential permits
- issued 80 visitor permits
- issued 866 ticket machine permits
- logged 261 CHARM assignments
- impounded 0 derelict/abandoned vehicles
- issued 23 local law infringement

#### Parking

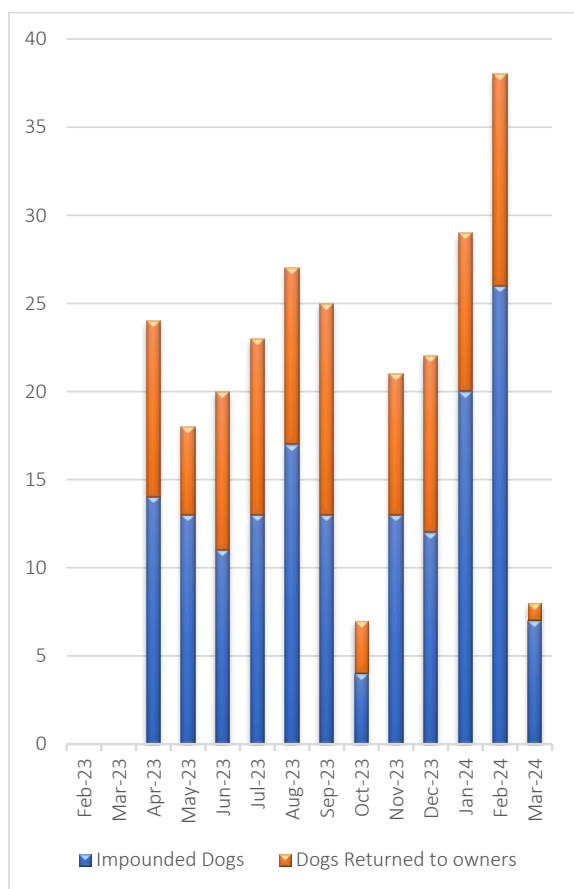
- 406 logged CRM assignments
- issued 1,293 parking infringements
- issued 95 warnings
- percentage of warnings issued were 13 per cent



Above: The graph above illustrates the number of permits issued for March 2024

### Animal management

- logged 344 CRM assignments
- 14,012 animals registered
- 12 impounded animals at Lost Dogs Home (as at 29 February 2024)
- dogs – 6 dogs impounded, 3 released
- cats – 28 impounded, 0 released
- 7 animals returned to their owners by Council officers
- 2 animal infringement notices issued



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



## Communications and Engagement




### Communications

#### Corporate social media

##### March 2024

Council manages corporate social media accounts on Facebook, LinkedIn and Instagram.


Social media is measured as below:

- 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 through clicks, reactions, shares, comments

#### Total performance summary across all corporate social media accounts

##### Performance Summary

View your key profile performance metrics from the reporting period.

<u>Impressions</u>  <b>425,415</b> ↘ 9.9%	<u>Engagements</u> <b>15,360</b> ↘ 21.5%	<u>Post Link Clicks</u> <b>2,916</b> ↗ 7.3%
<u>Engagement Rate (per Impression)</u> <b>3.6%</b> ↘ 12.9%		

#### Follower growth across all corporate social media accounts

Audience Metrics	Totals	% Change
<u>Total Audience</u> 	37,970	↗ 0.5%
<u>Total Net Audience Growth</u> 	189	↘ 6.9%
<u>Facebook Net Follower Growth</u> 	91	↗ 56.9%
<u>Instagram Net Follower Growth</u>	44	↘ 40.5%
<u>LinkedIn Net Follower Growth</u>	54	↘ 23.9%

## Total followers per social media accounts

### Facebook

Audience Metrics	Totals	% Change
<a href="#">Followers</a>	21,712	↗ 0.4%
<a href="#">Net Follower Growth</a>	91	↗ 56.9%
<a href="#">Fans</a>	19,191	↗ 0.5%
<a href="#">Net Page Likes</a>	94	↗ 42.4%
<a href="#">Organic Page Likes</a>	111	↗ 35.4%
<a href="#">Paid Page Likes</a>	1	↗ —
<a href="#">Page Unlikes</a>	18	↗ 12.5%

### Instagram

Audience Metrics	Totals	% Change
<a href="#">Followers</a>	8,062	↗ 0.5%
<a href="#">Net Follower Growth</a>	44	↘ 40.5%
<a href="#">Followers Gained</a>	86	↘ 16.5%
<a href="#">Followers Lost</a>	42	↗ 44.8%

### LinkedIn

Audience Metrics	Totals	% Change
<a href="#">Followers</a>	8,196	↗ 0.6%
<a href="#">Net Follower Growth</a>	54	↘ 23.9%
<a href="#">Organic Followers Gained</a>	54	↘ 25%
<a href="#">Paid Followers Gained</a>	0	→ 0%
<a href="#">Followers Lost</a>	0	↘ 100%

## Performance per social media account

### Facebook

#### Performance Summary

View your key profile performance metrics from the reporting period.

Organic and Paid ▾

<a href="#">Impressions</a> <b>364,212</b> ↘ 7.1%	<a href="#">Engagements</a> <b>13,768</b> ↘ 22.6%	<a href="#">Post Link Clicks</a> <b>2,780</b> ↗ 8%
--	--	---

Engagement Rate (per Impression)

**3.8%** ↘ 16.8%

## Instagram

### Performance Summary

View your key profile performance metrics from the reporting period.

Organic and Paid ▾

Impressions

**58,190** ↘ 25.1%

Organic Engagements

**1,409** ↘ 11.4%

Profile Actions

**162** ↗ 11.7%

Engagement Rate (per Impression)

**2.4%** ↗ 18.2%

## Instagram stories

Story Metrics

	Totals	% Change
<b>Published Stories</b>	<b>1</b>	<b>↘ 83.3%</b>
<u>Story Replies</u>	0	↘ 100%
<u>Story Taps Back</u>	1	↘ 98.7%
<u>Story Taps Forward</u>	240	↘ 91.9%
<u>Story Exits</u>	79	↘ 89.8%
<u>Story Impressions</u>	361	↘ 92.7%
<u>Average Reach per Story</u>	255	↘ 56.4%

## LinkedIn

### Performance Summary

View your key profile performance metrics from the reporting period.

Impressions

**3,013** ↗ 14.5%

Engagements

**183** → 0%

Post Clicks (All)




**136** ↘ 4.2%

Engagement Rate (per Impression)




**6.1%** ↘ 12.7%

## Highest engagement posts for 1 to 31 March 2024

### Facebook

Post Content	Total Engagements
<p><b>Hobsons Bay City Council</b> Tue 3/19/2024 2:10 pm PDT</p> <p>Join us this weekend for an information session about the upcoming Hobsons Bay Wetlands Centre! 🏗️ Construction is due t...</p> 	<p><b>2,900</b></p> <p>Reactions: 217 Comments: 147 Shares: 15 Post Link Clicks: 121 Other Post Clicks: 2,400</p>
<p><b>Hobsons Bay City Council</b> Mon 3/18/2024 9:53 pm PDT</p> <p>🎉 You're invited to the opening of our brand-new play space at Bruce Comben Reserve! Join us for a special free event thi...</p> 	<p><b>1,713</b></p> <p>Reactions: 114 Comments: 43 Shares: 21 Post Link Clicks: — Other Post Clicks: 1,535</p>
<p><b>Hobsons Bay City Council</b> Thu 3/21/2024 2:30 pm PDT</p> <p>🌱🏡🏡 Upgraded reserves a win for local communities We've recently redeveloped three more parks and reserves to create...</p> 	<p><b>1,234</b></p> <p>Reactions: 58 Comments: 19 Shares: 1 Post Link Clicks: 32 Other Post Clicks: 1,124</p>

### Instagram

Post Content	Total Engagements
<p><b>hobsonsbaycc</b> Thu 3/14/2024 2:07 pm PDT</p> <p>🐰🥰 Exciting news! 🐰🥰 Get ready to hop into Easter fun because guess who's coming to Hobsons Bay tomorrow? The Easter...</p> 	<p><b>181</b></p> <p>Likes: 102 Comments: 12 Shares: 63 Saves: 4</p>
<p><b>hobsonsbaycc</b> Tue 3/19/2024 2:10 pm PDT</p> <p>Join us this weekend for an information session about the upcoming Hobsons Bay Wetlands Centre! 🏗️ Construction is due t...</p> 	<p><b>116</b></p> <p>Likes: 94 Comments: 1 Shares: 17 Saves: 4</p>
<p><b>hobsonsbaycc</b> Sun 3/17/2024 9:42 pm PDT</p> <p>🎉 You're invited to the opening of our brand-new play space at Bruce Comben Reserve! Join us for a special free event thi...</p> 	<p><b>91</b></p> <p>Likes: 80 Comments: 6 Saves: 5</p>

## LinkedIn

**Hobsons Bay City Council**

Thu 2/29/2024 3:30 am UTC

Earlier this week staff learnt how to create produce bags in our first lunch and learn session for 2024. 🥰 The produce bags were made from reclaimed material (lace curtains) and is one...



**Total Engagements** 140

---

Reactions 45

---

Comments 0

---

Shares 2

---

Post Clicks (All) 93

## Website top pages viewed

	Page path and screen class	↓ Views	Users	Views per user	Average engagement time
		158,606 <small>100% of total</small>	45,472 <small>100% of total</small>	3.49 <small>Avg 0%</small>	59s <small>Avg 0%</small>
1	/Home	22,805	14,004	1.63	18s
2	/Libraries	10,203	4,425	2.31	25s
3	/Website-Information/Search-Results	7,277	3,503	2.08	36s
4	/Community/Whats-On	3,370	817	4.12	1m 37s
5	/Council/Work-Opportunities	3,016	1,901	1.59	9s
6	/Services/Waste-Recycling/When-will-my-bins-be-collected	2,821	1,846	1.53	25s
7	/Services/Waste-Recycling/Hard-waste	2,719	1,538	1.77	45s
8	/Services/Waste-Recycling	2,469	1,691	1.46	19s
9	/Services/Payments-Permits/Parking-permits-register-renew-and-cancel	2,071	1,267	1.63	45s
10	/Services/Planning-Building/Find-a-planning-application-in-Greenlight	2,049	1,146	1.79	20s

## Engagement



### Participate Hobsons Bay statistics

Participate Hobsons Bay, the online community engagement website [participate.hobsonsabay.vic.gov.au](https://participate.hobsonsabay.vic.gov.au) received the below highlights across March 2024.

4,366	1,999	2m43s	5.5%
Views	Visitors	Avg. session duration	% visitors contributing
▼10.9%	▼9.2%	▼5.8%	▼3.0%

### Participate Hobsons Bay: Top pages

Page path and screen class	↓ Views	Total users	Average session duration	Engagement rate
<b>Totals</b>	<b>4,366</b>	<b>1,999</b>	<b>2m 43s</b>	<b>51.0%</b>
1 /	675	436	56s	53.9%
2 /login	187	106	3m 23s	70.2%
3 /events-and-festivals-plan	170	148	1m 58s	49.4%
4 /williamstown/wslsc	146	106	3m 05s	42.4%
5 /eames-avenue-public-realm	127	105	1m 52s	69.1%
6 /projects	116	86	1m 23s	77.0%
7 /search	115	43	1m 22s	61.6%
8 /brucecomben	111	87	1m 20s	74.0%
9 /williamstown	101	84	2m 00s	77.5%
10 /ilms	97	54	1m 42s	71.8%

**Current consultations – March 2024**

**Events and Festivals Plan Review**



**Consultation period:**

20 December 2023 to 24 March 2024

**Totals to date:**

<b>814</b>	<b>608</b>	<b>518</b>
Views	Visitors	Contributions

Council is currently reviewing its Events and Festivals Plan. From neighbourhood initiatives to major events, Hobsons Bay City Council supports a vibrant annual program of events and festivals across our community spaces.

The Hobsons Bay Events and Festivals Strategy provides a framework for the planning and delivery of events and festivals in the city, helping to ensure that the impacts, resources, and benefits are balanced across themes and areas of special interest, across locations and throughout the calendar year.

[Share your thoughts here](#)

**Eames Avenue**



**Consultation period:**

20 December 2023 to 24 March 2024

**Totals to date:**

<b>814</b>	<b>608</b>	<b>518</b>
Views	Visitors	Contributions

We are planning some improvements to the footpath area outside the parade of shops on Eames Avenue and around the corner on Millers Road in Brooklyn. This initiative is part of the Better Places and Spaces project within the Better Places Brooklyn and Altona North program.

Community consultation in 2022 revealed an opportunity to upgrade important community destinations and meeting places in Brooklyn and Altona North - such as Eames Avenue shopping strip - to make them more inviting, safe and functional for the whole community.

[Share your thoughts here](#) (consultation closed)

## Advocacy



### **Champion Road Level Crossing removal (LXRP)**

Council continued its advocacy on behalf of the community to urge the State Government to reconsider the proposed closure of Champion Road, Newport as part of level crossing removal works.

Council has been preparing advocacy materials and working closely with Council's LXRP Champion Road and Maddox Road Community Interest Group and local stakeholders to ensure the community is aware of the level crossing removal project.

### **Hobsons Bay Wetlands Centre**

Council continued to raise awareness of the Hobsons Bay Wetlands Centre by promoting Council's investment in the early works for the centre commencing in coming months. Council issued a media release and social media posts to promote the early works during March.

The Age profiled the proposed centre in the Local Government (Digital Edition) section on 23 March – entitled "Ecotourism plans a boon for Melbourne's west".

We continue to work closely with Hobsons Bay Wetlands Centre Committee Inc on a program of advocacy activities to raise awareness of the centre and the commencement of early works with the state and federal governments.

### **Western Aquatic and Early Years Centre**

Council is continuing its advocacy to the federal government for investment in the centre this year ahead of a possible Federal Election in late 2024/early 2025. We are preparing a program of advocacy activities and meetings with Federal Government representatives to occur over the coming months.

### **More Youth Mental Health Services**

In April, Council's Mayor Cr Tyler spoke about the need for more youth mental health services in the Hobsons Bay community at the Victorian Government's western metro region board's mental health and wellbeing workshop. This forum attended by State Government representatives, western Council Mayors and Councillors and health practitioners is critical for service planning for mental health services in the western region.



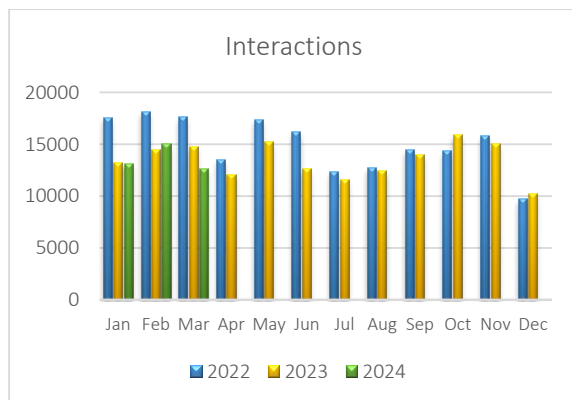
## Our Performance

### Customer Service



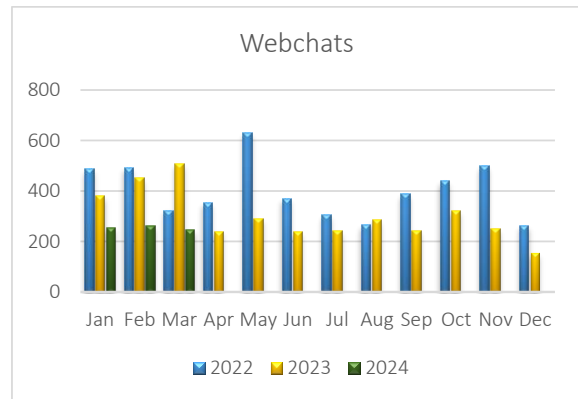
Council monitors its interaction with the community to assist performance improvement and ensure that community needs are met.

Following months of intensive development and preparation, Council has commenced beta testing for our Community Relationship Management (CRM) system. This marks a pivotal moment in our move towards modernising and optimising our customer relations management processes. In addition to streamlined internal processes, a core feature of the new CRM is the introduction of My Hobsons Bay Hub which allows residents to conveniently access Council services online.



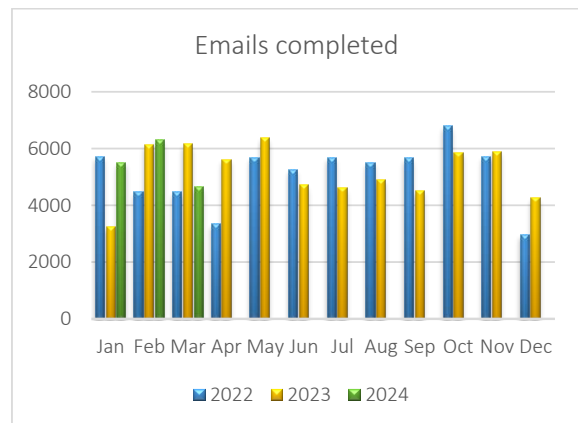
Top enquiries coming from incoming calls are for the following service areas:

- Waste (572)
- Local Laws (556)
- Animals (492)
- Town Planning (372)
- Assets (336)
- Rates (212)
- Community Care (190)
- City Works, Amenities, Parks (173)



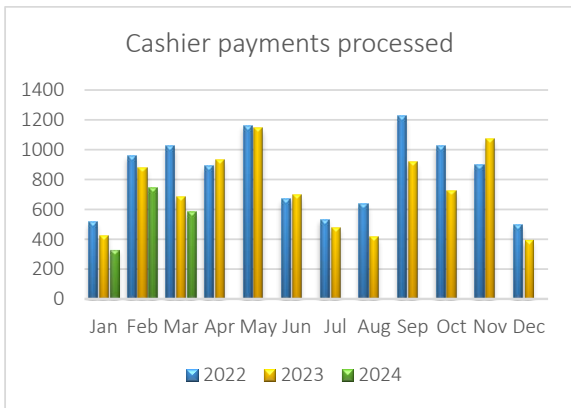
Top reasons our customers contacted Council via Web Chat related to the following service areas:

- Waste (52)
- Animals (46)
- Rates (24)
- Assets (14)
- City Works, Amenities, Parks (13)
- Local Laws (11)
- Building (9)



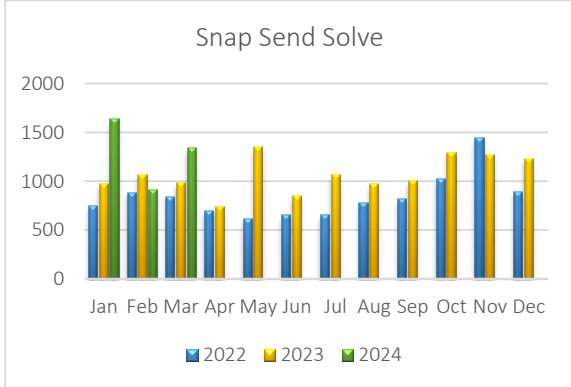
Top enquiries coming from emails are for the following service areas:

- Waste (389)
- Local Laws (261)
- City Works, Amenities, Parks (259)
- Cashier inbox (248)
- Rates (248)
- Animals (206)
- Town Planning (42)
- Facilities (35)

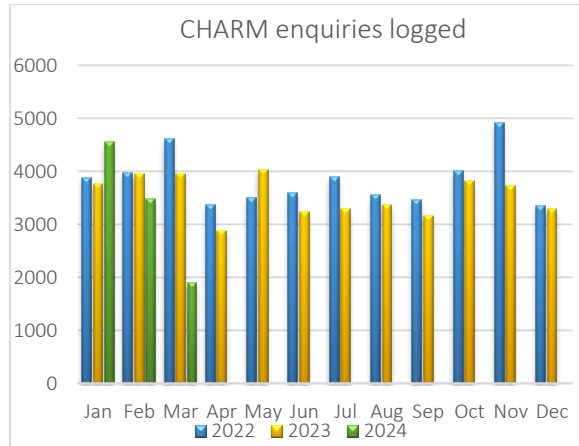


Council has seen a small drop in walk-in cashier payments. This is due to the self-serve payment method available on the My Hobsons Bay Hub. Payments are primarily for new animal registrations at this stage. A total of approximately 120 new registrations have been through self-payment.

**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.



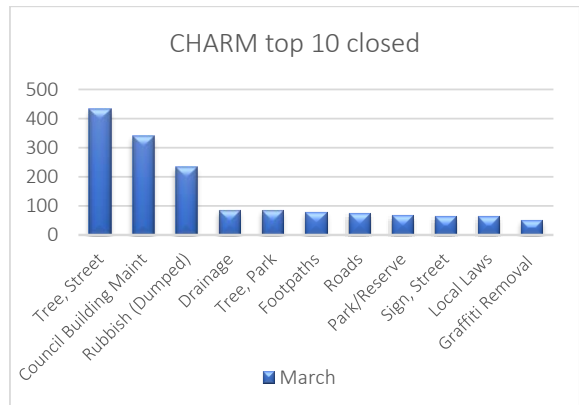
Council's Customer Help and Resolution Management (CHARM) system is used to record customer requests, which are primarily received via phone, Snap Send Solve, via email and through the My Hobsons Bay Hub.



Council has recorded a total of 4,829 CRM customer requests, of which 1894 triggered a CHARM to be created. The remaining cases in the CRM were managed using the business flow.

Top CHARM requests logged related to the following service areas:

- Street trees (406)
- Council building maintenance (331)
- Dumped rubbish (248)
- Footpaths (83)
- Drainage (81)
- Street signs (67)

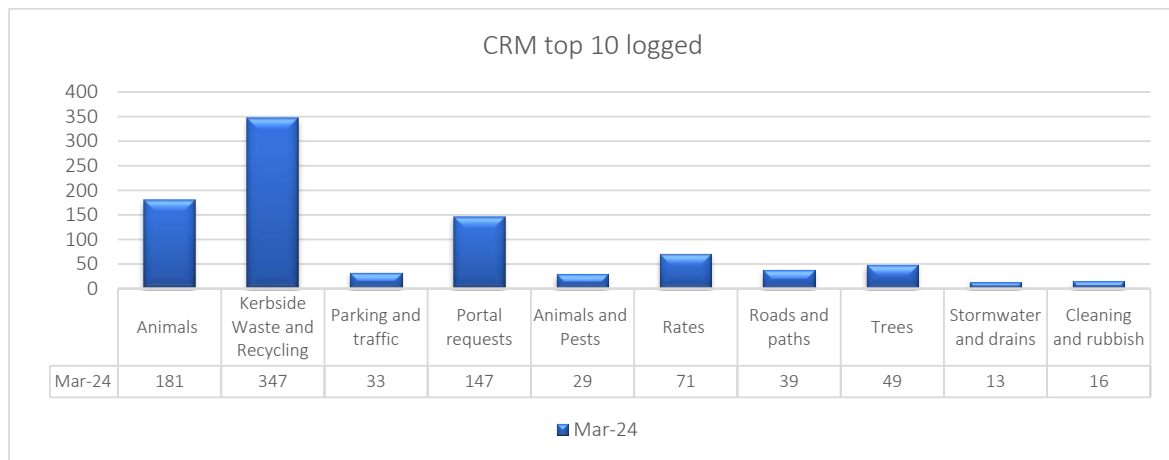


Top 10 closed CHARMs displays differently as most enquiries are now managed via the business flow in the CRM (direct to department). Council is seeing significantly less CHARMs created.

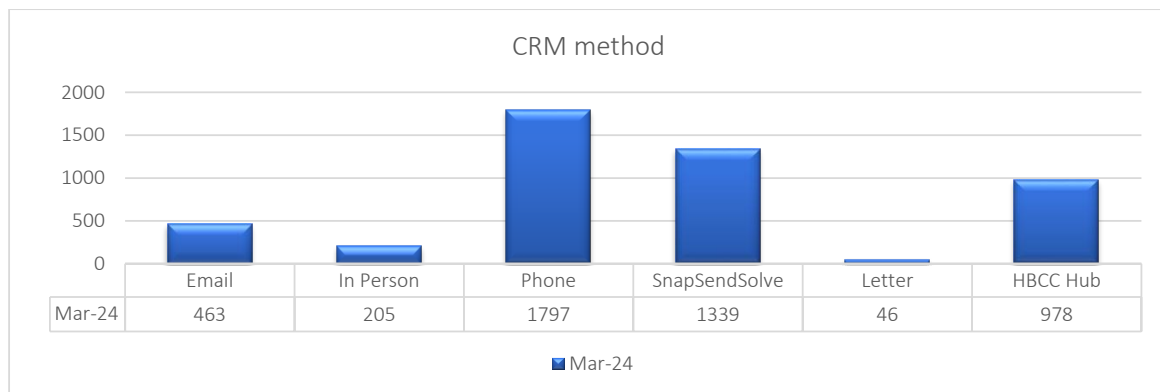
Top CHARM requests closed related to the following service areas:

- Street trees (434)
- Council building maintenance (342)
- Dumped rubbish (233)
- Drainage (87)
- Park trees (85)
- Street signs (65)

New data below displays the case types created in the CRM for the month of March.



CRM case type method received by. Council has seen a significant uptake in cases being created in the HBCC Customer Hub.



## Financial Management

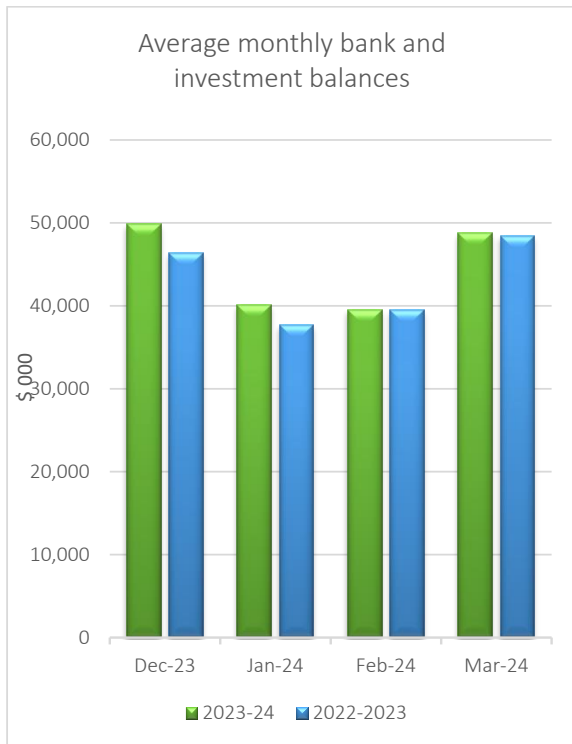


### Financial statistics

The average balance of cash and investments during March 2024 was \$48.807 million. This compares to the average balance of \$39.521 million in February 2024 and an average balance of \$40.076 million in January 2024.

The closing balance of cash and investments at the end of March 2024 was \$42.605 million. Compared to \$47.887 million at the end of February 2024 and \$34.019 million at the end of January 2024.

Council investments at the end of March 2024 included cash and at call investments of \$4.605 million and term deposits of \$38.000 million, with an average date to maturity of 125 days and an average interest rate of 4.97 per cent.



The balance of outstanding debtors for March 2024 was \$1.475 million compared to an average balance of \$2.331 million over the last twelve months.

The value of receivables invoices issued in March 2024 was \$1.075 million compared to \$1.079 million in February 2024.

Amounts outstanding over 90 days at the end of March 2024 total \$582,000 representing 39.4 per cent of total debts.

The most significant debtor group over 90 days is Property.

The provision for doubtful debts at the end of March 2024 is \$602,000 or 40.7 per cent of total debts.



### Hardship Policy

Any person who currently requires financial assistance can apply on-line and may be invited to enter into an interest free repayment plan and /or assessed for a waiver of rates if they provide evidence for consideration and meet the criteria as set out in Council's hardship policy.

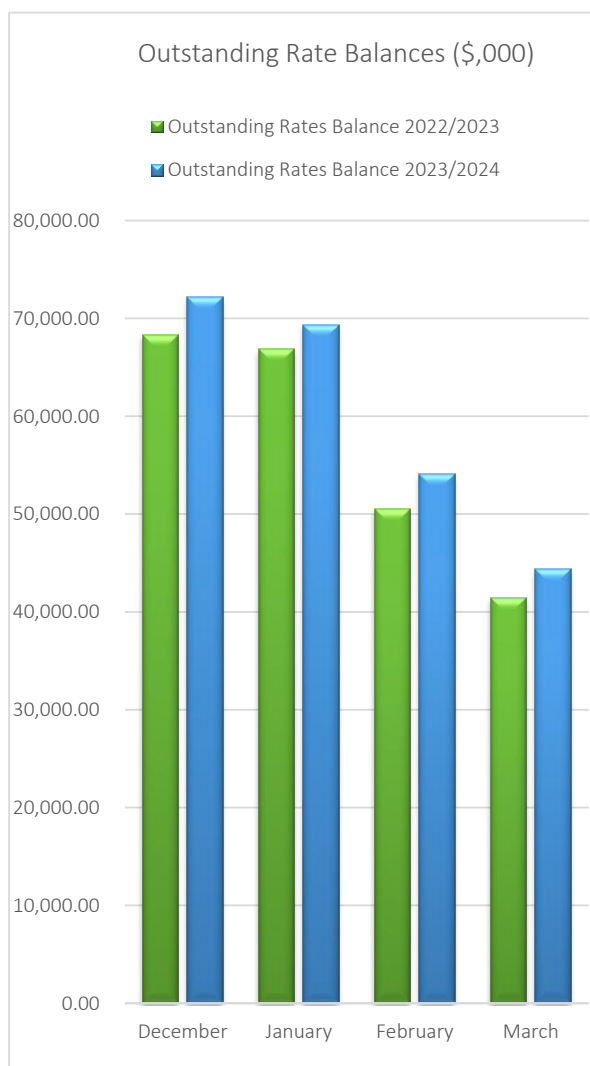
As of 31 March 2024, there is a total of 383 ratepayers, with arrears totalling \$1.981 million, listed on the Council's interest free repayment register. Council has waived over \$68,100 in interest charges since the start of the 2023/24 financial year. Council continued to receive regular payments in the month of March and the total amount of arrears outstanding as of 31 March 2024 is just over \$44 million.

## Revenue statistics



Rates income as of 31 March 2024 was \$99.121 million compared to the year-to-date budget of \$98.898 million. This is made up of general rates (\$88.14 million), waste collection charges (\$9.816 million), and interest on rates (\$637,000). These are offset against hardship rate waivers (\$17,600) and concession rebates (\$436,000).

The Outstanding Rates Balance as of 31 March was \$44.43 million. This is made up of general rates (\$43.29 million) and hardship group (\$0.403 million).



## Procurement



Tenders have been called for the following:

- 2023.47 – Altona Beach Entry and Esplanade Upgrade
- 2023.51 – Altona Hockey Club Pavilion Redevelopment
- 2023.50 – Alton North Library Refurbishment
- 2024.09 Landfill Gas Testing
- 2024.12 Drainage Renewal Program
- 2023.20 Hobsons Bay Wetland Centre – Design and Construct
- 2023.53 Alma Avenue Reserve Construction

The following tenders have been closed and are being evaluated:

- 2023.05 – Roads and Drainage Maintenance Services
- 2023.18 – Civil Works Panel - Category 1 Minor Works
- 2023.18 – Civil Works Panel - Category 2 Major Works
- 2023.23 – Pipeline Reserve Seabrook
- 2023.42a – McCormack Park Footbridge
- 2023.49 – Technical Consultant Panel

Contracts Awarded under Council Resolution:

- 2023.28 – Statutory Planning Services Panel
- 2023.48 – Arboriculture Panel

## 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



In the West Zone, there has been considerable progress with the final asphalt resurfacing works being undertaken along the West Gate Freeway between Kororoit Creek Road and the M80 interchange, including multiple gantry installations since the beginning of the year.

Works continue on the tunnel portal ventilation structure and the Hyde Street ramps. In the East Zone, Wurundjeri Way widening has been completed and is now open. Work on the new connections linking CityLink to the West Gate Tunnel and the elevated motorway above Footscray Road continues.

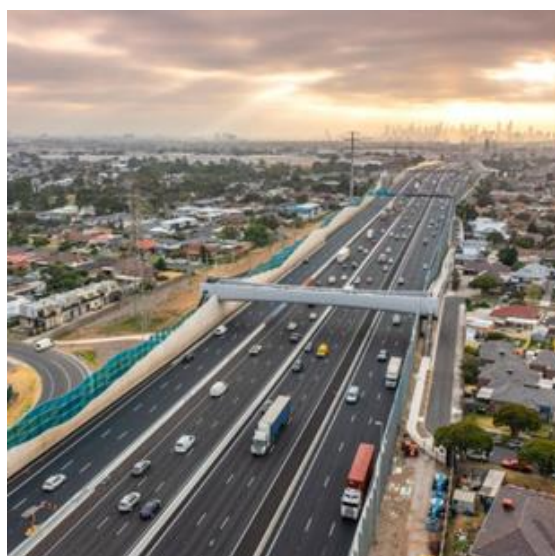


*Image: West Zone completions – West Gate Freeway, Millers Road*

As of 8 March 2024, new lanes have opened on the West Gate Freeway between Millers Road and the M80 interchange. These changes are for both inbound and outbound, noting motorists need to decide early if they are to travel straight to the West Gate Bridge and M80 interchange, or use the freeway exits.

As the tunnel entry and exit points and the Hyde Street ramps are not yet available, all lanes currently connect between the West Gate Bridge, the Princes Freeway or M80 Western Ring Road.

Heading inbound, regardless of which lane drivers choose, they can exit at Williamstown Road. Additionally, whether drivers are coming from the M80 or Princes Freeway, all inbound lanes will lead them to West Gate Bridge.



*Image: West Gate Freeway lanes, view east from Rosala Avenue pedestrian crossing*

### West Gate Neighbourhood Fund (WGNF)

The West Gate Neighbourhood Fund is a \$10 million community grants program established by WGTP MTIA to support communities in Melbourne's inner west, prioritising those who are most affected by the construction of the West Gate Tunnel Project.

The final round of applications for the West Gate Neighbourhood Fund for two components - grants and partnerships closed on 18 March 2024.

Grants will provide funding for one off activities or events, and partnership funding will support infrastructure projects that provide a significant and lasting outcome.



### Air Quality Monitoring Report

The results of the West Gate Tunnel Project Ambient Air Quality Monitoring program for the period of 1 December 2023 to 31 December 2023 is now available online at:

[https://bigbuild.vic.gov.au/\\_data/assets/pdf\\_file/0006/850236/December-2023-AAQM-Report.pdf](https://bigbuild.vic.gov.au/_data/assets/pdf_file/0006/850236/December-2023-AAQM-Report.pdf)

The findings from the report indicate that air quality objectives were not exceeded at any of the six ambient air quality stations.

### Level Crossing Removal Projects



#### Champion Road and Maddox Road

At the 12 March 2024 Council Meeting, Council formally resolved that it does not support the proposed closure of Champion Road as the solution for the removal of the level crossing at Champion Road by LXP.

Council received an update report on the Newport Level Crossing Removal Community Interest Group meetings and endorsed the site-specific grade separation principles for the removal of the level crossings at Champion Road and Maddox Road.

Letters have been written to State Government Ministers and Members of Parliament requesting a temporary pause on the Champion Road project to consider alternative options aimed at achieving the best possible outcome for the community.



Image: Champion Road level crossing

As part of Council's advocacy for the Maddox Road crossing, Council has requested support from LXP to include in the project the construction of several missing links in the pedestrian and cycling pathways in the area and to assist with the proposed Maddox Road Safety Plan works.



Image: Impression of proposed traffic safety works in Maddox Road

LXP is continuing investigation works which include collecting soil samples, conducting traffic counts and investigating utilities at various locations throughout the project area. This will continue until late April 2024 and locations include:

- Within the rail corridor between Newport Station and Paisley Drain
- Maddox Road, near the level crossing
- Champion Road, near the level crossing
- Railway Parade
- Blackshaws Road
- Kororoit Creek Road
- Millers Road
- Market Street, between Challis and Woods Streets.

#### Maidstone Street

LXP is also in the planning and investigation stage to remove the level crossing at Maidstone Street, Altona where the level crossing will be removed by building a road bridge by 2027.

Initial works have commenced on traffic surveys on Maidstone Street and adjacent roads. Council staff continue to provide input into the project's planning and design, guided by the adopted Principles for grade separations in Hobsons Bay.

To help inform early planning, site investigations commenced in the area in February and will continue into March 2024, including land and utility surveying across the site and rail corridor and conducting environmental assessments.

The two Level Crossing Removal Community Interest Groups established by Council for the Champion Road and Maddox Road, Newport and Hudson Road, Spotswood level crossing projects met in March.

## Pavilion and Reserves



### Dennis Reserve Stage 3

The new pavilion at Dennis Reserve in Williamstown is continuing with internal fit out and landscaping works underway. The project is scheduled for completion in early May 2024.



Image: Dennis Reserve, main building corridor

### HC Kim Reserve Upgrade

The pavilion works are progressing well with the installation of the roof, windows and internal framing currently underway. The building is on track for completion by mid-2024.

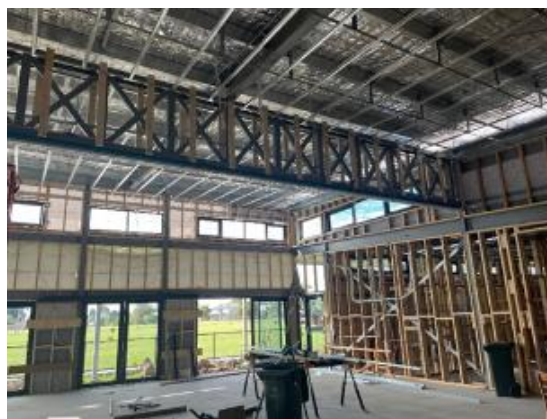


Image: Kim Reserve, internal works

## Sporting Projects



### Turf Cricket Wicket Awards

Three Hobsons Bay cricket grounds received accolades at the recent Victorian Sub-District Cricket Association (VSDCA) turf pitch awards, ranking in the top 5 for turf wickets across the state competition.

Williamstown Cricket Ground, which is fully curated by Council received the #1 ranking in the north-west division. Altona came in at #3 and Spotswood at #5.

There was great collaboration between Council and club cricket wicket curators to ensure a high standard of facilities for community cricket across the season.



Image: Williamstown Cricket Ground



## Road, Drainage and Footpaths



### Disabled Parking Bays

Disabled parking bays have been installed at G. Dendulk Reserve on Somers Parade in Altona. The bays provide accessible access to the new community sport facilities in the reserve and to the Altona Community Gardens.

The yellow shared area will ensure the footpath ramp is clear and will provide an informal crossing point to local shops.



Image: Disabled parking bays at Dendulk Reserve

### Melbourne Road and Pasco Street Drainage Upgrade

Works are progressing well with most of the drainage installed in Melbourne Road. The kerb and channel on the east side of Melbourne Road has been replaced and will be followed with a new asphalt footpath. Drainage in Pasco Street will commence once the drainage works on Melbourne Road are completed.



Image: Drainage installation along Melbourne Road from Electra Street end to Pasco Street

## Other projects



### Kororoit Creek Shared Pathway

Guardrails installation has been completed at four sections along the Kororoit Creek shared path. The project's primary objective was to address safety concerns identified at the sections along the trail to make it safer for bicycle riders and other trail users.



Image: Kororoit Creek Shared Pathway

### Douglas Parade and North Road Bicycle Path

A new 1.8m wide asphalt bicycle path between Douglas Parade and North Road has been constructed. The path will provide cyclists a safer path between Douglas Parade and North Road and free up additional parking along North Road for visitors using the local sporting facilities.



Image: 1.8m wide bicycle path

## Newport Community Hub Counselling Rooms

Construction works to upgrade the Youths Counselling suites at the Newport Community Hub commenced in late February 2024 and is progressing well. The aim of the project is to increase the number of consulting rooms to four by converting an existing adjacent room, and to improve soundproofing property of the three existing consulting rooms. Works are expected to be completed early April 2024.

## Bluestone Bridge Rejuvenation

The Bluestone Bridge is an 1880's heritage listed bridge in Brooklyn used as the crossing over Kororoit Creek on the main road link to Geelong.

This project will include some renewal and maintenance aspects of this bridge, such as structural repairs, lighting of the bridge and graffiti removal. The project has recently started and is currently in the planning phase.



Image: Bluestone bridge in Brooklyn

## Parks



### Street Tree Planting Program

The annual street tree planting program will run from 1 June to 31 August 2024. Approximately 1,500 trees will be planted throughout the streets.

Notification letters have been sent to residents where a tree is being planted adjacent to their property. Planting works also includes watering and maintenance for a two-year period.

An additional 500 semi-advanced trees will be planted through parks and reserves.

## Conservation news



### Ecological Burning

The Conservation team have commenced the firebreaks at Truganina Park in preparation for an ecological burn. The area is located at the southern point of Truganina Park that borders Cheetham Wetland. The site has dense *Poa* vegetation with a mix of *Ghania filum*.

Burning through this site will open it up and allow for fresh growth on the *Ghania* and inter tussock spacing to increase diversity within the site.

Maidstone Street and Horsburgh drive firebreaks will be carried out early April 2024. These sites are grasslands and relatively similar in nature. The burn will promote fresh growth especially for the translocated *Pimelea spinescens* species. This is a critically endangered species that is present within Maidstone Street grassland.

## Community events



For the month of March 2024, Conservation rangers ran two very popular annual events.

On 20 March 2024 a guided kayaking trip and a community bike ride organised by Sea Kayaking Australia was held. This event provides visitors a safe and enjoyable experience along Kororoit Creek. Visitors get the opportunity to learn about the significant biodiversity values of our creeks and estuaries.



Image: Guided kayaking event

On 25 March 2024, the team conducted a guided bike ride beginning at Emu Foot Grassland in Altona Meadows and ending at The Esplanade in Altona. This ride is approximately 10km travelling along the shared trail. During the ride rangers spoke about some significant features and biodiversity values.



*Image: Guided bike ride event*

## 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, four Place Guides have been shaped by community and endorsed by Council which are progressively being implemented:

- Laverton
- Spotswood & South Kingsville
- Brooklyn & Altona North
- Seabrook & Altona Meadows

## Laverton

Laverton was the first suburb to experience the Better Places model. The Laverton Place Guide was endorsed by Council in September 2020. A copy can be found at: [participate.hobsonsabay.vic.gov.au/better-places-laverton](https://participate.hobsonsabay.vic.gov.au/better-places-laverton)

### Better Places & Spaces – McCormack Park

A Masterplan for McCormack Park was endorsed by Council in December 2022, it includes three (3) stages. A copy of the Masterplan document can be found [here](#).

McCormack Park is a beloved community park in Laverton, placed either side of the stunning Laverton Creek. A place for residents to relax, exercise, play and skate for many years; its reimagining will provide greater opportunities for community to connect with each other and nature.

On 18 February 2024 a great day was held at the Laverton Festival speaking with locals about the Stage 2 play space upgrade. The concept is based on the endorsed Masterplan document. The design of this inclusive play space includes five key ‘activity zones’:

- Fast - *The Swamp Wallaby Bushland*
- Challenging - *The Dragonfly Perch*
- Water play - *Water Snail Play Pen*
- Nature based - *The Lorikeet Patch*
- Slow - *The Koala Den*



### Love Laverton Parks - Cropley Reserve

Works commenced early November 2023 and are due to be open to the public in the coming weeks. The reserve will include an upgraded play space as the heart of the reserve and, new equipment for toddlers and older children. The southern section will remain as a flexible use open grassed area. New native tree planting will help encourage local pollinators such as birds and butterflies.

Cropley Reserve will be the crowning accomplishment of the Love Laverton Parks project. Eight local park upgrades, and four pocket parks, as part of the community led Better Places Laverton program. A single coordinated project that creates a complementary suite of parks which offer choice, plus a variety of functions and activities for people of all ages; whilst also applying the principles of achieving a ‘cleaner and greener’ Laverton.



Image: Cropley Reserve Concept Plan

### Spotswood and South Kingsville Place Projects

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

Recent Place Guide project highlights include:

#### **STREETS for People – 40km road zones**

Better Places Spotswood & South Kingsville community consultation noted that the area is very car dominated. The local community want to see the streets changed to make them more pedestrian or bike friendly. The focus of this project is to lead the shift throughout Spotswood and South Kingsville towards creating ‘streets for people’ - reducing vehicle speeds and through traffic, undertaking works to make the villages and neighbourhood streets feel safer, and more attractive for use by pedestrians and cyclists.

The Avenue in Spotswood, between Melbourne Road and Hope Street has been recently upgraded to align with the new Donald McLean Reserve and playground. Raised pedestrian crossings, tree protection from cars parking on the old gum root system, a new pedestrian path, new and clear carparking bays included disabled, landscaping and fencing are all a part of the upgrades. An important missing link for pedestrian and cyclists alike. Check out the before and after photos below.



*Image: Before & After - New 40km road zone area in The Avenue Spotswood*

### Better Places Brooklyn & Altona North

The Better Places [Brooklyn + Altona North](#) final Place Guide was endorsed by Council in December 2022. A copy can be found at [participate.hobsonsabay.vic.gov.au/betterplaces-brooklyn-and-altona-north](https://participate.hobsonsabay.vic.gov.au/betterplaces-brooklyn-and-altona-north). Three key themes were uncovered from thousands of pieces of community feedback:

**Key Themes**

THEME ONE	THEME TWO	THEME THREE
<p>Improving the liveability and amenity of the area.</p>	<p>A place that is easier and safer to move around.</p>	<p>Bringing the community closer together.</p>
<p><b>Liveability and Amenity</b></p> <p>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.</p>	<p><b>Move with safety</b></p> <p>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.</p>	<p><b>Closer Community</b></p> <p>Continuing to celebrate and strengthen the diversity and different characters Brooklyn and Altona North while finding new ways to bring the community closer together.</p>

The abovementioned themes drive [Place Guide](#) projects for the community... by the community. A mix of both shorter-term projects that can be implemented quickly, as well as longer term projects that are larger and more complex and will require more extensive design and consultation. The programme spans from 2023 to 2028.

**Love Our Parks - Patch in the Park Community Garden**

Officers have been working with the local Brooklyn community to develop a detailed design for a community garden within Brooklyn Reserve. The group have obtained a local parks grant through the support of Local MP the Hon. Melissa Horne. Works on the garden are expected to commence in April 2024 and be ready for planting at the end of June 2024.

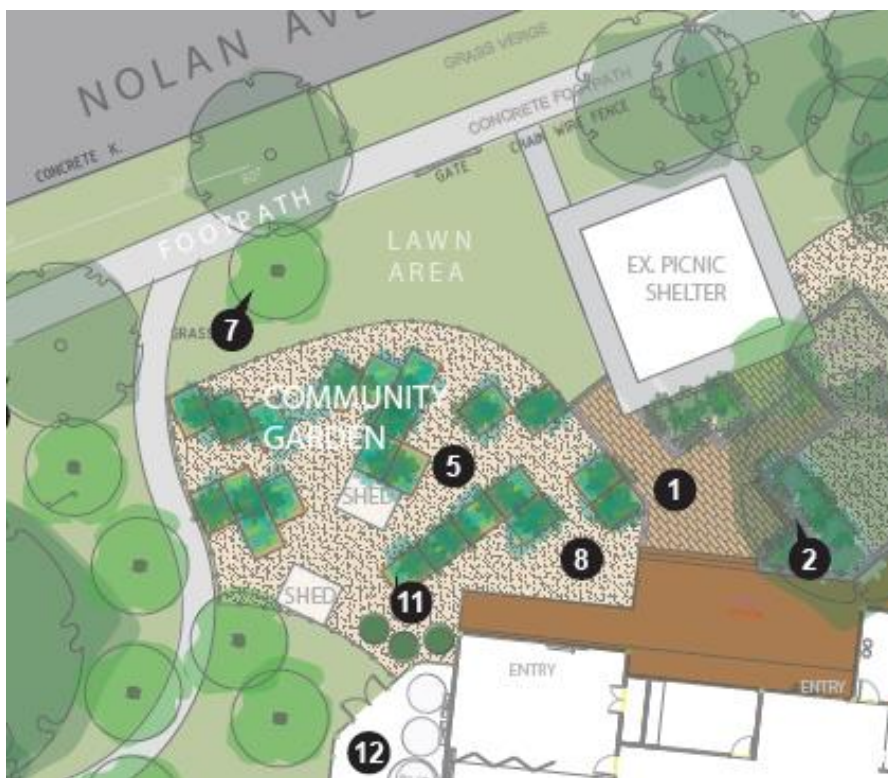


Image: Design of community garden



### Better Places Seabrook and Altona Meadows

[The final Seabrook & Altona Meadows Place Guide was endorsed by Council at the 12 September 2023 meeting.](#)

The Place Guide provides a mix of both shorter-term projects that will be able to be implemented quickly, as well as longer term projects that are larger and more complex requiring more extensive design and consultation.

The Place Guide provides six overarching projects in response to community feedback received through multiple stages of community engagement to be implemented throughout 2023-2028.

#### Love Our Parks – Pipeline Reserve Seabrook, community play space and park upgrade

Following several years of consecutive community submissions via the Pitch Your Idea Program and an extensive community consultation process, this project is well and truly underway. Council is currently assessing tenders for the construction of a community play space that has been specifically designed for children on the autism spectrum as well as families and children of all ages.

Community engagement revealed a significant number of families living in the Seabrook and Altona Meadows area who have children on the autism spectrum. Demographic data, in addition to customer requests to Council from families over the past seven years, has indicated the need to provide a safe and inclusive family space for all local children. The playground will be fully fenced and include family and social recreation spaces as well as a range of play options for children. Construction of the playground and park is due to commence in May 2024, and will take approximately three months to complete.

#### Hobsons Bay Wetlands Centre

On March 2024 a drop-in session was held at the Altona Sports Centre to inform the community about the Hobsons Bay Wetlands Centre – Early Works Project and its delivery.

The feedback was positive and many expressed their support for the project, particularly appreciating the art design of the building. In the coming months neighbouring properties will receive notifications detailing the upcoming works, including timeframes for the construction phases. During the month of July, there will be community planting days held on-site following the completion of works.

### HOBSONS BAY WETLANDS CENTRE EARLY WORKS DEVELOPMENT

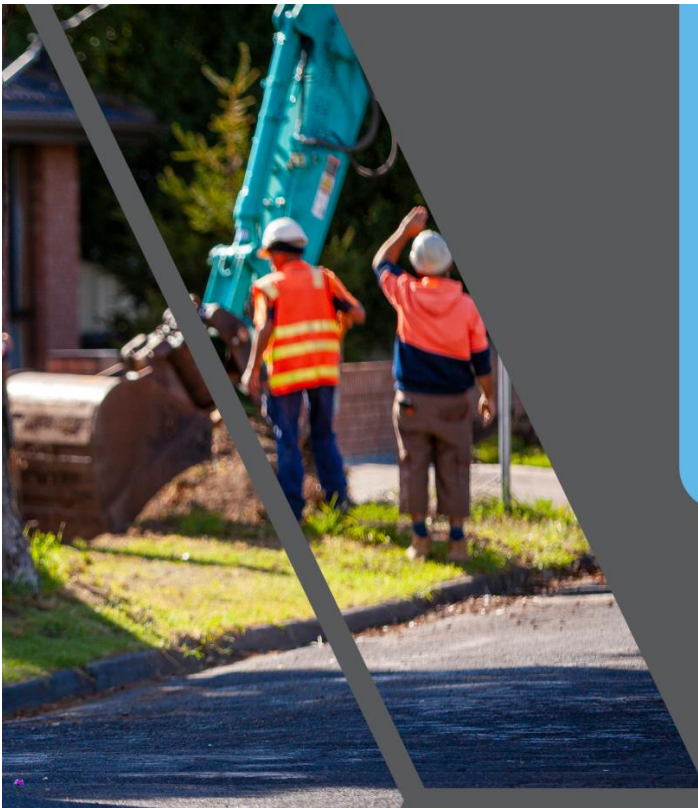


**Hobsons Bay City Council is planning to commence Early Works for the Hobsons Bay Wetlands Centre in mid 2024.**

*Image: Hobsons Bay Wetlands Centre – Early Works Development*



# Hobsons Bay City Council Proposed Annual Budget Report: 2024-25



Local Government Victoria

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## Mayor's Message

This is the final budget for this Council's term. During this time, Council has made significant investments in our city, including improvements to our parks, beautiful open spaces and foreshore; upgrades to sporting facilities, including catering for increased female participation; rolling out our Solar program; and upgrading our libraries. Council's customer service is now available in more places and the recently launched Community Relationship Management System provides a more transparent way to respond to customer enquiries. We have delivered on the basics including roads, footpaths and drainage. Importantly, the Council remains in a good financial position.

We have and continue to face challenges. Council and the community have collectively navigated COVID-19, including through targeted support to those most impacted, as well as investment in grant programs such as Make it Happen and Live and Local, which helped us connect, finding some joy during difficult times. Visitation to the West is bouncing back, although remains below pre-Covid numbers. Council continues to focus on promoting Hobsons Bay as a tourism destination and has facilitated activation of key trading strips. This winter will see renewed activity to promote Hobsons Bay as a recreational destination via a winter activation program, which will be promoted in key entertainment precincts.

In developing the Proposed Annual Budget 2024-25, Council was mindful of the increasing cost-of-living pressures on ratepayers and the impact of inflation on our Capital Works Program and community services.

For residential properties, the average general rate increase will be 2.97 per cent, with rates increasing by an average of 2.75 per cent across all property categories (when including commercial, industrial, and petrochemical properties). The average general rate increase of 2.75 per cent is lower than the current rate of inflation (All-Groups CPI of 4.1 per cent over the 12 months up to and including the December 2023 quarter).

While Council has sought to minimise the impact of increases on ratepayers, we will continue to offer rate relief through our Financial Hardship Policy. I encourage any resident or business who is experiencing financial difficulty to speak with Council about available support.

This Budget is financially responsible and sustainable, adheres to the rate cap and ensures funding for the infrastructure and services that make Hobsons Bay an even better place to live, work and play.

### **Investing in infrastructure for current and future needs**

The Annual Budget 2024-25 is based on an operational surplus of \$12.959 million, which will be directed towards our \$54.191 million Capital Works Program. New borrowings of \$7 million will also be required to help deliver infrastructure across our community.

The 2024-25 Capital Works Program includes:

- Recreation and open space (\$17.963 million), including parks, open space and streetscapes (\$13.903 million), bridges (\$2.055 million), off-street carparks (\$850,000), recreational, leisure and community facilities (\$680,000), and other infrastructure (\$475,000).
- Buildings (\$13.42 million), including sporting and recreational facilities (\$4.8 million), environmental sustainability initiatives (\$1.81 million), community centres (\$3.23 million), and the building renewal program (\$3.58 million).
- Roads (\$10.845 million), drains (\$3.155 million), footpaths and cycleways (\$1.618 million)
- Plant and equipment (\$5.79 million), including scheduled replacement of Council's vehicle and plant fleets (\$3.57 million), information technology (\$1.22 million), and library resources (\$1 million).
- Waste management (\$1.4 million).

The Capital Works Program includes major projects that will benefit our community, including:

- \$8.5 million toward the construction of the Altona Beach Entry and Esplanade closure project (Total cost of the multi-year project is \$10.65 million).
- \$2.5 million toward the Altona Hockey Club - Sports Pavilion Major Upgrades (Total cost of the multi-year project is \$5.35 million).

- \$1.9 million toward the Tree Planting - Urban Forest Program (Total cost for the coming five years is \$5.7 million).
- \$1.9 million to rebuild the Altona / Racecourse Road Ford Crossing, located at the lower end of Kororoit Creek.
- \$1.85 million to upgrade the Altona North Community Library to a Centre of Excellence.
- \$1.3 million toward the Laverton Football Club pavilion and scoreboard upgrade.
- \$1.3 million to upgrade Mary Street Reserve under the Love Our Parks better places program.
- \$700,000 to upgrade the Alma Avenue Shopping Precinct.
- \$525,000 to build McCormack Park (Stage 2), which will include waterplay areas, playground works, an exercise hub, seating and BBQ areas and fixed shade structures (Total cost of the multi-year project is \$3.095 million).
- \$320,000 to resurface Ryan Lane, Altona.
- \$210,000 to upgrade the Bayview Street Williamstown High School Crossing.

### **Delivering services our community needs**

As well as building and maintaining infrastructure for our community, Council delivers more than 100 services across Hobsons Bay.

These services are vital to ensuring all members of our community can access support services and participate equitably, feel safe and connected, and enjoy good health and social wellbeing.

Some of the service areas funded in the 2024-25 Budget include:

- Community Learning and Service Centres (\$7.897 million), which manages the Council+ service centres, library branches and community centres.
- Community Support (\$3.696 million), which includes support and activities for older residents, younger people with disabilities, and carers.
- Community Child Health (\$3.572 million), which delivers a universal primary health (maternal and child health) and immunisation service available to all Hobsons Bay families with children from birth to school age.
- Community Development (\$2.706 million), which provides \$1.153 million in grants to Hobsons Bay community organisations, generates key community projects, and builds internal and external capacity to deliver inclusive and responsive services that meet the needs of diverse and disadvantaged communities.
- Youth Services (\$1.665 million), which supports local young people with a range of social activities, leadership development, and mental health and support services.
- Early Years (\$1.354 million), which provides access to affordable and high-quality children's services, as well as support, mentoring, management, and advocacy for local early years' service providers.
- Arts and culture (\$1.285 million), which provides visual arts, public art, cultural development, heritage, Indigenous culture, cultural collections, festival and events and arts spaces.

### **Advocating for our future**

In 2024-25, Council will continue to advocate to other levels of government for the funding needed to help us deliver an ongoing high standard of services and infrastructure. We will also continue to seek support for major projects that will bring economic, environmental, and social benefits to our city.

This includes the ongoing advocacy to the state and federal governments to financially support the construction of the Western Aquatic and Early Years Centre and the Hobsons Bay Wetlands Centre projects. Working with other levels of government, Council is committed to delivering these projects and it is anticipated that opportunities for grant funding will become available in the near future.

Accompanying any funding application for these projects will be a requirement that Council provides a letter of commitment relating to its funding contributions to the projects. Any commitment from Council would likely be sourced from a combination of additional borrowings, operational efficiency savings being put aside in the Consolidated Infrastructure Reserve, as well as restructuring of the Ten-Year Capital Works Program.

Despite not being included in the current Ten-Year Capital Works Program, the budget includes a \$946,000 transfer in 2024-25 to the Infrastructure reserve to fund these important advocacy projects. The long-term Financial Plan includes transfers each year to this reserve to fund these projects in the future.

Council will continue to advocate to the other levels of government on its other advocacy priorities, including:

- seeking our community's fair share of state and federal government investment in youth mental health services to address the growing mental health crisis faced by young people aged 12-25 in Hobsons Bay and the inner west of Melbourne.
- taking the lead in generating renewable energy and stimulating the local economy through the roll out of a Virtual Energy Network (VEN) building on the roll-out of solar panels on Council buildings.
- completing stages 4 & 5 of the Kororoit Creek Trail – a cycling and walking corridor providing a north-south connection to connect cyclists and pedestrians from Barnes Road to Cherry Lake.
- increasing the supply of affordable housing.

We will continue to advocate for these and other projects on behalf of the community.

### **Working with our community**

Our community has an important role in helping us develop the Budget.

Over the six months it takes to put the Budget together, Council consults directly with residents, sports clubs, community groups and businesses. Councillors also have an influence, including bringing forward items for consideration on behalf of their community.

The policies, strategies and master plans Council develops throughout the year also influence Budget development, as well as other existing strategic documents, including the Financial Plan and Asset Management Plan. Many of these documents and projects go through a community consultation process. The community's best opportunity to influence the Budget development is to participate in these consultations throughout the year.

These opportunities are widely promoted via social media, the community newsletter distributed to letterboxes across Hobsons Bay, Council+ centres and libraries, and the local newspaper. In addition, Council advertises and seeks public input, feedback, and submissions on its Proposed Annual Budget during April and May each year.

### **Getting the balance right**

While inflation is increasing the cost of delivering essential services, programs and infrastructure projects that benefit our community, Council is determined to minimise the impact on ratepayers.

In 2024-25, general rates will increase by 2.75 per cent, which is consistent with the Victorian Government's rate-capping policy and below the Consumer Price Index (CPI) – the standard measure of inflation.

It is important to note the 2.75 per cent rate increase is applied to the total amount collected from rateable properties across the city (i.e., residential, commercial, industrial and petrochemical) and is not applied equally to individual properties because changes to property values also contribute to the final rate calculation for each property. This means that some ratepayers will see an increase of less than 2.75 per cent, while others will see more. However, overall general rates won't exceed the rate cap.

Further, comparing Hobsons Bay's average rate figure with those of other councils is misleading because it is based on an average that includes every property in the municipality, which in Hobsons Bay includes the large petro-chemical and industrial properties that most municipalities don't have. This skews the average rate figure higher than some other councils due to some high value rateable properties.



Looking at the average rate and waste service charge for residential properties based on information from Victoria's 79 Councils in 2022-23, Hobsons Bay was estimated to be the 28th highest in the state and generally comparable with similar metropolitan councils and is expected to be at a similar level in 2024-25.

In setting rates, all properties are revalued each year by a state government-appointed independent valuer, with the revaluation process designed to ensure rates are fairly distributed across all properties in the city.

While the average general rate increase across all property categories is 2.75 per cent, the most recent revaluations will result in the following average rate movements across the various property categories:

Residential	2.97 per cent increase
Residential vacant land	9.22 per cent increase
Commercial	3.12 per cent increase
Industrial	1.27 per cent increase
Petrochemical	15.57 per cent increase
Cultural and recreational	0.53 per cent increase

Service charges for the collection, disposal and processing of garbage, recycling, glass, garden and food waste and hard waste will increase by 7.5 per cent in 2024-25. This increase, which is not subject to the state government rate cap, is less than the cost of providing the service but will help cover the cost of Council's considerable investment to introduce a four-bin system in 2019-20. As a result, it is anticipated that the 'waste management' reserve will be in deficit of approximately \$5.665 million by 30 June 2025. Council has decided to progressively recover this investment over future years. It should also be noted that this service charge is not new.

Importantly, Council will continue to offer rate relief measure through our Financial Hardship Policy, with \$100,000 allocated in the Budget for this vital program.

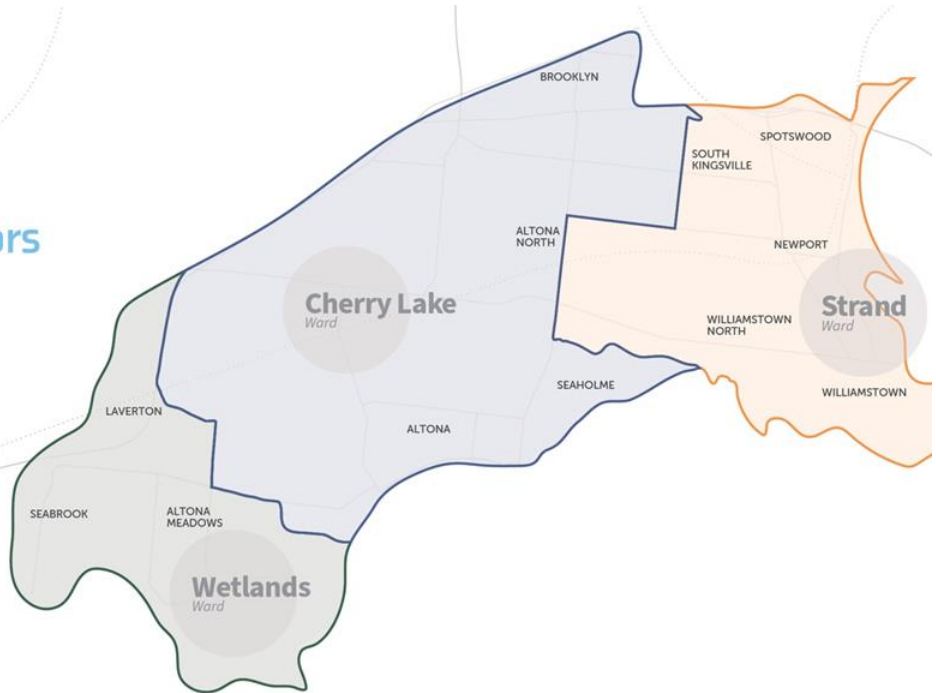


Cr Matt Tyler  
**Mayor of Hobsons Bay**

## Our Councillors



Mayor  
Cr Matt Tyler



Cr Diana Grima



Cr Antoinette  
Briffa JP



Cr Daria  
Kellander



Cr Peter  
Hemphill



Deputy Mayor  
Cr Pamela  
Sutton-Legaud



Cr Jonathon  
Marsden

### Wetlands Ward

#### Councillor Diana Grima

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M: 0499 600 476  
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#### Councillor Matt Tyler (*Mayor*)

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### Cherry Lake Ward

#### Councillor Antoinette Briffa JP

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#### Councillor Daria Kellander

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### Strand Ward

#### Councillor Peter Hemphill

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#### Councillor Pamela Sutton-Legaud (*Deputy Mayor*)

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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.



# Executive Summary



Council has prepared a Budget for the 2024-25 financial year, which seeks to balance the demand for services and infrastructure with the community's capacity to pay and *The Fair Go Rates System*.

Overall, operating expenditure budgeted for 2024-25 has increased by 4.0 per cent over the 2023-24 forecast.

Over the coming years Council will continue to ensure that it remains financially sustainable in a rate capped environment. Key budget information is provided below about the rate increase, operating result, services, cash and investments, capital works, long term financial position, financial sustainability, and the strategic objectives of the Council.

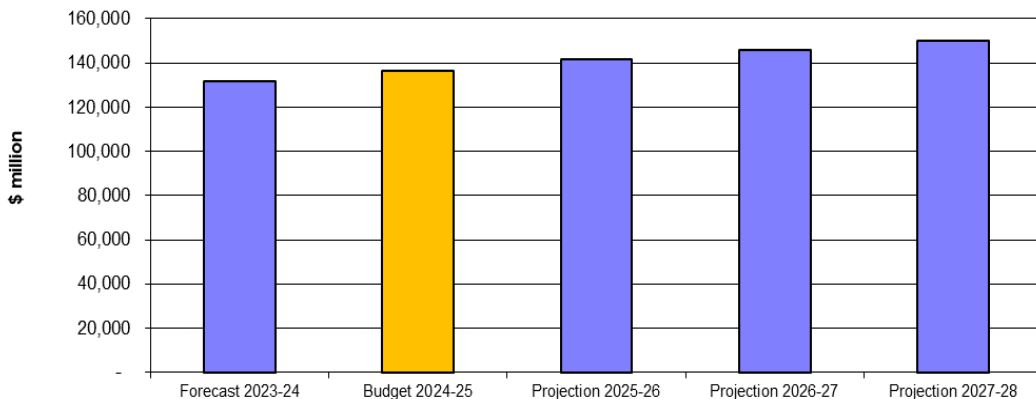
### Rates and charges

Total revenue from rates and charges is projected to be \$136.176 million, which incorporates an average rate increase of 2.75 per cent in line with the Fair Go Rates System (FGRS). Rate cap increases for Victorian councils have generally been linked to the forecast movement in the Consumer Price Index (CPI), although this year the rate increase is below the All-Groups CPI of 4.1 per cent over the twelve months to the December 2023 quarter.

Council has not elected to apply to the Essential Services Commission (ESC) for a variation.

Service charges for the collection, disposal and processing of garbage, recycling, glass, garden and food waste and hard waste will increase by 7.5 per cent in 2024-25. The increased income is less than the cost of providing the service in 2024-25 as a result of Council's considerable investment to introduce a four-bin system in 2019-20. It is anticipated that the 'waste management' reserve will be in deficit of approximately \$5.618 million by 30 June 2024. Council has decided to progressively recover this investment over future years.

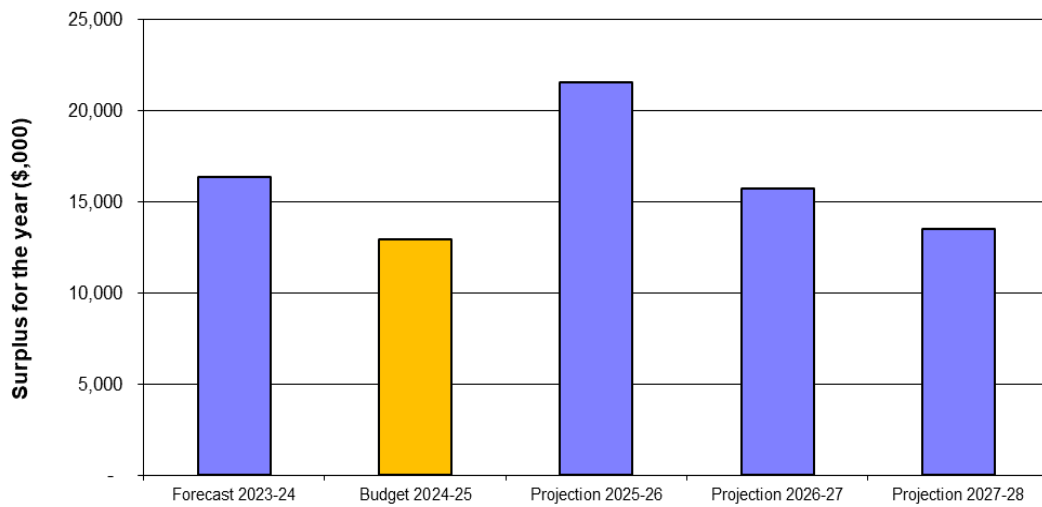
Rates will go towards maintaining service levels, meeting the cost of changing external influences affecting the operating budget and supporting a robust Capital Works Program that includes the works necessary to address the asset renewal needs of the City.



It is important to note, the actual rate increases experienced by individual ratepayers will generally differ from the 2.75 per cent increase due to State Government land revaluations. Rate increases are impacted by the average rate increase and the property valuation increases (or decreases) of individual properties relative to the average across the municipality. If a property increased in value by more than the average for the municipality (0.63 per cent), rates may increase by more than 2.75 per cent. If a property value increased by less than the average, rates may increase by less than 2.75 per cent and may in fact reduce from the previous year.

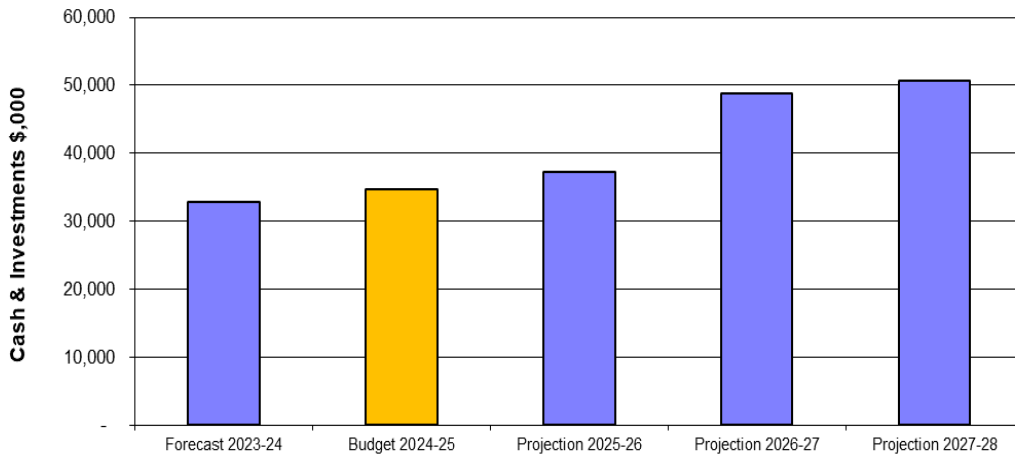


## Operating result



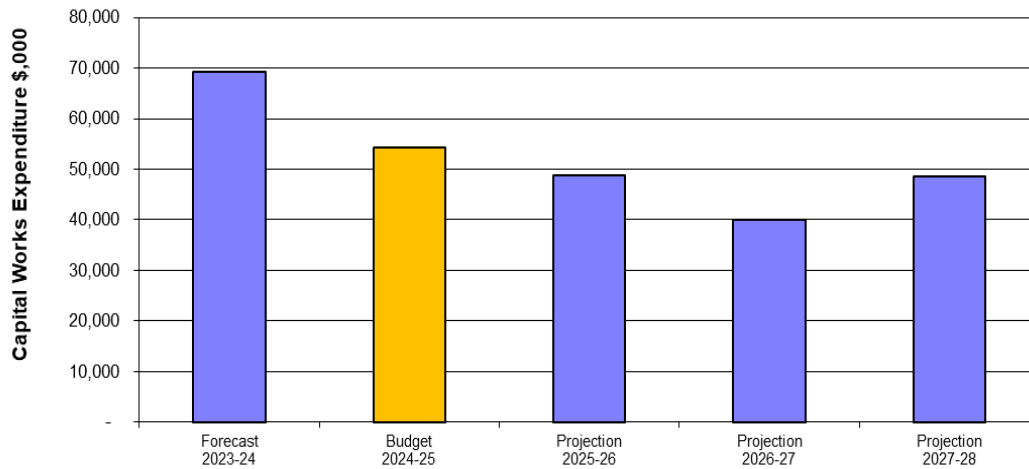
The expected operating result for the 2024-25 year is a surplus of \$12.959 million, a decrease of \$3.392 million compared to the 2023-24 forecast. The decreased surplus is largely due to a decrease in all of Council's non-rate income compared to the previous year as the recovery from the COVID-19 pandemic and property investment across the municipality is expected to slow.

## Cash and investments



Cash and investments are expected to increase by \$1.848 million during the year to \$34.747 million on 30 June 2025. This level of cash is required to ensure that Council can run its day-to-day operations and to ensure that liabilities can be repaid as required, including trade and other payables, employee leave entitlements and loan borrowings. The cash will also be used to fund the ongoing and future investment in capital works. Cash and investments are forecast to be \$32.9 million on 30 June 2024.

## Capital works



The Capital Works Program for the 2024-25 year is expected to be \$54.191 million, including \$2.6 million worth of projects carried over and funded from 2023-24. Of the \$51.59 million capital funding required, \$4.137 million will come from external grants, \$5.77 million from reserves, \$7 million from loan borrowings and the balance from Council's unrestricted cash. The Capital Works Program has been set and prioritised based on a rigorous process of consultation with the community which has enabled Council to assess needs and develop sound business justification for each project. Capital works expenditure is forecast to be \$69.344 million in 2023-24.

The asset renewal program of \$23.755 million in 2024-25 highlights the continued focus on the reduction of Council's asset renewal backlog.

### Capital Works - Ward highlights

Major projects in the Cherry Lake ward that will benefit the community include:

- Altona Beach Entry and Esplanade redevelopment includes upgrading the main beach entry at Altona Pier to improve access, increase shade, vegetation and coastal habitat and providing drinking fountains, bike hoops, beach showers and public art. The project will create a more pedestrian and cycle-friendly environment and a greater level of activation and trade. It will be delivered in two stages over 20 months during 2024-2025. The Altona (Beach Precinct) project will align with Council's Economic Development Strategy and Activity Centre Structure plans and Open Space Strategy to address asset renewal needs.
- Altona Hockey Club – Sports Pavilion Major upgrades. A complete redevelopment of the Altona Hockey Pavilion to support hockey participation within the municipality. This project allows to bring assets from end of useful life condition to conform to modern day standards. The Club has strong participation, including a strong female program. This project is also supported by Council's Sports Facility Needs Analysis.
- Altona Ford Bridge upgrade – The Altona / Racecourse Road Ford Crossing is located at the lower end of Kororoit Creek. The scope of the project is to construct a new road culvert crossing that incorporates a new Shared User Path as part of the around the bay trail which links the Williamstown North industrial area to Seaholme and Altona. The current road culvert crossing is notorious for overtopping during smaller rainfall events resulting in numerous road closures each year. Due to the frequent inundation, the road surface is in extremely poor condition and needs to be fixed and upgraded to keep the road open.

- Altona North Library – The Centres of Excellence projects signify a strategic investment in the community's future, where knowledge, creativity, and collaboration converge to drive lasting positive impacts. As part of this, the Altona North Community Library will undergo upgrades and improvements to become our Video gaming and board games Centre of Excellence. The Centre will also act as a community hub, promoting inclusivity and social cohesion. Through this initiative, we aspire to empower residents, foster a sense of pride and identity, and contribute to the overall enhancement of the community's quality of life.
- Road Rehabilitation - Toll Drive (Barnes Rd to Kororoit Creek Rd), Altona North. The Road Rehabilitation Program includes reconstruction of poor condition kerbs and channels, road pavements and surfaces to current standards. Renewal ensures the roads continue to meet community needs and are sustained into the future. Roads have been ranked by condition and further prioritised using a risk-based approach. The data from the Road Condition Audit 2020 has been used to develop the long-term renewal program.
- Road Rehabilitation – Cabot Drive (Chambers Rd – Millers Rd, Altona North). The Road Rehabilitation Program includes reconstruction of poor condition kerbs and channels, road pavements and surfaces to current standards. Renewal ensures the roads continue to meet community needs and are sustained into the future. Roads have been ranked by condition and further prioritised using a risk-based approach. The data from the Road Condition Audit 2020 has been used to develop the long-term renewal program.

Major projects in the Strand ward that will benefit the community include:

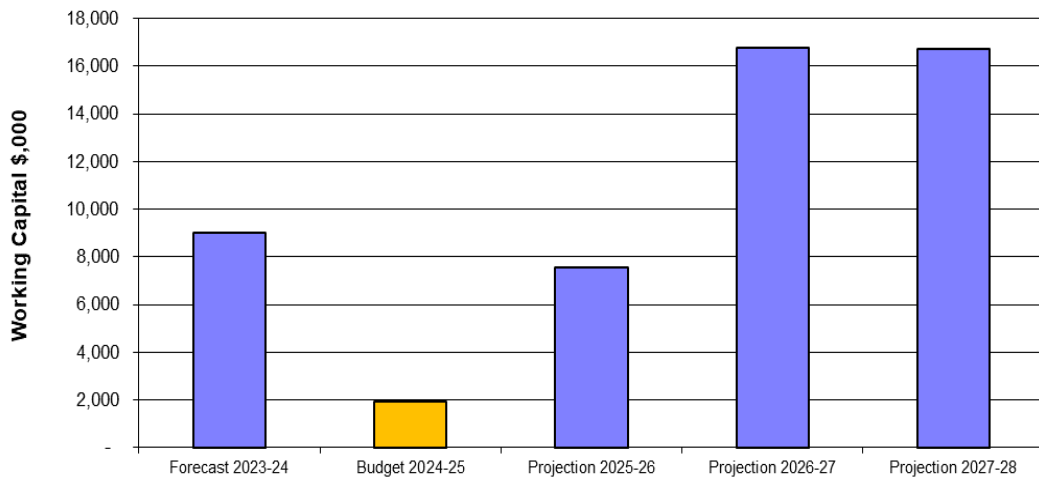
- Road Rehabilitation – The Strand, (North Rd to End, Newport) - The Road Rehabilitation Program includes reconstruction of poor condition kerbs and channels, road pavements and surfaces to current standards. Renewal ensures the roads continue to meet community needs and are sustained into the future. Roads have been ranked by condition and further prioritised using a risk-based approach. The data from the Road Condition Audit 2020 has been used to develop the long-term renewal program.
- Project 10 Love our parks – Mary Street Reserve upgrade is part of the Better Places – Spotswood and South Kingsville program that will focus on redevelopment of this reserve. In 2023, Council negotiated an agreement with the Spotswood and Kingsville RSL to transfer the RSL's bowling greens to Council for Council to use as an Open Space. The upgrade of Mary Street reserve will integrate the redeveloped bowling greens into the existing upgraded open space. It will provide a green space for residential areas West of Melbourne Road. This program is driven by over 4,000 pieces of community feedback and ideas.
- Williamstown Swimming & Life Saving Club Pavilion (Design and construction) – The redevelopment of the Williamstown Swimming and Life Saving Club will include the renewal of the existing pavilion and a café. It will also provide additional spaces to comply with Life Saving Victoria requirements, including new storage, observation tower, first aid operation areas, a community meeting room and gymnasium area. The Sports Facility Needs Analysis identified the need to develop a Facility Upgrade Plan and for Council to contribute an indicative \$3 million towards the priorities listed within this plan. The WSLSC was successful in obtaining \$11.35 million from the state government to support the delivery of this project.
- Road Rehabilitation – 11-39 Melbourne Rd & Pasco St Williamstown - The Road Rehabilitation Program includes reconstruction of poor condition kerbs and channels, road pavements and surfaces to current standards. Renewal ensures the roads continue to meet community needs and are sustained into the future. Roads have been ranked by condition and further prioritised using a risk-based approach. The data from the Road Condition Audit 2020 has been used to develop the long-term renewal program.
- Hanmer St (from Electra St to Ann St) Wollen Mills DCP Project has been identified in the drainage new and upgrade program which seeks to address areas in the municipality that floods under various storm events. This site will require an upgrade to the existing stormwater pipes and pits due to historic infrastructure that no longer cope with changing rainfall patterns.

- Fearon Reserve Box Lacrosse renewal – this project involves court investigation, design and upgrades to ensure safety and compliance for hard courts across the municipality. It aims to achieve consistency with state sporting association facility guidelines, and to ensure prolonged lifespan of hard-courts assets.

Major projects in the Wetlands ward that will benefit the community include:

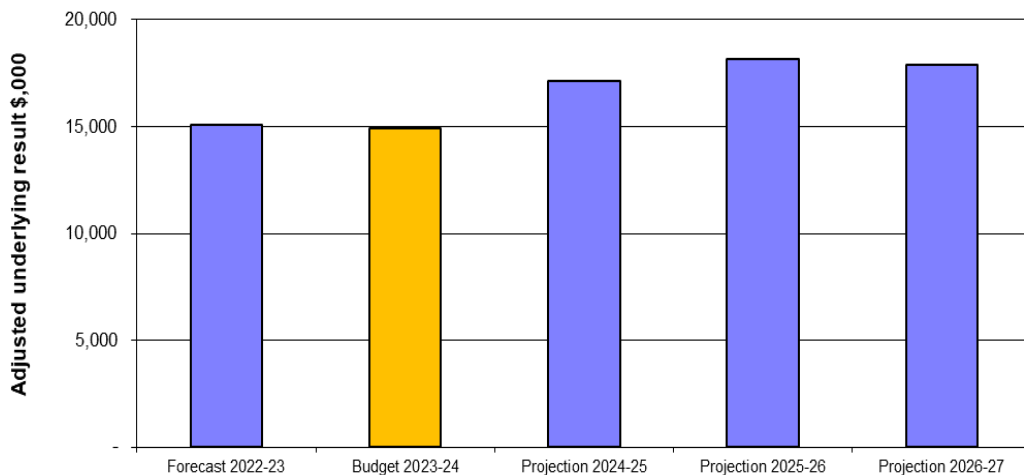
- Laverton Football Club Pavilion and Scoreboard upgrade (BJ Jackson Pavilion) – This project includes the construction of new female friendly change rooms with amenities and storage, a new electronic scoreboard and minor upgrades to the main pavilion including the kitchen and social room. This project is fully funded by the State Government following an election commitment by Mathew Hilakari MP.
- Future Western Aquatic Facility (Bruce Comben) – Design for stage 2 masterplan includes the proposed new Western and Early Years Centre, reconfigured eastern oval, two new southern ovals, increased car parking and increased tree planting. This will substantially change the layout of the site and is expected to occupy part of the eastern oval.
- Wetlands Centre, designed to be located within HD Graham Reserve in Altona Meadows, near internationally recognised Ramsar-listed Cheetham Wetlands. This iconic landmark connects other biodiversity hotspots that contribute significantly to social, cultural, economic and environmental values in Victoria. Developed under Better Places - Seabrook and Altona Meadows program this state of the art, sustainability-focused, premier destination will facilitate immersive teaching and learning, ecotourism and community participation in nature, leading to improved physical and mental health outcomes. An Australian first in biophilic and community co-design architectural principles provides this multifunctional centre to integrate indoor/outdoor public spaces; classrooms; field studies centre; café; offices; workspaces; connected walking trails; wetlands; interpretive signage; landscaping; seating; nature play areas; and storage.
- Alma Avenue Shopping Precinct Masterplan Implementation works include a carpark, pedestrian crossing improvement & streetscape works. This is part of the Better Places Seabrook and Altona Meadows program and reflects over 2,400 responses and ideas from local community. A program aimed to deliver longer term improvements and changes that support the Better Places vision.
- McCormack Park Stage 2 developed under Better Places Laverton will include waterplay areas, playground works, an exercise hub, seating and BBQ area and fixed shade structures. The Better Places Laverton Program is supported by over 2,000 community responses and ideas. The program aims to improved access, functionality and presentation while promoting economic and community activity.
- Seabrook Community Centre & Kinder Building Renewal will include essential building renewal and a review of the current footprint to identify areas to create an additional 22-place room kindergarten room. VSBA \$1 million Grant to the construction of this build is subject to the finalised design and type of build. VSBA \$1 million Grant to the construction of this build is subject to the finalised design and type of build. The Victorian Government has committed \$1.68 billion to support kindergarten infrastructure expansion across the state. The Victorian Government Early Childhood Reform Plan (2017) includes the introduction of three-year-old kindergarten across the state, commencing in Hobsons Bay in 2022. This will greatly increase the number of children attending kindergarten therefore, requiring a greater number of places to accommodate the demand.

## Financial position



Council's financial position is expected to improve in 2024-25 with net assets (net worth) to increase by \$12.959 million to \$1,592.251 million. Working capital is an indicator of council's ability to meet its financial obligations as and when they fall due (being current assets less current liabilities), is expected to decrease by \$7.078 million as at 30 June 2025, due to Council paying back its loans borrowings. Net assets are forecast to be \$1,579.292 million on 30 June 2024.

## Financial sustainability



A budget has been prepared for the four-year period ending 30 June 2028. The Budget is in turn set within the Financial Plan to assist Council to adopt a budget within a longer-term financial framework. The key objective of the Financial Plan is financial sustainability in the medium to long term, while still achieving the Council's strategic objectives.

The adjusted underlying result, which is a measure of financial sustainability, is expected to decrease by \$2.555 million compared to the 2023-24 forecast. Future year predictions from 2025-26 indicate improved results, based on estimated future rate increases capped at 2 per cent.



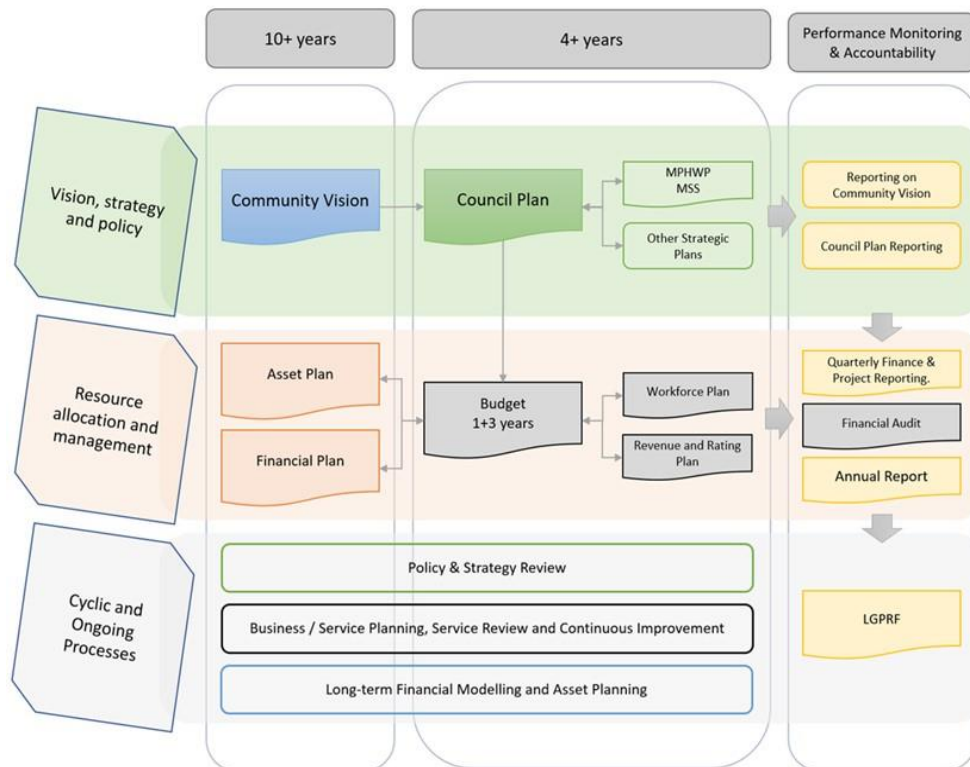


## 1. Link to the Council Plan

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

### 1.1 Legislative planning and accountability framework

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



Source: Department of Jobs, Precincts and Regions

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

#### 1.1.2 Key planning considerations

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

undertaken in line with Council's adopted Community Engagement Policy and Public Transparency Policy.

## 1.2 Our purpose

### **The Community's Vision - Hobsons Bay 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.*

### **The Council's 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**

*Excellence at Hobsons Bay means that both Councillors and employees are:*

**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:** *work hard to be responsive and meet expectations; delivering on what we promise to achieve in the best interest 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, cost effective 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*

### 1.3 Strategic Objectives

Council delivers services and initiatives under 47 major service categories. Each contributes to the achievement of one of the five Strategic Objectives as set out in the Council Plan for the years 2021-25. The following table lists the five Strategic Objectives as described in the Council Plan.

Strategic Objective	Description
1. COMMUNITY	<i>Healthy, Equitable and Thriving Communities</i> Be a city where all members of the community can participate equitably, feel safe, connected, and achieve good health and social wellbeing.
2. ENVIRONMENT	<i>Valuing our Environment</i> 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.
3. PLACE, RECREATION AND ECONOMY	<i>Vibrant Place and Economy</i> Support a resilient local economy that facilitates job growth and retention, promoting Hobsons Bay as a place to live, work, invest, recreate and visit.
4. COMMUNITY INFRASTRUCTURE	<i>Visionary Community Infrastructure</i> Develop and maintain infrastructure to promote liveability, planning for the future need and growth of the community, while preserving heritage, environment and neighbourhood character.
5. ORGANISATION	<i>A High Performing Organisation</i> 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.



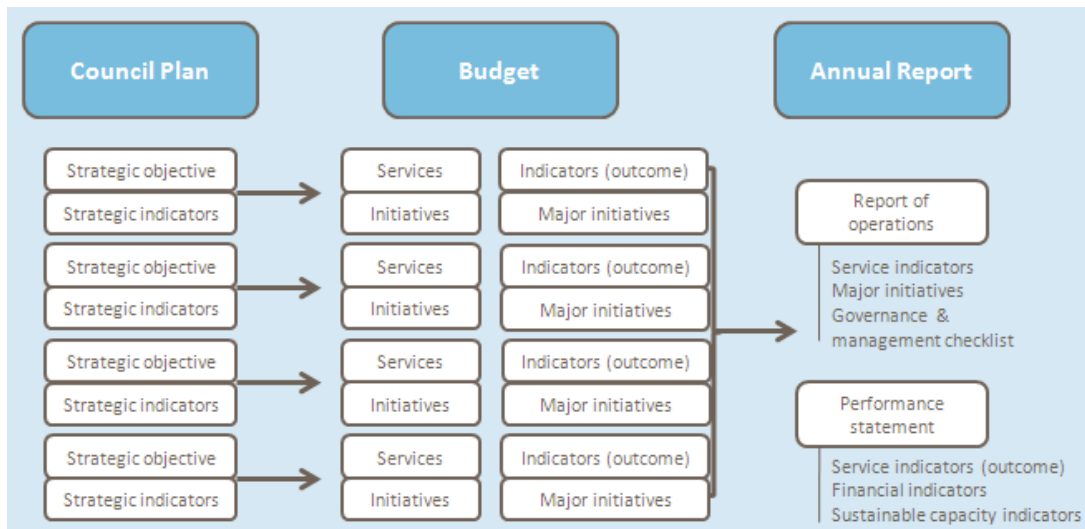


## 2. Service and service performance indicators





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



Source: Department of Jobs, Precincts and Regions

## 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. ”

Council will work towards achieving this through the following strategies in addition to delivering ongoing core services:

- 1.1 Celebrate the diversity of our community and provide equitable opportunities for all
- 1.2 Improve the health and wellbeing of our community – particularly our young, vulnerable and older community members
- 1.3 Foster community safety including family violence prevention
- 1.4 Enable participation and contribution to community life, learning and inter-connection

The services, initiatives, major initiatives and service performance indicators for each business area are described below.

### Services

Service area	Description of services provided		2022/23	2023/24	2024/25
			Actual \$'000	Forecast \$'000	Budget \$'000
Community Support	<i>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.</i>	Inc	2,378	4,323	3,082
		Exp	3,150	3,626	3,696
		Surplus/ (deficit)	(773)	697	(614)
Early Years	<i>Provides access to affordable and high-quality children's services for people who live and/or work in Hobsons Bay as well as providing support, mentoring, management and advocacy for local early years' service providers.</i>	Inc	645	605	575
		Exp	1,074	1,492	1,354
		Surplus/ (deficit)	(429)	(886)	(779)
Community Child Health	<i>Provides a universal primary health and immunisation service available to all Hobsons Bay families with children from birth to school age.</i>	Inc	1,377	1,373	1,306
		Exp	3,279	3,553	3,572
		Surplus/ (deficit)	(1,902)	(2,180)	(2,265)
Youth Services	<i>Provides generalist youth services for local young people aged 12 to 25 years including a range of social activities, events and recreation and leadership development opportunities, as well as mental health and support services.</i>	Inc	366	289	289
		Exp	1,439	1,488	1,665
		Surplus/ (deficit)	(1,073)	(1,200)	(1,376)
Community Learning and Service Centres	<i>Manages service centres, library branches and community centres that provide customer services, facilitate and guide access to information, programs, lifelong learning, reading and recreation.</i>	Inc	1,290	1,153	1,098
		Exp	7,519	7,917	7,897
		Surplus/ (deficit)	(6,229)	(6,764)	(6,799)
Community Development	<i>Generates key community projects and builds internal and external capacity to deliver inclusive and responsive services that meet the needs of diverse and disadvantaged communities.</i>	Inc	316	39	40
		Exp	2,229	2,644	2,706
		Surplus/ (deficit)	(1,913)	(2,606)	(2,666)

Service area	Description of services provided		2022/23	2023/24	2024/25
			Actual \$'000	Forecast \$'000	Budget \$'000
Community Safety and Compliance	<i>Ensures that parking regulations are enforced, implements local laws, provides animal control service for residents, assists in the protection of the community from the threat of wildfire and ensures that all school crossings are staffed by school crossing supervisors.</i>	Inc	5,248	5,092	5,109
		Exp	4,095	4,441	4,787
		Surplus/ (deficit)	1,153	651	322
Public Health	<i>Ensures the public health of the community by undertaking the responsibilities outlined in the relevant legislations. 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.</i>	Inc	788	801	764
		Exp	1,031	1,063	1,107
		Surplus/ (deficit)	(243)	(262)	(344)
Municipal Building Surveyor	<i>Promotes the safety and compliance of buildings by controlling building permits and carrying out mandated responsibilities in accordance with the relevant laws and regulations.</i>	Inc	534	557	617
		Exp	749	926	829
		Surplus/ (deficit)	(215)	(369)	(212)
Planning Investigations	<i>Ensures compliance of development to planning and building requirements by conducting investigations and taking compliance and enforcement actions.</i>	Inc	59	60	57
		Exp	407	440	486
		Surplus/ (deficit)	(347)	(380)	(429)
Social Planning	<i>Investigates and expands Council's understanding of the current and future population needs, 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.</i>	Inc	0	0	0
		Exp	758	707	710
		Surplus/ (deficit)	(758)	(707)	(710)
Planning Operations	<i>Provides front end customer service with regards to planning issues, administrative support, systems and improvements support to the Planning, Building and Health Service areas.</i>	Inc	0	0	0
		Exp	325	344	246
		Surplus/ (deficit)	(325)	(344)	(246)

#### Major Initiatives

- 1) Hobsons Bay Affordable Housing Trust. The Affordable Housing Trust will provide housing to low-income households with a connection to Hobsons Bay.  
*Continuing from 2023-24*
- 2) Centres of Excellence Strategy 2022-2027.  
*Continuing from 2023-24*

**Service Performance Outcome Indicators\*\***

<b>Service area</b>	<b>Indicator</b>	<b>2022/23 Actual</b>	<b>2023/24 Forecast</b>	<b>2024/25 Budget</b>
Maternal and Child Health	Participation in the MCH service (Percentage of children enrolled who participate in the MCH service)	68.4%	69.4%	70.4%
	<i>Participation in MCH service by Aboriginal children (Percentage of Aboriginal children enrolled who participate in the MCH service)</i>	80.7%	81.7%	82.7%
Libraries	Participation	11.5%	12.5%	13.5%
Animal Management	Health and safety	100.0%	100.0%	100.0%
Food safety	Health and safety	99.1%	99.1%	99.1%
Aquatic Facilities	Utilisation	N/A	N/A	N/A

\*\*refer to table in section 2.5 for information on the calculation of Service Performance Outcome Indicators.



## 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 ”

Council will work towards achieving this through the following strategies in addition to delivering ongoing core services:

- 2.1 Increase resource recovery and reducing landfill across Council's waste services and improve the customer experience of waste services
- 2.2 Enhance protection, preservation and promotion of our coastal environment and wetlands/waterways, biodiversity and natural areas
- 2.3 Increase tree canopy cover within Hobsons Bay to reduce the urban heat island effect, improve air quality and enhance general amenity
- 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

The services, initiatives, major initiatives and service performance indicators for each business area are described below.

### Services

Service area	Description of services provided		2022/23	2023/24	2024/25
			Actual \$'000	Forecast \$'000	Budget \$'000
Environment and Sustainability	<i>Delivers municipal waste and recycling services to the Hobsons Bay community and develops and delivers waste, litter and sustainability policy, strategy, programs and events, as well as provides oversight on Council's response to climate change.</i>	Inc	131	90	53
		Exp	11,930	14,537	15,727
		Surplus/ (deficit)	(11,799)	(14,447)	(15,674)
Parks, Gardens and Conservation	<i>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.</i>	Inc	399	181	162
		Exp	11,494	11,066	11,066
		Surplus/ (deficit)	(11,095)	(10,885)	(10,903)

### Major Initiatives

- 1) Wetlands Centre Development. Development of concept, detail design and contract documentation including stakeholder engagement for a state-of-the-art sustainability-focussed Wetlands Centre in Hobsons Bay to increase community education and participation in the preservation of the local environment.  
*Continuing from 2023/24*
- 2) Tree Planting – Urban Forest Strategy. Tree planting and establishment maintenance along streets, pathways and in public open space. To achieve 30 percent canopy cover by 2040, the Urban Forest Program will plant some 8000 to 8500 semi-advanced trees per year.  
*Continuing from 2023-24*

**Service Performance Outcome Indicators\*\***

<b>Service area</b>	<b>Indicator</b>	<b>2022/23 Actual</b>	<b>2023/24 Forecast</b>	<b>2024/25 Budget</b>
Waste collection	Waste diversion	53.13%	53.00%	53.00%

\*\*refer to table in section 2.5 for information on the calculation of Service Performance Outcome Indicators.

## 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 ”



Council will work towards achieving this through the following strategies in addition to delivering ongoing core services:

- 1.1 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
- 1.2 Increase economic and tourism opportunities that capitalise on our cultural and creative strengths
- 1.3 Continued commitment to the delivery of the Better Places Program
- 1.4 Increase participation in recreation activities across the community
- 1.5 Ensure land use and development supports high amenity, sustainability, exemplary design and responds to neighbourhood context

The services, initiatives, major initiatives and service performance indicators for each business area are described below.

### Services

Service area	Description of services provided		2022/23	2023/24	2024/25
			Actual \$'000	Forecast \$'000	Budget \$'000
Economic Development	<i>Provides business development, investment attraction and facilitation, training workshops and programs, support to the business community, industry partnerships, tourism and sister cities.</i>	Inc	13	48	27
		Exp	920	1,008	1,075
		Surplus/ (deficit)	(906)	(959)	(1,048)
Events and Visitor Services	<i>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.</i>	Inc	216	72	61
		Exp	989	1,053	1,067
		Surplus/ (deficit)	(773)	(981)	(1,007)
Venues	<i>Manages the use of Council-owned Cultural venues, oversees venue management in relation to functions and bookings, programs, promotes and presents performing arts program, supports local theatre companies heritage conservation management and capital works.</i>	Inc	546	481	501
		Exp	973	980	1,048
		Surplus/ (deficit)	(427)	(499)	(546)
Arts and Culture	<i>Provides visual arts, public art, cultural development, heritage, Indigenous culture, cultural collections, festival and events, arts spaces, policy and strategy development.</i>	Inc	11	24	29
		Exp	1,444	1,566	1,285
		Surplus/ (deficit)	(1,433)	(1,542)	(1,256)



Service area	Description of services provided		2022/23	2023/24	2024/25
			Actual \$'000	Forecast \$'000	Budget \$'000
Sport and Recreation	<i>Manages and optimises the use of Council's sport, recreation and community facilities and increases participation in sport and recreation.</i>	Inc	151	135	160
		Exp	936	1,000	921
		Surplus/ (deficit)	(785)	(865)	(761)
Strategic Planning	<i>Considers planning scheme amendments, works through planning projects and develops policy that directs future land use outcomes within the municipality.</i>	Inc	31	0	6
		Exp	1,049	1,412	1,717
		Surplus/ (deficit)	(1,017)	(1,412)	(1,711)
Statutory Planning	<i>Assesses and provides advice in relation to planning application approvals under the Hobsons Bay Planning Scheme and the related legislations, 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.</i>	Inc	2,470	2,097	1,997
		Exp	3,795	4,199	3,975
		Surplus/ (deficit)	(1,325)	(2,102)	(1,978)
Open Space and City Design	<i>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.</i>	Inc	0	0	0
		Exp	1,012	1,039	996
		Surplus/ (deficit)	(1,012)	(1,039)	(996)

### Major Initiatives

- 1) Better Places - Spotswood and South Kingsville. Includes Hudsons Road drainage, improvements around Mary Street Reserve, traffic calming works along Hudsons Road and the Avenue, as well as the streetscape improvements Hall Street.  
*Continuing from 2023-24*
- 2) Better Places - Laverton. Includes Woods Street/Lohse Street Village Masterplan, park upgrades, wayfinding signage implementation, Laverton school's precinct traffic safety improvements, Maher Road traffic calming work, and road rehabilitation for Ascot Street, Balmoral Street, Grace Street and Railway Avenue.  
*Continuing from 2023-24*
- 3) Better Places - Brooklyn and Altona North. A place guide for Better Places Brooklyn and Altona North was adopted in 2022 which identified 9 initiatives for future implementation.  
*Continuing from 2023-24*
- 4) Better Places - Seabrook and Altona Meadows. Includes local clean up blitz activities, pop up 'catch me at' places for local community activation, the upgrade of Pipeline Reserve, Alma Avenue Reserve, and the continued design and advocacy for the Wetlands Centre, Western Aquatic and Early Years Centre and the Queen Street Bridge.

**Service Performance Outcome Indicators\*\***

<b>Service area</b>	<b>Indicator</b>	<b>2022/23 Actual</b>	<b>2023/24 Forecast</b>	<b>2024/25 Budget</b>
Statutory planning	Service standard	51.42%	69.50%	65.00%

\*\*refer to table in section 2.5 for information on the calculation of Service Performance Outcome Indicators.

## 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 ”

Council will work towards achieving this through the following strategies in addition to delivering ongoing core services:

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

The services, initiatives, major initiatives and service performance indicators for each business area are described below.

### Services

Service area	Description of services provided		2022/23	2023/24	2024/25
			Actual \$'000	Forecast \$'000	Budget \$'000
Works and Operation	<i>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.</i>	Inc	10	24	4
		Exp	2,864	2,057	1,738
		Surplus/ (deficit)	(2,854)	(2,033)	(1,734)
Roads and Drainage	<i>Ensures roads, drainages and pathways are in safe and useable condition for all residents and visitors.</i>	Inc	1,507	921	1,360
		Exp	5,847	5,952	6,360
		Surplus/ (deficit)	(4,340)	(5,031)	(4,999)
Facilities Maintenance	<i>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.</i>	Inc	540	524	526
		Exp	7,053	8,159	8,294
		Surplus/ (deficit)	(6,512)	(7,634)	(7,769)
Capital Works	<i>Project manages the development, renewal and upgrade of community infrastructure.</i>	Inc	0	0	0
		Exp	189	140	182
		Surplus/ (deficit)	(189)	(140)	(182)
Engineering Services	<i>Provides a range of civil engineering services from community engagement, concept plans to final construction.</i>	Inc	0	0	0
		Exp	249	237	184
		Surplus/ (deficit)	(249)	(237)	(184)
Transport and Engineering Developments	<i>Plans and provides technical guidance to transport and parking management and drainage infrastructure to the community, internal stakeholders and external government agencies.</i>	Inc	192	175	196
		Exp	3,170	3,502	3,733
		Surplus/ (deficit)	(2,979)	(3,327)	(3,538)

Service area	Description of services provided		2022/23	2023/24	2024/25
			Actual \$'000	Forecast \$'000	Budget \$'000
Renewal and Programming	Supports the preparation of the forward capital program including the development of a detailed 5-year capital works program, plans and facilitates the capital works program budgeting process and delivers the assigned capital works projects.	Inc	0	0	0
		Exp	464	524	688
		Surplus/ (deficit)	(464)	(524)	(688)
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.	Inc	0	0	0
		Exp	1,390	913	945
		Surplus/ (deficit)	(1,390)	(913)	(945)
Strategic Projects	Leads and delivers major capital projects, service improvement projects and Council's advocacy on the Victorian Government's infrastructure projects.	Inc	555	565	540
		Exp	404	416	377
		Surplus/ (deficit)	151	149	163
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.	Inc	119	180	180
		Exp	3,720	3,566	4,013
		Surplus/ (deficit)	(3,600)	(3,386)	(3,833)

### Major Initiatives

- 1) Hannan Street, Williamstown, from Esplanade to Collins Street  
Continuing from 2023-24.

### Service Performance Outcome Indicators\*\*

Service area	Indicator	2022/23	2023/24	2024/25
		Actual	Forecast	Budget
Roads	Condition	92.6%	95.0%	95.0%

\*\*refer to table in section 2.5 for information on the calculation of Service Performance Outcome Indicators.



## 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 ”

Council will work towards achieving this through the following strategies in addition to delivering ongoing core services:

- 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
- 5.2 Transform residents' experience across all Council services through simplifying our processes, fostering a customer first culture and enhancing digital services
- 5.3 Deliver value for money – continuous improvement while safeguarding the long-term financial sustainability of Council
- 5.4 Enhance transparency, accountability and good governance practice

The services, initiatives, major initiatives and service performance indicators for each business area are described below.

### Services

Service area	Description of services provided		2022/23	2023/24	2024/25
			Actual \$'000	Forecast \$'000	Budget \$'000
Risk, Audit and Emergency Management	<i>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.</i>	Inc	0	0	0
		Exp	197	513	324
		Surplus/ (deficit)	(197)	(513)	(324)
Strategic Communications	<i>Provides all communications and community relations advice, policy, protocol and delivery.</i>	Inc	0	0	0
		Exp	1,293	1,394	1,617
		Surplus/ (deficit)	(1,293)	(1,394)	(1,617)
Community Engagement and Advocacy	<i>Provision of advice to work areas in the design, delivery and evaluation of engagement and advocacy activity</i>	Inc	0	0	0
		Exp	738	637	881
		Surplus/ (deficit)	(738)	(637)	(881)
Finance	<i>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.</i>	Inc	6	5	5
		Exp	1,043	1,151	1,203
		Surplus/ (deficit)	(1,037)	(1,146)	(1,198)
Revenue	<i>Oversees Council rates, ensuring that the correct rates are raised, and the charges are effectively collected.</i>	Inc	291	299	229
		Exp	937	830	756
		Surplus/ (deficit)	(646)	(532)	(527)

Service area	Description of services provided		2022/23	2023/24	2024/25
			Actual \$'000	Forecast \$'000	Budget \$'000
Procurement and Contracts	<i>Coordinates the delivery of Council's procurement to ensure compliance with best value principles, Councils 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.</i>	Inc	4	5	0
		Exp	574	677	708
		Surplus/ (deficit)	(570)	(672)	(708)
Governance and Information Management	<i>Provides a range of Council governance functions, including Council meetings and timely advice and support in statutory compliance and information management services.</i>	Inc	7	1	1
		Exp	1,194	1,133	1,846
		Surplus/ (deficit)	(1,187)	(1,133)	(1,845)
Digital Operations and Transformation	<i>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.</i>	Inc	0	0	0
		Exp	6,575	7,207	7,612
		Surplus/ (deficit)	(6,575)	(7,207)	(7,612)
Human Resources	<i>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.</i>	Inc	0	0	0
		Exp	1,761	2,055	2,111
		Surplus/ (deficit)	(1,761)	(2,055)	(2,111)
Occupational Health and Safety	<i>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.</i>	Inc	0	8	0
		Exp	36	40	88
		Surplus/ (deficit)	(36)	(32)	(88)
Organisational Culture and Development	<i>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.</i>	Inc	0	0	0
		Exp	387	708	650
		Surplus/ (deficit)	(387)	(708)	(650)
Legal and Performance Reporting	<i>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.</i>	Inc	0	0	0
		Exp	268	490	502
		Surplus/ (deficit)	(268)	(490)	(502)

Service area	Description of services provided		2022/23	2023/24	2024/25
			Actual \$'000	Forecast \$'000	Budget \$'000
Councillor Support and CEO's Office	<i>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.</i>	Inc	0	12	0
		Exp	3,192	2,726	2,457
		Surplus/ (deficit)	(3,192)	(2,714)	(2,457)
Business Transformation	<i>Enables Council to develop a better way of working through collaboration, rigorous analysis of options, a focus on customer experience and great digital transformation.</i>	Inc	0	0	0
		Exp	639	712	875
		Surplus/ (deficit)	(639)	(712)	(875)
Property and Insurance	<i>Manages all current physical property assets owned, managed, controlled, leased or licenced by Council. Manages Council's insurance ensuring comprehensive cover and management of claims.</i>	Inc	3,006	3,003	2,835
		Exp	2,666	3,177	3,696
		Surplus/ (deficit)	340	(174)	(861)

#### Major Initiatives

- 1) Implement Community Relationship Management (CRM) system including online payment processes. To improve customer experience and management.  
*Continuing from 2023-24*
- 2) Customer Experience Transformation (CX 2.0). To improve processes and interactions between Council and its Community ensuring processes are simple, transparent and accessible.  
*Continuing from 2023-24*
- 3) Property Strategy. To facilitate to management of Council's portfolio consisting of both Crown and Freehold Land and Building.  
*Continuing from 2023-24*
- 4) Project Unify - Finance and Assets System Replacement. Aligning with Councils Community Relationship Management (CRM) system and Electronic Document Management system to create a single integrated platform for a better customer experience.

#### Service Performance Outcome Indicators\*\*

Service area	Indicator	2022/23	2023/24	2024/25
		Actual	Forecast	Budget
Governance	Consultation and engagement	56	56	56

\*\*refer to table in section 2.5 for information on the calculation of Service Performance Outcome Indicators.

## 2.5 Service Performance Outcome Indicators

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



## 2.6 Reconciliation with budgeted operating result

Strategic Objectives	Surplus / (Deficit) \$'000	Expenditure \$'000	Revenue \$'000
COMMUNITY			
- Healthy, Equitable and Thriving Communities	16,118	29,054	12,936
ENVIRONMENT			
- Valuing our Environment	26,577	26,792	216
PLACE, RECREATION and ECONOMY			
- Vibrant Place and Economy	9,303	12,083	2,781
COMMUNITY INFRASTRUCTURE			
- Visionary Community Infrastructure	23,710	26,515	2,806
ORGANISATION			
- A High Performing Organisation	22,255	25,325	3,070
<b>Total</b>	<b>97,963</b>	<b>119,771</b>	<b>21,808</b>
<b><i>Expenses added in:</i></b>			
Depreciation	33,156		
Amortisation	312		
Finance costs	1,083		
Other	2,546		
<b><i>Deficit before funding sources</i></b>	<b>135,060</b>		
<b><i>Funding sources added in:</i></b>			
Rates & charges revenue	122,066		
Waste charge revenue	14,110		
Other	7,706		
Capital grants and contributions	4,137		
<b><i>Total funding sources</i></b>	<b>148,018</b>		
<b>Surplus/(deficit) for the year</b>	<b>12,959</b>		



### 3. Financial statements



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

Comprehensive Income Statement  
Balance Sheet  
Statement of Changes in Equity  
Statement of Cash Flows  
Statement of Capital Works  
Statement of Human Resources

## Comprehensive Income Statement

For the four years ending 30 June 2028

	Forecast		Projections		
	Actual	Budget	2025/26	2026/27	2027/28
	2023/24	2024/25	2025/26	2026/27	2027/28
NOTES	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Income / Revenue</b>					
Rates and charges	131,942	136,176	141,476	145,847	149,947
Statutory fees and fines	5,492	5,490	5,655	5,825	6,000
User fees	5,217	5,136	5,290	5,449	5,613
Grants - Operating	10,298	10,270	10,495	10,758	11,027
Grants - Capital	4,974	4,137	8,492	2,740	492
Contributions - monetary	4,529	4,054	4,684	4,353	3,096
Contributions - non-monetary assets	-	-	-	-	-
Net gain on disposal of property, infrastructure, plant and equipment	52	196	194	194	194
Fair value adjustments for investment property	-	-	-	-	-
Share of net profits/(losses) of associates and joint ventures	-	-	-	-	-
Other income	4,881	4,564	4,688	4,887	5,451
<b>Total Income / Revenue</b>	<b>167,386</b>	<b>170,022</b>	<b>180,975</b>	<b>180,052</b>	<b>181,818</b>
<b>Expenses</b>					
Employee costs	61,213	64,103	66,484	69,143	71,909
Materials and services	54,848	56,571	55,629	57,249	57,782
Depreciation	31,854	33,156	33,985	34,835	35,706
Amortisation - intangible assets	-	-	-	-	-
Depreciation - right of use assets	371	312	317	317	317
Allowance for impairment losses	693	690	690	690	690
Borrowing costs	822	1,065	1,179	834	678
Finance Costs - leases	36	18	4	34	18
Other expenses	1,199	1,148	1,177	1,206	1,237
<b>Total Expenses</b>	<b>151,036</b>	<b>157,063</b>	<b>159,464</b>	<b>164,308</b>	<b>168,336</b>
<b>Surplus/(deficit) for the year</b>	<b>16,350</b>	<b>12,959</b>	<b>21,510</b>	<b>15,744</b>	<b>13,483</b>
<b>Other comprehensive income</b>					
<b>Items that will not be reclassified to surplus or deficit in future periods</b>					
Net asset revaluation gain /(loss)	-	-	-	-	-
Share of other comprehensive income of associates and joint ventures	-	-	-	-	-
<b>Items that may be reclassified to surplus or deficit in future periods</b>					
-	-	-	-	-	-
<b>Total other comprehensive income</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total comprehensive result</b>	<b>16,350</b>	<b>12,959</b>	<b>21,510</b>	<b>15,744</b>	<b>13,483</b>

## Balance Sheet

For the four years ending 30 June 2028

		Forecast Actual	Budget	Projections		
	NOTES	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000
<b>Assets</b>						
<b>Current assets</b>						
Cash and cash equivalents		10,899	10,746	10,235	10,790	10,745
Trade and other receivables		19,196	16,922	16,358	15,602	14,713
Other financial assets		22,001	24,001	27,001	38,001	40,001
Inventories		27	27	27	27	27
Prepayments		1,225	1,225	1,225	1,225	1,225
Non-current assets classified as held for sale		-	-	-	-	-
Contract assets		-	-	-	-	-
Other assets		213	213	213	213	213
<b>Total current assets</b>	<b>4.2.1</b>	<b>53,561</b>	<b>53,134</b>	<b>55,058</b>	<b>65,858</b>	<b>66,924</b>
<b>Non-current assets</b>						
Trade and other receivables		158	115	115	115	115
Other financial assets		1	1	1	1	1
Non-current assets classified as held for sale		2,789	2,789	2,789	2,789	2,789
Property, infrastructure, plant & equipment		1,575,229	1,593,916	1,606,363	1,609,075	1,619,030
Right-of-use assets	4.2.4	651	422	983	692	422
Investment property		14,880	14,880	14,880	14,880	14,880
<b>Total non-current assets</b>	<b>4.2.1</b>	<b>1,593,708</b>	<b>1,612,122</b>	<b>1,625,131</b>	<b>1,627,551</b>	<b>1,637,237</b>
<b>Total assets</b>		<b>1,647,269</b>	<b>1,665,257</b>	<b>1,680,189</b>	<b>1,693,409</b>	<b>1,704,161</b>
<b>Liabilities</b>						
<b>Current liabilities</b>						
Trade and other payables		14,785	15,155	15,534	15,922	16,320
Trust funds and deposits		10,172	10,426	10,687	10,954	11,228
Contract and other liabilities		-	-	-	-	-
Unearned income/revenue		3,926	3,926	3,926	3,926	3,926
Provisions		12,583	12,897	13,413	13,950	14,508
Interest-bearing liabilities	4.2.3	2,387	8,367	3,516	3,673	3,836
Lease liabilities	4.2.4	677	411	429	677	411
<b>Total current liabilities</b>	<b>4.2.2</b>	<b>44,531</b>	<b>51,182</b>	<b>47,505</b>	<b>49,102</b>	<b>50,229</b>
<b>Non-current liabilities</b>						
Provisions		1,083	1,111	1,155	1,201	1,249
Interest-bearing liabilities	4.2.3	22,157	20,579	17,065	13,395	9,561
Lease liabilities	4.2.4	206	134	703	206	134
<b>Total non-current liabilities</b>	<b>4.2.2</b>	<b>23,446</b>	<b>21,824</b>	<b>18,923</b>	<b>14,801</b>	<b>10,944</b>
<b>Total liabilities</b>		<b>67,976</b>	<b>73,006</b>	<b>66,428</b>	<b>63,903</b>	<b>61,173</b>
<b>Net assets</b>		<b>1,579,292</b>	<b>1,592,251</b>	<b>1,613,762</b>	<b>1,629,506</b>	<b>1,642,988</b>
<b>Equity</b>						
Accumulated surplus		657,688	673,860	696,519	704,698	720,828
Reserves		921,605	918,391	917,242	924,808	922,160



### Statement of Changes in Equity

For the four years ending 30 June 2028

	NOTES	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
<b>2023-24 Forecast Actual</b>					
Balance at beginning of the financial year		1,562,942	626,005	908,540	28,398
Surplus/(deficit) for the year		16,350	16,350	-	-
Net asset revaluation gain/(loss)		-	-	-	-
Transfers to other reserves		37,228	26,280	-	10,947
Transfers from other reserves		(37,228)	(10,947)	-	(26,280)
<b>Balance at end of the financial year</b>		<b>1,579,292</b>	<b>657,688</b>	<b>908,540</b>	<b>13,065</b>
<b>2024-25 Budget</b>					
Balance at beginning of the financial year		1,579,292	657,688	908,540	13,065
Surplus/(deficit) for the year		12,959	12,959	-	-
Net asset revaluation gain/(loss)		-	-	-	-
Transfers to other reserves	4.3.1	19,658	11,436	-	8,222
Transfers from other reserves	4.3.1	(19,658)	(8,222)	-	(11,436)
<b>Balance at end of the financial year</b>	<b>4.3.2</b>	<b>1,592,251</b>	<b>673,860</b>	<b>908,540</b>	<b>9,851</b>
<b>2025-26</b>					
Balance at beginning of the financial year		1,592,251	673,860	908,540	9,851
Surplus/(deficit) for the year		21,510	21,510	-	-
Net asset revaluation gain/(loss)		-	-	-	-
Transfers to other reserves		18,079	9,614	-	8,465
Transfers from other reserves		(18,079)	(8,465)	-	(9,614)
<b>Balance at end of the financial year</b>		<b>1,613,762</b>	<b>696,519</b>	<b>908,540</b>	<b>8,703</b>
<b>2026-27</b>					
Balance at beginning of the financial year		1,613,762	696,519	908,540	8,703
Surplus/(deficit) for the year		15,744	15,744	-	-
Net asset revaluation gain/(loss)		-	-	-	-
Transfers to other reserves		17,236	4,835	-	12,400
Transfers from other reserves		(17,236)	(12,400)	-	(4,835)
<b>Balance at end of the financial year</b>		<b>1,629,506</b>	<b>704,698</b>	<b>908,540</b>	<b>16,268</b>
<b>2027-28</b>					
Balance at beginning of the financial year		1,629,506	704,698	908,540	16,268
Surplus/(deficit) for the year		13,483	13,483	-	-
Net asset revaluation gain/(loss)		-	-	-	-
Transfers to other reserves		19,333	10,990	-	8,343
Transfers from other reserves		(19,333)	(8,343)	-	(10,990)
<b>Balance at end of the financial year</b>		<b>1,642,988</b>	<b>720,828</b>	<b>908,540</b>	<b>13,620</b>

**Statement of Cash Flows**

For the four years ending 30 June 2028

	Forecast					
	Actual	Budget	Projections			
	2023/24	2024/25	2025/26	2026/27	2027/28	
	\$'000	\$'000	\$'000	\$'000	\$'000	
NOTES	Inflows	Inflows	Inflows	Inflows	Inflows	
	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	
<b>Cash flows from operating activities</b>						
Rates and charges	131,942	138,792	142,414	146,956	151,160	
Statutory fees and fines	5,492	5,490	5,655	5,825	6,000	
User fees	5,217	4,751	4,917	5,096	5,289	
Grants – operating	10,298	10,270	10,495	10,758	11,027	
Grants - capital	4,974	4,137	8,492	2,740	492	
Contributions - monetary	4,529	4,054	4,684	4,353	3,096	
Interest received	1,521	1,362	1,390	1,489	1,952	
Trust funds and deposits taken	-	-	-	-	-	
Other receipts	4,881	4,564	4,688	4,887	5,451	
Net GST refund / payment	-	-	-	-	-	
Employee costs	(60,880)	(63,761)	(65,923)	(68,561)	(71,303)	
Materials and services	(56,047)	(57,350)	(56,427)	(58,067)	(58,621)	
Short-term, low value and variable lease payments	-	-	-	-	-	
Trust funds and deposits repaid	-	-	-	-	-	
Other payments	-	-	-	-	-	
<b>Net cash provided by/(used in) operating activities</b>	<b>4.4.1</b>	<b>51,928</b>	<b>52,308</b>	<b>60,385</b>	<b>55,477</b>	<b>54,542</b>
<b>Cash flows from investing activities</b>						
Payments for property, infrastructure, plant and equipment	(69,344)	(54,191)	(48,745)	(39,965)	(48,630)	
Proceeds from sale of property, infrastructure, plant and equipment	202	396	394	394	394	
Payments for investments	(2,000)	(2,000)	(3,000)	(11,000)	(2,000)	
Proceeds from sale of investments	-	-	-	-	-	
Payments of loans and advances	-	-	-	-	-	
<b>Net cash provided by/ (used in) investing activities</b>	<b>4.4.2</b>	<b>(71,142)</b>	<b>(55,796)</b>	<b>(51,352)</b>	<b>(50,572)</b>	<b>(50,237)</b>
<b>Cash flows from financing activities</b>						
Finance costs	(822)	(1,065)	(1,179)	(834)	(678)	
Proceeds from borrowings	7,000	7,000	-	-	-	
Repayment of borrowings	(1,665)	(2,600)	(8,367)	(3,516)	(3,673)	
Interest paid - lease liability	-	-	-	-	-	
Repayment of lease liabilities	-	-	-	-	-	
<b>Net cash provided by/(used in) financing activities</b>	<b>4.4.3</b>	<b>4,513</b>	<b>3,335</b>	<b>(9,545)</b>	<b>(4,350)</b>	<b>(4,351)</b>
<b>Net increase/(decrease) in cash &amp; cash equivalents</b>		<b>(14,700)</b>	<b>(152)</b>	<b>(511)</b>	<b>555</b>	<b>(45)</b>
Cash and cash equivalents at the beginning of the financial year		<b>25,599</b>	<b>10,899</b>	<b>10,746</b>	<b>10,235</b>	<b>10,790</b>
<b>Cash and cash equivalents at the end of the financial year</b>		<b>10,899</b>	<b>10,746</b>	<b>10,235</b>	<b>10,790</b>	<b>10,745</b>

## Statement of Capital Works

For the four years ending 30 June 2028

	NOTES	Forecast	Budget	Projections		
		Actual 2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000
<b>Property</b>						
Land		-	-	-	-	-
<b>Total land</b>		-	-	-	-	-
Buildings		22,504	12,740	14,600	7,305	3,750
Heritage buildings		150	680	-	10	10
<b>Total buildings</b>		<b>22,654</b>	<b>13,420</b>	<b>14,600</b>	<b>7,315</b>	<b>3,760</b>
<b>Total property</b>		<b>22,654</b>	<b>13,420</b>	<b>14,600</b>	<b>7,315</b>	<b>3,760</b>
<b>Plant and equipment</b>						
Heritage plant and equipment		50	-	-	-	-
Plant, machinery and equipment		3,353	3,570	3,500	2,550	2,700
Fixtures, fittings and furniture		308	-	-	-	-
Computers and telecommunications		1,146	1,220	1,170	1,230	1,300
Library books		621	1,000	1,000	1,000	1,000
<b>Total plant and equipment</b>		<b>5,478</b>	<b>5,790</b>	<b>5,670</b>	<b>4,780</b>	<b>5,000</b>
<b>Infrastructure</b>						
Roads		16,171	10,845	15,295	14,835	19,595
Bridges		1,149	2,055	250	250	250
Footpaths and cycleways		1,818	1,618	1,400	1,360	1,795
Drainage		2,273	3,155	4,345	4,655	9,675
Recreational, leisure and community facilities		2,156	680	300	2,335	3,120
Parks, open space and streetscapes		11,921	13,903	6,110	4,085	5,085
Waste management		969	1,400	500	-	-
Off street car parks		3,034	850	250	350	350
Other infrastructure		1,720	475	25	-	-
<b>Total infrastructure</b>		<b>41,211</b>	<b>34,981</b>	<b>28,475</b>	<b>27,870</b>	<b>39,870</b>
<b>Total capital works expenditure</b>	<b>4.5.1</b>	<b>69,344</b>	<b>54,191</b>	<b>48,745</b>	<b>39,965</b>	<b>48,630</b>
<b>Expenditure types represented by:</b>						
New asset expenditure		22,898	4,608	1,030	730	645
Asset renewal expenditure		21,006	23,755	24,800	26,585	25,515
Asset upgrade expenditure		25,439	25,828	22,915	12,650	22,470
<b>Total capital works expenditure</b>	<b>4.5.1</b>	<b>69,344</b>	<b>54,191</b>	<b>48,745</b>	<b>39,965</b>	<b>48,630</b>
<b>Funding sources represented by:</b>						
Grants		4,974	4,137	8,492	2,740	492
Contributions		11	-	-	-	-
Council cash		57,359	43,055	40,253	37,225	48,138
Borrowings		7,000	7,000	-	-	-
<b>Total capital works expenditure</b>	<b>4.5.1</b>	<b>69,344</b>	<b>54,191</b>	<b>48,745</b>	<b>39,965</b>	<b>48,630</b>

## Statement of Human Resources

For the four years ending 30 June 2028

	Forecast	Budget	Projections		
	Actual				
	2023/24	2024/25	2025/26	2026/27	2027/28
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Staff expenditure</b>					
Employee costs - operating	61,213	64,103	66,484	69,143	71,909
Employee costs - capital	2,897	3,914	4,070	4,233	4,403
<b>Total staff expenditure</b>	<b>64,110</b>	<b>68,017</b>	<b>70,554</b>	<b>73,377</b>	<b>76,311</b>
	<b>FTE</b>	<b>FTE</b>	<b>FTE</b>	<b>FTE</b>	<b>FTE</b>
<b>Staff numbers</b>					
Employees	568.9	587.5	583.5	583.5	583.5
<b>Total staff numbers</b>	<b>568.9</b>	<b>587.5</b>	<b>583.5</b>	<b>583.5</b>	<b>583.5</b>

Additional staff numbers have been included as a result of bringing some City Works and Amenities services in house, including:

- City and Foreshore Cleansing (6.0 FTE)
- Facilities maintenance, works and operations (4.5 FTE)
- Drainage maintenance (5.0 FTE)
- Laneway maintenance and street sweeping (2.0 FTE)

Other increases to FTE include:

- Trainee arborist previously employed as an agency apprentice (1.0 FTE)
- Temporary Information Management Officer (1.0 FTE)

Overall employee costs have increased by 4.7 per cent. Significant increases compared to the 2023-24 forecast are for the Enterprise Agreement increase of 1.5 per cent (\$826,000), superannuation including the legislative increase of 0.5 per cent (\$612,000) and the Workcover premium (\$390,000).

The additional employee costs in relation to bringing some City Works and Amenities services in house is \$1.28 million. These additional employee costs will have a long-term financial benefit by reducing future escalating contract costs within materials and services.

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

Department	Budget 2024/25 \$'000	Comprises			
		Permanent		Casual	Temporary
		Full Time \$'000	Part time \$'000	\$'000	\$'000
Chief Executive's Office	3,019	2,590	175	149	106
Corporate Services	19,994	13,654	3,474	1,494	1,372
Sustainable Communities	21,055	13,480	5,209	805	1,561
Infrastructure & City Services	19,247	16,529	562	-	2,156
Total permanent staff expenditure	63,315	46,253	9,420	2,447	5,194
Other employee related expenditure	788				
Capitalised labour costs	3,914				
<b>Total expenditure</b>	<b>68,017</b>				



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

Department	Budget 2024/25	Comprises			
		Permanent Full Time	Part time	Casual	Temporary
Chief Executive's Office	21.3	17.0	1.6	1.7	1.0
Corporate Services	174.9	113.2	35.7	14.1	11.9
Sustainable Communities	174.3	109.1	46.4	6.2	12.6
Infrastructure & City Services	186.6	160.9	4.6	-	21.1
	<b>557.1</b>	<b>400.2</b>	<b>88.3</b>	<b>22.0</b>	<b>46.6</b>
Capitalised labour costs	30.4				
<b>Total staff</b>	<b>587.5</b>				

## Statement of Human Resources

For the four years ending 30 June 2028

	2024/25	2025/26	2026/27	2027/28
	\$'000	\$'000	\$'000	\$'000
<b>Chief Executive's Office</b>				
Permanent - Full time				
Women	1,499	1,555	1,617	1,682
Men	829	860	894	930
Persons of self-described gender	-	-	-	-
Vacant	262	271	282	294
Permanent - Part time				
Women	77	79	83	86
Men	-	-	-	-
Persons of self-described gender	-	-	-	-
Vacant	98	102	106	110
<b>Total Chief Executive's Office</b>	<b>2,765</b>	<b>2,867</b>	<b>2,982</b>	<b>3,101</b>
<b>Corporate Services</b>				
Permanent - Full time				
Women	7,584	7,865	8,180	8,507
Men	5,272	5,467	5,686	5,913
Persons of self-described gender	-	-	-	-
Vacant	1,043	1,082	1,125	1,170
Permanent - Part time				
Women	2,509	2,603	2,707	2,815
Men	563	584	607	631
Persons of self-described gender	-	-	-	-
Vacant	405	421	437	455
<b>Total Corporate Services</b>	<b>17,377</b>	<b>18,022</b>	<b>18,743</b>	<b>19,492</b>
<b>Sustainable Communities</b>				
Permanent - Full time				
Women	8,482	8,797	9,149	9,515
Men	5,491	5,695	5,923	6,159
Persons of self-described gender	-	-	-	-
Vacant	240	248	258	269
Permanent - Part time				
Women	4,750	4,926	5,123	5,328
Men	75	78	81	85
Persons of self-described gender	-	-	-	-
Vacant	509	528	549	571
<b>Total Sustainable Communities</b>	<b>19,547</b>	<b>20,273</b>	<b>21,084</b>	<b>21,928</b>

	2024/25	2025/26	2026/27	2027/28
	\$'000	\$'000	\$'000	\$'000
<b>Infrastructure &amp; City Services</b>				
Permanent - Full time				
Woman	2,673	2,772	2,883	2,998
Man	12,090	12,539	13,041	13,562
Persons of self-described gender	-	-	-	-
Vacant	2,201	2,283	2,374	2,469
Permanent - Part time	-	-	-	-
Woman	558	579	602	626
Man	19	19	20	21
Persons of self-described gender	-	-	-	-
Vacant	-	-	-	-
<b>Total Infrastructure &amp; City Services</b>	<b>17,541</b>	<b>18,192</b>	<b>18,920</b>	<b>19,677</b>
<b>Casuals, temporary and other expenditure</b>	<b>6,874</b>	<b>7,129</b>	<b>7,414</b>	<b>7,710</b>
<b>Capitalised labour costs</b>	<b>3,914</b>	<b>4,070</b>	<b>4,233</b>	<b>4,403</b>
<b>Total staff expenditure</b>	<b>68,017</b>	<b>70,554</b>	<b>73,377</b>	<b>76,311</b>

	2024/25	2025/26	2026/27	2027/28
	FTE	FTE	FTE	FTE
<b>Chief Executive's Office</b>				
Permanent - Full time				
Woman	11.0	11.0	11.0	11.0
Man	4.0	4.0	4.0	4.0
Persons of self-described gender	-	-	-	-
Vacant	2.0	2.0	2.0	2.0
Permanent - Part time				
Woman	0.8	0.8	0.8	0.8
Man	-	-	-	-
Persons of self-described gender	-	-	-	-
Vacant	0.8	0.8	0.8	0.8
<b>Total Chief Executive's Office</b>	<b>18.6</b>	<b>18.6</b>	<b>18.6</b>	<b>18.6</b>
<b>Corporate Services</b>				
Permanent - Full time				
Woman	55.9	55.9	55.9	55.9
Man	36.4	36.4	36.4	36.4
Persons of self-described gender	-	-	-	-
Vacant	20.2	20.2	20.2	20.2
Permanent - Part time				
Woman	25.0	25.0	25.0	25.0
Man	5.0	5.0	5.0	5.0
Persons of self-described gender	-	-	-	-
Vacant	4.8	4.8	4.8	4.8
<b>Total Corporate Services</b>	<b>147.2</b>	<b>147.2</b>	<b>147.2</b>	<b>147.2</b>
<b>Sustainable Communities</b>				
Permanent - Full time				
Woman	61.6	61.6	61.6	61.6
Man	41.5	41.5	41.5	41.5
Persons of self-described gender	-	-	-	-
Vacant	7.9	7.9	7.9	7.9
Permanent - Part time				
Woman	40.7	40.7	40.7	40.7
Man	0.9	0.9	0.9	0.9
Persons of self-described gender	-	-	-	-
Vacant	4.8	4.8	4.8	4.8
<b>Total Sustainable Communities</b>	<b>157.5</b>	<b>157.5</b>	<b>157.5</b>	<b>157.5</b>

	2024/25	2025/26	2026/27	2027/28
	FTE	FTE	FTE	FTE
<b>Infrastructure &amp; City Services</b>				
Permanent - Full time				
Woman	24.4	24.4	24.4	24.4
Man	114.5	114.5	114.5	114.5
Persons of self-described gender	-	-	-	-
Vacant	22.0	22.0	22.0	22.0
Permanent - Part time				
Woman	4.4	4.4	4.4	4.4
Man	0.2	0.2	0.2	0.2
Persons of self-described gender	-	-	-	-
Vacant	0.0	0.0	0.0	0.0
<b>Total Infrastructure &amp; City Services</b>	<b>165.5</b>	<b>165.5</b>	<b>165.5</b>	<b>165.5</b>
<b>Casuals and temporary staff</b>	<b>68.3</b>	<b>64.3</b>	<b>64.3</b>	<b>64.3</b>
<b>Capitalised labour</b>	<b>30.4</b>	<b>30.4</b>	<b>30.4</b>	<b>30.4</b>
<b>Total staff numbers</b>	<b>587.5</b>	<b>583.5</b>	<b>583.5</b>	<b>583.5</b>





## 4. Notes to the financial statements



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

## 4.1 Comprehensive Income Statement

### 4.1.1 Rates and charges

Rates and charges are required by the *Local Government Act 2020* and the Regulations to be disclosed in Council's budget. As per the Act, Council is required to have a Revenue and Rating Plan which is a four-year plan for how Council will generate income to deliver the Council Plan, program and services and capital works commitments over a four-year period.

In developing the Budget, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process.

The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. Rate cap increases for Victorian councils have generally been linked to the forecast movement in the Consumer Price Index (CPI). For 2024-25 the FGRS cap has been set at 2.75 per cent, which is below the All-Groups CPI of 4.1 per cent over the twelve months to the December 2023 quarter. The cap applies to general rates and municipal charges (which Council does not have) and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community. To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate will increase by 2.75 per cent in line with the rate cap.

Service charges for the collection, disposal and processing of garbage, recycling, glass, garden and food waste and hard waste will increase by 7.5 per cent in 2024-25. The increased income, which is not subject to the state government rate cap, is less than the cost of providing the service in 2024-25 as a result of Council's considerable investment to introduce a four-bin system in 2019-20. It is anticipated that the 'waste management' reserve will be in deficit of approximately \$5.618 million by 30 June 2024. Council has decided to progressively recover this investment over future years

Total rate income is expected to increase by 3.2 per cent, raising total rates and charges for 2024-25 to \$136.176 million.

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

	Forecast Actual 2023/24 \$'000	Budget 2024/25 \$'000	Change \$'000	%
General rates*	117,516	121,101	3,585	3.1%
Municipal charge *	-	-	-	-
Waste management charge	13,064	14,110	1,046	8.0%
Supplementary rates	500	400	(100)	(20.0%)
Interest on rates and charges	800	700	(100)	(12.5%)
Council pensioner rebates	(431)	(431)	-	-
Rate Waivers and Relief	(100)	(100)	-	-
Revenue in lieu of rates	594	396	(198)	(33.3%)
<b>Total rates and charges</b>	<b>131,942</b>	<b>136,176</b>	<b>4,233</b>	<b>3.2%</b>

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

Type or class of land	2023/24	2024/25	Change
	cents/\$CIV	cents/\$CIV	
General rate for rateable residential properties	0.201839	0.205502	1.81%
General rate for rateable residential vacant land properties	0.322943	0.349353	8.18%
General rate for rateable commercial properties	0.464229	0.482929	4.03%
General rate for rateable industrial properties	0.686253	0.719257	4.81%
General rate for rateable petro-chemical properties	0.807356	0.822008	1.81%
Rate concession for rateable cultural & recreational properties	0.090828	0.092476	1.81%

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

Type or class of land	2023/24	2024/25	Change	
	Number	Number		%
Residential	74,587,342	76,674,255	2,086,913	2.8%
Residential vacant land	573,506	727,397	153,890	26.8%
Commercial	8,271,925	8,698,990	427,066	5.2%
Industrial	31,200,218	32,774,492	1,574,273	5.0%
Petro-chemical	2,114,498	2,151,639	37,141	1.8%
Cultural and recreational	95,415	74,489	(20,925)	(21.9%)
<b>Total amount to be raised by general rates</b>	<b>116,842,904</b>	<b>121,101,262</b>	<b>4,258,358</b>	<b>3.6%</b>

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

Type or class of land	2023/24	2024/25	Change	
				%
Residential	40,390	40,800	410	1.02%
Residential vacant land	195	202	7	3.59%
Commercial	1,494	1,502	8	0.54%
Industrial	2,104	2,150	46	2.19%
Petro-chemical	17	17	0	0.00%
Cultural and recreational	40	30	(10)	(25.00%)
<b>Total number of assessments</b>	<b>44,240</b>	<b>44,701</b>	<b>461</b>	<b>1.04%</b>

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

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

Type or class of land	2023/24	2024/25	Change	
	\$,000	\$,000	\$,000	%
Residential	36,953,880	37,310,710	356,830	0.97%
Residential vacant land	177,588	208,213	30,625	17.25%
Commercial	1,781,863	1,801,298	19,435	1.09%
Industrial	4,546,460	4,556,715	10,255	0.23%
Petro-chemical	261,904	261,754	(150)	(0.06%)
Cultural and recreational	105,050	80,550	(24,500)	(23.32%)
<b>Total value of land</b>	<b>43,826,745</b>	<b>44,219,240</b>	<b>392,495</b>	<b>0.90%</b>

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

Type of Charge	Per Rateable Property	Per Rateable Property	Change	
	2023/24	2024/25	\$	%
Municipal		Not applicable		

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

Type of Charge	Per Rateable Property	Per Rateable Property	Change	
	2023/24	2024/25	\$	%
Municipal		Not applicable		

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

Type of Charge	2023/24	2024/25	\$,000	%
	\$	\$		
(ST) Base Waste Service Charge for four bins (120L green - food & garden, 120L waste, 240L mixed recycle, 120L glass)	295.10	317.23	22.13	7.5%
(S) Waste Service Charge for properties in MUDs/apartment blocks/villages with shared bins	250.24	269.01	18.77	7.5%
(U1) Upsize waste to 240L	116.85	125.61	8.76	7.5%
(U2) Upsize green - food & garden to 240L	38.96	41.88	2.92	7.5%
UF1 Free Upsize Waste	-	-	-	-
UF2 Free Upsize Med	-	-	-	-
(A1) Additional 240L waste	298.64	321.04	22.40	7.5%
(A2) Additional 120L waste	181.78	195.41	13.63	7.5%
(A3) Additional 240L recycle	116.85	125.61	8.76	7.5%
(A4) Additional 240L green - food & garden	181.78	195.41	13.63	7.5%
(A5) Additional 120L green - food & garden	142.83	153.54	10.71	7.5%
(A6) Additional 120L glass	77.91	83.75	5.84	7.5%
(BRF) Business Reduce Service with FOGO bin	265.59	285.51	19.92	7.5%
(BRG) Business Reduce Service with Glass bin	265.59	285.51	19.92	7.5%
(BRS) Business Reduce Service	265.59	285.51	19.92	7.5%
(BSH) Business Shared	280.34	301.37	21.03	7.5%

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

Type of Charge	2023/24	2024/25	Change	
	\$	\$	\$	%
(ST) Base Waste Service Charge for four bins (120L green - food & garden, 120L waste, 240L mixed recycle, 120L glass)	11,515,904	12,429,804	913,899	7.9%
(S) Waste Service Charge for properties in MUDs/apartment blocks/villages with shared bins	210,703	225,698	14,995	7.1%
(U1) Upsize waste to 240L	456,551	530,592	74,042	16.2%
(U2) Upsize green - food & garden to 240L	630,410	678,070	47,659	7.6%
UF1 Free Upsize Waste	-	-	-	-
UF2 Free Upsize Med	-	-	-	-
(A1) Additional 240L waste	41,810	48,156	6,346	15.2%
(A2) Additional 120L waste	91,979	106,110	14,131	15.4%
(A3) Additional 240L recycle	28,863	32,911	4,048	14.0%
(A4) Additional 240L green - food & garden	34,537	39,669	5,131	14.9%
(A5) Additional 120L green - food & garden	1,857	2,457	600	32.3%
(A6) Additional 120L glass	5,376	5,863	487	9%
(BRF) Business Reduce Service with FOGO bin	266	1,428	1,162	437.5%
(BRG) Business Reduce Service with Glass bin	-	857	857	-
(BRS) Business Reduce Service	2,125	7,994	5,870	276.3%
(BSH) Business Shared	-	-	-	-
<b>Total</b>	<b>13,020,380</b>	<b>14,109,606</b>	<b>1,089,226</b>	<b>8.4%</b>



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

	2023/24	2024/25	Change	
	\$'000	\$'000	\$'000	%
<b>Amount raised in general rates:</b>				
Amount raised in general rates - Residential	74,587	76,674	2,087	2.80%
Amount raised in general rates - Residential vacant land	574	727	154	26.83%
Amount raised in general rates - Commercial	8,272	8,699	427	5.16%
Amount raised in general rates - Industrial	31,200	32,774	1,574	5.05%
Amount raised in general rates - Petro-chemical	2,114	2,152	37	1.76%
Amount raised in rates concession - Cultural and recreational	95	74	(21)	(21.93%)
<b>Sub-total</b>	<b>116,843</b>	<b>121,101</b>	<b>4,258</b>	<b>3.64%</b>
(ST) Base Waste Service Charge for four bins (120L green - food & garden, 120L waste, 240L mixed recycle, 120L glass)	11,516	12,430	914	7.94%
(S) Waste Service Charge for properties in MUDs/apartment blocks/villages with shared bins	211	226	15	7.12%
(U1) Upsize waste to 240L	457	531	74	16.22%
(U2) Upsize green - food & garden to 240L	630	678	48	7.56%
UF1 Free Upsize Waste	-	-	-	-
UF2 Free Upsize Med	-	-	-	-
(A1) Additional 240L waste	42	48	6	15.18%
(A2) Additional 120L waste	92	106	14	15.36%
(A3) Additional 240L recycle	29	33	4	14.02%
(A4) Additional 240L green - food & garden	35	40	5	14.86%
(A5) Additional 120L green - food & garden	2	2	1	32.31%
(A6) Additional 120L glass	5	6	0	9.06%
(BRF) Business Reduce Service with FOGO bin	-	1	1	437.50%
(BRG) Business Reduce Service with Glass bin	-	1	1	-
(BRS) Business Reduce Service	2	8	6	-
(BSH) Business Shared	-	-	-	-
<b>Sub-total</b>	<b>13,020</b>	<b>14,110</b>	<b>1,089</b>	<b>8.37%</b>
Supplementary Rates	400	400	-	-
Interest on rate and charges	500	700	200	40.00%
Council rebates	(450)	(431)	19	(4.15%)
Rate Waivers and Relief	(100)	(100)	-	-
Payment in lieu of rates	371	396	25	6.74%
<b>Sub-total</b>	<b>721</b>	<b>965</b>	<b>244</b>	<b>33.79%</b>
<b>Total Rates and charges</b>	<b>130,584</b>	<b>136,176</b>	<b>5,591</b>	<b>4.28%</b>

#### 4.1.1(l) Fair Go Rates System Compliance

Hobsons Bay City Council is fully compliant with the State Government's Fair Go Rates System.

	2023/24	2024/25
Total Rates	\$116,747,489	\$121,026,773
Number of rateable properties	44,200	44,671
Base Average Rate	\$2,641.35	\$2,709.29
Maximum Rate Increase (set by the State Government)	3.50%	2.75%
Capped Average Rate	\$2,641.35	\$2,709.29
Maximum General Rates and Municipal Charges Revenue	\$116,754,126	\$121,028,759
Budgeted General Rates and Municipal Charges Revenue	\$116,747,489	\$121,026,773
Budgeted Supplementary Rates	400,000	\$400,000
<b>Budgeted Total Rates and Municipal Charges Revenue</b>	<b>\$117,147,489</b>	<b>\$121,426,773</b>

\* The figures above do not include cultural and recreational properties or waste service charges as these items are excluded from the rate cap.

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

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

- the making of supplementary valuations (2024-25: est.\$400,000 and 2023-24: \$500,000)
- the variation of returned levels of value (e.g. valuation appeals)
- changes of use of land such that rateable land becomes non-rateable land and vice versa
- changes of use of land such that residential land becomes business land and vice versa

#### 4.1.1(n) Differential rates

##### Rates to be levied

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

- a general rate of 0.205502 (0.205502 cents in the dollar of CIV) for all rateable residential properties
- a general rate of 0.349353 (0.349353 cents in the dollar of CIV) for all rateable vacant residential properties
- a general rate of 0.482929 (0.482929 cents in the dollar of CIV) for all rateable commercial properties
- a general rate of 0.719257 (0.719257 cents in the dollar of CIV) for all rateable industrial properties
- a general rate of 0.822008 (0.822008 cents in the dollar of CIV) for all rateable petro chemical properties
- a rate (concession) of 0.092476 (0.092476 cents in the dollar of CIV) for all rateable cultural and recreational properties

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

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

### **Commercial land**

Commercial land is any land:

- which is used primarily for the sale of goods or services
- which is used primarily for other commercial purposes; or
- on which no building is erected but which, by reason of its locality and zoning under the relevant Planning Scheme, would - if developed - be or be likely to be used primarily for:
  - the sale of goods or services; or
  - other commercial purposes

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the:

- construction and maintenance of infrastructure assets
- development and provision of health, environmental, conservation and community services
- provision of strategic and economic management and general support services; and
- promotion of cultural, heritage and tourism aspects of Council's municipal district

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

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the differential rate is the level, which Council considers is necessary to achieve the objectives specified above.

The geographic location of the land within this differential rate is wherever located within the municipal district.

The use of the land within this differential rate, is any use permitted under the relevant planning scheme.

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

The types of buildings on the land are, all buildings which are now constructed on the land or which are constructed prior to the expiry of the 2024-25 financial year.

### **Industrial Land**

Industrial land is any land:

- which is not petrochemical land, but is used primarily for industrial purposes; or
- which no building is erected but which, by reason of its locality and zoning under the relevant Planning Scheme, would - if developed - be or be likely to be used primarily for industrial purposes

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the:

- construction and maintenance of infrastructure assets
- development and provision of health, environmental, conservation and community services
- provision of strategic and economic management and general support services; and
- promotion of cultural, heritage and tourism aspects of Council's municipal district

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

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the differential rate is the level, which Council considers is necessary to achieve the objectives specified above.

The geographic location of the land within this differential rate is wherever located within the municipal district.

The use of the land within this differential rate, is any use permitted under the relevant planning scheme.

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

The types of buildings on the land are, all buildings which are now constructed on the land or which are constructed prior to the expiry of the 2024-25 financial year.

### **Petro Chemical Land**

Petro Chemical land is any land which is used primarily for the:

- manufacture
- production; or
- conveyance of:
  - petroleum or any like substance; or
  - petrochemicals or any like substances

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the:

- construction and maintenance of infrastructure assets
- development and provision of health, environmental, conservation and community services
- provision of strategic and economic management and general support services; and
- promotion of cultural, heritage and tourism aspects of Council's municipal district

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

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the differential rate is the level, which Council considers is necessary to achieve the objectives specified above.

The geographic location of the land within this differential rate is wherever located within the municipal district.

The use of the land within this differential rate is any use permitted under the relevant planning scheme.

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

The types of buildings on the land are, all buildings which are now constructed on the land or which are constructed prior to the expiry of the 2024-25 financial year.

## **Vacant Residential Land**

Vacant Residential land is any land:

- on which no dwelling is erected but which, by reason or its locality and zoning under the relevant Planning Scheme, would – if developed – be or be likely to be used primarily for residential purposes
- which is not
  - commercial land
  - industrial land; or
  - petrochemical land

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the:

- construction and maintenance of infrastructure assets
- development and provision of health, environmental, conservation and community services
- provision of strategic and economic management and general support services; and
- promotion of cultural, heritage and tourism aspects of Council's municipal district

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

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the differential rate is the level, which Council considers is necessary to achieve the objectives specified above.

The geographic location of the land within this differential rate is wherever located within the municipal district.

The use of the land within this differential rate is any use permitted under the relevant planning scheme.

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

The types of buildings on the land are all buildings which are now constructed on the land or which are constructed prior to the expiry of the 2024-25 financial year.



### **Other Land (including Residential Land)**

Other land (including residential land) is any land:

- which is used primarily for residential purposes;
- which is not
  - vacant residential land
  - commercial land
  - industrial land; or
  - petrochemical land

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the:

- construction and maintenance of infrastructure assets
- development and provision of health, environmental, conservation and community services
- provision of strategic and economic management and general support services; and
- promotion of cultural, heritage and tourism aspects of Council's municipal district

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

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the differential rate is the level, which Council considers is necessary to achieve the objectives specified above.

The geographic location of the land within this differential rate is wherever located within the municipal district.

The use of the land within this differential rate is any use permitted under the relevant planning scheme.

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

The types of buildings on the land are all buildings which are now constructed on the land or which are constructed prior to the expiry of the 2024-25 financial year.

### **Rate Concession for Rateable Cultural and Recreational Properties**

The Cultural and Recreational Lands Act of 1963 provides for a Council to grant a rating concession to any "recreational lands" which meet the test of being rateable land under the *Local Government Act 1989*.

The definition of recreational lands under the *Cultural and Recreational Lands Act 1963*, Section 2 means lands, which are:

*Vested in or occupied by anybody corporate or unincorporated body which exist for the purpose of providing or promoting cultural or sporting recreational or similar facilities or objectives and which applies its profits in promoting its objects and prohibits the payment of any dividend or amount to its members: and used for outdoor sporting recreational or cultural purposes or similar outdoor activities; or Lands which are used primarily as agricultural showgrounds.*

Section 169 of the *Local Government Act 1989*, provides an opportunity for Council to grant a concession for properties described by definition as a sporting club under the *Cultural and Recreational Lands Act 1963*. For the rating year 2023-24 Council provides a concession to 40 properties coded with a description of "sporting club" in Council's rate records. The residential rate is applied to these properties and then a 55 per cent discount on rates is apportioned to each property. It is considered that these clubs provide a benefit to the general community and their activities assist in the proper development of the municipal district.

#### 4.1.2 Statutory fees and fines

	Forecast	Budget	Change	
	Actual 2023/24 \$'000	2024/25 \$'000	\$'000	%
Infringements and costs	2,561	2,586	24	1.0%
Court recoveries	15	15	-	0.0%
Town planning fees	2,030	1,998	(33)	(1.6%)
Permits	773	776	3	0.4%
Land information certificates	113	116	4	3.2%
<b>Total statutory fees &amp; fines</b>	<b>5,492</b>	<b>5,490</b>	<b>(2)</b>	<b>(0.0%)</b>

Statutory fees and fines are those which Council collects under the direction of legislation or other government directives. The rates used for statutory fees and fines are generally advised by the State Government department responsible for the corresponding services or legislation, and generally Council has limited discretion in applying these fees. Examples of statutory fees and fines include planning and subdivision fees, building and inspection fees, infringements and fines, land information certificate fees and animal registrations.

Statutory fees and fines are expected to slightly decrease when compared to 2023-24, indicating that recovery since the COVID 19 pandemic is relatively stagnate. The most significant decrease when compared to 2023-24 is due to a reduction in town planning application fees (\$70,000).

The most significant increases when compared to 2023-24 relate to building and construction regulation enforcement (\$35,000), parking infringements (\$30,000) and planning scheme amendment fees (\$5,000).

A detailed listing of fees and charges is attached as an appendix.

### 4.1.3 User fees

	Forecast	Budget	Change	
	Actual	2023/24	\$'000	%
	2022/23	\$'000		
Aged and health services	539	538	(0)	(0.1%)
Parking	1,155	1,201	46	4.0%
Child care/children's programs	60	26	(34)	(56.7%)
Leisure centre and recreation	152	183	31	20.1%
Other fees and charges	850	727	(123)	(14.5%)
Registration and other permits	863	852	(11)	(1.3%)
Building services	312	338	25	8.1%
Roads and Drains	410	424	14	3.4%
Facilities	500	501	2	0.3%
Town planning	377	347	(30)	(8.0%)
<b>Total user fees</b>	<b>5,217</b>	<b>5,136</b>	<b>(81)</b>	<b>(1.6%)</b>

User fees relate mainly to the recovery of service delivery costs through charging fees to users of Council's services. These include community care service contributions from clients (i.e. food services, planned activity groups, respite, family day care and occasional care), use of parks, recreation facilities and sporting reserves.

User fees are expected to decrease by \$81,000 when compared to 2023-24, indicating that recovery since the COVID 19 pandemic is relatively stagnate. The most significant decreases when compared to 2023-24 relate to rates debt recovery income (\$73,000), kindergarten enrolment fees - wholly subsidised by new state government funding (\$35,000), a one-off contribution in the prior year for retail promotion (\$30,000), town planning fees (\$30,000), Westgate Tunnel licence fees (\$25,000) and one-off Always Live ticketing income (\$22,000).

The most significant increases are expected in relation to parking meters (\$45,000), building information fees (\$20,000) and road opening reinstatements (\$14,000).

A detailed listing of fees and charges is attached as an appendix.

#### 4.1.4 Grants

**Operating grants** include all monies received from State and Federal sources for the purposes of funding the delivery of Council's services to ratepayers. Overall, the level of operating grants is projected to decrease by \$28,000 compared to 2023-24.

The main decrease when compared to the 2022-23 forecast relates to non-recurrent Commonwealth Home Support (\$882,000) and State HACC funding (\$403,000) retained from previous financial years.

Other decreases for non-recurrent State funding received for COVID-19 Rapid Antigen Testing (\$60,000), Early Years CALD Outreach (\$52,000) and Recycling 2.0 funding (\$25,000).

Recurrent State funding budgeted to decrease is mainly due to a reduction in universal maternal & child health funding (\$74,000), the School Crossing subsidy (\$71,000) and Westgate Tunnel Neighbourhood Fund (\$40,000).

The main increase is expected in recurrent Commonwealth funding for financial assistance grants (\$1.492 million) and community support programs (\$316,000).

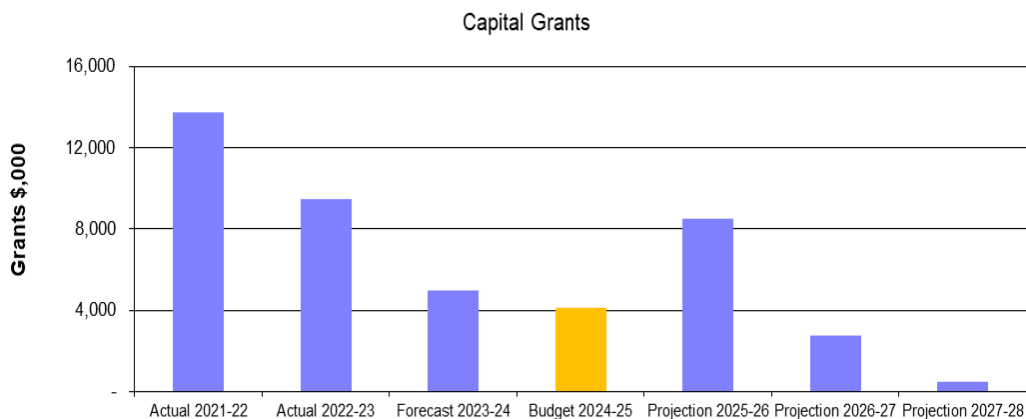
State non-recurrent funding is budgeted to increase in kindergarten registration management (\$67,000) and Westgate Tunnel Project funding (\$40,000).

**Capital grants** include all monies received from State, Federal and community sources for the purposes of funding the capital works program.

The budget for 2024-25 includes capital grant funding of \$4.137 million, an expected decrease of \$837,000 compared to 2023-24. The most significant decrease relates to non-recurrent grant funding for roads (\$2.659 million), while the most significant increase relates to non-recurrent grant funding for buildings (\$2.013 million).

Recurrent capital grant funding for the Roads to Recovery program remains the same as the previous year (\$477,000).

The amount of funding provided by other levels of government has reduced from previous years, particularly in relation to capital grants used towards funding Council's Capital Works Program. More detail on capital funding is available in section 4.5 of the budget.



A list of operating and capital grants by type and source, classified into recurrent and non-recurrent, is included on the next page.

	Forecast Actual 2023/24 \$'000	Budget 2024/25 \$'000	Change	
			\$'000	%
<b>Summary of grants</b>				
Commonwealth funded grants	6,027	6,662	635	10.5%
State funded grants	9,244	7,745	(1,499)	(16.2%)
<b>Total grants received</b>	<b>15,272</b>	<b>14,407</b>	<b>(865)</b>	<b>(5.7%)</b>
<b>(a) Operating Grants</b>				
<b>Recurrent - Commonwealth Government</b>				
Aged care	2,010	2,327	316	15.7%
Family, youth and children services	428	416	(12)	(2.8%)
Food services	3	-	(3)	(100.0%)
Financial assistance grants	1,694	3,186	1,492	88.1%
<b>Recurrent - State Government</b>				
Aged care	134	134	1	0.5%
School crossing supervisors	411	340	(71)	(17.3%)
Libraries	667	667	0	0.0%
Family, youth and children services	669	658	(10)	(1.5%)
Infrastructure	280	240	(40)	(14.3%)
Maternal and child health	794	720	(74)	(9.3%)
Food services	3	-	(3)	(100.0%)
Public health	98	85	(13)	(13.4%)
Other	784	785	1	0.2%
<b>Total recurrent operating grants</b>	<b>7,973</b>	<b>9,558</b>	<b>1,585</b>	<b>19.9%</b>
<b>Non-recurrent - Commonwealth Government</b>				
Aged care	1,395	257	(1,138)	(81.6%)
Other	21	-	(21)	(100.0%)
<b>Non-recurrent - State Government</b>				
Aged care	425	21	(403)	(95.0%)
Beach cleaning	-	-	0	0.0%
Family, youth and children services	120	135	15	12.6%
Infrastructure	260	300	40	15.4%
Other	105	-	(105)	(100.0%)
<b>Total non-recurrent operating grants</b>	<b>2,325</b>	<b>713</b>	<b>(1,612)</b>	<b>(69.4%)</b>
<b>Total operating grants</b>	<b>10,298</b>	<b>10,270</b>	<b>(28)</b>	<b>(0.3%)</b>
<b>(b) Capital Grants</b>				
<b>Recurrent - Commonwealth Government</b>				
Roads to recovery	477	477	-	0.0%
<b>Recurrent - State Government</b>				
	-	-	-	-
<b>Total recurrent capital grants</b>	<b>477</b>	<b>477</b>	<b>-</b>	<b>0.0%</b>
<b>Non-recurrent - Commonwealth Government</b>				
<b>Non-recurrent - State Government</b>				
Buildings	587	2,600	2,013	342.6%
Computers and telecommunications	2	-	(2)	(100.0%)
Library Books	15	15	-	0.0%
Roads	2,759	100	(2,659)	(96.4%)
Drainage	135	-	(135)	(100.0%)
Recreations, leisure and comm	30	-	(30)	(100.0%)
Waste Management	127	127	-	0.0%
Parks & Open Space	842	818	(24)	(2.9%)
Other Infrastructure	-	-	-	100.0%
<b>Total non-recurrent capital grants</b>	<b>4,497</b>	<b>3,660</b>	<b>(837)</b>	<b>(18.6%)</b>
<b>Total capital grants</b>	<b>4,974</b>	<b>4,137</b>	<b>(837)</b>	<b>(16.8%)</b>
<b>Total Grants</b>	<b>15,272</b>	<b>14,407</b>	<b>(865)</b>	<b>(5.7%)</b>



#### 4.1.5 Contributions

	Forecast	Budget	Change	
	Actual	2024/25	\$'000	%
	2023/24	\$'000	\$'000	%
Monetary	4,529	4,054	(476)	(10.5%)
Non-Monetary	-	-	-	-
<b>Total contributions</b>	<b>4,529</b>	<b>4,054</b>	<b>(476)</b>	<b>(10.5%)</b>

Contributions relate to monies paid by developers for public resort and recreation, drainage, and car parking, in accordance with planning permits issued for property development. Other contributions are made by corporations and organisations for specific capital programs.

Monetary contributions have been budgeted to decrease by \$476,000 (10.5 per cent), with significant reductions expected for the Port Phillip Woollen Mills (\$457,000), and Open Space Contributions (\$97,000). Other expected reductions relate to street tree planting (\$21,000) and capital works contributions (\$11,000).

Increases are expected for Precinct 15 in Altona North (\$56,000), the former Caltex site (\$41,000), and the Hobsons Bay Caravan Park (\$13,000).

Developer contributions are transferred to reserves to ensure that they are spent on their intended use in the future.

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

	Forecast	Budget	Change	
	Actual	2024/25	\$'000	%
	2023/24	\$'000	\$'000	%
<b>Plant</b>				
Sales	202	396	194	95.8%
WDV of assets sold & cost of sale	150	200	50	33.3%
<b>Net gain/(loss) on plant</b>	<b>52</b>	<b>196</b>	<b>144</b>	<b>276.0%</b>
<b>Net gain/(loss)</b>	<b>52</b>	<b>196</b>	<b>144</b>	<b>276.0%</b>

A net profit on the disposal of property, infrastructure, plant, and equipment of \$196,000 has been included in the budget for 2024-25. Sales in relation to Council's plant (vehicle) fleet are the only disposals included in the budget.

Outlined in Council's recently adopted Property Strategy is the requirement to establish a Property Acquisitions and Disposal Policy. This will require an evaluation of Council's existing property assets as to their suitability and location in meeting Council's service and property requirements and will consider the suitability of the disposal of Council's surplus property. It is Council's intention to allocate income generated from the disposal of land assets to the Consolidated Infrastructure Reserve to meet its future financial contributions towards the Western Aquatic and Early Years Centre and Hobsons Bay Wetlands Centre. It is also envisaged that a portion of future land sales will be set aside for the establishment of Council's Property Development Fund.

#### 4.1.7 Other income

	Forecast	Budget	Change	
	Actual	2024/25	\$'000	%
	2023/24	2024/25	\$'000	%
Interest	1,521	1,362	(159)	(10.5%)
Investment property rental	2,887	2,700	(187)	(6.5%)
Other rent	473	502	29	6.1%
<b>Total other income</b>	<b>4,881</b>	<b>4,564</b>	<b>(318)</b>	<b>(6.5%)</b>

Other income relates mainly to property and other facilities rentals, as well as interest on investments.

Other income is expected to decrease by \$318,000 compared to 2024-25. The most significant decreases relate to interest on investments due to less funds to invest (\$159,000), and investment property rental (\$187,000).

Other rental income relates short-term hiring of facilities which has seen a slight recovery since the COVID-19 pandemic (\$29,000).

#### 4.1.8 Employee costs

	Forecast	Budget	Change	
	Actual	2024/25	\$'000	%
	2023/24	2024/25	\$'000	%
Wages and salaries	52,711	55,334	(2,623)	(5.0%)
WorkCover	1,449	1,840	(390)	(26.9%)
Casual and agency staff	1,216	738	478	39.3%
Superannuation	5,579	6,191	(612)	(11.0%)
Other	257	-	257	100.0%
<b>Total employee costs</b>	<b>61,213</b>	<b>64,103</b>	<b>(2,890)</b>	<b>(4.7%)</b>

Employee costs include all labour related expenditure such as wages and salaries and on-costs such as allowances, leave entitlements, employer superannuation, rostered days off, etc. Employee costs are projected to increase by \$2.89 million.

Employee costs have increased by 4.7 per cent. Significant increases compared to the 2022-23 forecast are for the Enterprise Agreement increase of 1.5 per cent (\$826,000), superannuation including the legislative increase of 0.5 per cent (\$612,000) and the Workcover premium (\$390,000).

There are also additional employee costs (\$1.28 million) in relation to bringing 17.5 FTE positions from City Works and Amenities services in-house. These additional employee costs will have a long-term financial benefit by reducing future escalating contract costs within materials and services.

#### 4.1.9 Materials and services

	Forecast	Budget	Change	
	Actual	2024/25	\$'000	%
	2023/24	\$'000	\$'000	%
Contract Payments	13,626	14,563	(937)	(6.9%)
Building maintenance	6,001	5,839	162	2.7%
General maintenance	8,577	8,937	(360)	(4.2%)
Utilities	3,233	3,174	60	1.8%
Office administration	1,372	1,486	(114)	(8.3%)
Information technology	4,866	5,282	(415)	(8.5%)
Recycling, tipping and refuse collection	6,385	7,267	(882)	(13.8%)
Community grants	1,559	1,596	(37)	(2.4%)
Other	373	464	(91)	(24.3%)
Materials and supplies	1,558	1,466	92	5.9%
Insurance	2,172	2,633	(461)	(21.2%)
Consultants	5,126	3,866	1,260	24.6%
<b>Total materials and services</b>	<b>54,848</b>	<b>56,571</b>	<b>(1,723)</b>	<b>(3.1%)</b>

Materials and services include the purchases of consumables and payments to contractors for the provision of services and utility costs. Overall, materials and services are expected to increase next year by \$1.723 million (3.1 per cent) compared to the 2023-24 forecast.

The most significant increases compared to the 2023-24 forecast relate to waste management services which have been impacted by CPI and levy increases (\$1.3 million), VEC election management costs (\$592,000), insurances (\$461,000), road maintenance which has been impacted by CPI increases (\$248,000), the corporate annual software maintenance (\$210,000), community support – offset against grant funding (\$173,000), projects related to the IT Strategy (\$155,000), planning scheme amendments (\$113,000), roadside landscaping maintenance (\$100,000), seasonal precinct decorations (\$100,000) and the Heritage & Housing Strategy (\$100,000).

Other significant increases relate to operational projects transferred from the Capital Works Program, which do not add to the Council's asset base (\$447,000).

The main decreases relate to the Winter Activation project (\$500,000), Digital Planning Uplift project (\$300,000), Urban Forest Implementation (\$187,000), the Better Places program (\$185,000), Williamstown Library Community Access project (\$150,000), arboriculture management (\$134,000), public signage and resident response (\$92,000), facilities administration (\$91,000), recruitment (\$87,000), town planning (\$83,000), the Kindergarten Infrastructure Services Plan (\$82,000) and parks management (\$81,000).

#### 4.1.10 Depreciation

	Forecast	Budget	Change	
	Actual	2024/25	\$'000	%
	2023/24	2024/25		
	\$'000	\$'000	\$'000	%
Property	5,832	6,290	(459)	(7.9%)
Plant & equipment	3,853	4,009	(156)	(4.0%)
Infrastructure	22,169	22,857	(688)	(3.1%)
<b>Total depreciation</b>	<b>31,854</b>	<b>33,156</b>	<b>(1,303)</b>	<b>(4.1%)</b>

Depreciation is an accounting measure which attempts to allocate the value of an asset over its useful life for Council's property, plant, and equipment, including infrastructure assets such as roads and drains. The budgeted increase (\$1.303 million) is mainly due to asset purchases through the Capital Works Program during 2023-24.

The increase does not consider revaluations that are expected to occur towards the end of the 2023-24 financial year.

#### 4.1.11 Amortisation - Right of use assets

	Forecast	Budget	Change	
	Actual	2024/25	\$'000	%
	2023/24	2024/25		
	\$'000	\$'000	\$'000	%
Office Equipment	362	312	50	13.8%
Vehicles	9	-	9	100.0%
<b>Total amortisation - right of use assets</b>	<b>371</b>	<b>312</b>	<b>59</b>	<b>15.9%</b>

Amortisation - Right of use assets expenses relate to a range of leases. Amortisation - Right of use assets expenses are projected to decrease by \$59,000 compared to 2023-24. The decrease relates to office equipment (\$50,000) and motor vehicles (\$9,000) as Council continues its program to purchase vehicles at the end of their lease.

#### 4.1.12 Other expenses

	Forecast	Budget	Change	
	Actual	2024/25	\$'000	%
	2023/24	2024/25		
	\$'000	\$'000	\$'000	%
Auditors remuneration - VAGO	75	88	(13)	(17.3%)
Auditors remuneration - Internal	125	125	-	-
Councillors' allowances	343	352	(9)	(2.6%)
Operating lease rentals	656	584	72	11.0%
<b>Total other expenses</b>	<b>1,199</b>	<b>1,148</b>	<b>50</b>	<b>4.2%</b>

Other expenses relate to a range of unclassified items including leases, rentals, audit fees and councillors' allowances. Other expenses are projected to decrease by \$50,000 compared to 2023-24 mainly due to operating lease rentals – particularly for telecommunications and operations.

## 4.2 Balance Sheet

### 4.2.1 Assets

Assets are expected to increase by \$17.988 million during 2024-25. The main anticipated increase relates to Council owned property plant and equipment. These assets represent the largest component of Council's worth and include the value of all the land, buildings, roads, vehicles, equipment, etc. The increase is largely attributable the capital works program (\$54.191 million) offset against asset depreciation throughout the year (\$33.156 million).

Cash and investments are budgeted to increase by \$1.848 million during 2024-25. Trade and other receivables are expected to decrease by \$2.274 million as Council refocuses on its debt collection and processes, including providing increased opportunities for the community to enter repayment plans.

The value of all other assets is predicted to remain reasonably consistent throughout 2024-25.

### 4.2.2 Liabilities

Liabilities are expected to increase by \$5.029 million during 2024-25.

Interest-bearing loans and borrowings are expected to increase by \$4.402 million during 2024-25, a combination of new borrowings (\$7 million) and principal repayments (\$2.6 million).

Employee leave provisions include accrued long service leave, annual leave and rostered days off owing to employees. Employee entitlements are expected to increase (\$342,000) due to active management of leave entitlements, despite factoring in an increase for the existing enterprise agreement. Trade and other payables are those to whom Council owes money as at 30 June and are budgeted to increase compared to the previous year (\$370,000).

Lease liabilities are expected to decrease (\$338,000).

### 4.2.3 Borrowings

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

	Forecast	Budget	Projections		
	Actual				
	2023/24	2024/25	2025/26	2026/27	2027/28
	\$	\$	\$	\$	\$
Amount borrowed as at 30 June of the prior year	19,167,036	24,501,948	28,901,880	20,535,264	17,018,974
Amount proposed to be borrowed	7,000,000	7,000,000	-	-	-
Amount projected to be redeemed	1,665,088	2,600,068	8,366,616	3,516,290	3,672,667
<b>Amount of borrowings as at 30 June</b>	<b>24,501,948</b>	<b>28,901,880</b>	<b>20,535,264</b>	<b>17,018,974</b>	<b>13,346,307</b>
Amount (of opening balance) to be refinanced	-	-	-	-	-

The amount of \$7 million proposed to be borrowed in 2024-25 will be used to fund an increased Capital Works Program, where some projects forecast for delivery in later years have been brought forward for construction in 2024-25. Forecast borrowings of \$7 million are also included in 2023-24 to bring forward our capital delivery to reduce the impact of escalating construction costs.



It is also Council's intention to continue its strong advocacy to the State and Federal governments to financially support the construction of the Western Aquatic and Early Years Centre and the Hobsons Bay Wetlands Centre projects. Working with other levels of Government, Council is committed to delivering these projects and it is anticipated that applications for grant funding will become available in the near future.

Accompanying any funding application for these projects will be a requirement that Council provides a letter of commitment relating to its funding contributions to the projects. It is intended that Council's financial contributions to these projects will be derived through additional borrowings which will be significantly over the amounts included in the table above. Funding for the repayment of loan borrowings required for these advocacy projects will be achieved through operational efficiency savings being put aside in the Consolidate Infrastructure Reserve, as well as significantly restructuring of the Ten Year Capital works program over the short to medium term.

#### 4.2.4 Leases by category

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

	Forecast	Budget	Change	
	Actual 2023/24 \$'000	2024/25 \$'000	\$'000	%
<b>Right-of-use Assets</b>				
Office Equipment	651	422	(229)	35.2%
Vehicles	-	-	-	-
<b>Total Right-of-use Assets</b>	<b>651</b>	<b>422</b>	<b>(229)</b>	<b>35.2%</b>
<b>Lease Liabilities</b>				
<b>Current Lease Liabilities</b>				
Office Equipment	677	411	(266)	39.3%
Vehicles	-	-	-	-
<b>Total Current Lease Liabilities</b>	<b>677</b>	<b>411</b>	<b>(266)</b>	<b>39.3%</b>
<b>Non-current Lease Liabilities</b>				
Office Equipment	206	134	(72)	35.0%
Vehicles	-	-	-	-
<b>Total Non-current Lease Liabilities</b>	<b>206</b>	<b>134</b>	<b>(72)</b>	<b>35.0%</b>
<b>Total Lease Liabilities</b>	<b>883</b>	<b>545</b>	<b>(338)</b>	<b>38.3%</b>

Where the interest rate applicable to a lease is not expressed in the lease agreement, Council applies the average incremental borrowing rate in the calculation of lease liabilities. The current incremental borrowing rate in use is 6 per cent.

## 4.3 Statement of changes in Equity

### 4.3.1 Reserves

Reserve balances are expected to decrease by \$3.214 million with \$11.436 million transferred from and \$8.222 million transferred to the reserves during 2024-25.

Transfers from reserves to fund capital works include the capital works carry over (\$3.214 million), recreation and open space (\$3 million), consolidated infrastructure (\$1.82 million) and waste management (\$950,000) reserves.

Transfers from reserves to fund operational expenditure include 2024-25 funds received during 2023-24 from the Victorian Grants Commission (\$1.585 million), waste management (\$792,000) and street tree planting (\$75,000).

Transfers to reserves to fund future programs include transfers equivalent to income predicted to be received from developers for recreation and open space (\$2.66 million), the Altona North Developer Precinct 15 (\$1.234 million), other developer contributions (\$99,000), and street tree planting (\$60,000).

Transfers to reserves have also been included for the consolidate infrastructure reserve in relation to the Hobsons Bay Wetlands Centre, Western Aquatic and Early Years Centre and property development fund (\$2.044 million), 2025-26 funds expected to be received in 2024-25 from the Victorian Grants Commission (\$1.625 million), and loan repayments (\$500,000).

### 4.3.2 Equity

Total equity is expected to increase by \$12.959 million during 2024-25, which reflects the operating surplus for the financial year.

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

- asset revaluation reserve which represents the difference between the previously recorded value of assets and their current valuations
- other reserves that are funds that Council wishes to separately identify as being set aside to meet a specific purpose in the future and to which there is no existing liability. These amounts are transferred from the Accumulated Surplus of the Council to be separately disclosed
- accumulated surplus which is the value of all net assets less reserves that have accumulated over time

## 4.4 Statement of Cash Flows

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

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

Cash flows available from operating activities in 2023-24 are expected to increase by \$380,000. The most significant operating cash flow increase compared to the previous year being an increase in rates to be received resulting from Council reinstating its debt collection processes (\$6.849 million).

This is generally offset against the following operating cash flow that are expected to decrease compared to the previous year:

- an increase in employee costs (\$2.882 million)
- a decrease in income to be received – outside of rates and grants (\$2.285 million)
- an increase in payments for materials and services (\$1.303 million)

Net cash flows from operating activities does not equal the surplus for the year as the expected revenues and expenses of the Council include non-cash items, which have been excluded from the Cash Flow Statement. The budgeted operating result is reconciled to budgeted cash flows available from operating activities as set out in the following table:

	Forecast Actual 2023/24 \$'000	Budget 2024/25 \$'000	Variance \$'000
<b>Surplus (deficit) for the year</b>	<b>16,350</b>	<b>12,959</b>	<b>(3,392)</b>
Depreciation & Amortisation	32,225	33,468	1,243
Loss (gain) on sale of assets	(52)	(196)	(144)
Net movement in current assets and liabilities	3,405	6,076	2,671
<b>Cash flows available from operating activities</b>	<b>51,928</b>	<b>52,308</b>	<b>380</b>

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

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

The decrease in cash flows used in investing activities of \$15.346 million is generally a result of a decrease in payments relating to capital expenditure when compared to the prior year.

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

Financing activities refers to cash generated or used in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to other organisations. These activities also include repayment of the principal component of loan repayments for the year.

The decrease in cash flow for investing activities of \$1.178 million is a result of increases in the repayment of borrowings (\$935,000) and interest payments (\$243,000).

## 4.5 Capital works program

This section presents a listing of the capital works projects that will be undertaken for the 2024-25 year, classified by expenditure type and funding source. Works are also disclosed as current budget or carried forward from prior year.

### 4.5.1 Summary

	Forecast Actual 2023/24 \$'000	Budget 2024/25 \$'000	Change \$'000	%
Property	22,654	13,420	(9,234)	(40.8%)
Plant and equipment	5,478	5,790	312	5.7%
Infrastructure	41,211	34,981	(6,230)	(15.1%)
<b>Total</b>	<b>69,344</b>	<b>54,191</b>	<b>(15,153)</b>	<b>(21.9%)</b>

#### Property New Works (\$12.49 million)

Property includes land, buildings including heritage buildings, community facilities, municipal offices, sports facilities and pavilions.

For the 2024-25 year, \$12.49 million will be expended on new works for building and building improvement projects. The more significant building projects include the Altona Hockey Club – Sports Pavilion Major Upgrades (\$2.5 million), Altona North Library (\$1.85 million), Minor Building Renewals including HVAC, ESM, Electrical, Plumbing & Sewers (\$1.5 million), Laverton Football Club pavilion and scoreboards upgrade (\$1.3 million), Minor Building Renewal – Building Fabric (\$1.2 million), Williamstown Swimming & Life Saving Club Pavilion – Design & Construction (\$1 million), Future Western Aquatic Facility Bruce Comben Design (\$920,000), Wetlands Centre HD Graham Reserve, Altona Meadows Stage 1 (\$900,000), Operation Centre Upgrade (\$500,000), Mechanics Institute Building (\$400,000), Seabrook Kinder Building Renewal (\$150,000), Minor Building Renewal Operation Centre (\$150,000) and the Public Toilet Program (\$50,000).

#### Plant and equipment New Works (\$5.29 million)

Plant and equipment include plant, machinery and equipment, computers and telecommunications, furniture, fixtures, fittings and library books.

For the 2024-25 year, \$5.29 million will be expended on new works for Plant and Equipment. The significant projects include Major Plant Replacement (\$2.42 million), ICT Capital Works Program (\$1.2 million), Library collections (\$1 million), Passenger vehicle replacement program (\$400,000), Minor Plant Replacement (\$250,000), and New Interpretive signage and Digital strategy (\$20,000).

#### Infrastructure New Works (\$33.86 million)

Infrastructure includes roads, bridges, footpaths and cycleways, drainage, recreation, leisure and community facilities, parks, open space and streetscapes, off-street car parks, waste management and other infrastructure.

For the 2024-25 year, \$33.86 million will be spent on new Infrastructure works. Of this \$12.625 million will be expended on new works for road projects. This includes the road rehabilitation program (\$6.585 million), road resurfacing program (\$3.6 million), Traffic and Road Safety Improvements (\$1.02 million), Kerb and Channel renewals (\$800,000), and the unsealed laneways program (\$420,000).

Off street car parks works of \$850,000 include Alma Avenue shopping precinct masterplan implementation (\$700,000), and Car Park Renewal (\$150,000).

Footpaths and cycleways new expenditure of \$1.13 million includes the footpath renewal program (\$800,000) and Shared Trails, Better Places & Footpath - new (\$330,000).

Drainage expenditure of \$2.455 million includes the drainage renewal program (\$700,000), drainage new and upgrade (\$1.665 million) and pit upgrades (\$90,000).

Parks, Open space and streetscapes new works expenditure of \$12.945 million includes Altona Beach Entry and Esplanade (\$8.5 million), Better Places Spotswood and South Kingsville Project 10 - Love our Parks Mary Street Reserve Upgrade (\$1.3 million), Better Places and Spaces - McCormack Park Stage 2 (\$525,000) and Community Parks, Gardens, Fencing & Irrigation (\$2.62 million).

Recreational, leisure and community facilities expenditure of \$680,000 includes Fearon Reserve Box Lacrosse renewal (\$400,000), JK Grant Oval 2 Redevelopment Irrigation (\$120,000), Recreation Infrastructure Renewal and Design (\$100,000), Newport Park Athletic Track Masterplan (\$40,000) and Altona Green court renewal (\$20,000).

Other infrastructure works total \$170,000. Waste management new assets works totalling \$950,000. Bridges a total of \$2.055 million, which includes Altona Ford Bridge Upgrade (\$1.9 million) and the Bridge renewal program (\$155,000).

#### **Carried forward works**

At the end of each financial year there are projects which are either incomplete or yet to commence due to various factors including planning issues, weather delays and extended consultation periods. It is currently forecast that there will be \$2.6 million capital works delayed in 2023-24 and carried over to the 2024-25 year. The final carryover figure will be determined after the year-end accounts are finalised.

	Project Cost \$'000	Asset expenditure types			Summary of Funding Sources			
		New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Property	13,420	1,840	5,400	6,180	2,600	-	10,820	-
Plant and equipment	5,790	20	5,770	-	15	-	5,775	-
Infrastructure	34,981	2,748	12,585	19,648	1,522	-	26,460	7,000
<b>Total</b>	<b>54,191</b>	<b>4,608</b>	<b>23,755</b>	<b>25,828</b>	<b>4,137</b>	<b>-</b>	<b>43,055</b>	<b>7,000</b>

**New assets (\$4.608 million), asset renewals (\$23.755 million) and asset upgrades (\$25.828 million)**

A distinction is made between expenditure on new assets, asset renewal and asset upgrade. Expenditure on asset renewal is expenditure on existing assets, or the replacement of an existing asset that returns the service of the asset to its original capacity. Expenditure on asset upgrades results in an increase in the capacity of an existing asset. Expenditure on new assets does not have any element of renewal or upgrade of existing assets but will result in additional obligations for future operation, maintenance and capital renewal.

The major projects included in expenditure on new assets are the Waste and Recycling Management – new assets (\$950,000), Future Western Aquatic Facility (Bruce Comben) – Design (\$920,000), Wetlands Centre, HD Graham Reserve, Altona Meadows - Stage 1 (\$900,000).

Significant renewal projects include the Major Plant Replacement (\$2.42 million), Altona North Library (\$1.85 million), Road Rehabilitation Toll Drive - Barnes Rd to Bend + Bend to Kororoit Creek Rd, Altona North (\$1.7 million), Minor Building Renewal - Building Services (\$1.5 million), Minor Building Renewal - Building Fabric (\$1.2 million), ICT Capital Works Program (\$1.2 million), Library Collections (\$1 million), Road Rehabilitation Cabot Drive (Chambers Rd - Millers Rd), Altona North (\$850,000).

The major projects in the asset upgrade program include the Altona Beach Entry & Esplanade (\$8.5 million), Altona Hockey Club - Sports Pavilion Major Upgrades (\$2.5 million), Altona Ford Bridge Upgrade (\$1.9 million), Road Rehabilitation The Strand, Newport between North Road to End (\$1.525 million), Better Places - Spotswood & South Kingsville Project 10 - Love Our Parks - Mary Street Reserve Upgrade (\$1.3 million), Williamstown Swimming and Life Saving Club Redevelopment (\$1 million), Better Places – Seabrook and Altona Meadows Alma Avenue Shopping Precinct Masterplan Implementation (\$700,000).



## 4.5.2 Current Budget

Property

Buildings



Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding sources		
		New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Altona Hockey Club - Sports Pavilion Major Upgrades	2,500	-	-	2,500	300	-	-	-
Altona North Library	1,850	-	1,850	-	-	-	-	-
Minor Building Renewal - Building Services including HVAC, ESM, Electrical, Plumbing & Sewers	1,500	-	1,500	-	-	-	-	-
Laverton Football Club Pavilion and Scoreboard upgrade	1,300	-	1,300	-	1,300	-	-	-
Minor Building Renewal - Building Fabric	1,200	-	1,200	-	-	-	-	-
Williamstown Swimming & Life Saving Club Pavilion - Design and Construction	1,000	-	-	1,000	1,000	-	-	-
Future Western Aquatic Facility (Bruce Comben) - Design	920	920	-	-	-	-	-	-
Wetlands Centre, HD Graham Reserve, Altona Meadows - Stage 1	900	900	-	-	-	-	-	-
Operation Centre Upgrade	500	-	-	500	-	-	-	-
Seabrook Kinder Building Renewal	220	-	220	-	-	-	-	-
Minor Building Renewal- Operation Centre	150	-	150	-	-	-	-	-
Public Toilet Program	50	50	-	-	-	-	-	-
<b>Total Buildings</b>	<b>12,090</b>	<b>1,870</b>	<b>6,220</b>	<b>4,000</b>	<b>2,600</b>	-	-	-



Capital Works Area	Project Cost \$'000	Asset expenditure types			Summary of Funding sources			
		New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Mechanics Institute Building	400	-	-	400	-	-	-	-
<b>Total Heritage Buildings</b>	<b>400</b>	<b>-</b>	<b>-</b>	<b>400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Capital Works Area	Project Cost \$'000	Asset expenditure types			Summary of Funding sources			
		New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>TOTAL PROPERTY</b>	<b>12,490</b>	<b>1,870</b>	<b>6,220</b>	<b>4,400</b>	<b>2,600</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Plant and Equipment**

**Plant, Machinery and Equipment**



Capital Works Area	Project Cost \$'000	Asset expenditure types			Summary of Funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Major Plant Replacement	2,420	-	2,420	-	-	-	-	-
Passenger vehicle replacement program	400	-	400	-	-	-	-	-
Minor Plant Replacement	250	-	250	-	-	-	-	-
<b>Total Plant &amp; Equipment</b>	<b>3,070</b>	-	<b>3,070</b>	-	-	-	-	-



Capital Works Area	Project Cost \$'000	Asset expenditure types			Summary of Funding sources			
		New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
ICT Capital Works Program	1,200	-	1,200	-	-	-	-	-
New Interpretive signage & digital strategy	20	20	-	-	-	-	-	-
<b>Total Computers and Telecommunications</b>	<b>1,220</b>	<b>20</b>	<b>1,200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



Capital Works Area	Project Cost	Asset expenditure types			Summary of Funding sources			
		New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Library Collections	1,000	-	1,000	-	15	-	-	-
<b>Total Library collections</b>	<b>1,000</b>	-	<b>1,000</b>	-	<b>15</b>	-	-	-

Capital Works Area	Project Cost	Asset expenditure types			Summary of Funding sources			
		New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>TOTAL PLANT &amp; EQUIPMENT</b>	<b>5,290</b>	<b>20</b>	<b>5,270</b>	-	<b>15</b>	-	-	-



Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Road Rehabilitation Program	6,585	-	3,955	2,630	477	-	-	-
Road Resurfacing Program	3,600	-	3,600	-	-	-	-	-
Road Resurfacing Program - Kerb & Channel Renewals	800	-	800	-	-	-	-	-
Road Safety Improvement	200	-	-	200	-	-	-	-
Community Responsive Works - Traffic	300	-	300	-	-	-	-	-
Bayview street Williamstown High School Crossing Upgrades - TAC Infrastructure	210	-	-	210	100	-	-	-
Traffic Management Devices Renewal Program	100	-	100	-	-	-	-	-
Transport Safety Improvement Program	410	-	410	-	-	-	-	-
Unsealed Laneway Upgrade Program	420	-	-	420	-	-	-	-
<b>Total Roads</b>	<b>12,625</b>	<b>-</b>	<b>9,165</b>	<b>3,460</b>	<b>577</b>	<b>-</b>	<b>-</b>	<b>-</b>





Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Altona Ford Bridge Upgrade	1,900	-	-	1,900	-	-	-	-
Bridge Renewal Program	155	-	155	-	-	-	-	-
<b>Total Bridges</b>	<b>2,055</b>	-	<b>155</b>	<b>1,900</b>	-	-	-	-



Capital Works Area	Project Cost \$'000	Asset expenditure types			Summary of Funding sources			
		New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Footpath Renewal Program	800	-	800	-	-	-	-	-
Footpath New Program 5 - Laverton & Altona Meadows North	20	20	-	-	-	-	-	-
Shared Trails Renewal Program	160	-	160	-	-	-	-	-
Better Places - Brooklyn and Altona North - Project 5 - Streets for People (5.1 The Link)	50	-	-	50	-	-	-	-
Better Places - Seabrook and Altona Meadows - Project 5.2 - The Main Lines - Design	100	100	-	-	-	-	-	-
<b>Total Footpaths &amp; Cycleways</b>	<b>1,130</b>	<b>120</b>	<b>960</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Drainage New and Upgrade Program	1,665	-	-	1,665	-	-	-	-
Drainage Renewal Program	700	-	700	-	-	-	-	-
Pit Upgrade Program	90	-	-	90	-	-	-	-
<b>Total Drainage</b>	<b>2,455</b>	-	<b>700</b>	<b>1,755</b>	-	-	-	-



Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Fearon Reserve Box Lacrosse renewal	400	-	400	-	-	-	-	-
JK Grant Oval 2 Redevelopment (Irrigation)	120	-	120	-	-	-	-	-
Recreation Infrastructure Renewal & Design	100	-	100	-	-	-	-	-
Newport Park Athletics Track resurfacing and infield (Event Infrastructure) upgrade	20	-	-	20	-	-	-	-
Newport Park Athletics Track Floodlighting	20	-	-	20	-	-	-	-
Altona Green court renewal	20	-	20	-	-	-	-	-
<b>Total Recreational, Leisure and Community Facilities</b>	<b>680</b>	<b>-</b>	<b>640</b>	<b>40</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>





Capital Works Area	Project Cost \$'000	Asset expenditure types			Summary of Funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Altona Foreshore Precinct	8,500	-	-	8,500	550	-	-	-
Better Places Spotswood & South Kingsville Project 10 - Love Our Parks - Mary Street Reserve Upgrade	1,300	-	-	1,300	-	-	-	-
Better Places Laverton Project 9a - Places + Spaces McCormack Park Stage 2	525	-	-	525	-	-	-	-
Leo Hoffman Reserve, Newport - Neighbourhood Park Upgrade - play space + open space	315	-	-	315	-	-	-	-
Community Gardens - Brooklyn Reserve	300	-	-	300	250	-	-	-
Open Space Forward Design	300	-	-	300	-	-	-	-
Irrigation new, upgrades and renewals	230	90	140	-	-	-	-	-
Better Places - Brooklyn and Altona North - Project 8 - The Zone	200	-	-	200	-	-	-	-
Biodiversity Strategy Implementation Works	200	-	-	200	-	-	-	-
Open Space Asset Renewal	200	-	200	-	-	-	-	-
Bluestone bridge over Kororoit Creek - Renewal	160	160	-	-	80	-	-	-
Fencing Renewal Program	160	-	160	-	-	-	-	-
Cherry Lake All Abilities Playground - Design	100	-	-	100	-	-	-	-
Williamstown Foreshore Precinct (Design + Planning)	100	100	-	-	-	-	-	-
Kindergarten Playspace Renewal Program	75	-	75	-	-	-	-	-
Biodiversity Rifle Range, Williamstown Wetlands - Investigation & Design	65	-	-	65	-	-	-	-
Truganina Explosives Reserve Masterplan	65	-	-	65	-	-	-	-
Williamstown Botanic Gardens Master Plan Implementation	60	-	60	-	-	-	-	-
Better Places Spotswood & South Kingsville Love Our Parks - Riverside Master Plan	50	50	-	-	-	-	-	-
New Heritage and Cultural Interpretation Signage	40	40	-	-	-	-	-	-
<b>Total Parks, Open Space and Streetscapes</b>	<b>12,945</b>	<b>440</b>	<b>635</b>	<b>11,870</b>	<b>880</b>	-	-	-



Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Alma Avenue Shopping Precinct Masterplan Implementation	700	-	-	700	-	-	-	-
Car Park Renewal Program - Forward Planning	150	-	150	-	-	-	-	-
<b>Total Off-Street Carparks</b>	<b>850</b>	<b>-</b>	<b>150</b>	<b>700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>





Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Waste & Recycling Management - New Assets	950	950	-	-	127	-	-	-
<b>Total Waste Management</b>	<b>950</b>	<b>950</b>	-	-	<b>127</b>	-	-	-



Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Cultural Heritage - New	90	50	-	40	-	-	-	--
Better Places - Brooklyn and Altona North - Project 6 - Better Together 6.2 Promotion of Projects	20	-	-	20	-	-	-	-
Botanic Gardens Gates	60	-	60	-	-	-	-	-
<b>Total Other Infrastructure</b>	<b>170</b>	<b>50</b>	<b>60</b>	<b>60</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Borrowings for Capital Projects</b>	-	-	-	-	-	-	-	<b>7,000</b>

Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>TOTAL INFRASTRUCTURE</b>	<b>33,860</b>	<b>1,560</b>	<b>12,465</b>	<b>19,835</b>	<b>1,584</b>	-	-	-

Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>TOTAL CAPITAL WORKS</b>	<b>51,640</b>	<b>3,450</b>	<b>22,655</b>	<b>25,535</b>	<b>4,199</b>	-	-	<b>7,000</b>

#### 4.5.3 Carried over from or brought forward into 2023-24

Capital Works Area	Project Cost	Asset expenditure types			Summary of Funding sources			
		New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Large Scale Solar Rollout Stage 2	500	500	-	-	-	-	-	-
Altona North Library	480	-	480	-	-	-	-	-
Wetlands Centre, HD Graham Reserve, Altona Meadows - Stage 1	410	410	-	-	-	-	-	-
Design for advocacy + Construction by others	200	-	-	200	-	-	-	-
Public Toilet Program	(20)	(20)	-	-	-	-	-	-
Future Western Aquatic Facility (Bruce Comben) - Design	(920)	(920)	-	-	-	-	-	-
<b>Total Buildings</b>	<b>650</b>	<b>(30)</b>	<b>480</b>	<b>200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Capital Works Area	Project Cost	Asset expenditure types			Summary of Funding sources			
		New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Mechanics Institute Cottage	280	-	-	280	-	-	-	-
<b>Total Heritage Buildings</b>	<b>280</b>	<b>-</b>	<b>-</b>	<b>280</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Capital Works Area	Project Cost	Asset expenditure types			Summary of Funding sources			
		New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>TOTAL PROPERTY</b>	<b>930</b>	<b>-30</b>	<b>480</b>	<b>480</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Capital Works Area	Asset expenditure types				Summary of Funding sources			
	Project Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Plant & Equipment Replacement Program	500	-	500	-	-	-	-	-
<b>Total Plant &amp; Equipment</b>	<b>500</b>	<b>-</b>	<b>500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Capital Works Area	Asset expenditure types				Summary of Funding sources			
	Project Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>TOTAL PLANT &amp; EQUIPMENT</b>	<b>500</b>	<b>-</b>	<b>500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Road Rehabilitation - Hannan Street, Williamstown, from Esplanade to Collins Street	1,500	-	-	1,500	-	-	-	-
Better Places - Spotswood & South Kingsville – The Green Line Project - Drainage and Road Resurfacing – Hall Street, Spotswood from High St to Burleigh St	1,050	-	-	1,050	-	-	-	-
Road Rehabilitation - Chambers Road (Cabot Dr - Barnes Rd), Altona North	-280	-	-	-280	-	-	-	-
Road Rehabilitation - Cabot Drive (Chambers Rd - Millers Rd), Altona North	-850	-	-	-850	-	-	-	-
Road Rehabilitation - The Strand, Newport between North Road to End	-1,500	-	-	-1,500	-	-	-	-
Road Rehabilitation - Toll Drive from Barnes to Kororoit Creek Rd, Altona North	-1,700	-	-	-1,700	-	-	-	-
<b>Total Roads</b>	<b>-1,780</b>	<b>-</b>	<b>-</b>	<b>-1,780</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Hanmer Street - From Electra St to Ann St (Woollen Mills DCP project)	700	-	-	700	-	-	-	-
<b>Total Drainage</b>	<b>700</b>	<b>-</b>	<b>-</b>	<b>700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Kororoit Creek Shared Trail Stages 4 & 5 Enabling Activity - Land Acquisition	488	488	-	-	-	-	-	-
<b>Total Footpaths &amp; Cycleways</b>	<b>488</b>	<b>488</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Leo Hoffman Reserve, Newport - Neighbourhood Park Upgrade - play space + open space	450	-	-	450	-	-	-	-
Alma Avenue Reserve, Altona Meadows - Local Park Upgrade - play space	445	-	-	445	-	-	-	-
Pipeline Reserve Local Community Park upgrade	440	-	-	440	-	-	-	-
Mary Street Reserve/Veteran Reserve, Spotswood - Neighbourhood Park Upgrade - play space + open space + Carpark	160	-	-	160	-	-	-	-
Croft Reserve, Altona North - Open space upgrades	13	-	-	13	-	-	-	-
Altona Beach Entry Foreshore Remedial program	(500)	-	-	(500)	-	-	-	-
Community Gardens - Brooklyn Reserve		-	-	-	(63)	-	-	-
<b>Total Parks &amp; Open Spaces</b>	<b>1,008</b>	-	-	<b>1,008</b>	<b>(63)</b>	-	-	-

Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Transport Safety Improvement Program - McIntosh Road – Traffic Calming (Sixth Ave to First Ave)	220	-	-	220	-	-	-	-
Better Places - Brooklyn and Altona North - Project 4 - Multi-Modal Network - 4.2 Potential Future Train Station & Better Networks	85	-	-	85	-	-	-	-
<b>Total Other Infrastructure</b>	<b>305</b>	-	-	<b>305</b>	-	-	-	-

Capital Works Area	Project	Asset expenditure types			Summary of Funding sources			
	Cost	New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Waste & Recycling Management - New Assets	450	450	-	-	-	-	-	-
<b>Total Waste Management</b>	<b>450</b>	<b>450</b>	-	-	-	-	-	-



Capital Works Area	Project Cost	Asset expenditure types			Summary of Funding sources			
		New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>TOTAL INFRASTRUCTURE</b>	<b>1,171</b>	<b>938</b>		<b>233</b>	<b>63</b>	-	-	-

Capital Works Area	Project Cost	Asset expenditure types			Summary of Funding sources			
		New	Renewal	Upgrade	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>TOTAL CAPITAL WORKS</b>	<b>2,601</b>	<b>908</b>	<b>980</b>	<b>713</b>	<b>63</b>	-	-	-

#### 4.6 Summary of Planned Capital Works Expenditure (3 subsequent years)

For the years ending 30 June 2026, 2027 & 2028

2025/26					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
<b>Property</b>									
Land	-	-	-	-	-	-	-	-	-
<b>Total Land</b>	-	-	-	-	-	-	-	-	-
Buildings	14,600	50	3,200	11,350	14,600	7,205	-	7,395	-
Heritage Buildings	-	-	-	-	-	-	-	-	-
<b>Total Buildings</b>	<b>14,600</b>	<b>50</b>	<b>3,200</b>	<b>11,350</b>	<b>14,600</b>	<b>7,205</b>	-	<b>7,395</b>	-
<b>Total Property</b>	<b>14,600</b>	<b>50</b>	<b>3,200</b>	<b>11,350</b>	<b>14,600</b>	<b>7,205</b>	-	<b>7,395</b>	-
<b>Plant and Equipment</b>									
Heritage plant and equipment	-	-	-	-	-	-	-	-	-
Plant, machinery and equipment	3,500	-	3,500	-	3,500	-	-	3,500	-
Fixtures, fittings and furniture	-	-	-	-	-	-	-	-	-
Computers and telecommunications	1,170	-	1,170	-	1,170	-	-	1,170	-
Library books	1,000	-	1,000	-	1,000	15	-	985	-
<b>Total Plant and Equipment</b>	<b>5,670</b>	-	<b>5,670</b>	-	<b>5,670</b>	<b>15</b>	-	<b>5,655</b>	-
<b>Infrastructure</b>									
Roads	15,295	-	12,735	2,560	15,295	477	-	14,818	-
Bridges	250	-	250	-	250	-	-	250	-
Footpaths and cycleways	1,400	440	960	-	1,400	-	-	1,400	-
Drainage	4,345	-	750	3,595	4,345	-	-	4,345	-
Recreational, leisure and community facilities	300	-	260	40	300	-	-	300	-
Waste management	500	500	-	-	500	-	-	500	-
Parks, open space and streetscapes	6,110	40	725	5,345	6,110	795	-	5,315	-
Off street car parks	250	-	250	-	250	-	-	250	-
Other infrastructure	25	-	-	25	25	-	-	25	-
Borrowings for Capital projects	-	-	-	-	-	-	-	-	-
<b>Total Infrastructure</b>	<b>28,475</b>	<b>980</b>	<b>15,930</b>	<b>11,565</b>	<b>28,475</b>	<b>1,272</b>	-	<b>27,203</b>	-
<b>Total Capital Works Expenditure</b>	<b>48,745</b>	<b>1,030</b>	<b>24,800</b>	<b>22,915</b>	<b>48,745</b>	<b>8,492</b>	-	<b>40,253</b>	-

2026/27					Funding Sources				
	Total	New	Renewal	Upgrade	Total	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Property</b>									
Land	-	-	-	-	-	-	-	-	-
<b>Total Land</b>	-	-	-	-	-	-	-	-	-
Buildings	7,305	300	2,550	4,455	7,305	2,075	-	5,230	-
Heritage Buildings	10	-	10	-	10	-	-	10	-
<b>Total Buildings</b>	7,315	300	2,560	4,455	7,315	2,075	-	5,240	-
<b>Total Property</b>	<b>7,315</b>	<b>300</b>	<b>2,560</b>	<b>4,455</b>	<b>7,315</b>	<b>2,075</b>	-	<b>5,240</b>	-
<b>Plant and Equipment</b>									
Heritage plant and equipment	-	-	-	-	-	-	-	-	-
Plant, machinery and equipment	2,550	-	2,550	-	2,550	-	-	2,550	-
Fixtures, fittings and furniture	-	-	-	-	-	-	-	-	-
Computers and telecommunications	1,230	-	1,230	-	1,230	-	-	1,230	-
Library books	1,000	-	1,000	-	1,000	15	-	985	-
<b>Total Plant and Equipment</b>	<b>4,780</b>	-	<b>4,780</b>	-	<b>4,780</b>	<b>15</b>	-	<b>4,765</b>	-
<b>Infrastructure</b>									
Roads	14,835	-	14,015	820	14,835	400	-	14,435	-
Bridges	250	-	250	-	250	-	-	250	-
Footpaths and cycleways	1,360	390	970	-	1,360	-	-	1,360	-
Drainage	4,655	-	1,400	3,255	4,655	100	-	4,555	-
Recreational, leisure and community facilities	2,335	-	1,530	805	2,335	-	-	2,335	-
Waste management	-	-	-	-	-	-	-	-	-
Parks, open space and streetscapes	4,085	40	730	3,315	4,085	-	-	4,085	-
Off street car parks	350	-	350	-	350	-	-	350	-
Other infrastructure	-	-	-	-	-	150	-	-150	-
<b>Total Infrastructure</b>	<b>27,870</b>	<b>430</b>	<b>19,245</b>	<b>8,195</b>	<b>27,870</b>	<b>650</b>	-	<b>27,220</b>	-
<b>Total Capital Works Expenditure</b>	<b>39,965</b>	<b>730</b>	<b>26,585</b>	<b>12,650</b>	<b>39,965</b>	<b>2,740</b>	-	<b>37,225</b>	-

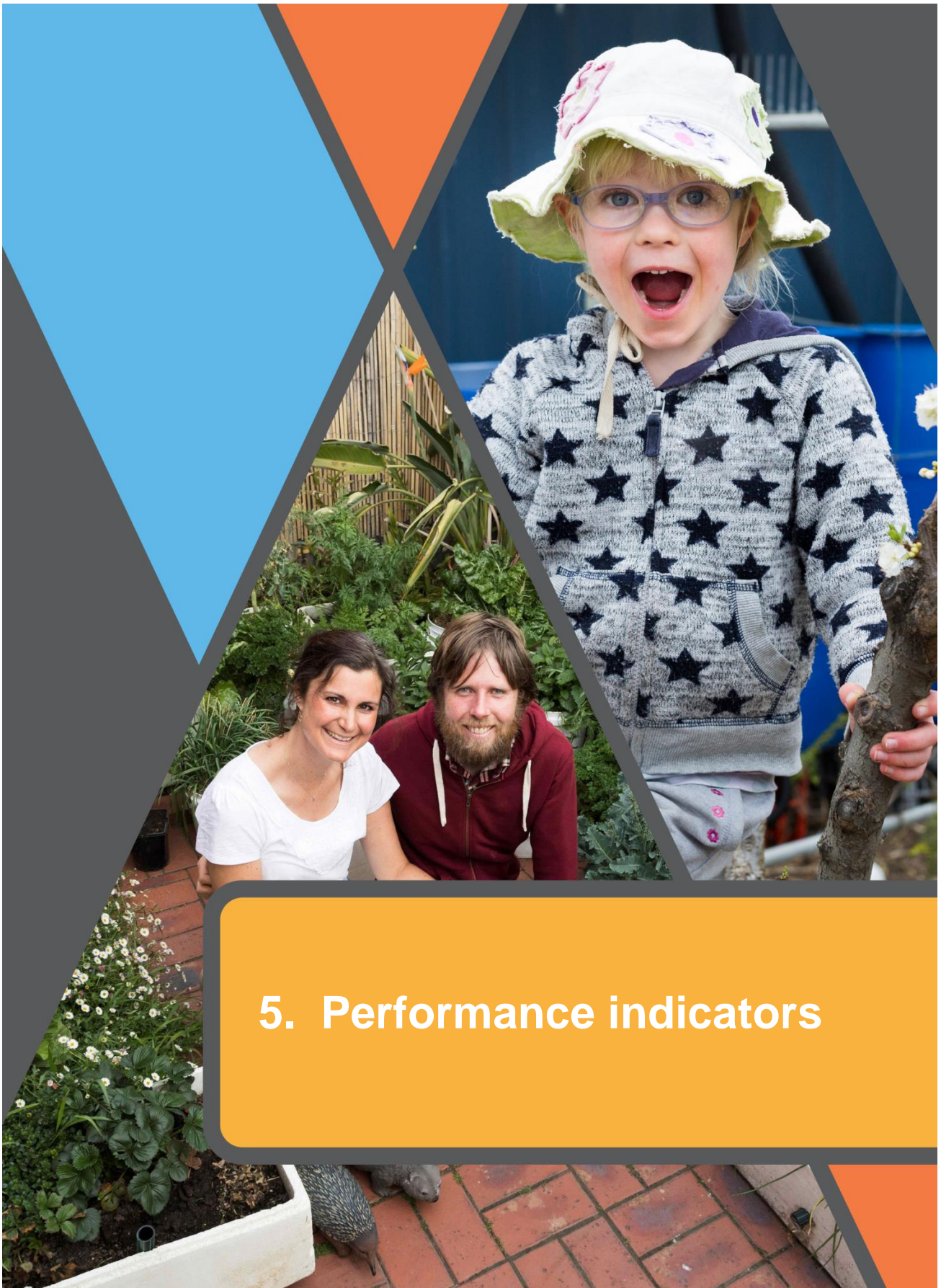
2027/28	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Total \$'000	Funding Sources			
						Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
<b>Property</b>									
Land	-	-	-	-	-	-	-	-	-
<b>Total Land</b>	-	-	-	-	-	-	-	-	-
Buildings	3,750	300	3,450	-	3,750	92	-	3,658	-
Heritage Buildings	10	-	10	-	10	-	-	10	-
<b>Total Buildings</b>	<b>3,760</b>	<b>300</b>	<b>3,460</b>	-	<b>3,760</b>	<b>92</b>	-	<b>3,668</b>	-
<b>Total Property</b>	<b>3,760</b>	<b>300</b>	<b>3,460</b>	-	<b>3,760</b>	<b>92</b>	-	<b>3,668</b>	-
<b>Plant and Equipment</b>									
Heritage plant and equipment	-	-	-	-	-	-	-	-	-
Plant, machinery and equipment	2,700	-	2,700	-	2,700	-	-	2,700	-
Fixtures, fittings and furniture	-	-	-	-	-	-	-	-	-
Computers and telecommunications	1,300	-	1,300	-	1,300	-	-	1,300	-
Library books	1,000	-	1,000	-	1,000	-	-	1,000	-
<b>Total Plant and Equipment</b>	<b>5,000</b>	-	<b>5,000</b>	-	<b>5,000</b>	-	-	<b>5,000</b>	-
<b>Infrastructure</b>									
Roads	19,595	-	12,995	6,600	19,595	400	-	19,195	-
Bridges	250	-	250	-	250	-	-	250	-
Footpaths and cycleways	1,795	305	1,490	-	1,795	-	-	1,795	-
Drainage	9,675	-	720	8,955	9,675	-	-	9,675	-
Recreational, leisure and community facilities	3,120	-	520	2,600	3,120	-	-	3,120	-
Waste management	-	-	-	-	-	-	-	-	-
Parks, open space and streetscapes	5,085	40	730	4,315	5,085	-	-	5,085	-
Off street car parks	350	-	350	-	350	-	-	350	-
Other infrastructure	-	-	-	-	-	-	-	-	-
<b>Total Infrastructure</b>	<b>39,870</b>	<b>345</b>	<b>17,055</b>	<b>22,470</b>	<b>39,870</b>	<b>400</b>	-	<b>39,470</b>	-
<b>Total Capital Works Expenditure</b>	<b>48,630</b>	<b>645</b>	<b>25,515</b>	<b>22,470</b>	<b>48,630</b>	<b>492</b>	-	<b>48,138</b>	-

#### 4.7 Proposals to Lease Council Land

Section 115 of the *Local Government Act 2020* requires Council's budget to include any proposal to lease land (for one year or more) where the rent for any period of the lease is \$100,000 or more a year, or the current market rental value of the land is \$100,000 or more a year, or the lease is for 10 years or more. Council only needs to meet any one of the 3 tests to require disclosure. If Council proposes to lease land that was not included in the budget, then Council must undertake a community engagement process in accordance with the Community Engagement Policy.

The following table presents a summary of Council's proposals to lease council land to external parties in the 2024-25 financial year where the rent (for any period of the lease) is greater than \$100,000, or the market value of the land is greater than \$100,000, or the lease term is greater than 10 years:

Tenant	Property	Proposed Term	Permitted Use	Annual Market Rental Valuation (Excl. GST)	Proposed Annual Rental (Excl. GST)
Williamstown Football Club	71A Morris St, Williamstown	5 years	Function centre	\$160,000	\$160,000
Early Childhood Management Services Inc.	51 Maddox Road, Newport	5 years - with a 5 year further term	Child Care	\$249,000	\$170,000
Department of Defence	60-80 Nelson Place, Williamstown	5 years - with a 5 year further term	Commonwealth of Australia	\$180,000	\$180,000



**5. Performance indicators**



## 5.1 Targeted performance indicators

The following tables highlight Council's current and projected performance across a selection of targeted service and financial performance indicators. These indicators provide a useful analysis of Council's intentions and performance and should be interpreted in the context of the organisation's objectives.

The targeted performance indicators below are the prescribed performance indicators contained in Schedule 4 of the Local Government (Planning and Reporting) Regulations 2020. Results against these indicators and targets will be reported in Council's Performance Statement included in the Annual Report.

In addition, Council has published a variety of live performance dashboards on its website, which can be found at the following link:

<https://www.hobsonsby.vic.gov.au/Council/About-Council/Council-Reporting>

### Targeted performance indicators – Service

Indicator	Measure	Notes	Actual 2022/23	Forecast 2023/24	Budget 2024/25	Strategic Resource Plan Projections			Trend +/-
						2025/26	2026/27	2027/28	
<b>Governance</b>									
<b>Consultation and engagement</b> (Council decisions made and implemented with community input)	<b>Satisfaction with community consultation and engagement</b> Community satisfaction rating out of 100 with the consultation and engagement efforts of Council	1	56	56	56	56	56		o
<b>Roads</b>									
<b>Condition</b> (sealed local roads are maintained at the adopted condition standard)	<b>Sealed local roads below the intervention level</b> Number of kms of sealed local roads below the renewal intervention level set by Council / Kms of sealed local roads	2	92.6%	95.0%	95.0%	94.0%	93.5%	93.0%	o
<b>Statutory planning</b>									
<b>Service standard</b> (planning application processing and decisions are in accordance with legislative requirements)	<b>Planning applications decided within the relevant required time</b> Number of planning application decisions made within the relevant required time / Number of planning application decisions made	3	51.4%	69.5%	65.0%	70.0%	72.5%	75.0%	+
<b>Waste management</b>									
<b>Waste diversion</b> (amount of waste diverted from landfill is maximised)	<b>Kerbside collection waste diverted from landfill</b> Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins	4	53.1%	53.0%	53.0%	66.0%	66.0%	66.0%	+

**Targeted performance indicators – Financial**

Indicator	Measure	Notes	Actual 2022/23	Forecast 2023/24	Budget 2024/25	Strategic Resource Plan Projections			Trend +/-
						2025/26	2026/27	2027/28	
<b>Liquidity</b>									
<b>Working Capital</b> (sufficient working capital is available to pay bills as and when they fall due)	<b>Current assets compared to current liabilities</b> Current assets / current liabilities	5	155.1%	120.3%	103.8%	115.9%	134.1%	133.2%	+
<b>Obligations</b>									
<b>Asset renewal</b> (assets are renewed as planned)	<b>Asset renewal compared to depreciation</b> Asset renewal and upgrade expense / Asset depreciation	6	136.2%	145.8%	149.5%	140.4%	112.6%	134.4%	o
<b>Stability</b>									
<b>Rates concentration</b> (revenue is generated from a range of sources)	<b>Rates compared to adjusted underlying revenue</b> Rate revenue / adjusted underlying revenue	7	81.5%	83.3%	83.9%	84.1%	84.1%	83.9%	o
<b>Efficiency</b>									
<b>Expenditure level</b> (resources are used efficiently in the delivery of services)	<b>Expenses per property assessment</b> Total expenses / no. of property assessments	8	\$ 3,302	\$ 3,379	\$ 3,514	\$ 3,533	\$ 3,606	\$ 3,660	-

## 5.2 Financial Performance Indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the organisation's objectives. The financial performance indicators below are the prescribed financial performance indicators contained in Part 3 of Schedule 3 of the *Local Government (Planning and Reporting) Regulations 2020*. Results against these indicators will be reported in Council's Performance Statement included in the Annual Report.

Indicator	Measure	Notes	Actual 2022/23	Forecast 2023/24	Budget 2024/25	Strategic Resource Plan Projections			Trend +/-
						2025/26	2026/27	2027/28	
<b>Operating position</b>									
<b>Adjusted underlying result</b> (an adjusted underlying surplus is generated in the ordinary course of business)	<b>Adjusted underlying surplus (or deficit)</b> Adjusted underlying surplus (deficit) / Adjusted underlying revenue	9	8.5%	7.5%	5.7%	8.0%	7.7%	7.5%	o
<b>Liquidity</b>									
<b>Unrestricted cash</b> (sufficient cash that is free of restrictions is available to pay bills as and when they fall due)	<b>Unrestricted cash compared to current liabilities</b> Unrestricted cash / current liabilities	10	21.9%	(15.3%)	(16.0%)	(23.1%)	(24.2%)	(24.1%)	-
<b>Obligations</b>									
<b>Loans and borrowings</b> (level of interest bearing loans and borrowings is appropriate to the size and nature of Council's activities)	<b>Loans and borrowings compared to rates</b> Interest bearing loans and borrowings / rate revenue		15.2%	18.6%	21.3%	14.5%	11.7%	8.9%	+
<b>Loans and borrowings</b> (level of interest bearing loans and borrowings is appropriate to the size and nature of Council's activities)	<b>Loans and borrowings repayments compared to rates</b> Interest and principal repayments on interest bearing loans and borrowings / rate revenue	11	1.1%	1.9%	2.7%	6.7%	3.0%	2.9%	+
<b>Indebtedness</b> (level of long term liabilities is appropriate to the size and nature of a Council's activities)	<b>Non-current liabilities compared to own-source revenue</b> Non-current liabilities / own source revenue		13.6%	15.9%	14.4%	12.0%	9.1%	6.6%	+
<b>Stability</b>									
<b>Rates effort</b> (rating level is set based on the community's capacity to pay)	<b>Rates compared to property values</b> Rate revenue / CIV of rateable properties in the municipal district	12	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%	o
<b>Efficiency</b>									
<b>Revenue level</b> (resources are used efficiently in the delivery of services)	<b>Average rate per property assessment</b> General rates and municipal charges / no. of property assessments	13	\$ 2,117	\$ 2,206	\$ 2,218	\$ 2,292	\$ 2,340	\$ 2,380	-

**Key to Forecast Trend:**

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

**Notes to indicators****5.1.1 Satisfaction with community consultation and engagement**

Satisfaction score target projections are based on receiving a consistent result to the previous year.

**5.1.2 Sealed local roads below the intervention level**

Projections for sealed local roads below the intervention level remain reasonably consistent, dependent upon available funding levels.

**5.1.3 Planning applications decided within the relevant required time**

Council is actively working to improve timeframes on planning application decisions. This year's forecast result shows an improvement. Significant improvements to customer service and internal systems and processes, together with more robust Planning Scheme controls are expected to assist to reduce timeframes for issuing decisions on Planning Permit applications.

**5.1.4 Kerbside collection waste diverted from landfill**

Council endorsed a change to frequency in collections in November 2020. This has resulted in less food and garden waste being diverted from landfill. Council is currently exploring innovative waste processing opportunities to achieve the improved results in the target projections.

**5.1.5 Working Capital**

The proportion of current liabilities represented by current assets. Working capital is projected to decrease in 2024-25. The trend from 2025-26 is that this ratio will increase as cash is put aside to repay future loan principal repayments and to fund Council's priority advocacy projects.

**5.1.6 Asset renewal**

This indicates the extent of Council's renewal of assets against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.

**5.1.7 Rates concentration**

Reflects extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates that Council will continue to be reliant on rate revenue compared to all other revenue sources.

**5.1.8 Expenditure level**

Predictions are for expenditure levels to grow at a slightly faster rate than property growth.

**5.1.9 Adjusted underlying result**

An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. The financial results are expected to remain reasonably consistent over the period.

**5.1.10 Unrestricted Cash**

The negative percentage is calculated in accordance with the definition of unrestricted cash within Section 3 of the Regulations and therefore excludes other financial investments. When financial investments are included, positive percentages are calculated.

**5.1.11 Debt compared to rates**

The low indicators highlight Council's minimal reliance on loan borrowings and debt against its annual rate and own-source revenue.

**5.1.12 Rates effort**

The ratio is consistent as increases to rates revenue are predicted to be consistent with the predicted increase in property valuations.

**5.1.13 Revenue level**

The percentage is increasing as general rates are expected to increase (in-line with future predicted rate caps) at a slightly higher rate than the predicted increases in property numbers.





## 6. Fees and charges





Fees and charges of a statutory and non-statutory nature which will be charged in respect to various goods and services provided during the year are attached as an appendix to the Budget 2024-25.

Fees and charges are based on information available at the time of publishing and may vary during the financial year subject to any changes in Council's policy or legislation.

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Name	GST	Year 24/25 Fee (incl. GST)
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## Financial year from 1 July to 30 June

### Information Management

#### Freedom of Information

FOI applications	N	Statutory Min. Fee: \$30.00
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### Property Ownership Information & Regulatory Services

#### Property Ownership Information

Rate Notice reproduction	N	\$29.00
Land Information Certificate	N	\$28.90
Land Information Certificate (Additional Urgent Fee)	N	\$119.00
Dishonoured Payment Fee	N	\$25.00

#### Local Law Permit Fees

##### Tables, Chairs And Footpath Furniture

Other	N	\$232.00
Tear Drop Flags	N	\$232.00
Umbrellas	N	\$46.00
"A" Boards	N	\$232.00
Display of goods	N	\$374.00
Heaters	N	\$46.00
Late Application Fees for Local Law Permits	N	\$63.00
Per bench seat	N	\$135.00
Per chair	N	\$70.00
Per table	N	\$46.00
Planter boxes on footpath	N	\$99.00
Real Estate Auction/Open for Inspection signs per agency	N	\$861.00
Screens	N	\$291.00

#### Other Permits

Mobile Vendor - Itinerant Sites - Annual Permit - Local	N	\$2,652.00
Mobile Vendor - Itinerant Sites - Annual Permit - Non Local	N	\$4,085.00
Mobile Vendor - Itinerant Sites - Application Fee	N	No cost
Mobile Vendor - Itinerant Sites - Monthly Permit - Local	N	\$663.00
Mobile Vendor - Itinerant Sites - Monthly Permit - Non Local	N	\$1,019.00
Mobile Vendor - Tier 1 Site - Annual Permit - Local	N	\$2,652.00
Mobile Vendor - Tier 1 Site - Annual Permit - Non Local	N	\$4,085.00
Mobile Vendor - Tier 1 Site - Monthly Permit - Local	N	\$663.00
Mobile Vendor - Tier 1 Site - Monthly Permit - Non Local	N	\$1,019.00
Mobile Vendor - Tier 1, 2 & 3 Sites - Application Fee	N	\$79.00
Mobile Vendor - Tier 2 Site - Annual Permit - Local	N	\$1,761.00
Mobile Vendor - Tier 2 Site - Annual Permit - Non Local	N	\$2,716.00

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Name	GST	Year 24/25 Fee (incl. GST)
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## Other Permits [continued]

Mobile Vendor - Tier 2 Site - Monthly Permit - Local	N	\$440.00
Mobile Vendor - Tier 2 Site - Monthly Permit - Non Local	N	\$679.00
Mobile Vendor - Tier 3 Site - Annual Permit - Local	N	\$1,103.00
Mobile Vendor - Tier 3 Site - Annual Permit - Non Local	N	\$1,697.00
Mobile Vendor - Tier 3 Site - Monthly Permit - Local	N	\$440.00
Mobile Vendor - Tier 3 Site - Monthly Permit - Non Local	N	\$679.00
Tradesman Parking Permit	N	\$50.00
Registration of Domestic Animal Business	N	\$372.00
Replacement of Lost/Missing Visitors Permit	N	\$111.00
Truck permit on residential Land	N	\$274.00

## Impounded Vehicles & Other Items

Impounded Items	N	\$67.00
Release Fee for impounded Signs	N	\$69.50
Shopping Trolley Release Fees	N	\$136.00
Trail Bikes Impound Fee	N	\$400.00
Impound release fee for derelict vehicles	N	\$732.00

## Parking Ticket Machine Fees

In designated areas (Per day)	Y	\$17.60
Per hour equivalent to ones stay in designated areas (Per hour)	Y	\$5.20

## Animal Registration & Control

### Cat Registration

Cat - Not Desexed	N	\$144.00
Cats for breeding purposes	N	\$48.00
Cats over 10 years	N	\$48.00
Cats permanently identified (microchip)	N	\$48.00
Cats registered with Feline Control Council	N	\$48.00
Sterilised Cat	N	\$48.00
Cat – Pensioner's Concession	N	\$72.00
Cats for breeding purposes – Pensioner's Concession	N	\$24.00
Cats over 10 years – Pensioner's Concession	N	\$24.00
Cats permanently identified (microchip) – Pensioner's Concession	N	\$24.00
Cats registered with Feline Control Council – Pensioner's Concession	N	\$24.00
Sterilised Cat – Pensioner's Concession	N	\$24.00

### Dog Registration

Dog 3-6 months	N	\$65.00
Declared Dangerous Dog – No Pensioner Concession	N	\$195.00
Declared Menacing Dog – No Pensioner Concession	N	\$195.00
Declared Restricted Breed Dog – No Pensioner Concession	N	\$195.00
Dog - Not Desexed	N	\$195.00

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Name	GST	Year 24/25 Fee (incl. GST)
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## Dog Registration [continued]

Dogs for breeding purposes	N	\$65.00
Dogs obedience trained	N	\$65.00
Dogs over 10 years	N	\$65.00
Dogs permanently identified (microchip)	N	\$65.00
Dogs registered with Victorian Canine Ass.	N	\$65.00
Sterilised Dog	N	\$65.00
Working Animals	N	\$65.00
Dog – Pensioner’s Concession	N	\$95.00
Dogs for breeding purposes – Pensioner’s Concession	N	\$32.50
Dogs obedience trained – Pensioner’s Concession	N	\$32.50
Dogs over 10 years – Pensioner’s Concession	N	\$32.50
Dogs permanently identified (microchip) – Pensioner’s Concession	N	\$32.50
Dogs registered with Victorian Canine Ass. – Pensioner’s Concession	N	\$32.50
Sterilised Dog – Pensioner’s Concession	N	\$32.50
Working Animals – Pensioner’s Concession	N	\$32.50

## Impounded Animals

Seized/Boarding Daily Fee per Cat	N	\$41.00
Seized/Boarding Daily Fee per Dog	N	\$53.00
Seized/Court Held Daily Fee per Cat	N	\$41.00
Seized/Court Held Daily Fee per Dog	N	\$53.00
Return of registered animal	N	\$94.00
Impound Cat and/or Kitten Fee	N	\$570.00
Impound Dog Fee	N	\$570.00
Animal Surrender Fee	N	\$570.00
Stock Pound Release fee	N	\$245.00
Pound fee (Per day)	N	\$53.00

## Other Animals Fees

After hours animal ambulance collection	N	\$467.00
Cat Cage Hiring	Y	\$100.00
Replacement Dog & Cat Registration Tag	N	\$7.00
Permit to Exercise Horses on Beach	N	\$495.00
Animal Impound Fees – Commercial business	N	\$570.00
Permit for multiple animals	N	\$181.00

Name	GST	Year 24/25 Fee (incl. GST)
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## Public Health – Food Act

### Renewal of Registrations

#### CLASS CLASSIFICATION

“Class 1”, “Class 2”, “Class 3” and “Class 4” Food Premises” means the food premises declared under section 19C of the Food Act 1984 to be Class 1, Class 2, Class 3 and Class 4 Food Premises respectively.

#### Class 1

Premises where potentially hazardous food is predominantly handled and served to vulnerable groups

#### Class 2

Premises where any unpackaged potentially hazardous food is handled, other than Class 1, 3 or 4 premises.

### Class 1 Premises

Child Care Centres	N	\$900.00
Hospitals	N	\$1,700.00
Manufacturer	N	\$1,300.00
Nursing Homes and Hostels	N	\$1,700.00

### Class 2 Premises

Bakery	N	\$950.00
Bar	N	\$720.00
Cafe/Restaurant/Take-Away	N	\$950.00
Catering Kitchen	N	\$950.00
Community Centre	N	\$720.00
Community Groups – annual registration	N	\$180.00
Delicatessen	N	\$950.00
Food Vehicle	N	\$720.00
Food Vehicle additional class 2 vehicles	N	\$350.00
Function Centre	N	\$1,000.00
Home Kitchen	N	\$600.00
Hotel	N	\$950.00
Manufacturer	N	\$1,250.00
Non community Groups – annual registration	N	\$600.00
Not For Profit Organisation	N	\$500.00
Retail Food Sales	N	\$950.00
School Canteen	N	\$950.00
Social/Sporting Club	N	\$750.00
Supermarket	N	\$2,400.00
Vending Machine (first machine)	N	\$500.00
Vending Machine (per additional machines)	N	\$100.00
Meat Premise (non-Primesafe)	N	\$950.00

### Class 3 Premises

Bakery	N	\$720.00
Bar	N	\$500.00
Community Groups – annual registration	N	\$150.00
Distribution / Storage Warehouse	N	\$1,000.00

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Name	GST	Year 24/25 Fee (incl. GST)
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### Class 3 Premises [continued]

Food Vehicle	N	\$500.00
Food Vehicle additional class 3 vehicles	N	\$350.00
Home Kitchen	N	\$400.00
Hotel	N	\$720.00
Manufacturer	N	\$900.00
Non community Groups – annual registration	N	\$500.00
Not For Profit Organisation	N	\$500.00
Retail Food Sales	N	\$720.00
School Canteen	N	\$600.00
Social/Sporting Club	N	\$500.00
Supermarket	N	\$1,750.00
Vending Machine (first machine)	N	\$500.00
Vending Machine (per additional machines)	N	\$100.00
Meat Premise (non-Primesafe)	N	\$700.00

### New Premises

New premises application	N	30% surcharge added to applicable renewal fee
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### Transfer Registration

100% of the annual renewal fee	N	100% without cap
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### Other

2nd and every subsequent follow-up assessment/inspection/visit in registration year	N	\$500.00
Follow-up food samples reimbursed at cost + 25%	N	At cost + 25%

### Inspection And Provision Of Report

Inspection report and administration (minimum 14 days notice)	N	\$570.00
Inspection report and administration (minimum 7 days notice)	N	\$900.00

## Public Health – Public Health and Wellbeing Act / Residential Tenancies Act

### Renewal of Registrations

#### Health Premises

Aquatic Facility - Category 1	N	\$550.00
Accommodation - Rooming House	N	\$850.00
Accommodation - Motel/Hotel	N	\$750.00
Accommodation - All other categories	N	\$700.00
Beauty Therapy	N	\$350.00
Colonic Irrigation	N	\$600.00

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Name	GST	Year 24/25 Fee (incl. GST)
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## Health Premises [continued]

Other	N	\$350.00
Skin Penetration	N	\$600.00
Tattooing	N	\$600.00

## Caravan Park

Renewal of Registration	N	Statutory
Transfer of Registration	N	Statutory

## New Registrations

### Health Premises

Accommodation - Rooming House	N	\$1,500.00
Accommodation - Motel/Hotel	N	\$1,250.00
Accommodation - All other categories	N	\$1,100.00
Beauty Therapy	N	\$550.00
Colonic Irrigation	N	\$900.00
Other	N	\$550.00
Skin Penetration	N	\$900.00
Tattooing	N	\$900.00

## Caravan Park

Application for Registration	N	Statutory
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## Public Health – Other

### Other

Additional complaint investigation or other miscellaneous site visit	N	\$500.00
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## Inspection And Provision Of Report

Inspection report and administration (Other)	N	\$550.00
Inspection report and administration (Tattooing & Accommodation)	N	\$900.00
Plans Assessment Fee	Y	\$825.00

## Waste Water Disposal (Septic Tanks)

Permit to Install	N	Statutory
Permit to Alter	N	Statutory
Permit to Alter - Minor	N	Statutory
In excess of two site inspections - per additional inspection	N	\$400.00

## Community Learning and Service Centres

### Photocopying and Printing

A3	Y	\$0.50
A4	Y	\$0.30

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Name	GST	Year 24/25 Fee (incl. GST)
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## Photocopying and Printing [continued]

Colour A3	Y	\$1.20
Colour A4	Y	\$0.60

## Items For Sale

Ada Cambridge short story collection (current years)	Y	\$10.40
At the edge of the Centre (leather bound)	Y	\$60.00
Williamstown: Mysteries and other happenings	Y	\$16.01
Yakulit Willam – The first people of Hobsons Bay	Y	\$5.00
Ada Cambridge short stories (past years)	Y	\$5.00
Altona a long view (leather bound)	Y	\$60.00
At the edge of the centre (standard)	Y	\$15.00
Journeys to Australia	Y	\$5.00
Life on a Plate	Y	\$15.00
Write & Drawn by the Bay	Y	\$10.00

## Miscellaneous

Consumables	Y	At cost
Damaged and Lost Items	N	At cost

## Venue Charges

### Other

Bond	N	\$500.00
Insurance - Community Learning and Service Centres	Y	\$37.50
Fire Brigade Call Out - As billed by MFB	N	At cost
Additional Staffing - If required	Y	\$75.00
Cleaning Charge - If required	Y	\$150.00
Lost Swipe Card	Y	\$50.00
Rubbish Removal - Left Behind	Y	\$100.00
Rubbish Removal - Pre-arranged	Y	\$50.00
Security Call Out	Y	\$150.00

## Altona Library Meeting Room

Per hour – Corporate	Y	\$42.00
Per hour – Community	Y	\$30.00
Per hour - Community Access	Y	\$12.00

## Altona Mead. Library & Learning Centre

### Media Room

Per hour – Corporate	Y	\$0.00
Per hour – Community	Y	\$0.00
Per hour - Community Access	Y	\$0.00

Name	GST	Year 24/25 Fee (incl. GST)
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### Meeting Room 2

Per hour – Corporate	Y	\$64.00
Per hour – Community	Y	\$30.00
Per hour - Community Access	Y	\$12.00

### Technology Training Room

Per hour – Corporate	Y	\$25.00
Per hour – Community	Y	\$18.00
Per hour - Community Access	Y	\$8.00

## Altona North Community Library

### Games Hub

Per hour – Corporate	Y	\$40.00
Per hour – Community	Y	\$25.00
Per hour - Community Access	Y	\$12.00

### Computer Lab

Per hour – Corporate	Y	\$25.00
Per hour – Community	Y	\$17.00
Per hour - Community Access	Y	\$8.00

## Seabrook Community Centre

### Multipurpose Room 1 and 2 (with kitchen access)

Per hour - Corporate	Y	\$64.00
Per hour - Community	Y	\$55.50
Per hour - Community Access	Y	\$12.00

### Multipurpose Room 1 or 2 (with kitchen access)

Per hour - Corporate	Y	\$43.00
Per hour - Community	Y	\$30.00
Per hour - Community Access	Y	\$12.00

### Consulting Room

Per hour - Corporate	Y	\$43.00
Per hour - Community	Y	\$30.00
Per hour - Community Access	Y	\$12.00

### Cottage

Per hour - Corporate	Y	\$43.00
Per hour - Community	Y	\$30.00
Per hour - Community Access	Y	\$12.00

Name	GST	Year 24/25 Fee (incl. GST)
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## Laverton Community Hub

### Classroom 1

Per hour – Corporate	Y	\$38.50
Per hour – Community	Y	\$27.00
Per hour – Community Access	Y	\$8.00

### Classroom 2

Per hour – Corporate	Y	\$38.50
Per hour – Community	Y	\$27.00
Per hour – Community Access	Y	\$8.00

### Classroom 3

Per hour – Corporate	Y	\$28.00
Per hour – Community	Y	\$18.00
Per hour – Community Access	Y	\$7.00

### Classroom 4

Per hour – Corporate	Y	\$28.00
Per hour – Community	Y	\$18.00
Per hour – Community Access	Y	\$7.00

### Function Room with Kitchen

Per hour - Corporate	Y	\$210.00
Per hour - Community	Y	\$140.00
Per hour - Community Access	Y	\$40.00

### Function Room without Kitchen

Per hour – Corporate	Y	\$184.50
Per hour – Community	Y	\$130.00
Per hour – Community Access	Y	\$35.00
Per hour – MP1 and 2 Rate	Y	\$63.50

### Meeting Room 1

Per hour - Corporate	Y	\$28.00
Per hour - Community	Y	\$19.00
Per hour - Community Access	Y	\$7.00

### Multipurpose Room 1

Per hour – Corporate	Y	\$50.00
Per hour – Community	Y	\$35.50
Per hour – Community Access	Y	\$10.00

### Multipurpose Room 2

Per hour – Corporate	Y	\$50.00
Per hour – Community	Y	\$35.50

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Name	GST	Year 24/25 Fee (incl. GST)
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### Multipurpose Room 2 [continued]

Per hour – Community Access	Y	\$10.00
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### Multipurpose Room 1 and 2

Per hour – Corporate	Y	\$91.00
Per hour – Community	Y	\$63.50
Per hour – Community Access	Y	\$15.00

### Offices

Per hour – Corporate	Y	\$16.00
Per hour – Community	Y	\$10.00
Per hour – Community Access	Y	\$5.50

### Recreation Room

Per hour – Corporate	Y	\$60.50
Per hour – Community	Y	\$42.50
Per hour – Community Access	Y	\$10.00

### Training Kitchen (without function room hire)

Per hour – Corporate	Y	\$80.00
Per hour – Community	Y	\$41.50

### Newport Community Hub

#### Courtyard and BBQ

Per hour – Corporate	Y	\$38.50
Per hour – Community	Y	\$27.00
Per hour - Community Access	Y	\$8.00

#### Mechanics Hall

Per hour – Corporate	Y	\$61.00
Per hour – Community	Y	\$40.00
Per hour – Community Access	Y	\$12.00
Per hour - Private Functions	Y	\$94.00

#### Program Room 1

Per hour – Corporate	Y	\$61.00
Per hour – Community	Y	\$40.00
Per hour – Community Access	Y	\$12.00
Per hour - Private Functions	Y	\$94.00

#### Program Room 2

Per hour – Corporate	Y	\$61.00
Per hour – Community	Y	\$40.00
Per hour – Community Access	Y	\$12.00
Per hour - Private Functions	Y	\$94.00



Name	GST	Year 24/25 Fee (incl. GST)
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### Program Room 1 and 2

Per hour – Corporate	Y	\$120.00
Per hour – Community	Y	\$80.00
Per hour – Community Access	Y	\$24.00
Per hour - Private Functions	Y	\$135.00

### Program Room 3

Per hour – Corporate	Y	\$40.00
Per hour – Community	Y	\$27.00
Per hour – Community Access	Y	\$9.00

### Program Room 4

Per hour – Corporate	Y	\$50.00
Per hour – Community	Y	\$35.50
Per hour – Community Access	Y	\$12.00

### Offices

Per hour – Corporate	Y	\$28.00
Per hour – Community	Y	\$18.50
Per hour - Community Access	Y	\$5.50

### Recording Studio

Per hour – Corporate	Y	\$64.00
Per hour – Community	Y	\$25.00
Per hour – Community Access	Y	\$12.00

## Williamstown Community Library

### The Book Room – Friends of the Library and Community Space

Per hour – Corporate	Y	\$28.00
Per hour – Community	Y	\$18.00
Per hour - Community Access	Y	\$8.00

### Meeting Room – Williamstown Library

Per hour – Corporate	Y	\$28.00
Per hour – Community	Y	\$18.00
Per hour - Community Access	Y	\$8.00

## Family, Youth & Children

Non-schedule Vaccine - Meningococcal B	Y	\$120.00
Non-schedule vaccine - Flu	Y	\$23.00

## Kindergarten

Enrolment Fee	N	\$0.00
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Name	GST	Year 24/25 Fee (incl. GST)
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## Child Care Centre – Occasional Care (Altona Meadows)

Session – 4hrs	N	\$36.00
Session – 4hrs (Health Care Card Holders)	N	\$33.00
Two or more Children (same family)	N	\$33.00

## Community Support

### Meals

Per meal – Category 1 (low Income)	N	\$10.10
Per meal – Category 2 (medium income)	N	\$13.40
Per meal – Category 3 (high income)	N	\$22.20
Meal – Client Christmas party	N	\$10.80

### Community transport

Per trip – (one way)	N	\$2.10
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### PAG / Social Support Group

Cost of meal – Category 1 (low income)	N	\$10.10
Cost of meal – Category 2 (medium income)	N	\$13.40
Cost of meal – Category 3 (high income)	N	\$22.20
Category 1 (low income)	N	\$11.40
Category 2 (medium income)	N	\$18.60
Category 3 (high income)	N	\$27.10

### Home Maintenance

Per hour – Category 1 (low income)	N	\$17.60
Per hour – Category 2 (medium income)	N	\$27.00
Per hour – Category 3 (high income)	N	\$71.60

### Home Maintenance – Garden

Per hour – Garden Maintenance	N	\$20.20
Minimum one hour per Job, per person		

### Private Business

Community Transport Level1 HCP - One Way	N	\$4.65
Community Transport Level 2 HCP- One Way	N	\$4.65
Community Transport Level 3 HCP- One Way	N	\$6.00
Community Transport Level 4 HCP - One Way	N	\$6.00
Delivered Meals Level 1 HCP	N	\$10.40
Delivered Meals Level 2 HCP	N	\$10.40
Delivered Meals Level 3 HCP	N	\$13.40
Delivered Meals Level 4 HCP	N	\$18.20

Name	GST	Year 24/25 Fee (incl. GST)
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## Recreation

### Sporting Reserves & Parks

Bond – Casual Hire Buildings	N	\$500.00
Building Cleaning	Y	\$125.00
Personal Training Permit (Annual)	Y	\$469.00
Personal Training Permits (6 months)	Y	\$291.00
Personal Training Permit (3 months)	Y	\$175.50

### Casual Hire

Cricket Finals – Hard Wickets	Y	\$140.50
Cricket Finals – Turf Wickets	Y	\$333.00
Reserve Hire – Commercial Promotions Event	Y	\$542.00
Reserve Hire – with power	Y	\$123.00
Reserve Hire and Marquee/Tent	Y	\$186.50
Tennis Hard Court Hire - (Per Half Hour - out of daylight)	Y	\$5.20
Hard Court Hire (Per Hour)	Y	\$21.00

### Altona Beach Pavilion

Commercial Hire (Per hour)	Y	\$82.50
Community Hire (Per hour)	Y	\$42.50

### Keys

Extra Keys Cut	Y	\$62.00
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## Newport Park Athletics Facility

### Meeting Rooms

Meeting Rooms – Commercial Hire (Minimum 3 hour daytime access)	Y	\$210.00
Meeting Rooms – Commercial Hire (Minimum 4 hour evening access)	Y	\$478.00
Meeting Rooms – Commercial Hire (6 hour daytime access)	Y	\$420.00
Meeting Rooms – Commercial Hire (Additional fee to access both rooms)	Y	\$94.00
Meeting Rooms – School Hire (Minimum 3 hour daytime access)	Y	\$123.00
Meeting Rooms – School Hire (Minimum 4 hour evening access)	Y	\$322.00
Meeting Rooms – School Hire (6 hour daytime access)	Y	\$362.00
Meeting Rooms – School Hire (Additional fee to access both rooms)	Y	\$65.00

### Track

Track – Casual Access via Newport Recreation Centre	Y	\$3.50
Track – Club / School Training (Per Hour)	Y	\$51.50
Track – Event	Y	\$594.00
Track – Schools within municipality	Y	\$368.00
Track – Schools not within municipality	Y	\$517.00
Track – Tertiary Institutions	Y	\$175.50

Name	GST	Year 24/25 Fee (incl. GST)
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## Active Hall – Laverton

Community Hire (Per hour)	Y	\$29.00
Commercial Hire (Per hour)	Y	\$54.50

## Parks

### Reserves & Parks – Weddings

#### Newport Lakes

Photos	Y	\$253.00
Wedding Ceremony – resident rate	Y	\$288.50
Wedding Ceremony – non-resident rate	Y	\$385.00

#### Williamstown Botanic Garden & Commonwealth Reserve

Photos	Y	\$264.50
Wedding Ceremony – resident rate	Y	\$327.00
Wedding Ceremony – non-resident rate	Y	\$484.00

## Private Trees

### Private Tree Removal

Private Tree Removal Applications	N	\$133.00
Private Tree Removal Applications (Consession)	N	\$62.50

## Capital Works & Assets

### Subdivision (Fees) Regulation 2016

Engineering Plan Checking fee for private developer works = 0.75% cost to the construction works	N	Statutory
Engineering Supervision fee for private developer works = 2.5% cost of the construction works	N	Statutory

### Legal Point of Discharge

legal point of discharge	N	\$154.00
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### Onsite Stormwater Detention Review

Onsite Stormwater detention review for developers	N	\$329.00
Onsite Detention inspection for developers	N	\$164.50

### Traffic Count Information

Information	Y	\$97.00
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## Capital Works & Assets Permit Fees Associates with Road Management Act 2004

### Consent for Works on Road Reserve

Reinstatement bond (Service Authorities exempt) – Other road opening	N	\$710.00
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Name	GST	Year 24/25 Fee (incl. GST)
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## Consent for Works on Road Reserve [continued]

Reinstatement bond (Service Authorities exempt) – Vehicle crossing	N	\$710.00
Works area under 8.5sqm, not on roadway, pathway	N	Statutory
Works area over 8.5sqm, speed under than 50km/h, not on roadway, pathway	N	Statutory
Works area over 8.5sqm, speed under than 50km/h, on roadway, pathway	N	Statutory
Works area under 8.5sqm, on roadway, pathway	N	Statutory
Works area over 8.5sqm, speed more than 50km/h, not on roadway, pathway	N	Statutory
Works area over 8.5sqm, speed more than 50km/h, on roadway, pathway	N	Statutory

## Permit Fees Associates with Local Law No.2

Rock blasting	N	POA
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## Footpath Crossing – Initial Inspection Fee

Bond	N	Various Min. Fee: \$710.00
Initial inspection fee	N	\$175.50

## Road Occupation

Permit fee	N	\$191.50
Road Occupation – additional charge (per sq meter, per week)	N	\$10.80

## Bin/Skip Permits

Commercial (including building works) – per week	N	\$169.50
plus Per day thereafter	N	\$85.00
Residential (household and garden bulk rubbish) – 3 days	N	\$85.00
plus Per day thereafter	N	\$44.00

## Waste Collection

FOGO Paper Bags - Heavy Bags (100gsm)	Y	\$7.00
FOGO Paper Bags - Light Bags (50gsm)	Y	\$4.00
Secondary hard waste collection	N	\$87.00

## Town Planning Department

### Town Planning Applications Fees

Class 1. Change of Use Only	N	\$1,405.00
Class 2. \$0 – \$10,000	N	\$212.50
Class 3. \$10,001 – \$100,000	N	\$668.00
Class 4. \$100 001 – \$500,000	N	\$1,375.00
Class 5. \$500,001 – \$1,000,000	N	\$1,485.00
Class 6. \$1,000,001 – \$2,000,000	N	\$1,590.00
Class 7. \$0 – \$10,000	N	\$212.50
Class 8. \$10,001 or more	N	\$456.00

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Name	GST	Year 24/25 Fee (incl. GST)
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## Town Planning Applications Fees [continued]

Class 9. To subdivide or consolidate land	N	\$212.50
Class 10: VicSmart: To subdivide or consolidate land	N	\$212.50
Class 11. \$0 – \$100,000	N	\$1,220.00
Class 12. \$100,001 – \$1,000,000	N	\$1,650.00
Class 13. \$1,000,001 – \$5,000,000	N	\$3,625.00
Class 14. \$5,000,001 – \$15,000,000	N	\$9,235.00
Class 15. \$15,000,001 – \$50,000,000	N	\$27,205.00
Class 16. \$50,000,001 or more	N	\$61,135.00
Class 17: Subdivide existing building	N	\$1,405.00
Class 18: Subdivide land into two lots (other than VicSmart)	N	\$1,405.00
Class 19: Realignment of common boundary between lots or consolidate lots	N	\$1,405.00
Class 20: Subdivide land	N	\$1,405.00
Class 21: a) Create, vary or remove restriction within the meaning of the Subdivision Act 1988; or	N	\$1,405.00
Class 21: b) create or remove a right of way: or	N	\$1,405.00
Class 21: c) create, vary, or remove an easement other than a right of way; or	N	\$1,405.00
Class 21: d) vary, remove condition in nature of an easement (other than a right of way) in Crown grant.	N	\$1,405.00
Class 22: A permit not otherwise provided for in the regulation	N	\$1,405.00
Alteration of a Plan	N	\$114.50
Amendment of Certified Plan	N	\$145.00
Certification for Subdivision	N	\$179.50

## Amended Plans And Permits

1. To amend a permit if that amendment is to change the use only.	N	\$1,405.00
2. To amend a permit (other than a permit to develop land or to use or develop land or to undertake development ancillary to the use of the land for a single dwelling per lot) to:	N	\$1,405.00
Class 3. \$0 – \$10,000	N	\$212.50
Class 4. \$10,001 – \$100,000	N	\$668.00
Class 5. \$100,001 – \$500,000	N	\$1,375.00
Class 6. \$500,001 or more	N	\$1,485.00
Class 7. \$0 – \$10,000	N	\$212.50
Class 8. \$10,001 or more	N	\$456.00
Class 9. To subdivide or consolidate land	N	\$212.50
Class 10. VicSmart: to subdivide or consolidate land	N	\$212.50
Class 11. \$0 – \$100,000	N	\$1,220.00
Class 12. \$100,001 – \$1,000,000	N	\$1,650.00
Class 13. \$1,000,001 or more	N	\$3,625.00
Class 14 – 16. Subdivision of land of two lots, an existing building, or boundary realignment or consolidation (other than Vic Smart)	N	\$1,405.00
Class 17. Subdivide land into more than two lots (per 100 lots created)	N	\$1,405.00
Class 18. To a) Create, vary or remove restriction within the meaning of the Subdivision Act 1988; or	N	\$1,405.00
Class 18: b) create or remove a right of way: or	N	\$1,405.00
Class 18: c) create, vary, or remove an easement other than a right of way; or	N	\$1,405.00
Class 18: d) vary, remove condition in nature of an easement (other than a right of way) in Crown grant.	N	\$1,405.00
Class 19. A permit not otherwise provided in the regulation	N	\$1,405.00



Name	GST	Year 24/25 Fee (incl. GST)
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## General Enquiry Letters

Pre-application - Basic Level Service (meeting and verbal advice)	Y	\$0.00
Pre-application - Intermediate Level Service (meeting and written advice)	Y	\$467.00
Pre-application - Detailed Level Service	Y	\$2,595.00
General enquiry written advice – Residential/Residential Heritage	N	\$280.50
General enquiry written advice – Commercial/Industrial/Apartments/Other	N	\$449.00

## Advertising

Public Notice Letter by Mail (1-20 letters)	N	\$259.50
Sign on site	N	\$259.50
Additional sign on site	N	\$52.00
Additional charge to cover more extensive advertising (per address)	N	\$10.40
Advertising (Newspaper Advert)	N	\$691.00
Additional Tasks (If Required)	N	\$180.00

## Additional Tasks

Endorsed Plans (second and subsequent requests)	N	\$260.00
Plan Approval	N	\$675.00
Extension of time	N	\$900.00
Secondary Consent - VicSmart	N	\$250.00
Secondary Consent - Single Dwelling on a Lot	N	\$650.00
Secondary Consent - Two or more dwellings on a lot, or Subdivision (other than VicSmart)	N	\$1,260.00
Secondary Consent -All other permits (ie. Apartment, Mixed Use, Commercial or Industrial)	N	\$2,100.00

## Other Charges and Income

Landscape bond and Subdivision second and subsequent inspections	N	\$228.50
Additional fee for retrospective application or application resulting from compliance	N	\$416.00
Planning Infringement Notice	N	Various
S173 Payments	N	At Cost plus Min. Fee: \$350.00
Landscaping Bond (per dwelling, tenancy or warehouse)	N	Various
Engineering Bonds	N	Various
Cash in Lieu of Car parking	N	Various
Open Space Contributions	N	Various
Developer Contribution Under Scheme	N	Various

Name	GST	Year 24/25 Fee (incl. GST)
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## Building Department

### Domestic – Building Permits

Domestic Work Owner Builder	Y	Cost of Building Works /100 PLUS Min. Fee  Min. Fee: \$1,363.64
Domestic Work Builder	Y	Cost of Building Works /100 PLUS Min. Fee  Min. Fee: \$1,090.91

### Industrial and Commercial – Building Permits

Amendment to Occupancy Permit	Y	\$1,650.00
Commercial and Industrial	Y	Cost of Building Works /100 PLUS Min. Fee  Min. Fee: \$1,636.36

### Building Permits

Any Work over \$1,000,000	Y	POA
Fences	Y	\$850.00

### Other Fees

Swimming Pool Inspection Fee	N	\$300.00
Variations to Existing Permits (Domestic)	Y	\$300.00
Variations to Existing Permits (Industrial and Commercial)	Y	\$450.00
Extension of time to building permit – Domestic	Y	\$300.00
Extension of time to building permit – Industrial and Commercial	Y	\$450.00
Additional Building Inspection (Mon to Fri)	Y	\$250.00
Additional Inspections outside business hours (Week Days)	Y	\$450.00
Additional Building Inspection – Saturday morning	Y	\$500.00
Lodgement fee (all permits)	N	Statutory
Property information request	N	Statutory
Council report and consent	N	Statutory
Legal agreement to build over easement	N	\$1,100.00
Copies of plans/documents – Domestic	N	\$195.00
Copies of plans/documents – Residential Multi-unit and Commercial	N	\$300.00
Place of public entertainment – occupancy permit	Y	\$1,000.00
Siting of temporary structures	N	\$400.00

Name	GST	Year 24/25 Fee (incl. GST)
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## Other Fees [continued]

Swimming pool Application and Certificate Lodgement	N	Statutory
Hoarding Permits – Minimum charge	N	Statutory

## Planning Scheme Amendments

### Planning Scheme Amendments

Planning scheme amendment fees Stage 1	N	\$5,500.00
Planning scheme amendment fees Stage 2 (submissions that exceed 20)	N	\$31,191.60
Planning scheme amendment fees Stage 2 (up to 10 submissions)	N	\$15,611.10
Planning scheme amendment fees Stage 3	N	\$497.00
Planning scheme amendment fees Stage 4	N	\$497.00
Stage 1 considering a request	N	\$3,240.00
Stage 2 considering submissions and referral to a panel – up to 10 submissions	N	\$16,040.00
Stage 2 considering submissions and referral to a panel – 11 to 20 submissions	N	\$32,030.00
Stage 2 considering submissions and referral to a panel – exceeding 20 submissions	N	\$42,815.00
Stage 3 adopting an amendment	N	\$512.00
Stage 4 Consider a request to approve by Minister (paid to Minister)	N	\$512.00
Request to amend a planning scheme – other fees (panel costs and exhibition of amendments) Various	N	Various
Planning scheme amendment fees Stage 2 (11-20 Submissions)	N	\$31,191.60

## Photocopying (Town Planning and Building)

### Photocopying

This fee relates to the provision of information stored on council's database or in council's records. GST will be added to the fee if it is related to a customer copying his or her own information / documents they bring in for the purposes of copying

A3 (per page)	N	\$8.30
A4 (per page)	N	\$3.70
Planning permit, endorsed plans or officer report (Printed)	N	\$210.00
Archive Retrieval	N	\$110.00
Planning Permits and Endorsed Plans (Online)	N	Free

### Planning Register

Per month	N	\$135.00
Per year	N	\$914.00

## Arts and Events

### Location Filming

Parking only on Council land – per vehicle	N	\$43.00
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### Feature Films & Advertising Commercials

Daily – First day	N	\$950.00
Daily – subsequent days	N	\$565.00

continued on next page ...

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Name	GST	Year 24/25 Fee (incl. GST)
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## Feature Films & Advertising Commercials [continued]

Half Day (up to 5 hours) – first day	N	\$565.00
Half Day (up to 5 hours) – subsequent days	N	\$350.00

## Television Productions, Low & Medium Budget

Daily – First day (films, telemovies)	N	\$755.00
Daily – subsequent days (films, telemovies)	N	\$380.00
Half Day (up to 5 hours) – first day	N	\$375.00
Half Day (up to 5 hours) – subsequent days (films, telemovies)	N	\$195.00

## Commercial Stills Photography

Daily	N	\$450.00
Half Day (up to 5 hours)	N	\$300.00

## Events

Community Signboards	N	\$50.00
Event Permit – Level 3	N	\$175.00
Event Permit – Level 2	N	\$335.00
Event Permit – Level 1	N	\$640.00

## Markets

Craft Market & Farmers Market	N	\$665.00
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## Circus

Bond for events with carnivals or other high impacts	N	\$1,200.00
Circus Bond	N	\$5,000.00
Per performance day	N	\$370.00
Per non performance day	N	\$280.00

## Altona Theatre Hire

Bond	N	\$500.00
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## Rehearsal / Bump In – Monday to Friday

Commercial / Professional – Hourly rate	Y	\$150.00
Community Rate (located within HBCC) – Hourly rate	Y	\$91.50
Community Rate (outside HBCC) – Hourly rate	Y	\$110.00

## Rehearsal / Bump In – Saturday, Sunday and Public Holidays

Commercial / Professional – Hourly rate	Y	\$170.00
Community Rate (located within HBCC) – Hourly rate	Y	\$103.00
Community Rate (outside HBCC) – Hourly rate	Y	\$126.00

Name	GST	Year 24/25 Fee (incl. GST)
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### Performance – Monday to Friday

Commercial / Professional – Hourly rate	Y	\$430.00
Community Rate (located within HBCC) – Hourly rate	Y	\$246.00
Community Rate (outside HBCC) – Hourly rate	Y	\$310.00

### Performance – Saturday, Sunday and Public Holidays

Commercial / Professional – Hourly rate	Y	\$570.00
Community Rate (located within HBCC) – Hourly rate	Y	\$356.00
Community Rate (outside HBCC) – Hourly rate	Y	\$415.00

### Old Laverton School Hire

Bond (includes key)	N	\$300.00
Commercial/Professional – Per hour rate	Y	\$67.00
Community Rate (located outside HBCC) – Per hour rate	Y	\$36.50
Community rate (located within HBCC) – Per hour rate	Y	\$31.00

### Williamstown Town Hall Hire

Bond	N	\$1,000.00
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### Main Ballroom (Includes Supper Room) – Monday – Friday

Commercial/Private – 12 hours	Y	\$3,780.00
Community Rate (located outside HBCC) – 12 hours	Y	\$2,700.00
Community Rate (located within HBCC) 12 hours	Y	\$2,280.00

### Main Ballroom (Includes Supper Room) – Saturday Sunday and Public Holidays

Commercial/Private – 12 hours	Y	\$4,200.00
Community Rate (located outside HBCC) – 12 hours	Y	\$3,000.00
Community Rate (located within HBCC) – 12 hours	Y	\$2,520.00

### Main Ballroom (Includes Supper Room) – Additional Charges

Balcony	Y	\$355.00
Commercial Kitchen	Y	\$450.00

### Supper Room Only – Monday – Friday

Commercial/Private – 12 hours	Y	\$2,820.00
Community Rate (located outside HBCC) – 12 hours	Y	\$1,950.00
Community Rate (located within HBCC) – 12 hours	Y	\$1,620.00

### Supper Room Only – Saturday, Sunday and Public Holidays

Commercial/Private – 12 hours	Y	\$3,180.00
Community Rate (located Outside HBCC) – 12 hours	Y	\$2,160.00
Community Rate (located within HBCC) – 12 hours	Y	\$1,860.00

Name	GST	Year 24/25 Fee (incl. GST)
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### Former Council Chamber – Monday – Friday

Flagfall	Y	\$110.00
Commercial/private	Y	\$85.00
Community Rate (located outside HBCC)	Y	\$50.00
Community Rate (located within HBCC)	Y	\$40.00

### Former Council Chamber – Saturday, Sunday and Public Holidays

Flagfall	Y	\$110.00
Commercial/Private – 3 hours	Y	\$345.00
Community Rate (located outside HBCC) – 3 hours	Y	\$186.00
Community Rate (located within HBCC) – 3 hours	Y	\$165.00

### Meeting Rooms – Monday – Friday

Flagfall	Y	\$60.00
Commercial/Private	Y	\$57.00
Community Rate (located outside HBCC)	Y	\$35.00
Community Rate (located within HBCC)	Y	\$20.00

### Meeting Rooms – Saturday, Sunday and Public Holidays

Flagfall	Y	\$60.00
Commercial/Private – 3 hours	Y	\$210.00
Community Rate (located outside HBCC) – 3hours	Y	\$135.00
Community Rate (located within HBCC) – 3 hours	Y	\$96.00

### Brooklyn Hall Hire

#### Hall

Community - Brooklyn - Per hour	Y	\$30.00
Community - Other - Per hour	Y	\$45.00
Corporate - Per hour	Y	\$65.00
Private Functions - Per hour	Y	\$85.00

#### Hall with Community Kitchen

Community - Brooklyn - Per hour	Y	\$55.00
Community - Other - Per hour	Y	\$80.00
Corporate - Per hour	Y	\$105.00
Private Functions - Per hour	Y	\$145.00

#### Community Kitchen

Community - Brooklyn - Per hour	Y	\$25.00
Community - Other - Per hour	Y	\$35.00
Community - Other - Per hour	Y	\$35.00
Corporate - Brooklyn - Per hour	Y	\$40.00
Private Functions - Per hour	Y	\$60.00



Name	GST	Year 24/25 Fee (incl. GST)
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## Multipurpose Room 1

Community - Brooklyn - Per hour	Y	\$20.00
Community - Other - Per hour	Y	\$30.00
Corporate - Brooklyn - Per hour	Y	\$45.00
Private Functions - Per hour	Y	\$55.00

## Multipurpose Room 2

Community - Brooklyn - Per hour	Y	\$20.00
Community - Other - Per hour	Y	\$30.00
Corporate - Per hour	Y	\$45.00
Private Functions - Per hour	Y	\$55.00

## Multipurpose Rooms 1 & 2

Community - Brooklyn - Per hour	Y	\$35.00
Community - Other - Per hour	Y	\$55.00
Corporate - Per hour	Y	\$80.00
Private Functions - Per hour	Y	\$100.00

## Meeting Pod

Community - Brooklyn - Per hour	Y	\$15.00
Community - Other - Per hour	Y	\$20.00
Corporate - Per hour	Y	\$30.00
Private Functions - Per hour	Y	\$40.00

## Gazebo

Gazebo Hire	Y	On Request
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## Back Deck

Back Deck Hire	Y	On Request
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## Entire Facility

Entire Facility Hire	Y	On Request
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## Additional Charges

Additional Cleaning	N	\$150 minimum as billed by cleaning company  Min. Fee: \$150.00
Bond	N	\$500.00
Fire Brigade Call Out	N	As billed by MFB
Hall Keeper - Monday to Friday	Y	\$50.00

Name	GST	Year 24/25 Fee (incl. GST)
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### Additional Charges [continued]

Hall Keeper - Public Holidays	Y	\$85.00
Hall Keeper - Saturday & Sunday	Y	\$68.00
Insurance	Y	\$36.00
Lost Swipe Card	Y	\$50.00
Rubbish Removal - For rubbish left on premises	N	\$100 minimum as billed by cleaning company  Min. Fee: \$100.00
Rubbish Removal - Pre-arranged disposal of rubbish	Y	\$50.00
Security Call Out	Y	\$150.00
Storage	N	Upon request by agreement



## 7. Detailed Capital Works Program



Asset Type	Program	Project	2023/24 Budget \$'000
<b>Bridges</b>			
	Altona Ford Bridge Upgrade		1,900
	Bridge Renewal Program		155
<b>Buildings</b>			
	Altona Hockey Club Precinct		
	Altona Hockey Club - Sports Pavilion Major Upgrades		2,500
	Better Places - Seabrook and Altona Meadows		
	Wetlands Centre, HD Graham Reserve, Altona Meadows - Stage 1		900
	Bruce Comben Masterplan		
	Western Aquatic, Early Years Centre and Bruce Comben Reserve - Design		920
	Buildings - Minor Renewals		
	Minor Building Renewal - Building Fabric		1,200
	Minor Building Renewal - Building Services		1,500
	Minor Building Renewal - Operation Centre		150
	Excellence Hubs		
	Altona North Library		1,850
	Kindergarten Program		
	Seabrook Community Centre & Kinder Building Renewal		220
	Laverton Football Club		
	Laverton Football Club Pavilion and Scoreboard upgrade		1,300
	Operation Centre Upgrade		500
	Public Toilet Program		50
	Williamstown Foreshore Precinct		
	Williamstown Swimming & Life Saving Club Redevelopment		1,000
<b>Computers &amp; Telecommunications</b>			
	Cultural Heritage - New		
	New Interpretive signage & digital strategy		20
	ICT Strategy and Infrastructure		
	ICT Capital Works Program		1,200
<b>Drainage</b>			
	Drainage New and Upgrade Program		
	Aitken Street, Williamstown - From Parker St to Ann St - Drainage Upgrade (Woollen Mills DCP project)		55
	Emu Avenue, Linnet Street and Robin Avenue, Altona - Drainage Upgrade		205
	Finch, Cobham and Kookaburra St, Altona - Drainage Upgrade - Design Only		150
	Hanmer Street - From Electra St to Ann St (Woollen Mills DCP project)		450
	Maher Road, Heffernan St to Hickey St		30
	Minor Drainage upgrade works along Bruce Street South		205
	Ross Road, Rosshire Rd to Challis Street		420
	Drainage Renewal Program		700
	Pit Upgrade Program		
	Heavy Duty Pit Lid Upgrades - Industrial & Main Roads		90
	Road Rehabilitation Program		
	Minor Rehab - Stephenson Street, South Kingsville - from Moresby St to Aloha St		150
<b>Footpaths and Cycleways</b>			
	Better Places - Brooklyn and Altona North		
	Project 5 - Streets For People (5.1 The Link)		50
	Better Places - Seabrook and Altona Meadows		
	Project 5.2 - The Main Lines		100
	Footpath New Program		
	Footpath New Program 5 - Laverton & Altona Meadows North		20
	Footpath Renewal Program		800
	Shared Trails Renewal Program		160
<b>Heritage Buildings</b>			
	Mechanics Institute Building		400
<b>Library Books</b>			
	Library Collections		1,000
<b>Off Street - car parks</b>			
	Better Places - Seabrook and Altona Meadows		
	Alma Avenue Shopping Precinct Masterplan Implementation		700
	Car Park Renewal Program		150
<b>Other Infrastructure</b>			

Better Places - Brooklyn and Altona North	
Project 6 - Better Together	20
Cultural Heritage - New	
Dean Bowen Lights (3 x art works)	50
The Message Tree Project, Williamstown	40
Cultural Heritage - Renewal	60
<b>Parks and Open Space</b>	
Altona Foreshore Precinct	
Altona Beach Entry & Esplanade	8,500
Better Places - Brooklyn and Altona North	
Project 8 - The Zone	200
Better Places - Laverton	
Project 9a - Places + Spaces McCormack Park Stage 2	525
Better Places - Spotswood & South Kingsville	
Project 10 - Love Our Parks - Mary Street Reserve Upgrade	1,300
Biodiversity Strategy Implementation Works	200
Bridge Renewal Program	160
Community Garden	
Community Gardens - Brooklyn Reserve	300
Community Parks and Playground New and Upgrade	
Cherry Lake All Abilities Playground	100
Leo Hoffman Reserve, Newport - Neighbourhood Park Upgrade - play space + open space	315
Open Space Forward Design	300
Cultural Heritage - New	
New Heritage and Cultural Interpretation Signage	40
Fencing Renewal Program	160
Irrigation new, upgrades and renewals	
Dick Murdoch Reserve, Laverton - New Irrigation	40
Leo Hoffman Reserve, Newport - New Irrigation	50
Mary Street Reserve, Spotswood - Irrigation Renewal	80
McCormack Park, Laverton - Irrigation Renewal	60
Kindergarten Program	
Kindergarten Play space Renewal Program	75
Open Space Asset Renewal Program	200
Truganina Explosives Reserve	65
Williamstown Botanic Gardens Master Plan Implementation	60
Williamstown Foreshore Precinct Program	100
Williamstown Wetlands	
Biodiversity Rifle Range, Williamstown Wetlands - Investigation & Design	65
<b>Plant, machinery and equipment</b>	
Vehicle Plant Program	
Major Plant Replacement	2,420
Minor Plant Replacement	250
Vehicle Plant Replacement Program	
Passenger vehicle replacement program	400
<b>Recreations, leisure and comm</b>	
Court Renewal Program	
Altona Green court renewal	20
Fearon Reserve Box Lacrosse renewal	400
Newport Park Athletic Track Masterplan	
Newport Park Athletics Track Floodlighting	20
Newport Park Athletics Track resurfacing and infield upgrade	20
Recreation Infrastructure Renewal	
Recreation Infrastructure Renewal & Design	100
Sports Ground Renewal Program	
JK Grant Oval 2 Redevelopment	120
<b>Roads</b>	
Bayview Street Williamstown	
Bayview street Williamstown High School Crossing Upgrades - TAC Infrastructure	210
Community Responsive Works - Traffic	300
Road Rehabilitation Program	
11-39 Melbourne Rd & Pasco Street, Williamstown	550
Ann Street from Hanmer St to End, Williamstown	55
Barnes Road from Chambers Rd to Blomberg Rd, Altona North	45



Basil Street, Newport, from Rosshire Road to Woods Street	10
Cabot Drive (Chambers Rd - Millers Rd), Altona North	850
Chambers Road (Cabot Dr - Barnes Rd), Altona North	280
Deborah Lane from Western Side of 32 Mason to Rear of 7 Schutt St, Newport [5]	50
Export Drive, Brooklyn, from Francis Street to End	35
Galatea Court from Bend To End, Williamstown	25
Hannan Street, Williamstown, from Esplanade to Collins Street	500
Junction Street, Newport, from Oxford St to Johnston St	220
Laneway north of 2a Latrobe Street Newport, between Alma Terrace and Latrobe Street	385
Marigold Ave, Altona North, between Kyle Rd & Millers Rd	50
Minor Rehab - Stephenson Street, South Kingsville - from Moresby St to Aloha St	55
Paxton Street from Brunel St to Aloha St, South Kingsville	50
Project 8 - Missing Links - Road Rehabilitation - Maher Road, Laverton from Thomas St to Bladin St	50
Stephenson Street, South Kingsville, from Aloha Street to Blackshaw Road	50
The Strand, Newport between North Road to End	1,525
Toll Drive from Barnes to Kororoit Creek Rd, Altona North	1,700
Woods Street, Newport, from Maddox Road to Clyde Street	100
Road Resurfacing Program	3,600
Cain Court, Altona - from Chifley Av to End	
Chifley Avenue, Altona - from Millers Rd to Cain Crt	
Chifley Avenue, Altona - from Irvington St to Curtin Crt	
Chifley Avenue, Altona - from Curtin Crt to Scullin St	
Chifley Avenue, Altona - from Scullin St to Fisher Crt	
Chifley Avenue, Altona - from Fisher Crt to Watson Court	
Curtin Court, Altona - from Chifley Av to End	
Den Dulk Avenue, Altona - from Bracken Grove to Blyth St	
Fisher Court, Altona - from Chifley Av to End	
Scullin Street, Altona - from Chifley Av to End	
Watson Court, Altona - from Chifley Av to End	
Howard Street, Altona Meadows - from Nelson Av to South Av	
Devenport Court, Altona Meadows - from Trafalgar Av to End	
Willis Court, Altona Meadows - from South Av to Cul-De-Sac	
Tyrell Court, Altona Meadows - from Rab (Trafalgar Av) to Cul-De-Sac	
Sorrell Court, Altona Meadows - from Nelson Av to Gates Crt	
Russell Court, Altona Meadows - from RAB (South Av) to Cul-De-Sac	
Howard Street, Altona Meadows - from RAB (Trafalgar Av) to Nelson Av	
Seventh Avenue, Altona North - from Mason St to Cresser St	
Gadsden Street, Altona North - from Knapp St To End to	
Estelle Court, Altona North - from Blackshaws Rd to End	
Mills Street, Altona North - from Ross Rd to Gilligan Rd	
Mills Street, Altona North - from Gilligan Rd to Short St	
Mills Street, Altona North - from Short St to Mcintosh Rd	
Paproth Grove, Altona North - from Mcintosh Rd to Douglas St	
Freemans Road, Altona North - from Blackshaws Rd to Binns St	
Sutton Avenue, Altona North - from Little St to Marion St West	
Almond Avenue, Brooklyn - from Rowan Ave to Azalea Av	
Lloyd Street, Newport - from Rosshire Rd to End	
Jack Street, Newport - from RAB (Woods St) to Anderson St	
Royal Court, Seabrook - from Mintaro Way to End	
Brunel Street, South Kingsville - from Truman St to Saltley St	
Brunel Street, South Kingsville - from Paxton St to Truman St	
Brunel Street, South Kingsville - from Greene St to Paxton St	
Greene Street, South Kingsville - from Brunel St to Aloha St	
Osborne Street, Williamstown - from Forster St to Stewart St	



Osborne Street, Williamstown - from Garden St to Forster St	
Thomas Street, Williamstown - from The Strand to Dover St	
John Street, Williamstown - from Douglas Pde to Rennie St	
Bryan Avenue, Altona North - from Ross Rd to McIntosh Rd	
Road Resurfacing Program - Kerb & Channel Renewals	800
Merritt Court, Altona - from Brook Drive to End (Right) - K&C Renewal (Resurfacing)	
Merritt Court, Altona - from Brook Drive to End (Left) - K&C Renewal (Resurfacing)	
Banksia Court, Altona Meadows - from Victoria St to End - K&C Renewal	
Bryan Avenue, Altona North - from Ross Road to McIntosh Road (Left) - K&C Renewal	
Bryan Avenue, Altona North - from Ross Road to McIntosh Road (Right) - K&C Renewal	
Freemans Road, Altona North - from Glade Av to Carthy St (Both) - K&C Renewal (Resurfacing)	
Hatherley Grove, Altona North - from Paproth Gr to Windsor Crescent (Left) - K&C Renewal	
McIntosh Road, Altona North - from First Av to Second Av - K&C Renewal	
Ross Road, Altona North - from McIntosh Rd to Berkeley Cr - K&C Renewal	
Carlsson Court, Brooklyn - from Primula St to End - K&C Renewal	
Railway Avenue, Laverton - from Fitzoy St to Epsom St - K&C Renewal	
William Street, Newport - from Ross St to Junction St - K&C Renewal	
Millers Road, Seaholme - from Rab (Civic Pde) to Railway St North - K&C Renewal	
Watt Street, South Kingsville - from Moresby St to Aloha St - K&C Renewal	
Greene Street, South Kingsville - from Moresby St to Brunel St - K&C Renewal	
Vera Street, Williamstown - from Gellibrand St to End - K&C Renewal	
Shepherd Court, Williamstown North - from Lemmon St to End - K&C Renewal (Resurfacing)	
Binns Street, Altona North - from Freemans Rd to Knapp St (Left & Right) - K&C Renewal (Resurfacing)	
Road Safety Improvement	
Maddox Road Traffic Calming Project	200
Transport Management	
Traffic Management Devices Renewal Program	100
Transport Safety Improvement Program	410
Unsealed Laneway Upgrade Program	
Priority 2 - Laneway at rear of 62 Johnson Street, Newport	20
Priority 2 - Laneway Upgrade between 22 and 24 Mason Street, Newport	20
Priority 2 - Laneway, east of 2 Ferguson St, Williamstown	20
Priority 2 - Laneway, Right of Way, West of 171 Nelson Pl, Williamstown	20
Priority 2 - Right of Way, East of 88 Aitken St & Northern side of 2 Thompson St, Williamstown (Council Ln)	20
Priority 2 - Ryan Lane, Altona	320
<b>Waste Management</b>	
Waste & Recycling Management - New Assets	950
<b>Total Capital Works</b>	<b>51,590</b>

# Audit and Risk Committee

Biannual Report

1 August 2023 to  
31 January 2024

**HOBSONS  
BAY CITY  
COUNCIL**



## EXECUTIVE SUMMARY

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In accordance with Section 54(5) of the *Local Government Act 2020*, an Audit and Risk Committee must:

- (a) Prepare a biannual audit and risk report that describes the activities of the Audit and Risk Committee and includes its findings and recommendations; and
- (b) provide a copy of the biannual audit and risk report to the Chief Executive Officer for tabling at the next Council meeting.

The Biannual Report (1 August 2023 – 31 January 2024) will be presented to Council in April 2024.

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Committee membership and meetings	4
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Reporting to Council	8
Committee performance evaluation	8
Conclusion	8

## 1. Background and purpose of this report

The Audit and Risk Committee (the Committee) was established in accordance with sections 53 and 54 of the *Local Government Act 2020* (the Act) to assist Hobsons Bay City Council in fulfilling its responsibilities relating to external financial and performance reporting, risk and financial management, corporate governance, internal control systems and providing advice to drive continuous improvement.

The Committee's role is to report to Council and provide appropriate advice and recommendations on matters relevant to its Charter in order to facilitate decision making by Council in relation to the discharge of its responsibilities.

This report meets the reporting requirements to Council as mandated by the Act pursuant to section 54(5) and importantly provides Council with a summary of the matters that the Committee has addressed in the reporting period in discharging its responsibilities under its Charter. The Committee's Charter is set by the Council and was last revised and approved by Council on 9 August 2022.

## 2. Period of reporting

This report covers the Committee's activity from 1 August 2023 to 31 January 2024. In that period the Committee met twice, on 30 August 2023 and 22 November 2023.

## 3. Committee Membership and Meetings

The Committee is comprised of three independent members and two Council representatives in accordance with its Charter.

The Mayor, Chief Executive Officer and senior management representatives attended meetings of the Committee, by invitation, to assist in meeting discussions and procedures. Representatives from the internal and external auditors also attend to present on matters related to internal and external audit activities.

The following table provides details of the Committee members and meeting attendance during the reporting period.

**Table 1: Membership, meeting date and attendance**

Attendee	Role	30/08/2023 Quarterly	22/11/2023 Quarterly
Mr John Watson	Independent Chair	✓	✓
Ms Lisa Tripodi	Independent Member	✓	✓
Mr Iqbal Halim	Independent Member	X	✓
Cr Peter Hemphill	Council Member	X	✓
Cr Jonathon Marsden	Council Member	✓	✓
Mayor Tony Briffa	Council Member (Proxy)	✓	⊗
Mayor Matt Tyler	Council Member (Proxy)	⊗	X

✓ = In attendance      X = Apology      ⊗ = Not a member at that time

### The Committee's Annual Work Plan

The Committee has an Annual Work Plan (the Work Plan) which includes all matters required to be covered by the Committee Charter. The Committee can confirm that all Committee obligations required under the Charter were addressed during the reporting period.

The Work Plan is reviewed annually in November. A minor amendment was accepted and the revised Work Plan was endorsed at the meeting on 22 November 2023.

## 4. Committee Responsibilities

### 4.1 Internal Audit

In accordance with the adopted Strategic Internal Audit Plan 2024 - 2027, the following reports were presented by Pitcher Partners internal audit during the period:

- Cyber Security Technical Controls                      November 2023
- Capital Works Planning                                      November 2023

The recommendations contained within the reports were accepted by Management for implementation over the next 2 years.

Implementation of agreed actions to address findings from internal audit reports is closely monitored by the Committee and reviewed at each meeting. The Committee recognises the legacy of previous internal audit recommendations and is encouraging the organisation to work with Pitcher Partners (Internal Auditors) to take the necessary steps to conclude the outstanding action items.



**Table 2: Outstanding Internal Audit Actions**

Actions	High	Medium	Low	Total
Open Actions 1 August 2023	14	41	5	60
Add New Actions	+9	+22	+2	+33
Less Actions Closed	-4	-21	0	-25
Open Actions 31 January 2024	19	42	7	68

## 4.2 External Audit

The Victorian Auditor-General's Office (VAGO) appointed BDO as its external audit provider to conduct the end of year financial audit at Hobsons Bay City Council for 2022-2023.

The Committee met with BDO in-camera at its 30 August 2023 meeting prior to the presentation of the draft Annual Financial Report for the year ended 30 June 2023 (including the Performance Statement). The Committee recorded its approval in principle to the Annual Financial Report and recommended Council to sign the reports in their final form.

The Financial Report was included in the Annual Report 2022-23 after the Independent Auditor's Report was received, which stated that the financial report presents fairly, in all material respects, the financial position of the council as at 30 June 2023.

The final Management Representation Letter was presented to the Committee at the 22 November 2023 meeting. This provided detailed findings from the audit completed by BDO on behalf of VAGO. The Committee was briefed on four open issues. Management and BDO have agreed to discuss the specifics to agree on a plan moving forward to address and close the open audit issues. Three prior period issues were resolved during the audit.

## 4.3 Financial and Performance Reporting

The Committee receives and considers financial reports at the end of the September, December (Mid-Year Budget Review), March and June (year-end) financial periods. These reports include budget comparison and forecast updates as required. The Committee provides financial guidance and input into continually improving the content of the quarterly financial reports presented to Council under section 97 of the *Local Government Act 2020*.

The Committee also considers reports on Cash and Investments as well as the Capital Works Program.

## 4.4 Compliance Management and Internal Control Environment

Informing areas of focus by the Committee are reports and publications from other jurisdictions and external bodies e.g.: VAGO, Independent Broad-Based Anti-Corruption Commission (IBAC), Independent Commission Against Corruption (ICAC), The Local Government Inspectorate, Victorian Ombudsman and the Institute of Internal Auditors.

As part of its Control Framework, a Statutory Compliance Update report is presented at each meeting, outlining the key legislative and regulatory compliance activities at Hobsons Bay City Council during the preceding quarter.

The Committee also received quarterly update reports from the Chief Executive Officer, covering the following areas:

- Techno Park Drive occupants
- disruptions and security arrangements at Council meetings
- election of the Mayor and Deputy Mayor
- adoption of the Annual Report 2022-23
- Enterprise Resource Project
- Instruments of Delegation to the Chief Executive Officer and Members of Staff
- support for the Uluru Statement and Voice to Parliament
- Outdoor Trading Framework
- consultation on Council's Affordable Housing Policy Statement
- community forum on air quality
- driver shortage impacting waste and recycling kerbside collections

There were no breaches of legislation, statutory non-compliance, or protected disclosures in relation to any matter during the reporting period.

## 4.5 Fraud Prevention systems and controls

There were no material matters of fraud, corruption, ethics or code of conduct reported to the Committee during the reporting period.

## 4.6 Risk Management

The Committee has continued its focus on risk management during the reporting period and in doing so has received reports and updates in relation to:

- Enterprise Risk Register
- Strategic Risk Management
- Strategic Risks and Treatment Plans

- High Operational Risks
- Insurances, insurance policies and indemnity limits
- Quarterly Occupational Health and Safety reports

A snapshot of the risks during the reporting period is as follows:

- 134 risks in total: 4 high risk/52 moderate risks/78 low risks

## 5. Reporting to Council

The Committee reports formally to Council at least twice per annum. Minutes of Committee meetings are provided to Council as soon as practical after each meeting.

## 6. Officer Support

The Committee fulfils its responsibilities outlined in the Committee Charter guided by its Annual Work Plan. The success of its work requires significant commitment from many senior officers in developing meeting agendas, assembling reports and other information, preparing minutes of meetings and disseminating information to Committee members between meetings. The Committee acknowledges these efforts and the strong support it receives from the officers involved. I would like to record my appreciation of the work undertaken by staff in supporting the Committee, particularly regular attendees and presenters at Committee meetings.

## 7. Conclusion

This is the Committee's seventh report to Council under the new reporting regime. The Committee welcomes feedback as to whether this report meets Council's expectations. If Council wishes to be briefed by the Committee on any matters raised in this report, I would be delighted to attend as required.

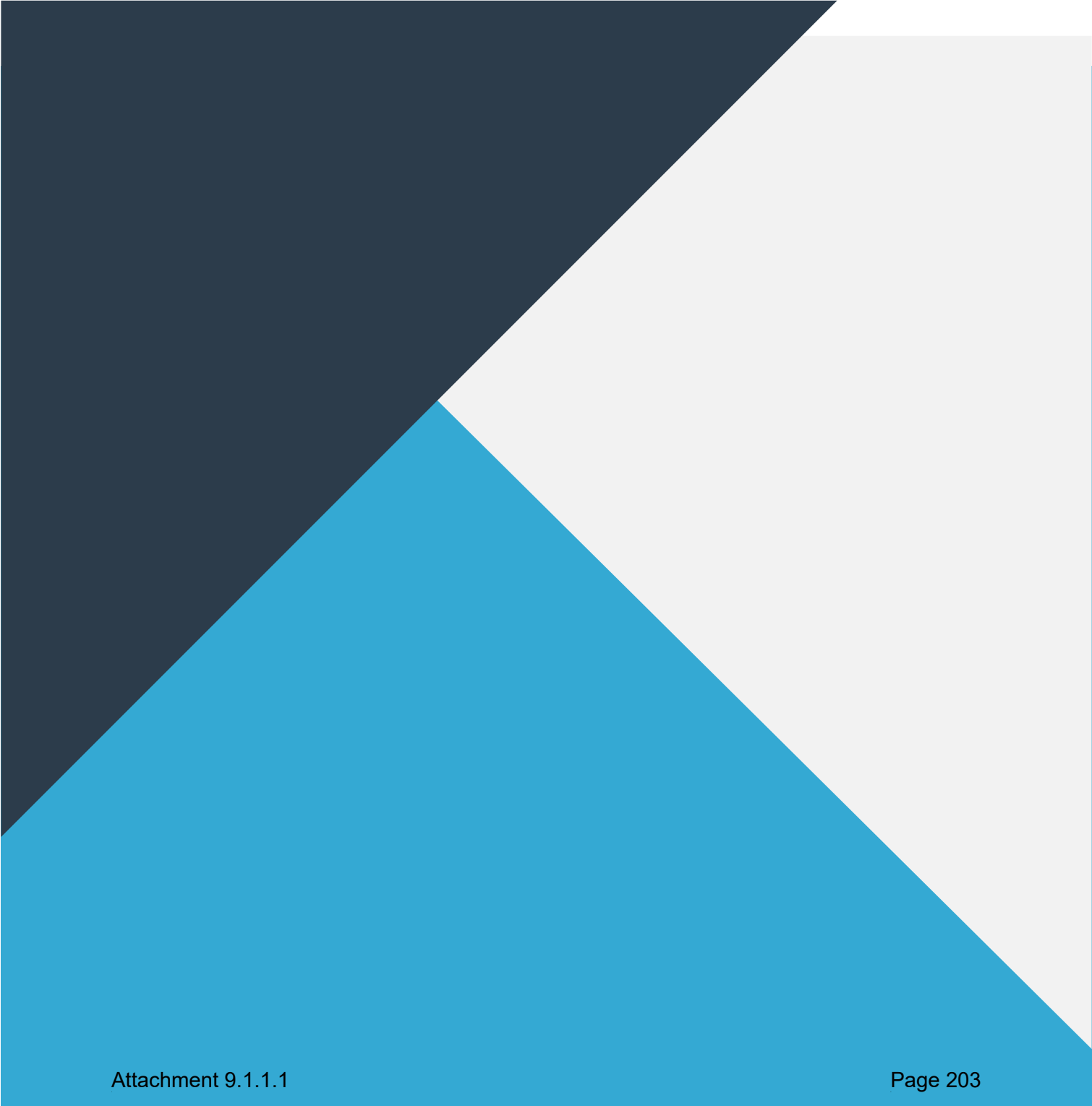
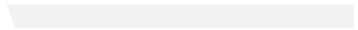
The Committee benefits from the combined knowledge of Councillor and independent members in many areas including high standards of governance, risk, financial management and financial reporting.

As Chairperson, I would like to acknowledge the contribution of all members who perform their responsibilities with diligence and professionalism. I also acknowledge the contribution of our audit representatives from BDO and Pitcher Partners.

**John Watson**

Chair on behalf of the Audit and Risk Committee

28 February 2024



Meeting held on Wednesday 28 February 2024 at 10:45am

In person

## Voting Members:

John Watson	Independent Member - Chair
Lisa Tripodi	Independent Member
Iqbal Halim	Independent Member
Cr Jonathon Marsden	Councillor
Cr Matt Tyler	Mayor (via MS Teams)

## In Attendance:

Aaron van Egmond	Chief Executive Officer
Andrew McLeod	Director Corporate Services
Diane Eyckens	Manager Corporate Integrity and Legal Counsel
Hamish Munro	Chief Financial Officer
Graham Noriskin	Executive Director – Pitcher Partners (item 9)
Richard Wilson	Senior Manager – Pitcher Partners (item 9)
Neville Smith	Senior Advisor Property and Insurance (item 10)
David Cyngler	Corporate Reporting and Information Management Lead (minutes)
Jodie Dwyer	Corporate Improvement, Planning & Reporting Officer

## 1. WELCOME

The Chair of the Audit and Risk Committee, John Watson, welcomed all those present and acknowledged the Bunurong People of the Kulin Nation as the Traditional owners of these municipal lands and waterways, and paid our respects to Elders past, present and emerging.

## 2. APOLOGIES

Nil

## 3. CONFLICTS OF INTEREST

No conflicts of interest declared.

## 4. CONFIRMATION OF MINUTES

The minutes of the meeting held on 22 November 2023 were confirmed with no amendments.

The committee discussed and agreed that the draft minutes will be circulated in future for confirmation out of session. At the subsequent committee meeting the minutes will be listed

for noting that they have been confirmed out of session. This procedure will enable confirmed minutes to be reported to the council in a timely fashion.

## 5. ACTION ITEMS

The Committee noted the Action Items report.

## 6. AUDIT AND RISK COMMITTEE WORK PLAN

The Chair noted a change to the External Audit report due to a new partner at BDO, this will be presented at the May meeting.

## 7. EXTERNAL AUDIT

### 7.1 External Audit Strategy 2023-24 update

Member Tripodi enquired about the extent of exposure the new external auditor possesses to other Local Government organisations, and whether this exposure will affect timelines. Hamish Munro contributed by informing that the rest of the audit team remains engaged in strategy development. Additionally, Hamish has directly communicated with VAGO (Victorian Auditor General s Office) regarding this matter.

Action Required	By
External Audit Strategy to be circulated prior to the next meeting	BDO / Hamish Munro

## 8. CONTROL FRAMEWORK

### 8.1 Chief Executive Officer's update

Aaron Van Egmond informed the Committee about the Local Government feedback process available regarding codes of conduct.

Aaron Van Egmond provided an update on the Enterprise Resource Planning (ERP) project. The Community Relationship Management (CRM) is in the beta phase, and the Electronic Document Management System (EDMS) which has recently gone live. The implementation involves both technological and cultural changes. Currently, we are in the testing phase with the community. The Chair inquired about the most significant issues in the CRM. Andrew McLeod explained that while there is complete transparency, certain categories are not aligned yet. The team is currently investigating instances of data mischaracterisation and its location daily. The CRM is scheduled to go live in mid-May, with communication to the community preceding its launch. The Chair acknowledged the potential for future opportunities for an internal audit.

Furthermore, the Chair informed the committee of their satisfaction with the progress of the Unify project and expressed anticipation for forthcoming updates.

### 8.2 Statutory Compliance update

Member Halim referred to updates made to policies that the council has completed. Andrew McLeod advised that high-risk policies have been finalised, with the latest versions uploaded, resulting in a reduction.

Action Required	By
Update on policy review at the next Audit and Risk meeting	Andrew McLeod

### 8.3 Outstanding Audit Recommendations



### 8.3.1 Outstanding audit recommendations – statistical data

Member Halim requested information on cyber governance and privacy, as well as inquiring about online fraud awareness training. Hamish Munro advised that we are currently in the process of rolling out an online training program module, which is nearing its launch. Richard Wilson expressed satisfaction with the security profile of Hobsons Bay. Aaron Van Egmond highlighted the team's focus on protecting the organisation, council, and community. The Chair acknowledged the progress made in enhancing security measures.

Action Required	By
Provide commentary on cyber security to next Audit and Risk Committee meeting	Andrew McLeod

### 8.3.2 Outstanding audit recommendations – closed items

The outstanding closed audit recommendations were taken as read.

### 8.3.4 Outstanding audit recommendations – open items

The outstanding open audit recommendations were taken as read.

### 8.4.1 Audit and Risk Committee Biannual report to Council (covering report)

The Chair and Member Tripodi endorsed this report going to council.

### 8.4.2 Audit and Risk Committee Biannual report (August 2023 to January 2024)

The report was taken as read.

## 9. INTERNAL AUDIT

### 9.1 Internal Audit Program update

#### 9.1.1 Internal Audit Program update (covering report)

The report was taken as read.

#### 9.1.2 Swimming Pool Regulations – draft scope

Richard Wilson highlighted a safety issue within the sector and mentioned plans to collaborate with Rachel Lunn to explore ideas for expanding the scope. This discussion will be circulated outside of the session, encompassing aspects of regulation and enforcement. Member Tripodi inquired whether this would necessitate an increase in auditor hours, to which Richard Wilson affirmed. The Chair stated that there would be a revision of the scope outside of the session.

Required	By
Circulate the scope on Swimming Pool Regulations to the Audit and Risk committee members	Richard Wilson

*The Chair called for a break at 11:49am.*

*The meeting was restarted by the Chair at 12noon.*

### 9.1.3 Fraud and Corruption – draft scope

Graham Noriskin advised that the goal is to establish a culture of fraud prevention. Member Tripodi inquired about the possibility of conducting a departmental survey regarding escalating fraud issues. Andrew mentioned that there is flexibility in resourcing to explore this survey. Cr Marsden emphasized that nurturing a strong organisational culture is paramount, placing greater importance on this than focusing solely on isolated instances of fraud.

The Chair endorsed the scope to proceed.

### 9.2 Recent issues brief

Nil

### 9.3 Internal Audit status report

The report was taken as read.

*Graham Noriskin left the meeting at 12:05pm*

*Neville Smith joined the meeting at 12:06pm*

## 10. RISK MANAGEMENT

### 10.1.1 Insurance Program update (covering report)

Neville Smith informed about an error concerning the excess figure of Cyber Liability insurance, which should have been A\$100,000 instead of A\$1,000,000.

The Chair advised the report was received and noted.

### 10.1.2 Insurance Program update

Nil

### 10.2 Risk and Insurance report

The Chair advised the report was received and noted.

*Neville left the meeting at 12:11pm*

### 10.3.1 Occupational Health and Safety update

Member Tripodi inquired about the contents listed under the "other" category on p.g.230. Andrew McLeod mentioned that he could provide a breakdown of the items. He also noted that incidents of occupational violence and concerns regarding psychological safety have risen since the onset of Covid-19. The Council has been actively addressing these issues through various initiatives, such as providing body cameras for parking officers, as part of its efforts towards health and wellbeing.

The Chair advised the report was received and noted.

Required	By
Provide information to next meeting Audit and Risk papers on Occupational Health and Safety other category breakdown	Andrew McLeod

### 10.3.2 Occupational Health and Safety Report

Nil

## 11. EXTERNAL ACCOUNTABILITY

### 11.1.1 Quarterly financial report (covering report)

The Chair advised the report was received and noted.

### 11.1.2 Quarterly financial report – FY 2023-24 Q2

The Chair advised the report was received and noted.

### 11.2.1 Cash and investment balances

The Chair advised the report was received and noted.

### 11.2.2 Appendix 1 – Investments

Nil

## 12 OTHER BUSINESS

The Chair advised the Audit and Risk meeting was to stay as a live meeting and continue Wednesdays.

The current meeting dates for 2024 are:

- Wednesday 22 May 2024
- Wednesday 28 August 2024
- Wednesday 27 November 2024

## 13 NEXT MEETING

The next meeting will be held on Wednesday 22 May 2024 at 10:45am at the Civic Centre.

The meeting closed at 12:22pm.

### Post meeting in Camera

The Audit and Risk Committee members held a separate in camera meeting after the main Audit and Risk Committee meeting with Chief Executive Officer Aaron van Egmond.