



**ORDINARY COUNCIL (TOWN PLANNING) MEETING OF
THE HUME CITY COUNCIL**

MONDAY, 26 JUNE 2017

7.00 PM

**COUNCIL CHAMBER, HUME GLOBAL LEARNING CENTRE,
BROADMEADOWS**

OUR VISION:

Hume City Council will be recognised as a leader in achieving social, environmental and economic outcomes with a common goal of connecting our proud community and celebrating the diversity of Hume.

HUME CITY COUNCIL

Notice of an

ORDINARY COUNCIL (TOWN PLANNING) MEETING OF THE HUME CITY COUNCIL

to be held on Monday, 26 June 2017

at 7.00 PM

at the Council Chamber, Hume Global Learning Centre, Broadmeadows

To: a: Council

Cr Drew Jessop
Cr Ann Potter
Cr Joseph Haweil
Cr Jodi Jackson
Cr Carly Moore
Cr Leigh Johnson
Cr Jack Medcraft
Cr Naim Kurt
Cr Geoff Porter
Cr Karen Sherry
Cr Jana Taylor

Mayor
Deputy Mayor

b: Officers

Mr Daryl Whitfort
Mr Peter Waite
Mr Gavan O'Keefe
Ms Margarita Caddick
Mr Kelvin Walsh
Ms Kylie Ezzy

Acting Chief Executive Officer
Director Sustainable Infrastructure and Services
Acting Director Corporate Services
Director Community Services
Director Planning and Development
Director Communications, Engagement and
Advocacy

ACKNOWLEDGEMENT OF THE TRADITIONAL CUSTODIANS OF THIS LAND

"I would like to acknowledge that we are meeting on Gunung-Willam-Balluk land. The Gunung-Willam-Balluk of the Wurundjeri are the first and original people of this land. I would like to pay my respects to their Elders, past and present, and the Elders from other communities who may be here today."

ORDER OF BUSINESS

1. PRAYER

Almighty God, we humbly beseech Thee to vouchsafe Thy blessing upon this Council. Direct and prosper its deliberations to the advancement of Thy glory and the true welfare of the people of the Hume City.

Amen

2. APOLOGIES

3. DISCLOSURE OF INTEREST

Councillors' attention is drawn to the provisions of the Local Government Act 1989 in relation to the disclosure of conflicts of interests. Councillors are required to disclose any conflict of interest immediately before consideration or discussion of the relevant item. Councillors are then required to leave the Chamber during discussion and not vote on the relevant item.

4. OFFICER'S REPORTS

The Mayor will ask the Councillors and gallery at the commencement of this section, which reports they wish to speak to. These reports will then be discussed in the order they appear on the notice paper. Reports not called will be dealt with in a block resolution at the end.

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5. CONFIDENTIAL MATTERS

The Meeting may be closed to members of the public to consider confidential matters.

RECOMMENDATION:

THAT the Council close the meeting to the public pursuant to Section 89(2) (sub sections as listed), of the Local Government Act 1989 to consider the following items, which are confidential for the reasons indicated:

Report No.	Title	Reason for Confidential
COHE020	Contract for Provision of Plumbing Services	(d) contractual matters
COHE021	Contract for Supply & Installation of Fitness Equipment	(d) contractual matters
COGE140	Depot Lease	(d) contractual matters
COGE141	Designation of Information as Confidential	(h) any other matter which the Council or special committee considers would prejudice the Council or any person
COGE142	Contract for Council's Insurance	(d) contractual matters

6 CLOSURE OF MEETING

**DARYL WHITFORT
ACTING CHIEF EXECUTIVE OFFICER**

22/06/2017

REPORT NO:	CC041
REPORT TITLE:	Amended Preschool Enrolment Policy
SOURCE:	Amelia Ryan, Coordinator Childrens Services
DIVISION:	Community Services
FILE NO:	HCC 17/49
POLICY:	-
STRATEGIC OBJECTIVE:	3.1 Foster socially connected and supported communities.
ATTACHMENT:	1. <i>Preschool Enrolment Policy</i>

1. SUMMARY OF REPORT:

1.1 This report presents an update to the Preschool Enrolment Policy for Council endorsement. The policy has been reviewed in accordance with the requirements of the new funding guidelines released by the Department of Education and Training (DET), namely the *Kindergarten Funding Guide*.

2. RECOMMENDATION:

That Council endorses the amended Preschool Enrolment Policy with changes to take affect from 1 September 2017.

3. LEGISLATIVE POWERS:

3.1 The Preschool Enrolment Policy governs the allocations of places through the Council managed Preschool Central Enrolment scheme,

3.2 The Preschool Enrolment Policy must be compliant with the Department of Education and Training (DET) 'Kindergarten Funding Guide' and also operates in the context of the following documents:

- Early Childhood Programs and Services Guide December 2015;
- Early Childhood Agreement for Children in Out-of-Home Care;
- Education and Care National Law Act 2010;
- Education and Care National Law Regulations 2011;
- Equal Opportunity Act (Victoria) 1995;
- Supplementary documents to the Kindergarten Funding Guide;
- Memorandum of Understanding for non-Council Preschools participating in the Hume Central Enrolment Scheme

3.3 The licensing and operation of children services in Victoria are regulated by the Australian and State Governments through the administration of the:

- National Law: Education and Care National Law Act 2010 and Regulations 2011 and/or;
- Victorian Law: Children Services Act 1996 and the Children's Regulations 2009.

3.4 Council is exercising its statutory responsibility as required by the Local Government Act 1989. The incorporation of the Local Government Charter into the Act in 2003 states that local government's primary objective is:

"to achieve the best outcomes for the local community...." (Local Government Act 1989 3C(1));

"to promote the social, economic and environmental viability and sustainability of the municipal district" (Local Government Act 1989 3C(2)(a));

REPORT NO: CC041 (cont.)

“to improve the overall quality of life of the people in the local community” (Local Government Act 1989 3C(2)(c)); and

“to ensure that services and facilities provided by Council are accessible and equitable” (Local Government Act 1989 3C(2)(e)).

4. FINANCIAL IMPLICATIONS:

- 4.1 There are no financial implications associated with the amendment of the Preschool Enrolment Policy.
- 4.2 The financial implications of delivering a Preschool Central Enrolment Policy are considered in the annual operating budget for Family Youth and Children’s Services.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

- 5.1 There are no environmental considerations in the implementation of this policy.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

- 6.1 There are no climate change adaption considerations in the implementation of this policy.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

- 7.1 This policy has been developed in accordance with relevant Equal Opportunity legislation and the requirements contained in the DET Kindergarten Funding Guide.

8. COMMUNITY CONSULTATION:

- 8.1 The current *Preschool Enrolment Policy*, adopted on 9 November 2015, was developed through a range of primary and secondary consultations.
- 8.2 The proposed *Preschool Enrolment Policy* has been updated to reflect the changes in *The Kindergarten Funding Guide* only.
- 8.3 The proposed *Preschool Enrolment Policy* was provided to non-Council Preschool services participating in Council’s Central Enrolment Scheme for comment, namely, Lentara Uniting Care (Roxburgh Park Family Centre), Bethal Kindergarten, Northern Schools Early Years Cluster, Gowrie Victoria and Coolaroo South Kindergarten.
- 8.4 As the changes incorporated in the Preschool Enrolment Policy derive from the need to ensure the policy adheres to the requirements of The Kindergarten Funding Guide, it is not proposed that the policy be placed on public consultation.
- 8.5 All families currently on the central enrolment system will be advised in writing of the changes to the policy and that the Policy can be accessed on Council’s website. A public notice will also be issued in local papers prior to the next enrolment round opening on 1 March 2018.

9. DISCUSSION:

- 9.1 The Preschool Enrolment Policy governs the Central Enrolment System that allocates preschool places to children at all of Council managed Preschools and six community managed preschools.
- 9.2 This policy was last reviewed in 2015, to reflect changes to the funding criteria set by the Department of Education and Training (DET). With the release of the updated funding guidelines, the policy has been further reviewed to reflect the latest requirements.
- 9.3 The main changes to the policy include:

REPORT NO: CC041 (cont.)

- 9.3.1 Amendment to the priority of access guidelines and reserved places to reflect the requirements of the Kindergarten Funding Guide's priority of access criteria , in particular, to clarify the priority of access guidelines for vulnerable children. Refer to Section 5.4 in the attached revised Preschool Enrolment Policy.
- 9.3.2 Changes to allow families to remain on the waiting for their preferred service and to remove their other preferences. Refer to Section 5.5 in the attached revised Preschool Enrolment Policy.
- 9.3.3 Changes to the administration of the second year of preschool process, though not its intent.
- 9.4 As the main changes to the policy are to ensure consistency with the requirements of the Kindergarten Funding Guide, a period of public consultation is not considered necessary.

10. CONCLUSION:

- 10.1 Hume City Council is a significant provider of preschool services within the municipality.
- 10.2 A healthy, nurturing setting for children in the early stages of life provides the child with the best possible environment to grow and develop their cognitive, communication, emotional, and social skills needed later in life.
- 10.3 Through the proposed updated preschool enrolment policy, Council can provide enhanced opportunities for increased enrolments and placements for children at risk of missing out on preschool services and thereby potentially decrease levels of children being developmentally vulnerable within Hume City whilst ensuring compliance with funding requirements.



PRESCHOOL ENROLMENT POLICY

Policy Reference No:	CP2011-11-22
File Reference No:	HCC10/599
Strategic Objective:	1.1: Support and enhance skill development and educational opportunities to reduce disadvantage, improve employment prospects and quality of life
Date of Adoption:	10 July 2017
Date for Review:	March 2019
Responsible Officer:	Coordinator Children's Services
Department:	Family, Youth & Children's Services

PRESCHOOL ENROLMENT POLICY

1. POLICY STATEMENT

1.1. The purpose of this policy is to ensure that preschool places are allocated in a manner which ensures equity of access and demonstrates a transparent administrative process.

2. PURPOSE

2.1. The purpose and guiding principles of the Preschool Enrolment Policy (the Policy) are:

2.2. Preschool, also known as Kindergarten, is a universal early childhood program, which is partially funded by the State Government, for children in the year prior to commencing primary school. The State Government provides funded preschool to eligible three and four year old children of Aboriginal and Torres Strait Islander descent and for three and four year old children known to Child Protection, under the Early Start Kindergarten Program and vulnerable 3 year old children under the Access to Early Learning Program.

2.3. Local Government, community organisations, schools, non-profit organisations and private operators are providers of preschool programs. Hume City Council currently provides the majority of preschool services in the municipality.

2.4. Preschool programs engage children in quality learning experiences in community and centre-based environment. Research shows that quality early childhood education has a positive influence on longer-term educational and social outcomes, particularly for children experiencing educational and social disadvantage.

2.5. Families in Hume City have access to information, and a choice of high quality, flexible children services;

2.6. Collaboration between Council, community service providers, families and children enables Council to share knowledge and strengths and to plan and deliver seamless services;

3. SCOPE

3.1. In accordance with the Department of Education and Training Kindergarten Funding Guide, which detail funding and priority of access requirements for funded preschool in Victoria, one year of subsidised preschool is available to all children who turn four years of age on or before April 30 in the year of preschool attendance.

3.2. These children will not have attended 4 year old preschool previously unless approved by the Department of Education and Training. As per the Kindergarten Funding Guide, Early Start Kindergarten and the Access to Early Learning Program is available to eligible children who turn three and four years of age on or before 30 April of the year of preschool attendance.

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Review Date: May 2018	Responsible Officer: Manager Family, Youth & Children's Services
	Department: Family, Youth & Children's Services
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PRESCHOOL ENROLMENT POLICY

4. OBJECTIVE

- 4.1. To facilitate the placement of children into preschools through a central enrolment system.
- 4.2. To provide details of the eligibility criteria for applications, the prioritisation and reservation of places; time lines for lodging of applications and its procedures.
- 4.3. To ensure placements and procedures are in alignment with State Government policy directions, legislation, and funding criteria and accountability (including fee subsidies).
- 4.4. To ensure placements are provided according to the priority of access requirements detailed in the Kindergarten Funding Guide.

5. POLICY IMPLEMENTATION

5.1. Eligibility Criteria

- 5.1.1. In accordance with the Kindergarten Funding Guide, one year of subsidised preschool is available to all children who turn four years of age on or before April 30 in the year of preschool attendance.
- 5.1.2. These children will not have attended 4 year old preschool previously unless approved by the Department of Education and Training.
- 5.1.3. In accordance with the Kindergarten Funding Guide, Early Start Kindergarten and the Access to Early Learning Program is available to eligible children of three and four years of age on or before 30 April of the year of preschool attendance.

5.2. Enrolment Timelines

- 5.2.1. Enrolment applications can be made up to two years in advance. Children must turn two years of age on or by April 30 the year they enrol. Enrolments open on March 1 (or the following business day) each year for placements two years hence.
- 5.2.2. To be eligible for consideration in the first round of offers, applications must be lodged at Council by 5.00pm June 30 (or previous business day) the year prior to attendance.
- 5.2.3. Advertisements to enrol will appear each year in the local newspapers, Hume Pride, Council Early Years Services and Customer Services offices. Allocation of placements will be made in accordance with priority categories and date of receipt of the application.

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5.2.4. Council cannot guarantee applicants will receive a Preschool place. Conditions in regard to the number of available preschool places and securing State Government funding will apply.

5.3. How to Apply

5.3.1. Application forms are available from the following locations:

- a) All Council operated preschools, and Childcare Centres.
- b) All Hume City Council customer service centres.
- c) Hume City Council website.

5.3.2. Application forms must be returned with the following relevant documents in order to be accepted and processed:

- a) Proof of child's age (such as the child's birth certificate or passport) and,
- b) One of the following to show proof of address (rates, gas or electricity bills or drivers licence) and:
- c) Non-refundable application fee, as detailed on the application form; or,
- d) If the child or family hold an eligible concession card as outlined in 5.17.11, the family is eligible to receive a fee subsidy from the State Government and they are not required to pay the application fee and/or term fee, so long as a current and valid card is provided to Council that covers from time of registration to the completion of the child's preschool year. Should the card expire during any part of the child's preschool year, it is the responsibility of the parents/guardians to produce another valid card, otherwise full fees are payable. A copy of the card must be provided.

5.3.3. In the case of multiple births (such as twins, triplets or quadruplets), an application form needs to be completed for each child indicating that the child is being registered along with his or her sibling as part of a multiple birth on the application form. A separate registration fee is payable for each application submitted.

5.3.4. Registration forms can be submitted in any of the following ways. Forms must be complete and include all documentation in order to be processed:

- a) In person at one of Council's Customer Service Office
- b) Via mail to PO Box 119 Dallas 3047
- c) Via email to contactus@hume.vic.gov.au

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Application fees are payable via Cheque, Money Order, Credit Card or Cash at any Customer Service Centre or via cheque or money order if submitted via mail or via email. Application fees do not apply where a valid Health Care Card, Concession Card or VISA (as per clause 5.17.11) is attached to the application form.

5.3.5. Receipts or "merit numbers" will be issued to applicants and should be retained by the applicant as evidence of registration,

5.3.6. Children enrolled in three year old activity programs at Council's facilities are not automatically eligible for a place in four year old preschool. Families must submit a Preschool Registration form and enrolment will be determined through the preschool enrolment application process.

5.4. Application priorities

5.4.1. For children who turn four years of age on or before 30th April in the year they are to attend preschool, places will be allocated based on the priority category and on date of receipt of application — with the priority categories being:

Priority	Criteria	Process that could be used to verify need(s)
Priority 1	Children at risk of abuse or neglect, including children in Out-of-Home Care	The child is: • attending a three year old kindergarten program through Early Start Kindergarten or Access to Early Learning, or is • referred by: — Child Protection — Child and family services (family services referral and support team, Child FIRST/integrated family services/Services Connect case worker) — Maternal and Child Health nurse, or — Out-of-Home Care provider.
	Aboriginal and/or Torres Strait Islander children	No evidence required.
	Asylum seeker and refugee children	An appropriate visa identifies the child and/or parents as a refugee or asylum seeker.
	Children eligible for the	• A child or parent holds a

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	Kindergarten Fee Subsidy	Commonwealth Health Care Card, Pensioner Concession Card, Veteran's Affairs Card, or • Multiple birth children (triplets, quadruplets).
	Children with additional needs, defined as children who: • require additional assistance in order to fully participate in the kindergarten program • require a combination of services which are individually planned • have an identified specific disability or developmental delay	The child: • is assessed as having delays in two or more areas and is declared eligible for a second funded year of kindergarten • holds a Child Disability Health Care Card • has previously been approved for Kindergarten Inclusion Support Package, or referred by: — the National Disability Insurance Scheme — Early Childhood Intervention Service — Preschool Field Officer, or — Maternal and Child Health nurse.
Priority 2	Children of Hume City residents and rate payers	Attachment of evidence of living in Hume City, e.g. driver's license, rates notice, contract of construction.
Priority 3	Children of Non Hume City residents	No evidence required,

5.4.2. Evidence of eligibility for priority 1 – “children with additional needs” can be submitted up until 30 June of the year prior to attendance, if eligibility is not known at the time of initial registration.

5.4.3. Priority 3 registrations may not receive an offer until after the third round of offers.

5.5. Reserved Places

5.5.1. Families are required to submit a Second Year of Preschool Registration form in order to access a reserved place

5.5.2. A Preschool place will be reserved at the centre indicated on the Second Year of Preschool registration form.

5.5.3. A Second Year of Preschool Registration form must be submitted for children deemed eligible (by the Early Childhood

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Teacher) to attend a second year of preschool. This must be lodged with Council by 30 June in the year of the child's first year of preschool.

5.5.4. A reserved place will be allocated for children who received an offer of a preschool placement the previous year, but elected to defer. The reserved place will be allocated at the centre that the offer was made.

5.5.5. Reserved places will be available for allocation until the end of December prior to the commencement of the first term of preschool in the following year. The unallocated reserved places may then be released for those on the waiting list according to priority of access outlined in 5.4.1.

5.6. Late Applications

5.6.1. Applications will continue to be received after June 30 the year prior to attendance, but will be deemed as a late application.

5.6.2. Late applications may be included in the first round of offers, in accordance with the priority of access and date of applications.

5.6.3. If no places are available, the applicant will be placed on the waiting list according to priority and date of receipt.

5.7. Changes to application details

5.7.1. When applicants wish to alter their original preschool preferences, a Change of Registration form needs to be completed and lodged at Council's customer service centres, or sent via mail to PO Box 119 Dallas, 3047 or via email to contactus@hume.vic.gov.au.

5.7.2. The Changes to Registration form must be lodged with Council by Close of Business of June 30 (or previous business day) the year prior to attendance in order to be considered in the first round of offers, and in order to maintain the original registration date.

5.7.3. Changes to preschool preferences lodged with Council after June 30 will result in a new application date being issued, which will be the date the change of details form was lodged with Council. Minor changes to registrations such as change of family address will retain the original application date.

5.8. Commencement of Offers

5.8.1. All applications will be allocated according to priority and the receipt date upon submission of application.

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- 5.8.2. Refer to clauses 5.2.2 and 5.4.1 in regard to lodgement date for first round offers and late applications.
- 5.8.3. Where application numbers exceed the number of places available at the first preference preschool, applicants will be allocated their second or third preference based on availability of places. If there are no places available at any stated preferences, then the applicant will remain on the waiting list for the preschool preferences nominated on the registration form.
- 5.8.4. Placement offers will be made in writing to applicants by 31 August each year. A written response will be required within a nominated time frame.

5.9. Review of the remaining places

- 5.9.1. Offers are ongoing and will continue to be made until all placements are filled, including once the Preschool year commences.
- 5.9.2. Any children who remain on the waiting list after all places have been allocated; will be offered a placement appropriate to their priority as soon as a vacancy occurs at one of their preferred preschools.
- 5.9.3. Council aims to operate each preschool at viable occupancy rates according to State Government's funding requirements, which requires a minimum number of enrolments for each preschool program.

5.10. Responses to Offers

- 5.10.1. Applicants can select one of the following choices:
- a) Accept the preschool place that is on offer
 - b) Decline the offer of the preschool place and be placed on a waiting list for their preferred preschool as listed on their registration form
 - c) Cancel their application
 - d) Defer their child's placement to the following preschool year.
- 5.10.2. Applicants must select in writing one of the responses above and respond by the date stipulated on the letter in order for the response to be processed.
- 5.10.3. Where no response is received by Council within the specified timeframe as stated in the letter of offer, the child's place will be cancelled. When families contact Council later than the required

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response date, their child will be reinstated to the waiting list with the appropriate priority, and with a new registration date.

5.10.4. When an applicant requests their child to be placed on a waiting list of their preferred preschool, they must forego any other place offered. The child is placed on the waiting list of their preferred centre according to category of priority. At this time, the applicant may request preferences be removed from their application, if their preferred preschool is listed as their second or third preference Placement is not guaranteed at the preferred centre.

5.11. Deferral

5.11.1. In accordance with the Kindergarten Funding Guide and its successor agreements, an enrolment may be deferred within term 1, provided the registration has not been recorded on the DET Kindergarten Information Management System.

5.11.2. Families wishing to defer their enrolment should speak with the Preschool as soon as possible to discuss their child's readiness for preschool.

5.11.3. Families should complete a deferral form, whereby their enrolment will be re-offered the following year, with the registration maintaining its original registration date.

5.11.4. Deferrals are unable to be submitted after the registration has been submitted on the Kindergarten Information System.

5.11.5. After a deferral form is submitted, families may submit a 3 year old Activity Group registration for that year, however, a new registration date will be recorded for this application and there is no guarantee of a placement within this program.

5.11.6. A deferral can only be submitted where a preschool placement offer was made or accepted.

5.12. Second Year of preschool

5.12.1. A second year of preschool is only available to children who meet the eligibility criteria as set by the State Government.

5.12.2. Families identified as eligible to enrol in a second year of preschool must submit a registration form before 30 June to be considered in the first round of offers. The application fee will not be payable in these circumstances.

5.12.3. Places will be reserved at the family's preschool of first preference.

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5.12.4. Applications received after 30 June will be treated as a late application, however, will be given priority according to clauses 5.4 and 5.6.

5.13. Children who will turn six years of age during the preschool year

5.13.1. Children who turn six years of age during the preschool year must be exempted from attending school.

5.13.2. Parents need to apply for an exemption before the child starts preschool by filling in the appropriate State Government documentation.

5.13.3. If an exemption has not been granted by State Government, Council will not be in a position to accept the child into preschool.

5.14. Transfer of preschool places

5.14.1. Once a place has been allocated to a child, the child's place is not generally transferable between preschool centres. If an applicant believes their circumstances are exceptional, they may write to the Manager Family, Youth and Children's Services asking for consideration of their request.

5.14.2. Each request will be taken on its merit and considered in relation to the available vacancies and current waiting lists. There is no guarantee of transfer.

5.15. Children with additional needs

5.15.1. Children with additional needs are encouraged and welcomed to access Hume City Council's preschools.

5.15.2. Additional support is available to be provided to children with additional needs, families and services through the Preschool Field Officer program.

5.15.3. Applicants are encouraged to notify Council of their child's additional needs on the application form. This will help ensure that appropriate supports will be put in place for the child.

5.15.4. If the child has subsequently been identified with additional needs after registration, a letter of support as detailed in 5.4.3 is to be provided to Council in order to be considered as a priority 1.

5.15.5. Disclosing your child's additional needs will not disadvantage your child's application.

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5.16. Application Fees

- 5.16.1. Application fees for all children who are enrolling under Priority 1 (5.4.1) will be waived to reduce barriers to enrolment,
- 5.16.2. Children eligible to receive a preschool fee subsidy from the State Government will also have their application fee waived upon presentation of a valid Health Care Card (see section 5.17.11 for eligibility).
- 5.16.3. Council's preschool services at times conduct special enrolment sessions within Hume City and on these occasions it will be at the discretion of the Manager Family, Youth and Children Services to waive application fees.

5.17. Preschool Fees

- 5.17.1. The annual fee is determined each year as part of Council's budget and is charged on a termly basis. The rate of fees is dependent on the receipt of State Government grants and contributions and other influences on the service.
- 5.17.2. Successful applicants (now service users) will be notified of fee changes in a timely manner.
- 5.17.3. The term fee is charged regardless of attendance of the child during the term. However the families wishing to present exceptional circumstances for consideration in a fee review can put their request in writing to the Manager Family, Youth & Children's Services for consideration.
- 5.17.4. Pro rata fees or refunds do not apply where the service user withdraws from the program during the term, or where the family fail to notify the Central Enrolment officer of their withdrawal prior to the term commencing.
- 5.17.5. Full fees apply where a service user accepts an offer of placement/ commences preschool part way through the term.
- 5.17.6. Term fees are required to be paid prior to commencement in the program and prior to each term, in order to continue to access the program. Non-payment of fees may impact upon access to other programs operated by Council.
- 5.17.7. Families with twins or two children of different ages both attending four year old preschool in the same year shall be entitled to a fee discount of 50% of the term fee of the second child.
- 5.17.8. Families experiencing difficulties in paying fees are encouraged to discuss this with the central enrolment officer. Fee payment plans can be established in consultation with Council's Finance

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PRESCHOOL ENROLMENT POLICY

Department. Service users are required to adhere to these plans.

- 5.17.9. Council will contact service users who are in arrears in order to rectify the situation through a range of actions, which may include payment options or suspension of service.
- 5.17.10. A placement may be held open for the term if full payment of fees is received or a valid Health Care Card is presented, however this will be at the discretion of Council and consideration given to preschool demand.
- 5.17.11. In accordance with the Kindergarten Funding Guide, no preschool fees apply to families where evidence is provided that the child individually holds, or has a parent or guardian who holds one of the following current and valid cards/visas:
 - a Commonwealth Health Care Card
 - a Commonwealth Pensioner Concession Card
 - a Department of Veterans' Affairs Gold Card or White Card
 - Refugee visa (subclass 200)
 - In-country Special Humanitarian visa (subclass 201)
 - Global Special Humanitarian visa (subclass 202)
 - Temporary Humanitarian Concern visa (subclass 786)
 - Protection visa (subclass 866)
 - Emergency Rescue visa (subclass 203)
 - Woman at risk visa (subclass 204)
 - Bridging visas A-E.
- 5.17.12. Council needs to be provided with a copy of a current and valid concession card, visa, travel document or letter of visa status and record its expiry date.
- 5.17.13. If the card is not presented by the end of the preschool year, the service user will not be eligible for the fee discount, and will be liable for the full fees for all applicable terms.
- 5.17.14. No preschool fees apply to families where the child is:
 - a) Identified by a parent, carer or legal guardian as an Aboriginal and/or Torres Strait Islander (note: the parent, carer or legal guardian should not be asked to provide verification of this)
 - b) Identified on their birth certificate as being a multiple birth child (triplets or more).
 - c) An Early Start Kindergarten enrolment,
 - d) An Early Start Kindergarten Extension Enrolment,
 - e) An Access to Early Learning Enrolment.

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PRESCHOOL ENROLMENT POLICY

5.18. Refunds

- 5.18.1. Application fees are non-refundable.
- 5.18.2. Service users, who withdraw from their preschool placement, will forfeit the fees paid to Council for that term, and will be liable for term fees in accordance with 5.17.4.
- 5.18.3. Pro rata fees or refunds do not apply where the service user withdraws from the program during the term, or where the family fail to notify the Central Enrolment officer of their withdrawal prior to the term commencing.
- 5.18.4. Requests for refunds can be made in exceptional circumstances. Requests must be made in writing with copies of receipts forwarded to the Manager Family, Youth and Children's Services
- 5.18.5. Service users who receive preschool fee subsidies from the State Government are not entitled to a refund of remaining fees.

5.19. Preschool operational sessions

- 5.19.1. Preschool operational session days and times and enrolment numbers will be reviewed annually as part of the allocation process and DET funding confirmation.
- 5.19.2. Sessions may vary from year to year at each centre. Council may make alterations to any preschool session dependant on applications or individual centre numbers at any time.
- 5.19.3. Consultations will take place from time to time to ensure services continue to be responsive to the needs of the community.
- 5.19.4. Once enrolled, each child will generally be able to access fifteen hours of preschool per week during school terms.

5.20. Sessions and groups within preschools

- 5.20.1. For offers accepted in offer rounds 1-3, applicants will be informed of the proposed preschool sessions and timetable at each centre and requested to indicate their preferred group/s.
- 5.20.2. For offers accepted after round 3, applicants may be allocated to the remaining places within groups; however, Council officers will endeavour to consult with families where there are vacancies across the groups.
- 5.20.3. Council officers will endeavour to give applicants their preferences; however it cannot guarantee applicants will receive their preferred session or group within the centre.

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PRESCHOOL ENROLMENT POLICY

6. DEFINITIONS AND ABBREVIATIONS

6.1. Preschool

Preschool is an interchangeable term for Kindergarten (the term Kindergarten is used by State Government) and is a universal early childhood program which is funded by the State Government for 4 year old children in the year prior to commencing primary school.

6.2. Second Year

A second year of preschool is approved and funded by State Government for children who meet the eligibility criteria for a second funded year of preschool.

6.3. Early Start Kindergarten Program

Early Start Kindergarten enable eligible children to access a preschool program in the year two years before school where the child is Aboriginal and/or Torres Strait Islander or for children known to Child Protection or referred to Child FIRST/Integrated Family Services.

6.4. Access to Early Learning Program

The Access to Early Learning Program enables eligible children (who turn 3 years old by the 30th April in the year of attendance) to access a preschool program in the year before their funded 4 year old preschool program, where the family meet two of the following eligibility criteria, Known to Child Protection, Mental Health issues, Family Violence, Sexual Assault, Alcohol/ Drug Abuse, Physical or intellectual disability or trauma.

6.5. Newly Arrived Families

Newly arrived families are defined as families who have arrived in Australia and moved into Hume City not before 1 July of the year prior to attendance.

6.6. Children with additional needs

The Preschool Field Officer program is available to services, families and children to provide assistance to support the inclusion, learning and development of children with additional needs.

7. RELATED DOCUMENTS

- Early Childhood Programs and Services Guide December 2015
- Early Childhood Agreement for Children in Out-of-Home Care
- Education and Care National Law Act 2010
- Education and Care National Law Regulations 2011
- Equal Opportunity Act (Victoria) 1995
- Kindergarten Funding Guide
- Memorandum of Understanding for non-Council Preschools participating in the Hume Central Enrolment Scheme
- Supplementary documents to the Kindergarten Funding Guide

Policy Reference No: CP2011-11-22	Date of Adoption: 20 July 2017
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REPORT NO:	SU220
REPORT TITLE:	1-3 Freight Road, Tullamarine - Development of a six storey Residential Hotel comprising of serviced apartments with associated business centre, gymnasium, cafe, basement car parking, business identification signage and reduction in car parking requirements.
SOURCE:	Narelle Haber, Senior Town Planner
DIVISION:	Planning and Development
FILE NO:	P19995
POLICY:	Hume Planning Scheme
STRATEGIC OBJECTIVE:	4.1 Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces.
ATTACHMENTS:	1. <i>Locality Plan</i> 2. <i>Proposed Development Plans</i>

Application No:	P19995
Proposal:	Development of a six storey Residential Hotel comprising of serviced apartments, with associated business centre, gymnasium, café, basement car parking, business identification signage and a reduction in car parking requirements.
Location:	1-3 Freight Road, Tullamarine
Zoning:	Commercial 2 Zone
Applicant:	Chen He Airport Property Pty Ltd c/- Beacon Town Planning.
Date Received:	11 October 2016

1. SUMMARY OF REPORT:

- 1.1 The application seeks approval for the use and development of a six storey Residential Hotel comprising of serviced apartments, with associated business centre, gymnasium, café, basement car parking, business identification signage and a reduction in car parking requirements at 1-3 Freight Road, Tullamarine. The proposed building is to be six storeys high with a maximum height of 19 metres. The development is to be located on the south-eastern corner of Freight Road and Mickleham Road, Tullamarine. The application was advertised and two objections were received.
- 1.2 The subject land is affected by proposed Planning Scheme Amendment C218 which seeks to rezone the subject land (and adjacent land to the west and north) along with six other sites across the City of Hume, from a Commercial 2 Zone to an Industrial 3 Zone to better support the strategic intention of these areas for industrial development and employment generation. The public exhibition for Amendment C218 has concluded where submissions will now be considered. A Panel Hearing is scheduled for August 2017 to consider submissions. The proposed use and development of a Residential Hotel is prohibited in an Industrial 3 Zone.
- 1.3 Based on the strategic change to the zoning of the land proposed under Amendment C218 along with issues relating to parking and scale and height, it is recommended that Council refuse the application.

2. RECOMMENDATION:

That Council, having considered the application for use and develop the land for a Residential Hotel comprising of serviced apartments, with associated business centre, gymnasium, café, basement car parking, business identification signage and a reduction in car parking requirements at 1-3 Freight Road, Tullamarine on its merits, the concerns of the objectors and strategic objectives of Council, resolves to issue a Refusal to Grant a Planning Permit on the following grounds:

REPORT NO: SU220 (cont.)

1. The use and development of the Residential Hotel comprising of serviced apartments, with associated business centre, gymnasium, café, basement car parking, business identification signage and a reduction in car parking requirements conflicts with the intent of the land to provide industrial development as identified in Clauses 21.03 and 21.06 of the *Hume Planning Scheme*.
2. The use and development of a Residential Hotel on the land is inconsistent with Council's strategic intent to rezone the subject land to Industrial 3 via Amendment C218.
3. Insufficient car parking is provided on the site and will likely result in a detrimental impact on the surrounding road network and intersections as a result of the development.
4. The scale, form and height of the proposed development is contrary to the existing scale of the immediate area and will result in a visually prominent building.

3. PROPOSAL:

- 3.1 The proposal seeks approval to construct a six storey residential hotel building (including basement car park) on the site. The development will comprise 66 serviced apartments for guests located on the first to the fifth floors. The building will also include a business centre and gymnasium (for occupants use only), a café, basement car parking and associated business identification signage.
- 3.2 Rooms will consist of a kitchenette, bedroom/sitting area and a bathroom.
- 3.3 As with the current building on site, the proposed building will have a zero boundary setback from the Mickleham Road and Freight Road frontages as well as the western boundary. The ground floor of the building will be set back 2.44 metres from the southern boundary. The building will have a maximum height of 19 metres.
- 3.4 A total of 24 car spaces have been provided in a basement of the building. This will comprise of 10 single car spaces, and 14 spaces in a car stacker system. A shuttle bus will also be provided to and from the airport for guests.

4. SITE AND SURROUNDS:

The subject land is located on the south-western corner of Mickleham Road and Freight Road, Tullamarine. The site is currently occupied by a vacant three storey brick office/warehouse development. Vehicle access to the site is currently available from a service road which runs along the front of the site and is accessed from Freight Road. There are an additional two accessways located along the northern side of the building which are also accessed directly from Freight Road. The land is relatively flat and rectangular in shape, with the exception of the splayed north-east corner of the site. The property has an overall area of 1006 square metres.

- 4.1 The building on the site is characterised by a three storey office component located on the eastern portion of the site and occupying approximately one third of the site. The office building addresses Mickleham Road. The warehouse component of the development is located to the rear of the office building, and occupies the remaining two thirds of the land. The warehouse component addresses and is accessed from Freight Road.
- 4.2 Land to the north and west is zoned Commercial 2 under the *Hume Planning Scheme*, but essentially contains a mixture of light industrial uses such as cabinet makers, freight handlers, motor repairs and panel beaters. Land to the north and east of the site comprises residential dwellings.

REPORT NO: SU220 (cont.)

Restrictions on Title:

- 4.3 No registered restrictive covenants are recorded on title.
- 4.4 The site is encumbered by a 2.44 metre wide drainage and sewerage easement along the length of the southern boundary.

5. PLANNING CONTROLS:

- 5.1 The following policies and provisions of the *Hume Planning Scheme* (“the Scheme”) are relevant in the consideration of the application:

State Policies: Clause 9: Plan Melbourne
Clause 11.02 Urban Growth
Clause 11.04 Metropolitan Melbourne
Clause 15.01-1 Urban Design
Clause 17.03 Tourism

Municipal Strategies Clause 21.03-1 Employment
Clause 21.03-2 Business
Clause 21.03-4 Melbourne Airport
Clause 21.06-4: Local Areas – Gladstone Park and Tullamarine Neighbourhood
Clause 21.08 Particular Uses and Development

Zones: Clause 34.02: Commercial 2 Zone

Overlays: No overlays

Particular Provisions: Clause 52.06: Car parking
Clause 53.34 Bicycle Facilities
Clause 52.35 Urban Context Report and Design Response for residential development of five or more storeys

General Provisions: Clause 65.01: Approval of an Application or Plan

- 5.2 The land at 1-3 Freight Road, Tullamarine is zoned Commercial 2 Zone with no overlays applicable to the land.

- 5.3 The Commercial 2 Zone has the following purposes:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To encourage commercial areas for offices, appropriate manufacturing and industries, bulky goods retailing, other retail uses, and associated business and commercial services.*
- *To ensure that uses do not affect the safety and amenity of adjacent, more sensitive uses.*

- 5.4 Pursuant to Clause 34.02 of the *Hume Planning Scheme* a planning permit is required for the use and development of a Residential Hotel. A Residential Hotel is defined as:

- *Land used to provide accommodation in serviced rooms for persons away from their normal place of residence. If it has at least 20 bedrooms, it may include the sale of liquor for consumption on, or off, the premises, function or conference rooms, entertainment, dancing, amusement machines, and gambling.*

- 5.5 The proposed Residential Hotel broadly responds to the policy settings in the Municipal Strategic Statement related to supporting economic development and tourism outcomes. Whilst this is acknowledged, the strategic intent of the subject land is clearly

REPORT NO: SU220 (cont.)

outlined in Clause 21.03-1 (Employment), and Clause 21.06-4 Gladstone Park and Tullamarine Neighbourhood as *'encouraging the establishment of new industries and businesses that will benefit from maximum accessibility to Melbourne Airport...'*. The Commercial 2 Zone allows for the use and development proposed to be considered on merit, however, Council has initiated Planning Scheme Amendment C218 which seeks to change the zoning of the subject site to an Industrial 3 Zone.

- 5.6 Planning Scheme Amendment C218 seeks to rezone seven areas of existing Commercial 2 zoned land across the City of Hume to the Industrial 3 Zone. The Commercial 2 Zone was introduced in 2013 in a State wide process as part of the updated commercial zones. The broad range of commercial uses in the Commercial 2 Zone has resulted in implications of changing the original strategic intent of areas from employment based industrial parks and creating opportunities for out of centre development. As a consequence, the intentions of the C218 is to apply the Industrial 3 Zone to the various sites to better support the original intent of these areas as articulated in the Municipal Strategic Statement. The Industrial 3 Zone is considered to better represent the original zoning of the land as Business 3 or 4 zones. The Industrial 3 Zone allows for less detrimental industrial uses as well as some limited retail uses to service local areas and this is considered to be consistent with the intent of the areas impacted by the amendment, including the subject land.
- 5.7 In the event the Industrial 3 Zone was applied to the subject land via Amendment C218, the proposed Residential Hotel use and development would be prohibited and a planning permit could not be granted.

Aboriginal Cultural Heritage:

- 5.8 The land is not located within an area of cultural heritage sensitivity as described in the Aboriginal Heritage Regulations 2007 and therefore a Cultural Heritage Management Plan is not required.

Major Electricity Transmission Line:

- 5.9 The land is not located within 60 metres of a major electricity transmission line.

6. REFERRALS:

- 6.1 The application was not required to be referred to any statutory authorities under Section 55 of the *Planning and Environment Act 1987* ("the Act").
- 6.2 The application was referred internally to Council's Assets and Civil Design Department, Strategic Planning Department, Community Activity Centre Planning Department for comment.
- 6.3 Council's Strategic Department have stated that they will not support the development on the following grounds:
- It is proposed to establish the hotel on the periphery of an existing business precinct within the municipality. This business precinct is proposed to be rezoned under Amendment C218. Under the Industrial 3 Zone, use of the land for the purposes of accommodation (other than a caretakers house) will become prohibited.
 - Given the above it is considered that the proposed use of the site for the purposes of a Residential Hotel is inappropriate given that the intention for the business precinct has always been to encourage uses more in keeping with transport and logistics and wholesale trade. It should also be noted that under the existing Business 3 Zone (which applied to the subject site prior to the introduction of the Commercial 2 Zone) the use of the site for the purposes of a Residential Hotel would also have been prohibited. As such, it has never been Council's intention to allow such uses within this area.

REPORT NO: SU220 (cont.)

- 6.4 Council's Community Activity Centre Planning Department had no concerns with the appearance or scale of the development.
- 6.5 Council's Traffic department have stated that they will not support the development on the following grounds:
- *The proposed motel requires a parking provision of 74 car parking spaces. The development provides 24 on-site car parking spaces, creating a shortfall of 50 spaces. A shortfall of this magnitude would result in significant dependency on on-street parking in surrounding streets.*
 - *Freight Road is a local industrial road servicing abutting industrial properties. These properties rely on large, heavy vehicles to conduct business and service loading requirements. Freight Road has an average weekday volume of 400 vehicles. The development proposal of 66 apartments would generate 198 daily vehicle trips. The additional 198 daily vehicle trips generated by the development represents a 50% increase of the daily volume and would have significant impact on the amenity of Freight Road and the intersection of Freight Road and Mickleham Road.*
 - *Provision to be made on-site at a convenient location for the loading, unloading and manoeuvring of the type of delivery / service vehicles appropriate to the development.*
 - *Provision to be made on-site for the loading, unloading and manoeuvring of shuttle buses. 'Pick-up' and 'drop-off' to occur at a convenient location for passengers. Provision of parking bays for two proposed shuttle buses must also be accommodated on-site.*
 - *There are no designated disabled parking bays and associated shared area. Disabled parking bay to be constructed as per AS2890.6 2009.*

7. ADVERTISING:

- 7.1 The application was advertised under Section 52 of the Act by way of letters to adjoining land owners and occupiers and two notice boards placed on site (one facing Mickleham Road and the other facing Freight Road).
- 7.2 A total of 2 objections were received.
- 7.3 The following is a summary of the grounds of objection:
- Parking and traffic issues as a result of the development.
 - Inconsistent with the existing neighbourhood character.
 - The proposed car parking stacker will be noisy.
 - Unlikely there is a need for such land use in the area.

8. OBJECTIONS:

- 8.1 A response to the objections is provided below:

8.2 Parking and traffic issues as a result of the development:

As described under section 6.2 above, Council's Assets department are concerned with the lack of car parking provided on site and the adverse effect the lack of car parking will have on the surrounding road network. Though the applicant stated that most of the clientele will come from the airport and arrive via shuttle bus to the premises, the significant reduction sought by the applicant cannot be support by Council.

Additionally, Freight Road is a local industrial road servicing industrial properties. These properties rely on large, heavy vehicles to conduct business and service loading requirements in the local roadway. The concern is that a possible 50% increase in daily vehicle trips will have a detrimental impact on the amenity of the area, functionality of Freight Road and the intersection of Freight Road and Mickleham Road.

REPORT NO: SU220 (cont.)

8.3 Inconsistent with the existing neighbourhood character:

Local residents have expressed concern with the height, scale and appearance of the development on the local neighbourhood. Whilst there is an existing 3 storey building on the property the height of this proposal goes beyond the 2-3 storey existing form of commercial buildings in the area and the 1 and 2 storey dwellings in the surrounding residential areas. A 'stepped' design has however sought to minimise bulk and over shadowing onto adjoining properties is proposed.

8.4 The proposed car parking stacker will be noisy.

Plans show the proposed vehicle stackers located toward the northern wall of the development (adjacent to Freight Road). It is unlikely the vehicle stackers will be heard from outside the basement car park given the thick concrete walls encasing the car park and the only access to the basement is from Freight Road – facing away from the residential properties.

8.5 Unlikely there is a need for such land use in the area:

It is important that Council ensure that any use and/or development approved on the site does not have a detrimental impact on the surrounding residential uses or, allow a use that will be contrary to the good and orderly planning of the area. Consideration needs to be given to the proposed rezoning of the land from Commercial 2 to Industrial 3, and if support proposal was granted, it would permit a non-industrial use in a proposed industrial area. This factor underpins the recommendation to not support the application.

9. DISCUSSION

Strategic Context:

- 9.1 The key issue with the proposed Residential Hotel on the subject land relates to alignment with the strategic intent of the area. Strategy 5.5 of Clause 21.02 of the revised Municipal Strategic Statement within the *Hume Planning Scheme* also seeks to *encourage business growth around the Melbourne Airport in transport and logistics, wholesale trade and other sectors that require immediate access to the airport.*
- 9.2 Clause 21.03-1 Employment, highlights the area of the subject land and land to the south as a focus for business and industry development as referenced in the following strategy:
- *Retain existing employment areas on the west side of Mickleham Road and encourage the development of Global Business Park as a high quality business and industry park.*
- 9.3 The above focus is also emphasised in Clause 21.06-4 Gladstone Park and Tullamarine Neighbourhood, with the following relevant objective:
- *To support existing industries and encourage the establishment of new industries and businesses that will benefit from maximum accessibility to Melbourne Airport, seaports, and regional and interstate markets*
- 9.4 The Hume Integrated Growth Area Plan (HIGAP) identifies existing employment areas within Tullamarine as the most likely places to meet demand from manufacturing companies as well as being suitable areas for businesses providing a range of services to trades and the residential areas that are not suitable in activity centres. It also identifies the southern part of the Mickleham Road South precinct as containing important industrial areas that form part of the wider Melbourne Airport employment area, with potential for more airport related businesses to locate in this area as an alternative to the business park immediately adjoining the Melbourne Airport.

REPORT NO: SU220 (cont.)

- 9.5 The existing policy setting has a clear focus for the area on business and industry development. The overall intent for the subject land and adjacent land to the north and west was for industry based development that can support employment and ensure uses in proximity of Melbourne Airport are of a nature that does not compromise the ongoing operation of the airport curfew free.
- 9.6 The Commercial 2 Zone (applied to the subject land in 2013 as part of a State wide change) has allowed for a broader range of commercial uses that undermine the long term intent of the subject land and adjacent land. Amendment C218, initiated by the City of Hume, seeks to address this issue through rezoning the subject land (and adjacent areas) to the Industrial 3 Zone along with six other sites across the municipality.
- 9.7 The amendment has been authorised and the public exhibition of the amendment has just been completed. Submissions are now being assessed and considered. It is anticipated the matter will likely proceed to a pre-set Panel Hearing scheduled for August 2017.
- 9.8 In light of the concerns that the current zoning of the land does not support the strategic intent for the area as outlined in the *Hume Planning Scheme*, it is considered the Residential Hotel use will further undermine the future development of the area and the use and development cannot be supported.

Traffic and Parking

- 9.9 Clause 52.06 of the *Hume Planning Scheme* outlines car parking requirements for various uses and development. As a Residential Hotel is included under the definition of a Motel, the parking requirement for the proposed development is outlined below:

USE	AREA/SIZE	CLAUSE 52.06 CAR PARKING RATE	CAR PARKING REQUIREMENT
Service Apartments (Motel)	66 rooms	1 space to each unit, and one space to each manager dwelling, plus 50 per cent of the relevant requirement of any ancillary use.	66 car spaces
Office	25.4m ²	3.5 spaces to each 100m ² of net floor area.	0 spaces
Cafe	40 seats	0.4 seats per patron permitted	8 spaces*
TOTAL			74 SPACES

**Planning Scheme parking requirement 50% of the required amount due to be an ancillary use to the motel.*

- 9.10 Plans submitted for the proposed Residential Hotel show that 24 car spaces are proposed to be provided in the basement. The proposal also seeks a waiver/reduction in car parking requirements. The applicants have stated that *'due to the proximity of the subject site to Melbourne Airport, it is anticipated that a large portion of guests will be associated with the Airport. Therefore, the proposal is anticipated to generate a large number of taxi and shuttle bus trips as opposed to private vehicle trips. The proposed shuttle bus service to/from the Airport is available to all guests and will encourage less private vehicle trips.'*
- 9.11 Approval for a reasonable and practical reduction in car parking requirements is often considered and supported by Council. However, in this instance, a shortfall of 50 car spaces will likely result in significant dependency on on-street parking in the surrounding streets. This outcome is not supported by Council's Assets department, as Freight Road is a local industrial road servicing abutting industrial properties. These industrial uses rely on large, heavy vehicles and trucks to conduct business and vehicle parking on the street would impede businesses in the area. Further to this,

REPORT NO: SU220 (cont.)

Clause 22.01 of the *Hume Planning Scheme* (Industrial Areas and Business Parks) should be considered given the subject land is impacted by Planning Scheme Amendment C218. Clause 22.01-1 of the Scheme states that '*haphazardly developed or poorly designed industrial areas adversely affect the amenity and appearance of the City, particularly if the area is close to residential areas and major roads. Car parking provision and vehicular access are also important considerations*'.

- 9.12 In terms of car parking allocation and design on the site, the following issues are also of concern and further support refusal of the development:
- a) No provision has been made on-site for the loading, unloading and maneuvering of shuttle buses. A 'pick-up' and 'drop-off' area is required at a convenient location for passengers. At minimum, the provision of parking bays for at least two shuttle buses must also be accommodated on-site.
 - b) No provision has been made on-site at a convenient location for the loading, unloading and maneuvering for delivery/service vehicles appropriate to the development.
 - c) There are no designated disabled parking bays and associated shared area. Designed in accordance with AS2890.6 2009 provided on the site.
- 9.13 Pursuant to Table 1 of Clause 52.34-3 (Bicycle Spaces) of the Scheme, a Residential Hotel requires 1 bicycle space to each 40 rooms for employees. Plans show the provision of three double sided wall mounted bicycle racks (6 bicycle spaces) within the basement car park, which satisfies the requirement of the Clause.

Scale and form

- 9.14 The proposed six storey Residential Hotel will provide for a significant building form on the subject land. The surrounding development is of a mainly single to double storey scale and the proposal will be significantly higher than existing development on the adjoining industrial properties and surrounding residential properties. The commercial built form in the immediate commercial/industrial area generally takes on a 2-3 storey building height form.
- 9.15 The proposal does provide appropriate setbacks from boundaries and for landscaping within the immediate vicinity of the building, however, the height of the proposed building at 19 metres does create a visual impact to the immediate surrounds, particularly to the residential properties to the east and south and the gateway status of Mickleham Road.

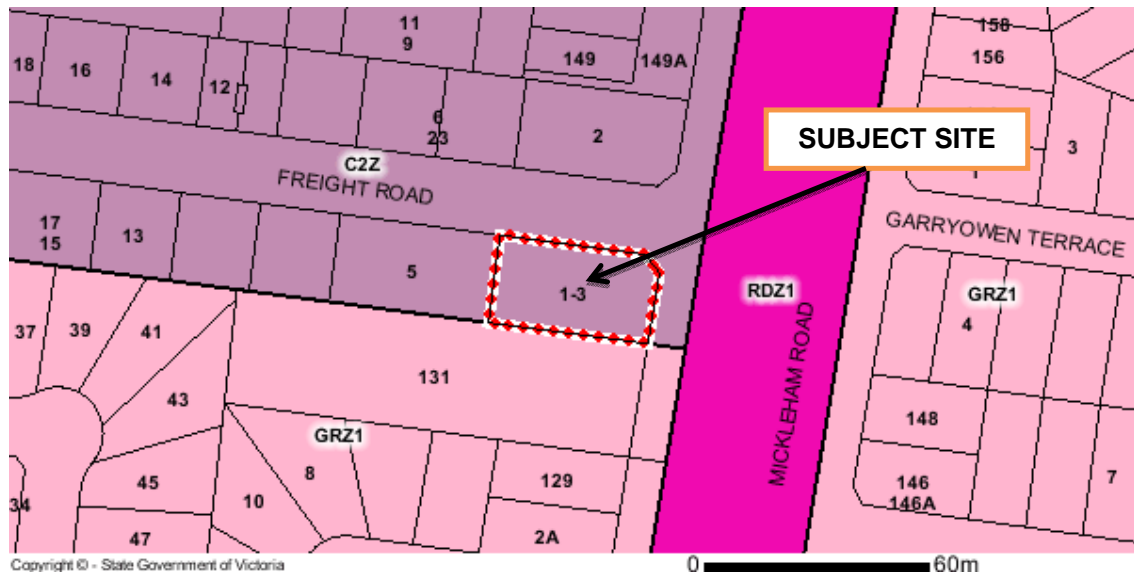
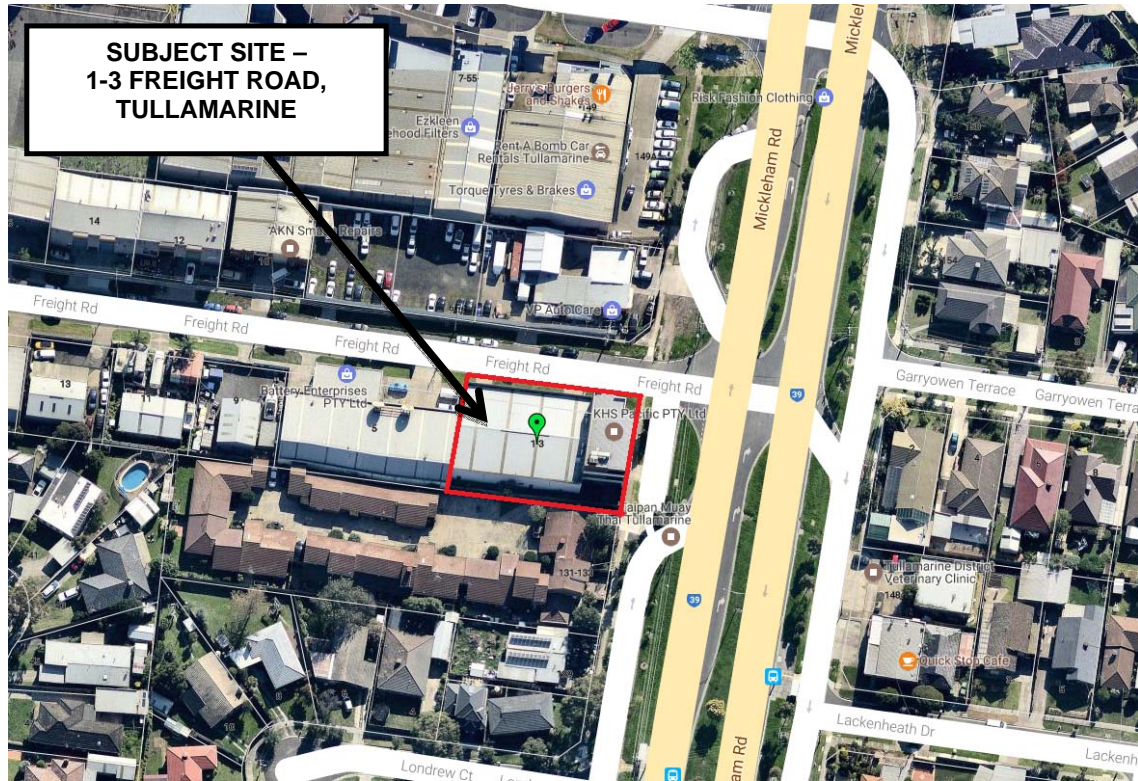
10. CONCLUSION

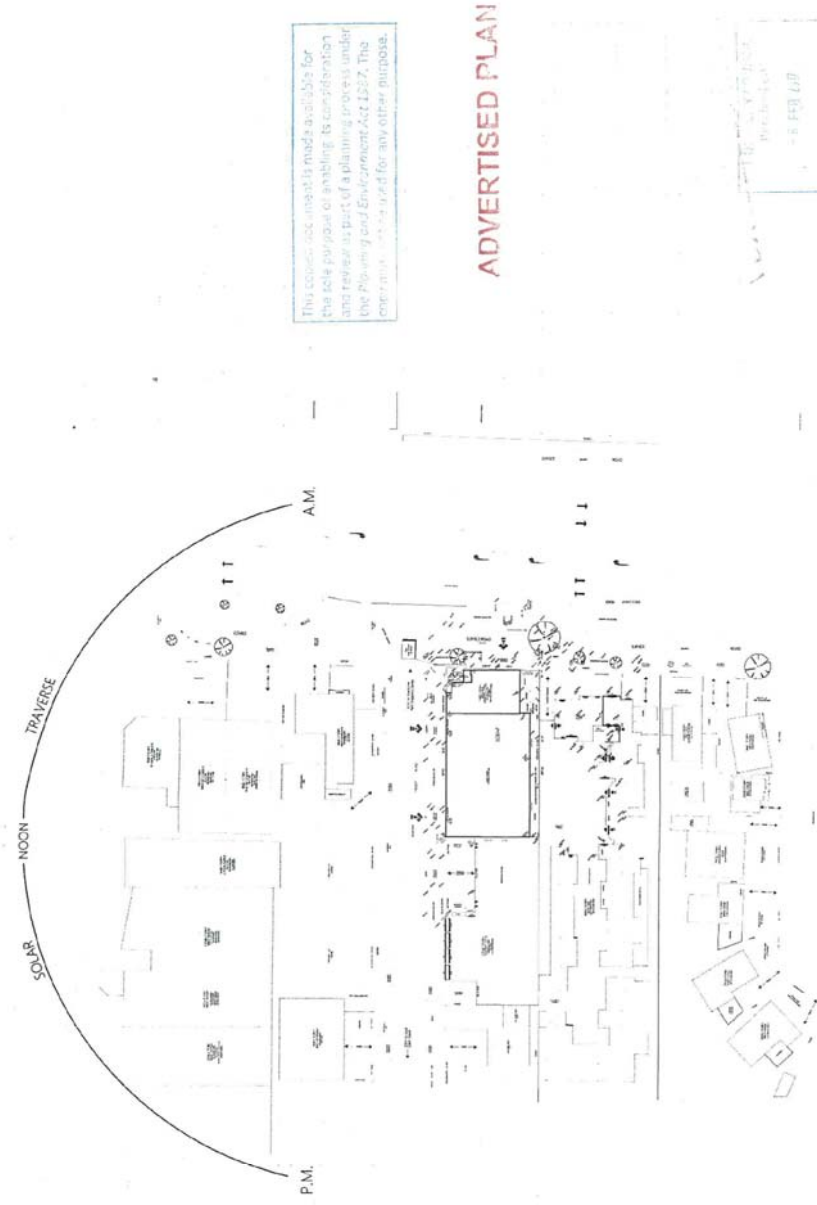
- 10.1 It is considered the proposal is inconsistent with the strategic intent of the land as described in the *Hume Planning Scheme*, contrary to the intent of proposed Amendment C218, the insufficient car parking provided on the site will also have a likely have a detrimental impact on the surrounding road network, and the development will present a built form and scale that is out of context to the immediate locality. Therefore, this proposal should not be supported.

LOCALITY MAP

P19995

1-3 FREIGHT ROAD, TULLAMARINE





This document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 2007. This information is not to be used for any other purpose.

ADVERTISED PLAN

ISSUED FOR TOWN PLANNING

1-3 FREIGHT ROAD, TUILLAMARINE
 SERVICE APARTMENTS DEVELOPMENT
 NEIGHBOURHOOD & SITE DESCRIPTION
 Scale: 1:500 A1
 Project Number: 15001 A2
 Date: 13/03/16
 Drawing Number: 16607 10 AUG 2016
 TPO1



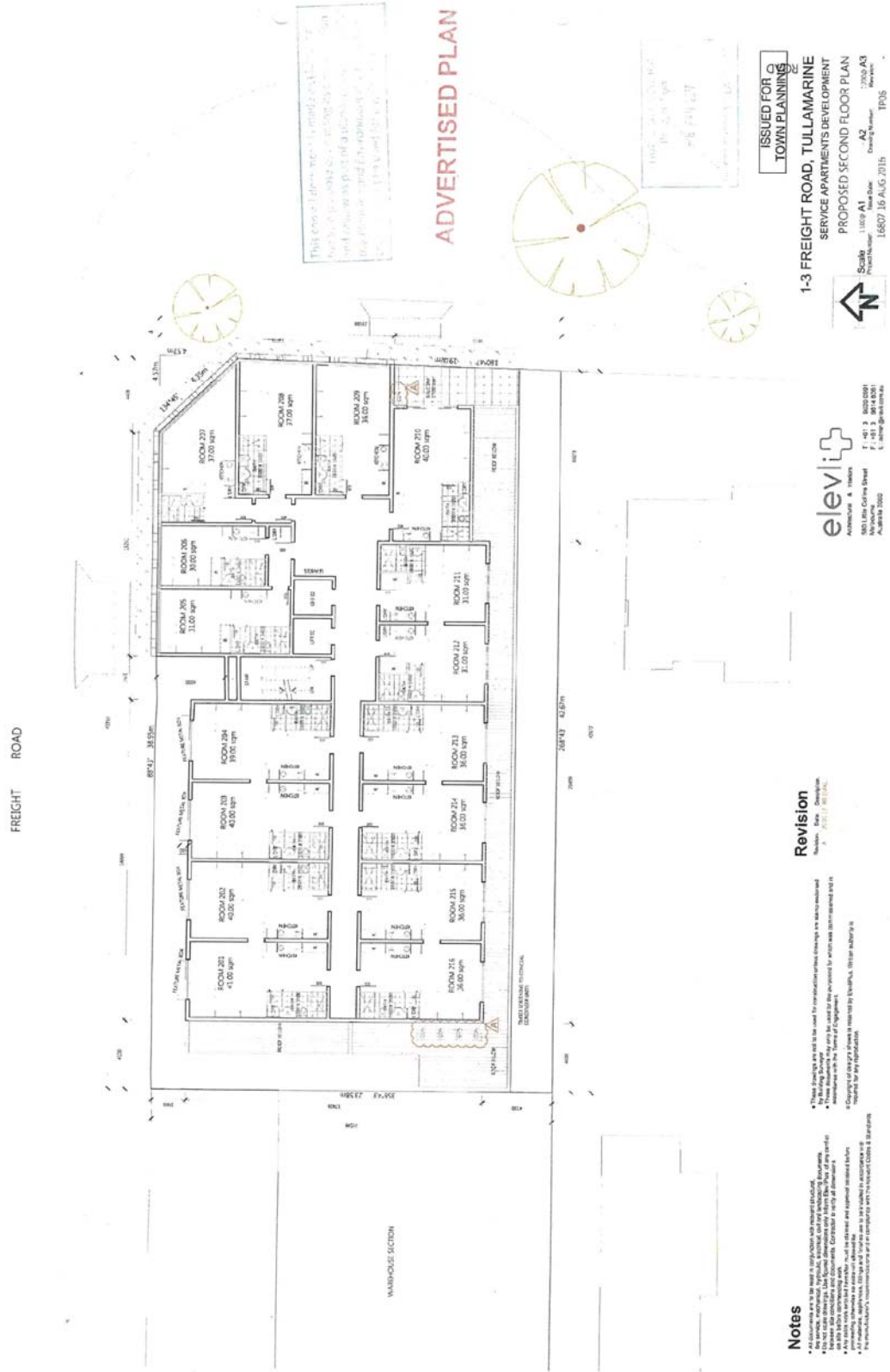
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 6/3899 0000 0000
 Auckland 3200

Revision

Number	Date	Description

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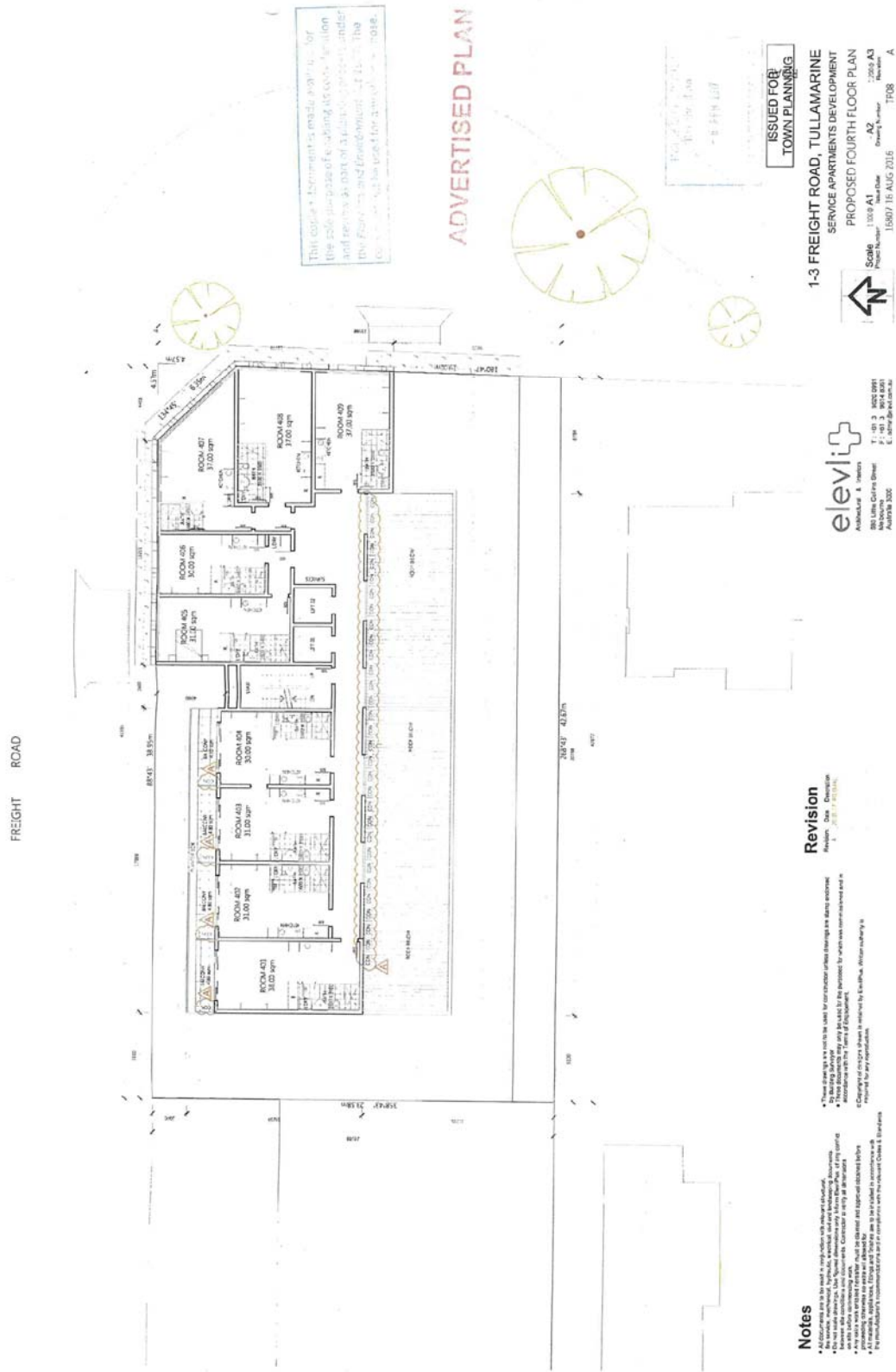
ISSUED FOR TOWN PLANNING
1-3 FREIGHT ROAD, TULLAMARINE
SERVICE APARTMENTS DEVELOPMENT
PROPOSED SECOND FLOOR PLAN
Scale: 1:100
Project No: 151000 A1
Issue Date: 16/08/2017
Drawing No: 2000 A3
Author: [Name]
16807_16 AUG 2017

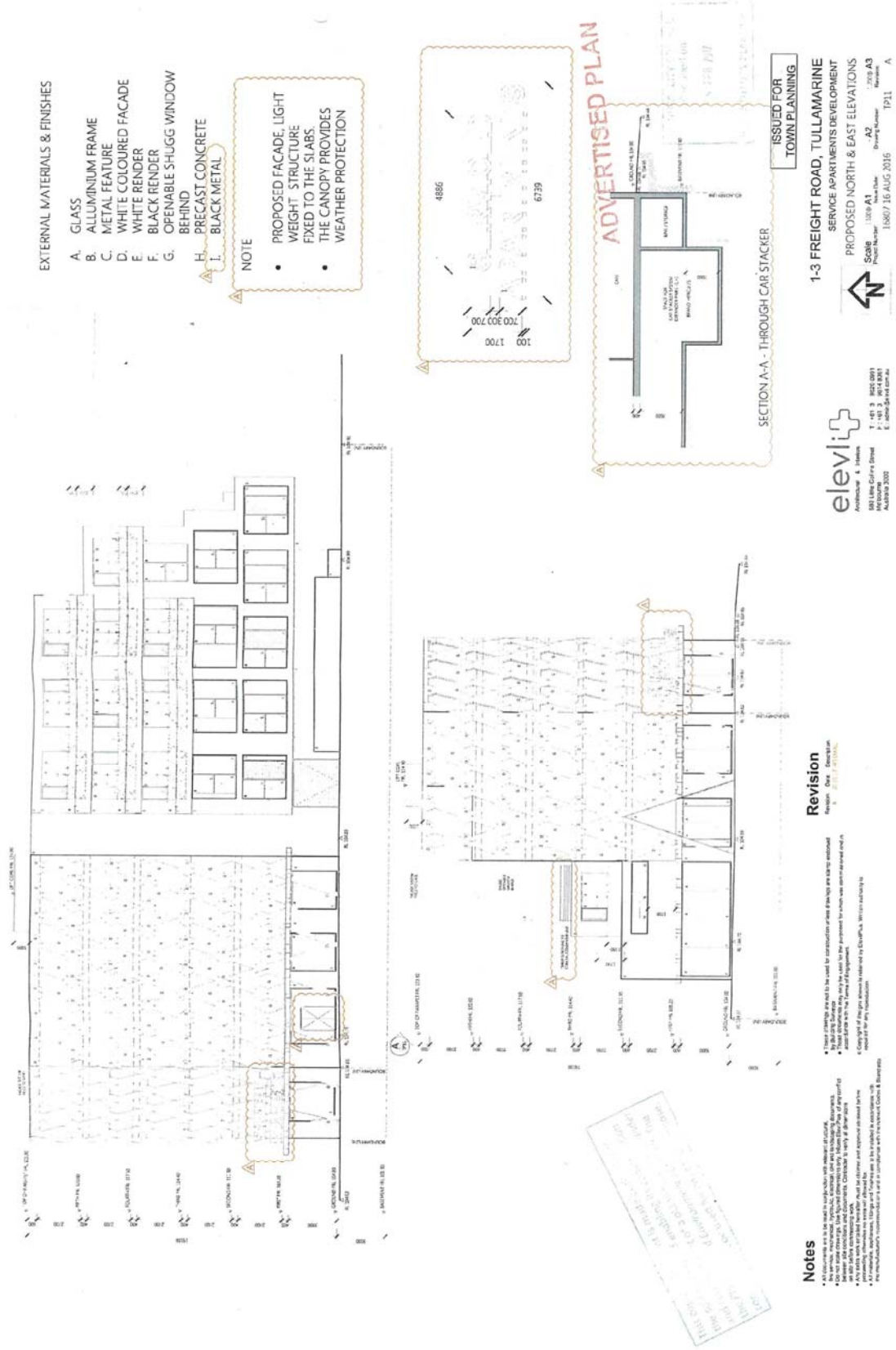
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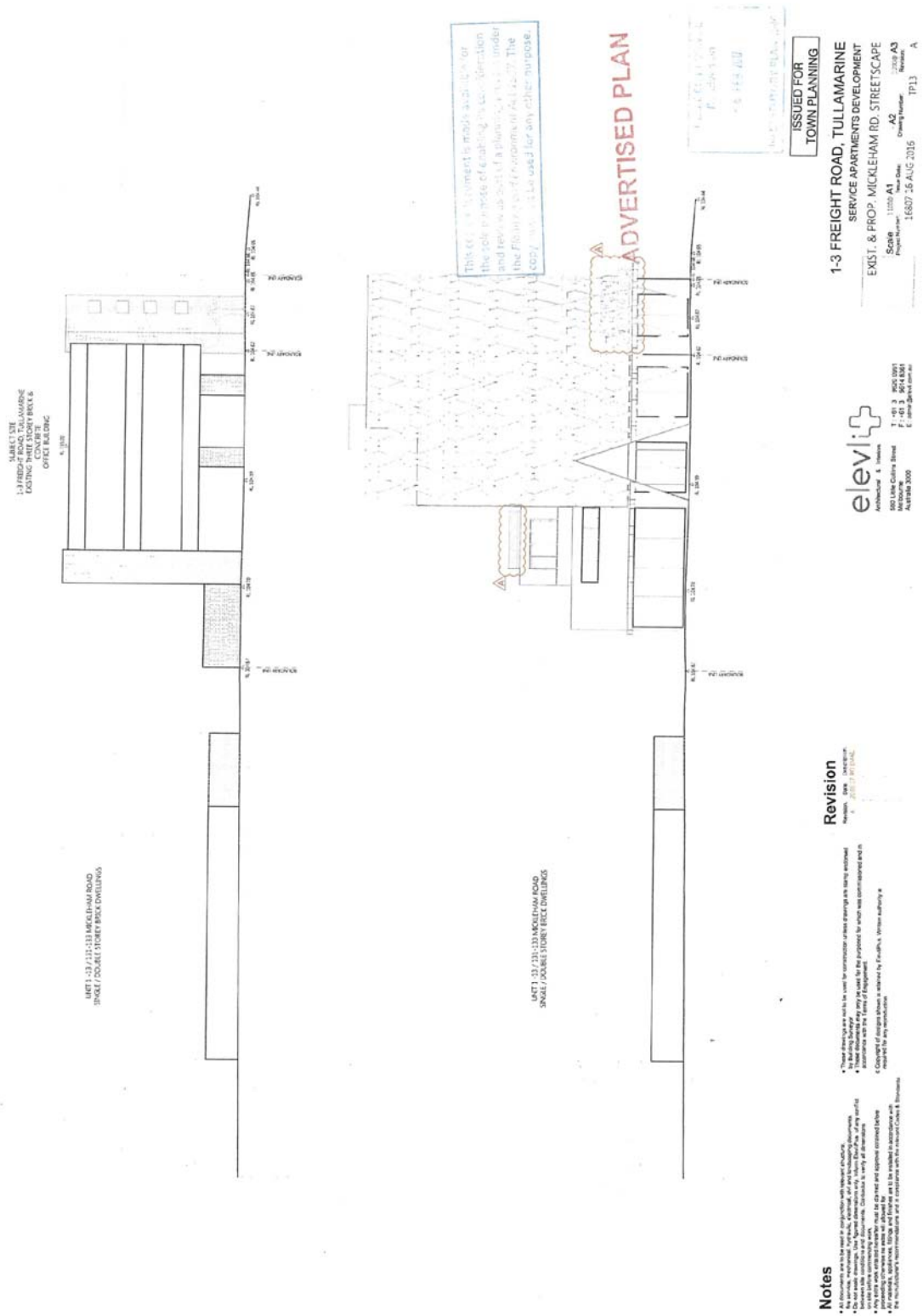
Revision

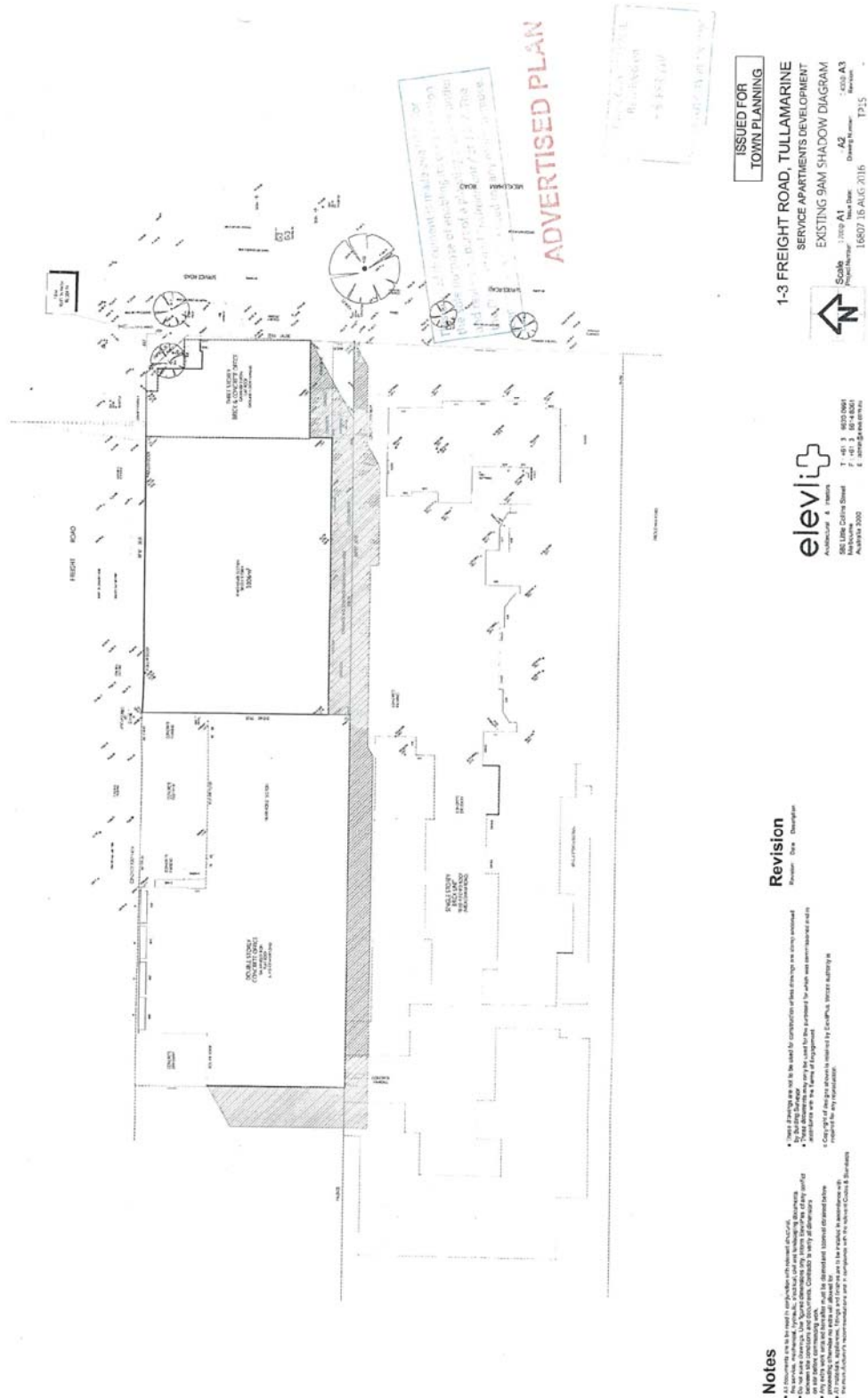
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1	16/08/2017	ISSUED FOR TOWN PLANNING

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ISSUED FOR
TOWN PLANNING

1-3 FREIGHT ROAD, TULLAMARINE
SERVICE APARTMENTS DEVELOPMENT
EXISTING 9AM SHADOW DIAGRAM

Scale: 1:1000 A1
Project No: 16007
New Date: 16 AUG 2016
Drawn by: [Name]
Checked by: [Name]

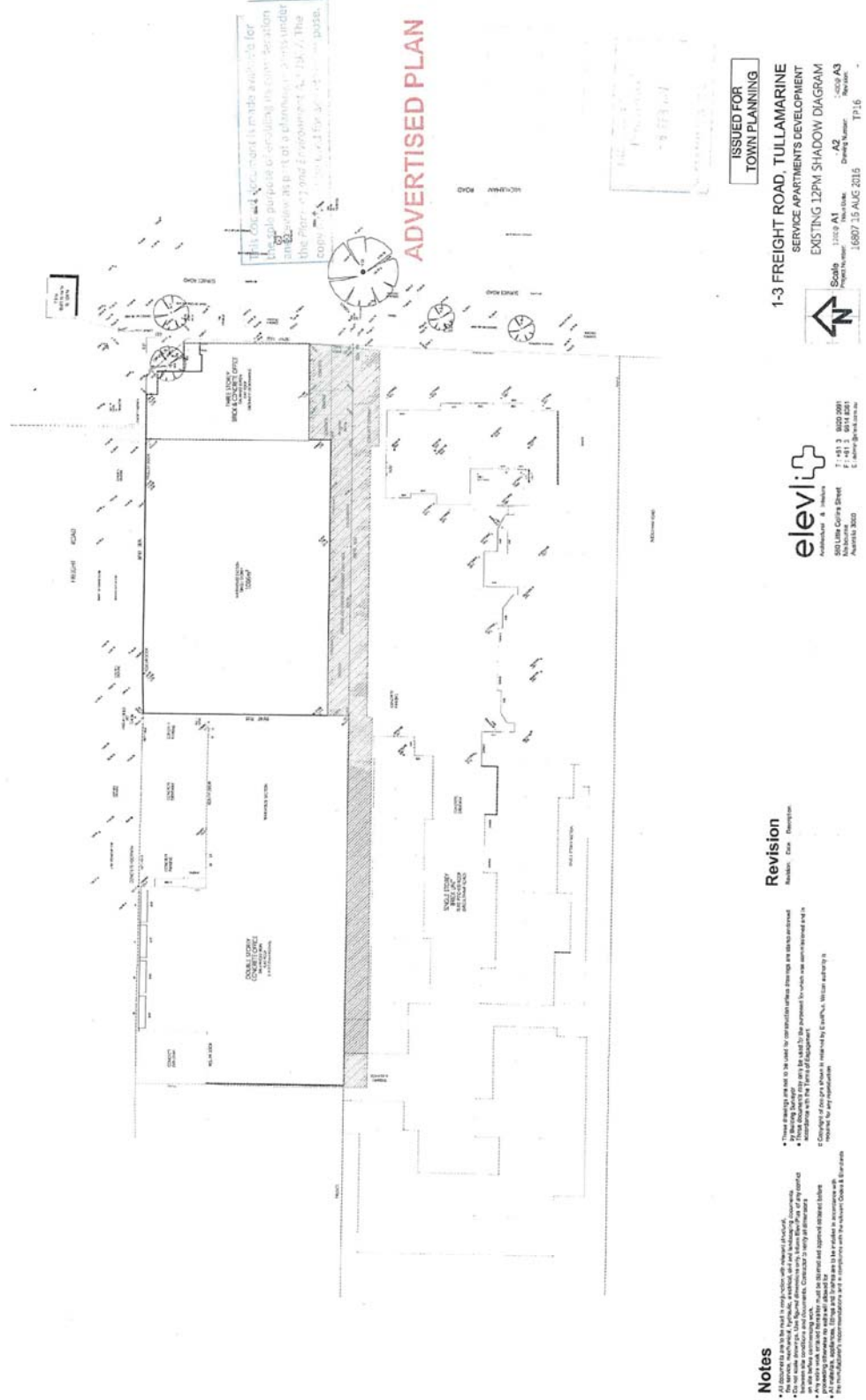
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Revision

Revision	Date	Description

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ISSUED FOR TOWN PLANNING

1-3 FREIGHT ROAD, TULLAMARINE
SERVICE APARTMENTS DEVELOPMENT
EXISTING 12PM SHADOW DIAGRAM

Scale: 1:1000 A1
Project No: 16807
Drawing Number: TP16

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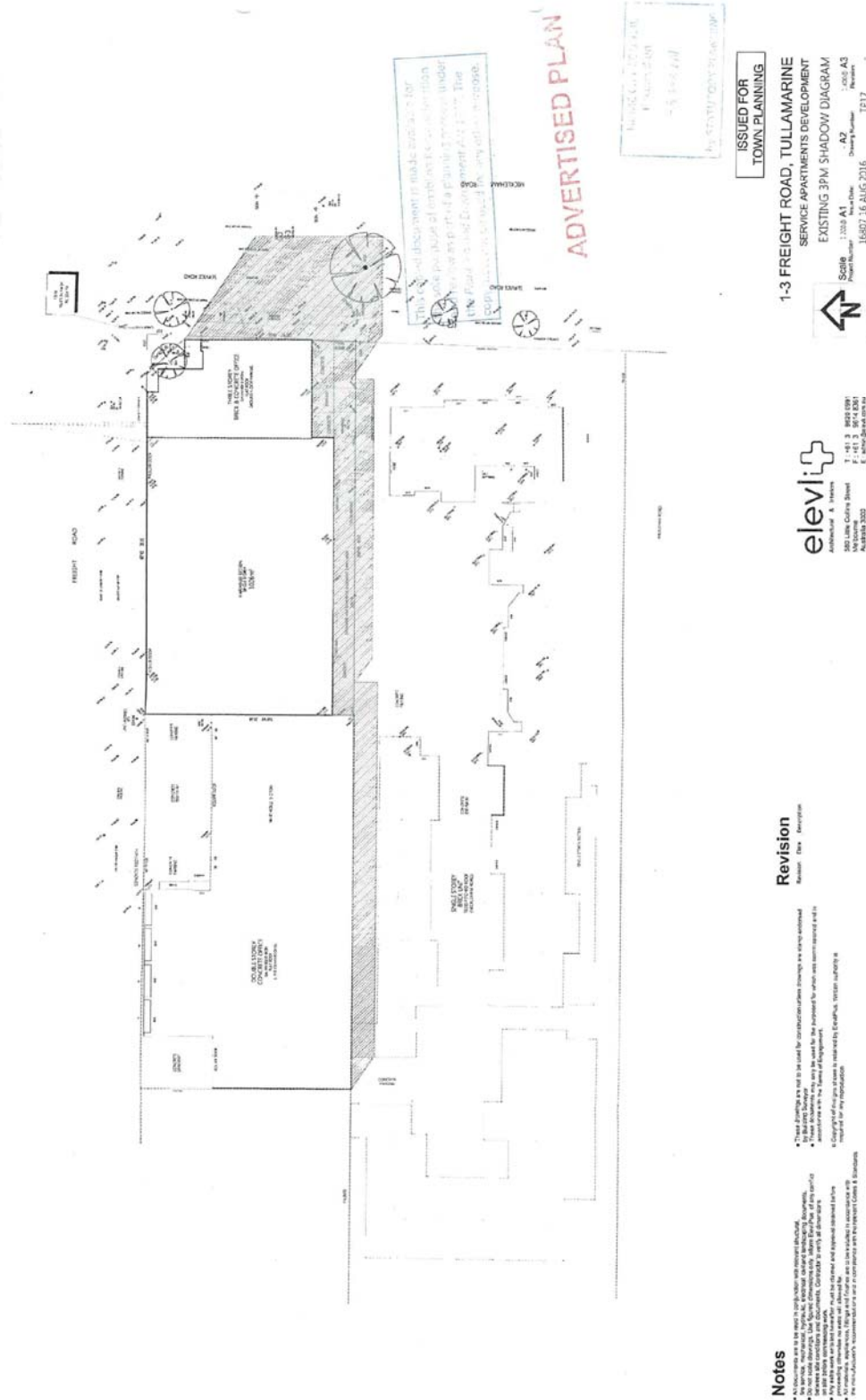
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Revision

Revision	Date	Description

Notes

- All drawings shall be made in accordance with the relevant Australian Standards, including but not limited to AS/NZS 1546.1, AS/NZS 1546.2, AS/NZS 1546.3, AS/NZS 1546.4, AS/NZS 1546.5, AS/NZS 1546.6, AS/NZS 1546.7, AS/NZS 1546.8, AS/NZS 1546.9, AS/NZS 1546.10, AS/NZS 1546.11, AS/NZS 1546.12, AS/NZS 1546.13, AS/NZS 1546.14, AS/NZS 1546.15, AS/NZS 1546.16, AS/NZS 1546.17, AS/NZS 1546.18, AS/NZS 1546.19, AS/NZS 1546.20, AS/NZS 1546.21, AS/NZS 1546.22, AS/NZS 1546.23, AS/NZS 1546.24, AS/NZS 1546.25, AS/NZS 1546.26, AS/NZS 1546.27, AS/NZS 1546.28, AS/NZS 1546.29, AS/NZS 1546.30, AS/NZS 1546.31, AS/NZS 1546.32, AS/NZS 1546.33, AS/NZS 1546.34, AS/NZS 1546.35, AS/NZS 1546.36, AS/NZS 1546.37, AS/NZS 1546.38, AS/NZS 1546.39, AS/NZS 1546.40, AS/NZS 1546.41, AS/NZS 1546.42, AS/NZS 1546.43, AS/NZS 1546.44, AS/NZS 1546.45, AS/NZS 1546.46, AS/NZS 1546.47, AS/NZS 1546.48, AS/NZS 1546.49, AS/NZS 1546.50, AS/NZS 1546.51, AS/NZS 1546.52, AS/NZS 1546.53, AS/NZS 1546.54, AS/NZS 1546.55, AS/NZS 1546.56, AS/NZS 1546.57, AS/NZS 1546.58, AS/NZS 1546.59, AS/NZS 1546.60, AS/NZS 1546.61, AS/NZS 1546.62, AS/NZS 1546.63, AS/NZS 1546.64, AS/NZS 1546.65, AS/NZS 1546.66, AS/NZS 1546.67, AS/NZS 1546.68, AS/NZS 1546.69, AS/NZS 1546.70, AS/NZS 1546.71, AS/NZS 1546.72, AS/NZS 1546.73, AS/NZS 1546.74, AS/NZS 1546.75, AS/NZS 1546.76, AS/NZS 1546.77, AS/NZS 1546.78, AS/NZS 1546.79, AS/NZS 1546.80, AS/NZS 1546.81, AS/NZS 1546.82, AS/NZS 1546.83, AS/NZS 1546.84, AS/NZS 1546.85, AS/NZS 1546.86, AS/NZS 1546.87, AS/NZS 1546.88, AS/NZS 1546.89, AS/NZS 1546.90, AS/NZS 1546.91, AS/NZS 1546.92, AS/NZS 1546.93, AS/NZS 1546.94, AS/NZS 1546.95, AS/NZS 1546.96, AS/NZS 1546.97, AS/NZS 1546.98, AS/NZS 1546.99, AS/NZS 1546.100.



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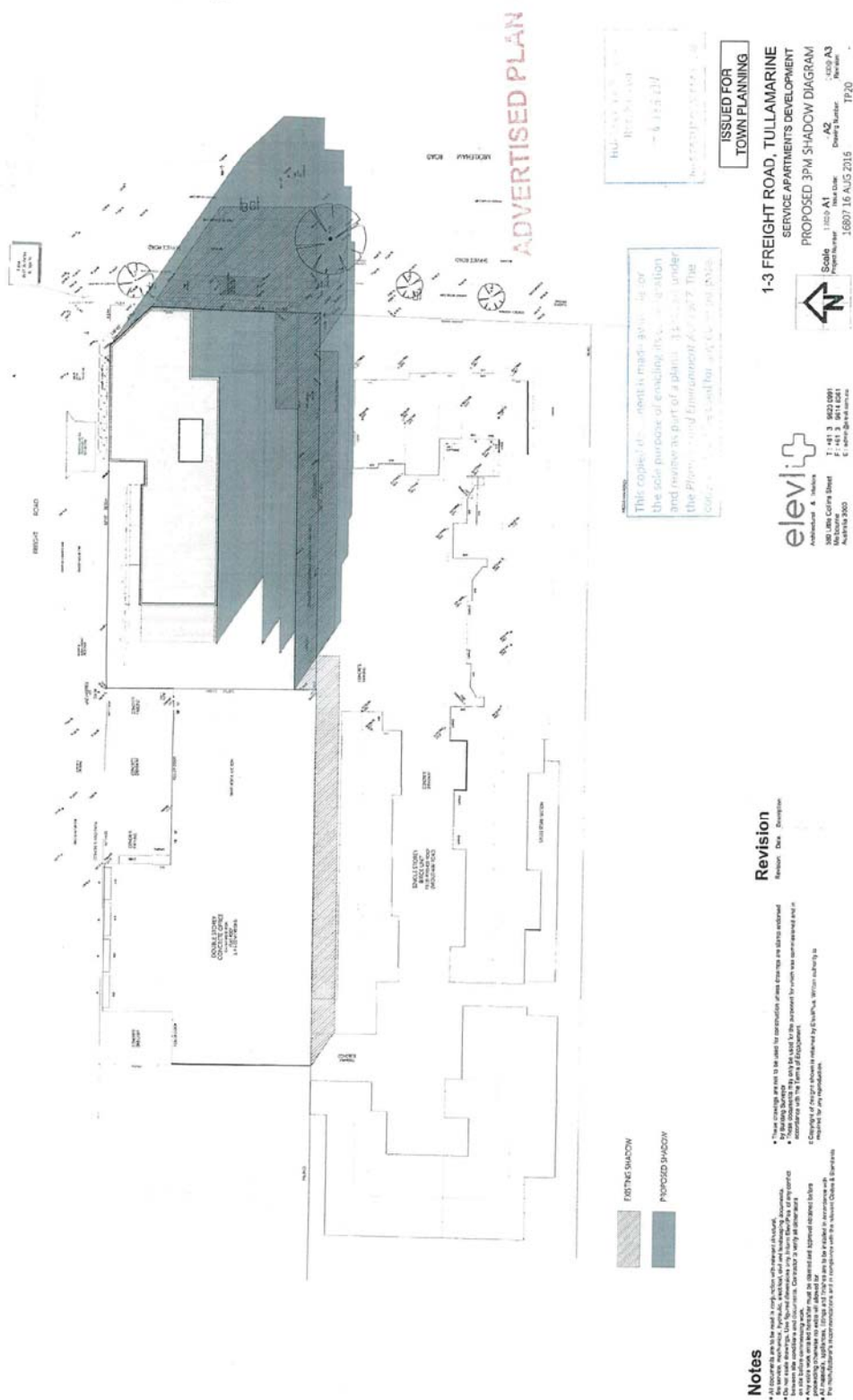
Number	Date	Description
1	16 AUG 2016	Issue for advertisement
2	16 AUG 2016	Issue for advertisement
3	16 AUG 2016	Issue for advertisement

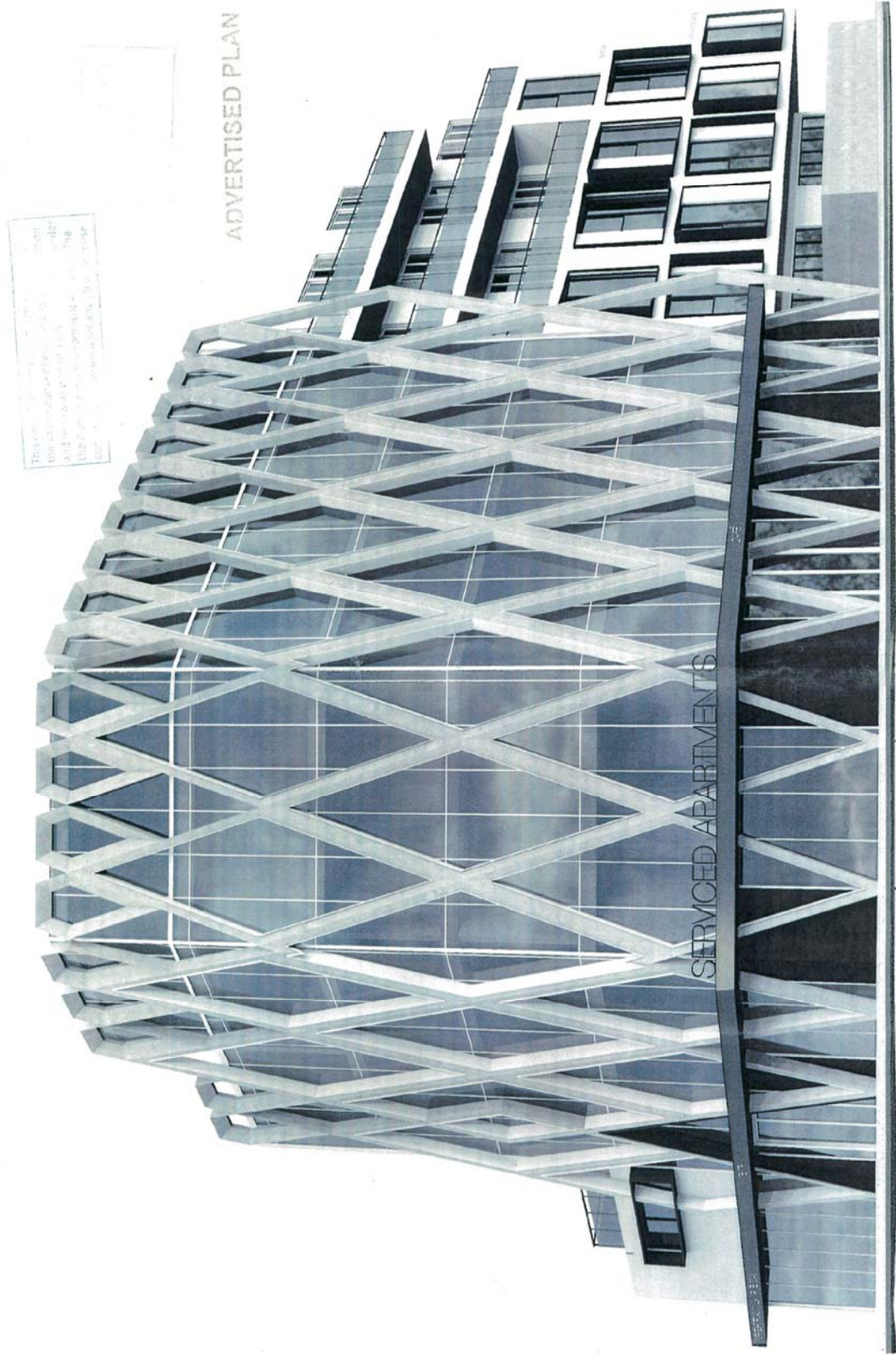
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- 2. All dimensions are in millimeters unless otherwise stated.
- 3. All dimensions are to be taken from the centerline of the road unless otherwise stated.
- 4. All dimensions are to be taken from the centerline of the road unless otherwise stated.
- 5. All dimensions are to be taken from the centerline of the road unless otherwise stated.
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- 9. All dimensions are to be taken from the centerline of the road unless otherwise stated.
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ISSUED FOR TOWN PLANNING
 1-3 FREIGHT ROAD, TULLAMARINE
 SERVICE APARTMENTS DEVELOPMENT
 EXISTING 3PM SHADOW DIAGRAM
 Project Number: 1580716
 Date: 16 AUG 2016
 Scale: 1:200
 Drawing Number: 002 A3
 Revision: 1/17





REPORT NO: SU221
REPORT TITLE: 4 Bailey Court, Campbellfield - The development of two double storey dwellings and a single storey dwelling
SOURCE: Richard Siedlecki, Coordinator Statutory Planning
DIVISION: Planning and Development
FILE NO: P19628
POLICY: Hume Planning Scheme
STRATEGIC OBJECTIVE: 4.1 Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces.
ATTACHMENTS:
1. *Locality Plan*
2. *Development Plans 1*
3. *Development Plans 2*

Application No: P19628
Proposal: The development of two double storey dwellings and a single storey dwelling
Location: 4 Bailey Court, Campbellfield
Zoning: General Residential 1 Zone
Applicant: Mohamad Jabakhanji
C/- Tom Motta
Date Received: 30 May 2016

1. SUMMARY OF REPORT:

Planning approval is sought to develop two double storey dwellings and a single storey dwelling on land known as 4 Bailey Court, Campbellfield. The application was advertised and 11 objections have been received. The application has been assessed against the objectives and standards of Clause 55 of the *Hume Planning Scheme* including consideration of the issues raised in objections. On balance, the proposal is considered acceptable and it is recommended that a Notice of Decision to Grant a Permit be issued subject to conditions.

2. RECOMMENDATION:

That Council, having considered the application on its merits and the concerns of the objectors, resolve to issue a Notice of Decision to Grant a Planning Permit for the development of two double storey dwellings and one single storey dwelling on land at 4 Bailey Court, Campbellfield subject to the following conditions and notes:

1. **Before the development commences, plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed to form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the advertised plans but modified to show:**
 - a) **Increased separation between dwelling 1 & 2 first floor is a minimum of 4.8 metres.**
 - b) **Dwelling 1 increased setback of the north west corner to minimum of 5.1 metres**
 - c) **The northern upper wall of dwelling 2 between the bathroom and western wall be moved to the south by a minimum of 0.5 metres and the southern wall of bedroom 2 be moved by a minimum one metre to the south.**
 - d) **The eastern wall of bedroom 1 of dwelling 2 between the bathroom and**

REPORT NO: SU221 (cont.)

southern wall is moved by a minimum of 0.5 metres to the west.

2. The development shown on the endorsed plans must not be altered without the prior written consent of the responsible authority.
3. The development permitted by this permit must not be commenced until a satisfactory landscape plan for the whole of the subject land is submitted to and approved by the responsible authority. Such plan must show the area(s) set aside for landscaping and in accordance with Council's guidelines and include a schedule of all proposed trees, shrubs and groundcover (including size of maturity and botanical names), and when approved an endorsed copy must form part of this permit.
4. Before development allowed by this permit is occupied, landscaping works as shown on the endorsed plan(s) must be completed to the satisfaction of the responsible authority.
5. The landscape area(s) shown on the endorsed plan(s) must be planted and maintained to the satisfaction of the responsible authority and once landscape must not be used for any other purpose. Maintenance must include the removal of weeds and the replacement of any dead plants in accordance with the endorsed landscape planting schedule.
6. Once the development has started it must be continued and completed to the satisfaction of the responsible authority.
7. All works on or facing the boundaries of adjoining properties must be finished and surface cleaned to a standard that it is well presented to neighbouring properties in a manner to the satisfaction of the responsible authority.
8. Outdoor lighting must be provided to the entrances of all dwellings and designed, baffled and located to the satisfaction of the responsible authority to prevent any adverse effect on neighbouring land.
9. All external materials, finishes and paint colours are to be to the satisfaction of the responsible authority.
10. New fencing or fence extensions must be provided and paid for solely by the owner/developer of the subject site and constructed to the satisfaction of the responsible authority.
11. Any equipment required for refrigeration, air-conditioning, heating and the like must be located on the subject land or premises and/or must be suitably insulated for the purpose of reducing noise emissions, to the satisfaction of the responsible authority.
12. Areas set aside for the parking of vehicles together with the aisles and access lanes must be properly formed to such levels that they can be utilised in accordance with the endorsed plan(s) and must be drained and provided with an all-weather seal coat. The areas must be constructed, drained and provided and maintained in a continuously useable condition to the satisfaction of the responsible authority.
13. Car spaces, access lanes and driveways shown on the endorsed plan must be kept available for these purposes at all times to the satisfaction of the responsible authority.
14. The existing crossover is to be removed and reinstated as continuation of the nature-strip and should there be a requirement to remove a street tree in front of the subject site, the owner/developer/permit holder must contact Council's senior arborist from Parks Department in a timely manner to advise when the proposed tree removal will occur within the nature strip. Only Council staff or Council recommended contractors are permitted to remove the tree. Cost of removing and replacing the tree will be solely at the expense of the owner/developer/permit holder.

REPORT NO: SU221 (cont.)

15. Any service relocations must be to the approval of the service authority and at the owners cost.
16. Stormwater from all paved areas must be drained to an underground stormwater system.
17. Any cut or fill must not interfere with the natural overland stormwater flow.
18. No polluted and / or sediment laden runoff is to be discharged directly or indirectly into Council's drains or watercourses during construction.
19. This permit will expire if one of the following circumstances applies:
 - The development is not started within three years of the date of this permit;
or
 - The development is not completed within six years of the date of this permit.

The responsible authority may extend the periods referred to if a request is made in writing:

- a) Before or within six months after the permit expiry date, where the development allowed by the permit has not yet started; or
- b) Within 12 months after the permit expiry date, where the development allowed by the permit has lawfully started before the permit expires.

Permit Notes:

- a) If a request for an extension of commencement/completion dates is made out of time allowed by the condition 19, the responsible authority cannot consider the request and the permit holder will not be able to apply to VCAT for a review of the matter.
- b) An application for a 'Consent to Dig in the Road Reserve' permit for a vehicle crossing must be submitted to Council for approval. A copy of the Council endorsed plan showing all vehicle crossing details must be attached to the application. Any service relocations must be carried out to the approval of the service authority and at the owners cost.
- c) Any modifications to existing vehicle crossings require an application for a 'Consent to Dig in the Road Reserve' permit for a vehicle crossing to be submitted to Council for approval. A copy of the Council endorsed plan showing all vehicle crossing details is to be attached to the application. Any service relocations are to the approval of the Service Authority and at the owners cost.
- d) Application for Legal Point of Stormwater discharge is required to obtain approval for the connection to the legal point of discharge.
- e) Drainage investigation is required for this development (fees apply). Plans to be submitted to Council's Civil Design section for assessment. This will determine if on-site detention system, upgrading of Council's existing drainage pipes or new drainage pipes are required by the owners/developers.
- f) Following the Drainage Investigation, internal drainage plans to be submitted to Council Civil Design section for approval.
- g) Prior to commencement of any works within the road reserve or require alteration/connection to the Council's drainage assets in the road reserve/easement, an 'Application form for Consent to work within a Hume City Council Road Reserve' is required to be submitted to Council to obtain a permit to carry out the works.

3. PROPOSAL:

- 3.1 Approval is sought to develop two double storey dwellings and one single storey dwelling on land known as 4 Bailey Court as detailed below:

REPORT NO: SU221 (cont.)

- The existing dwelling occupying the site is to be demolished. The development of two double storey dwellings and a single dwelling will be arranged in a linear layout along the length of the site. A new three metre wide vehicle crossover and accessway is proposed along the southern boundary of the site whilst the existing crossover on the northern boundary is to be removed and reinstated.
- Dwelling 1 is double storey and has an open plan kitchen/meals/living area, a study, laundry and powder room on the ground floor. The first floor comprises three bedrooms (one with ensuite and WIR) and a bathroom. The dwelling is provided with a double garage accessed via the proposed crossover. The north oriented secluded private open space area of 36.54 square metres is accessed via the living area. The dwelling has a maximum height of 7.2 metres.
- Dwelling 2 is also double storey and has an open plan kitchen/meals/family area, a living room, a laundry and powder room at the ground floor level with two bedrooms on the first floor with a shared bathroom. It is provided with a single garage and its north oriented secluded private open space has an area of 40.04 square metres and is accessed via the family area. The dwelling has a maximum height of 7.25 metres.
- Dwelling 3 is single storey dwelling and has an open plan kitchen/meals/living area, three bedrooms, a laundry and a bathroom. It is provided with a single garage and a tandem car space accessed from the internal access way. It has a secluded private open space area of 57.4 square metres and is accessed via the meals area. The dwelling has a maximum height of 4.8 metres.
- The proposed dwellings generally adopt a modern take on a traditional architectural form, featuring a pitched roof with charcoal roof tiles. The ground floor level includes face brickwork while the upper floor level incorporates rendered finish cladding.
- The following table provides a summary of the proposed development:

Site Area	665.9m ²
Dwelling Density	1:221.9m ²
Site Coverage	49.27%
Permeability	27.33%

3.2 The plans to be read in conjunction with this report are the amended advertised plans received on 23 March 2017.

4. SITE AND SURROUNDS:

- 4.1 The subject site is located on the east side of Bailey Court, Campbellfield, approximately 40 metres from the intersection of Bailey Court and Somerset Road, Campbellfield.
- 4.2 The site is relatively flat and irregular in shape. It has a frontage of 10.5 metres to Bailey Court, a depth of 38.8 metres to the northern boundary and 45.7 metres to the southern boundary. The rear boundary measures 21.9 metres, yielding a total site area of 665.9 square metres.
- 4.3 The site is currently occupied by a single storey brick dwelling with a 7.9 metre setback to Bailey Court and a carport and outbuilding located to rear of the site. No significant vegetation is on the site. A street tree is located in the road reserve in front of the site. The dwelling is accessed via a shared vehicle crossover located to the north of the street frontage. There is a 2.44 metre wide easement located along the rear boundary of the site.

REPORT NO: SU221 (cont.)

- 4.4 The area surrounding the subject site consists mainly of similar sized lots of modest sized single storey dwellings located toward the centre of the site with private open space and non-habitable outbuildings located to the rear of the dwellings. There are several two storey dwellings behind Bailey Court and opposite Bailey Court. Carports and garage structures are commonly found to the side or rear of these dwellings. Front fencing is predominantly low and varied in materials or alternatively non-existent.

Restrictions on Title

- 4.5 A title search dated 22 December 2016 indicates that the site is not encumbered by any registered restrictive covenants or agreements registered under Section 173 of the Planning and Environment Act 1987.

Planning History

- 4.6 A review of available Council records indicates that there are no previous planning permit applications associated with the subject site.

5. PLANNING CONTROLS:

- 5.1 The following State and local planning policies, contained in the *Hume Planning Scheme*, (*the Scheme*) are relevant to the consideration of the application:

<i>State Policies:</i>	Clause 15.01-1: Urban Design Clause 15.01-2: Urban Design Principles Clause 15.01-4: Design for Safety Clause 15.01-5: Cultural Identity and Neighbourhood Character Clause 15.02-1: Energy and Resource Efficiency Clause 16.01-1: Integrated Housing Clause 16.01-2: Location of Residential Development Clause 16.01-4: Housing Diversity Clause 16.01-5: Housing Affordability
<i>Municipal Strategies:</i>	Clause 21.02-1: Housing Clause 21.02-2: Health and Safety Clause 21.06-3: Dallas, Coolaroo & Campbellfield Neighbourhood
<i>Local Policies</i>	Nil.
<i>Zones:</i>	Clause 32.01: General Residential 1 Zone
<i>Overlays:</i>	Nil.
<i>Particular Provisions:</i>	Clause 52.06: Car Parking Clause 55: Two or More Dwellings on a Lot and Residential Buildings.
<i>General Provisions:</i>	Clause 65.01: Approval of an Application or Plan Clause 66: Referrals and Notice Provisions

- 5.2 It is State Planning Policy to create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity, and to achieve urban design outcomes that contribute positively to the local urban character.
- 5.3 It is also policy that new housing is designed to respond to the community needs by providing affordable, higher density housing developments which are strategically located close to transport corridors and activity centres.
- 5.4 In relation to Housing, Clause 21.02-1 of *the Scheme* seeks:
- “To provide access to a range and quality of housing opportunities that meet the varied needs of existing and future residents”, and

REPORT NO: SU221 (cont.)

- *“To deliver urban growth that is cost effective, orderly and achieves the greatest social benefits to the community, without diminishing the unique character and identity of the City”.*

5.5 The Local Areas policy at Clause 21.06-3 of *the Scheme* shows that the site forms part of the Dallas, Coolaroo & Campbellfield Neighbourhood. This clause encourages housing, with a specific reference to one and two bedroom houses, however, seeks to ensure that *“development is managed to ensure attractive and pleasant residential environments”*.

Aboriginal Cultural Heritage

5.6 Section 6 of the Victorian *Aboriginal Heritage Regulations 2007* requires an Aboriginal Cultural Heritage Management Plan to be prepared for a proposed activity, if:

- (a) *All or part of the activity area for the activity is an area of cultural heritage sensitivity (not subject to significant ground disturbance); and,*
- (b) *All or part of the activity is a high impact activity.*

5.7 In this instance, the proposed development of two double storey dwellings and a single storey dwelling on the lot is classified as a high impact activity under Section 45 of the *Aboriginal Heritage Regulations 2007*, however the land is not in an area of Aboriginal cultural heritage sensitivity and as such, no Cultural Heritage Management Plan is required.

Major Electricity Transmission Lines

5.8 The land is not located within 60 metres of a major electrical transmission line

Planning Permit Triggers:

5.9 The permit trigger in this instance is Clause 32.08-6 of *the Scheme*, which relates to buildings and works associated with the construction of two or more dwellings on land located within a General Residential Zone.

6. REFERRALS:

6.1 The application was not required to be referred to any statutory authorities under Section 55 of the *Planning and Environment Act 1987* (“the Act”).

6.2 Council's Assets Department were invited to provide comments in relation to traffic, civil design and drainage issues associated with the proposal. Council's traffic engineers initially raised concerns regarding the accessway width not being wide enough behind the double garage of Dwelling 1 to allow vehicles to manoeuvre and exit the site in a forward motion. This has since been addressed by the applicant by widening the garage width enabling suitable manoeuvrability. The traffic engineers have since indicated that the changes made are satisfactory.

6.3 Council traffic engineers have also requested a minimum of 6 metres to be provided between the crossover of the northern neighbouring property and the proposed crossover, to maintain on-street parking opportunities. This requirement has also been addressed by the applicant and provided in accordance with Council's traffic requirements.

6.4 Council's Drainage Engineers raised no concerns and requested the inclusion of standard conditions on any permit issued.

6.5 As the street tree is located within the 3 metres wide proposed crossover to the proposed development, Council's Senior Arboriculture Officer suggested that the street tree be removed and replaced whilst the existing crossover be re-instated to nature strip. This can be required by permit conditions in any approval.

REPORT NO: SU221 (cont.)

7. ADVERTISING:

Notice to Public

- 7.1 The application was advertised under Section 52 of the Planning and Environment Act 1987 by way of letters to adjoining land owners and occupiers and one notice board placed on site for a period of 14 days.
- 7.2 At the conclusion of the advertising period, 11 objections were received.
- 7.3 The following is a summary of the grounds of objection:
- The proposed development is inconsistent with the existing neighbourhood character.
 - The proposal constitutes an overdevelopment of the site.
 - Visual bulk.
 - Traffic/ congestion.
 - Blocked habitable window views, particularly to number 6 Bailey Court.
 - Noise.
 - Loss of privacy.
 - Safety concerns.

8. OBJECTIONS:

8.1 A response to the objections is provided below:

8.2 The proposed development is inconsistent with the existing neighbourhood character.

The neighbourhood character standard in ResCode is not intended to result in the replication of existing building stock or to stop change. Respect for the character of a neighbourhood means that the development should try and “fit in”. This entails respecting the scale and form of surrounding development and respecting the architectural style of surrounding development.

In this proposal the applicant has reduced the rear dwelling to a single storey dwelling and provided a break between the upper levels of dwellings 2 and 3 to be sympathetic to surrounding development. There are several two storey dwellings in close proximity to Bailey Court so this proposal is not in conflict with the prevailing neighbourhood character.

8.3 The proposal constitutes an overdevelopment of the site

The site has an area of 665.91 square metres. Three dwellings on the site result in a density of one dwelling per 222 square metres. The required carparking accommodated on site as is private secluded open space. On balance the development satisfies the requirements of Rescode (Clause 55) .

8.4 Visual bulk

The applicant has made an effort to minimise visual bulk by proposing the rear dwelling be single storey and increasing the gap between the upper levels of dwellings 1 and 2 to 4.86 metres. Setback distances of the upper floors from abutting boundaries are considered satisfactory. Although the closest distance is 1.85 metres on the northern boundary, this is an abuttal to the driveway of the property next door. Other than this the setback distances range from 2.35 metres to 6.97 metres. To further minimise any visual bulk an amended plan conditions recommended to provide for reductions in floor areas and setbacks to assist with concerns relating to visual bulk.

8.5 Traffic congestion

The proposed development complies with the required number of car spaces and the minimum dimensions of clause 52.06 of the Hume Planning Scheme (Car Parking).

8.6 Blocked habitable window views, particularly to number 6 Bailey Court

The Victorian Civil and Administrative Tribunal has long held the opinion that a blocked view is not a valid ground of objection.

REPORT NO: SU221 (cont.)

8.7 Noise

It is inevitable that the proposed development will generate some noise in the area, however it is well documented in VCAT decision Potts v Glen Eira CC [2003] VCAT 1129 (1 September 2003) that the potential for the generation of noise is not a reason to refuse a development proposal, and the type of the noise such as children play, party music are just part of the urban life and only when such noise becomes a nuisance, then there will be relevant law appropriate to deal with that sort of problem.

8.8 Loss of privacy

All windows on the upper levels of the proposal facing dwellings on the northern and southern boundaries will have obscure glass to a height of 1.7 metres above floor level to prevent overlooking. As the site is relatively flat and has side fences a minimum of 1.8 metres high, no overlooking will occur on the ground level. It is difficult to see how loss of privacy is an issue

8.9 Safety concerns

Safety issues have been raised in regard to increased traffic, too many people and too much noise in the area. Council's traffic engineers have raised no concerns regarding safety and too many people and too much noise cannot be substantiated.

9. **ASSESSMENT:**

9.1 A detailed discussion of the proposal against the particular requirements of Clauses 52.06 and 55 is provided below.

Clause 52.06 – Car Parking

9.2 Clause 52.06-5 requires car parking at the following rate:

- *One car space for each one or two bedroom dwelling.*
- *Two car spaces for each three or more bedroom dwellings, with one space under cover.*
- *One car space for visitors for developments of five or more dwellings.*

Proposed dwellings 1 and 3 are comprised of three bedrooms and therefore each require the provision of two on-site car parking spaces. Dwelling 2 is comprises two bedrooms and requires the provision of one on-site car parking space. In accordance with these rates, Dwelling 1 is provided with a double garage, Dwelling 2 is provided with a single garage, and Dwelling 3 is provided with a single garage and a tandem car space. The car parking requirement is met.

9.3 The dimensions for Dwelling 1 double garage exceed the minimum standard (i.e. 5.5m X 6m). The dimensions for the single garages for dwellings 2 and 3 also comply with the minimum standard (i.e. 3.5m x 6m).The tandem space provided in front of the garage to Dwelling 3 also complies with the minimum standard (i.e. 2.6m x 4.9m).

Clause 55.02 – Neighbourhood Character and Infrastructure (Standards B1 to B5)

The proposal complies with the objectives and standards of Clause 55.02.

9.4 Standard B1 seeks to ensure that the design of development respects the existing neighbourhood character or contributes to a preferred neighbourhood character and that the development responds to the features of the site and the surrounding area. The need to respect the neighbourhood character of the area is fundamental to the orderly and proper planning and development of the area. New buildings should respect the predominant character with regards to mass and proportion, roof form and pitch, façade articulation and detailing, window and door proportions, verandas, eaves, parapets, building materials and heights.

REPORT NO: SU221 (cont.)

The concept of three dwellings on the site is acceptable and there is strategic support within the State and Local Planning Policy Frameworks to introduce greater housing choice and improve housing affordability within the area. It is considered the applicant in this case has been cognisant of the neighbourhood character by proposing the rear dwelling be single storey, that there is a reasonable separation of the upper floor levels of dwellings 1 and 2 and that setback distances from abutting boundaries are suitable.

Clause 55.03 – Site Layout and Building Massing (Standards B6 to B15)

- 9.5 The proposal largely complies with the objectives and standards of Clause 55.03.
- 9.6 Standard B10 aims to ensure that the orientation of buildings makes appropriate use of solar energy as well as aiming to locate living areas and private open space to the north where practicable and maximising solar access for north facing windows. Solar access to the living area of Dwelling 3 has not been maximised through north facing windows, however this alone is not enough reason to warrant refusing the application.
- 9.7 Standard B11 refers to communal or public open space and is not relevant to this proposal. Standard B12 aims to provide safety and security for residents and property. Satisfactory surveillance has been provided at the ground floor for all dwellings of the proposal.
- 9.8 Standard B13 concerns landscaping. A landscaping plan will be required prior to development commencing as part of any approval
- 9.9 Standard B14 aims to ensure the safe, convenient and efficient vehicle movements and connections to the street network as well as ensuring that development is designed to ensure that vehicles can exit in a forward direction if accessways service more than 4 car spaces, 3 or more dwellings or connects to a road in a Road Zone. The proposal complies with this standard.
- 9.10 Standard B15 refers to parking location and in this regard the proposal provides the required amount of parking, is close and convenient to all dwellings and located the required distance from habitable room windows thereby complying with this standard.

Clause 55.04 – Amenity Impacts (Standard B17 to B24)

- 9.11 All walls have been set back in accordance with Standard B17.
- 9.12 The proposal allows for the adequate separation of the proposed built form in relation to all existing windows on neighbouring properties. The proposal is set back appropriately from the common boundary in accordance with Standard B20 to ensure the solar access to the existing north facing habitable room windows on the adjoining properties will not be impacted.
- 9.13 The shadow diagram indicates that the majority of the overshadowing is contained within the subject site. Adjoining properties will receive the required amount sunlight in accordance with Standard B21.
- 9.14 The 1.8 metre and 2 metre boundary fences are sufficient to prevent overlooking from the new dwellings at the ground floor level. All upper level habitable room windows are suitably screened to a height of 1.7 metres in accordance with the requirements of Standard B22 to prevent overlooking.
- 9.15 The dwelling layout, dividing fence and window screenings will prevent internal views into the secluded private open space within the development in accordance with Standard B23.
- 9.16 There will be no unreasonable noise impacts generated from the proposed development. It is anticipated that the only additional noise generated by the proposed dwellings will be consistent with the residential use of the land.

REPORT NO: SU221 (cont.)

Clause 55.05 – On Site Amenity and Facilities (Standard B25 – B30)

- 9.17 The dwelling entries are potentially accessible for people with limited mobility as minimal steps are required for entry and necessary upgrades could be easily accommodated in the future if the need arises which is consistent with Standard B25. The single storey dwelling at the rear will also provide people with limited mobility the opportunity to reside in the development.
- 9.18 The entries to each dwelling are generally visible and easily identifiable from the street for Dwelling 1, and on site, for Dwellings 2 and 3. Each dwelling is provided with a sense of personal address and a transitional space around each of the entries, consistent with Standard B26.
- 9.19 All proposed habitable rooms are provided with windows that have the requisite dimensions clear to the sky. The daylight provisions of Standard B27 are therefore met.
- 9.20 The areas of secluded private open space meet the minimum size and dimension requirements, and will be directly accessible from the living spaces.
- 9.21 The secluded private open space areas to all dwellings have excellent northern orientation to allow ample solar access into these spaces.
- 9.22 Each dwelling has been allocated a storage shed that accords with Standard B30.

Clause 55.06 – Detailed Design (standards B31 to B34)

- 9.23 The proposed design of the dwellings, including the proposed roof profiles and the use of brick and render, as well as the simple contemporary fenestration, are suitable in the context of the existing and emerging character of the area.
- 9.24 No front fence is indicated on the plans, which will ensure an open presentation to the street and maintain views to the front garden. This is acceptable and in accordance with Standard B32.
- 9.25 The proposed areas of common property relate only to the areas of shared access way and are functional and capable of efficient management
- 9.26 The plans suitably demonstrate the location of bin storage, mailboxes and clotheslines.

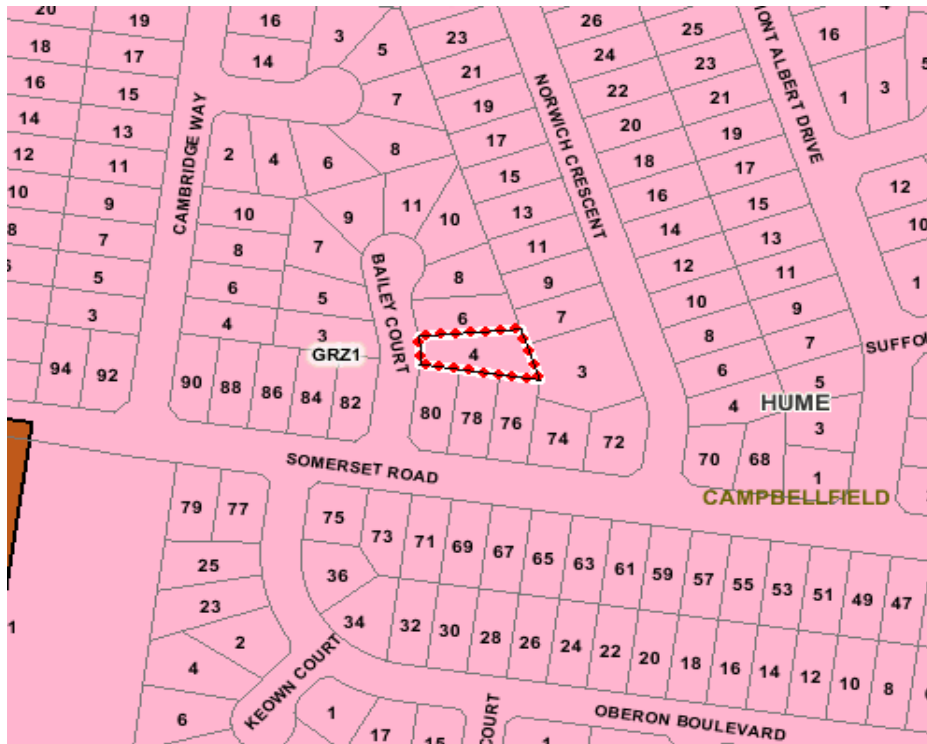
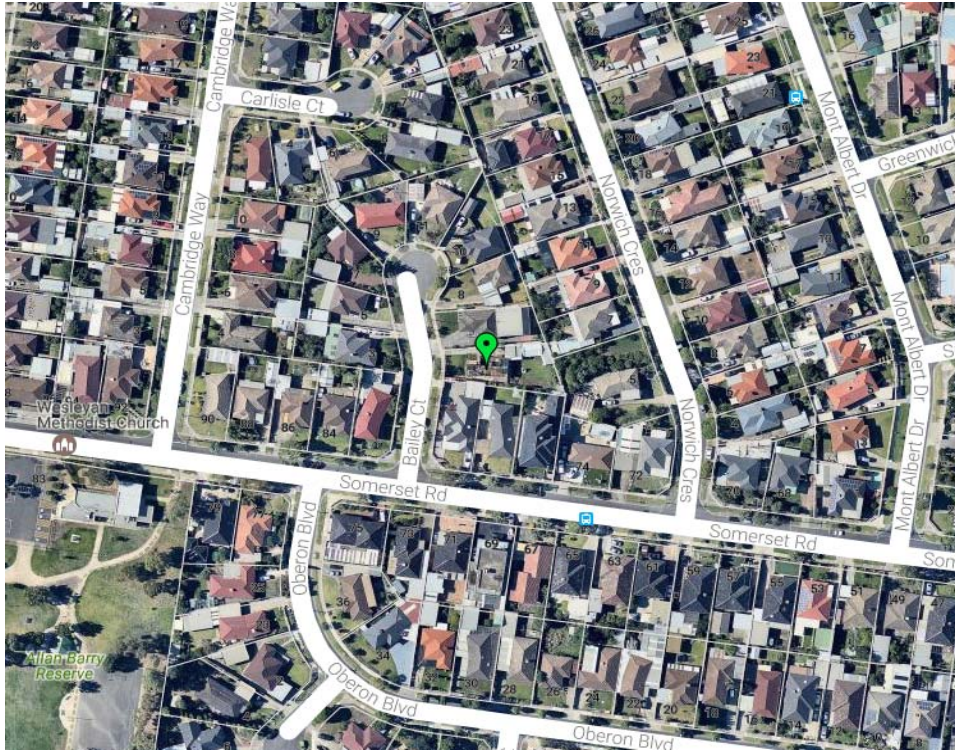
10. CONCLUSION

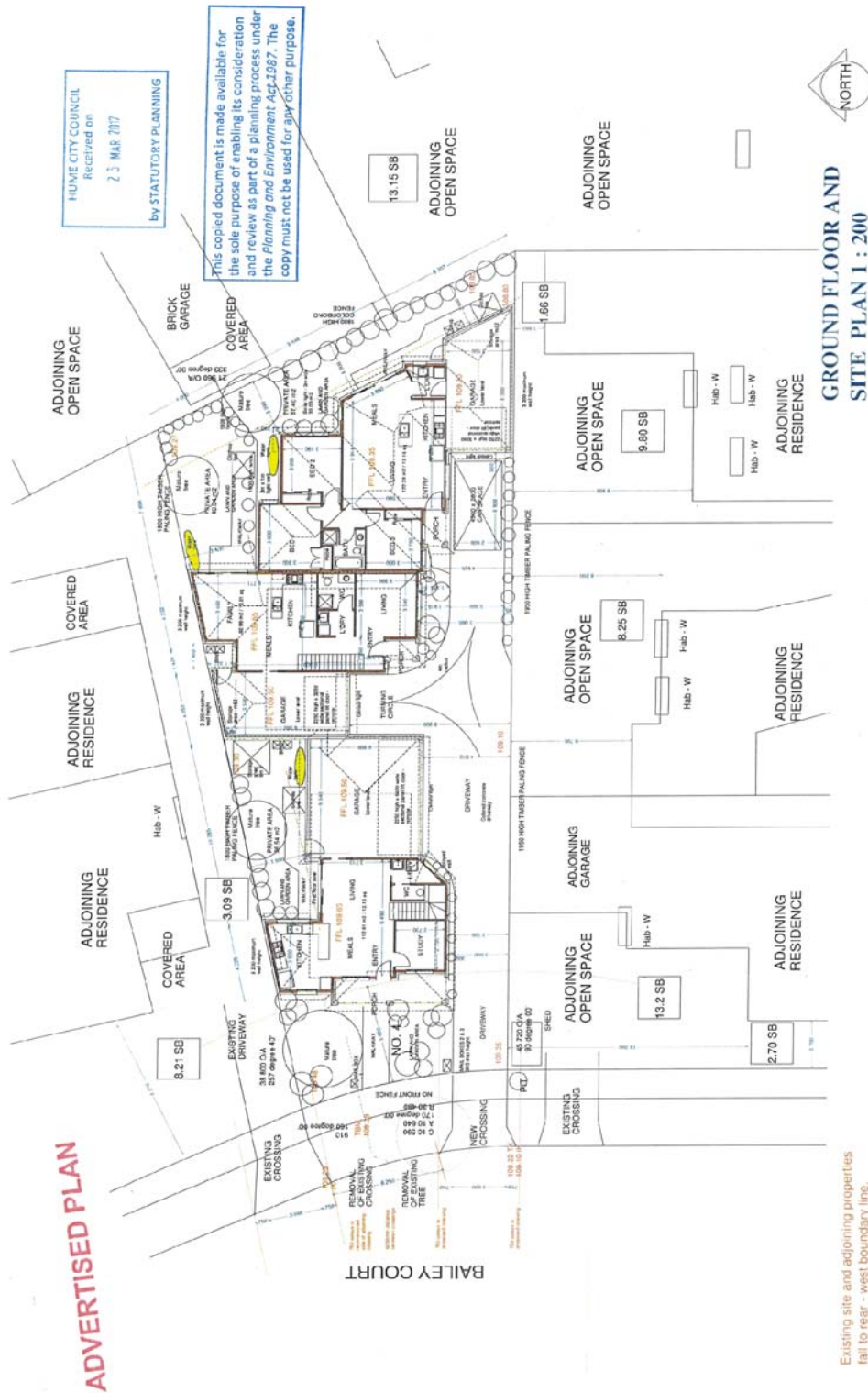
The design generally addresses all of the requirements of Clause 55 (Rescode) of the Hume Planning Scheme and subject to the conditions outlined in the recommendations it will provide for an appropriate development outcome. It is recommended that this application be approved.

LOCALITY PLAN

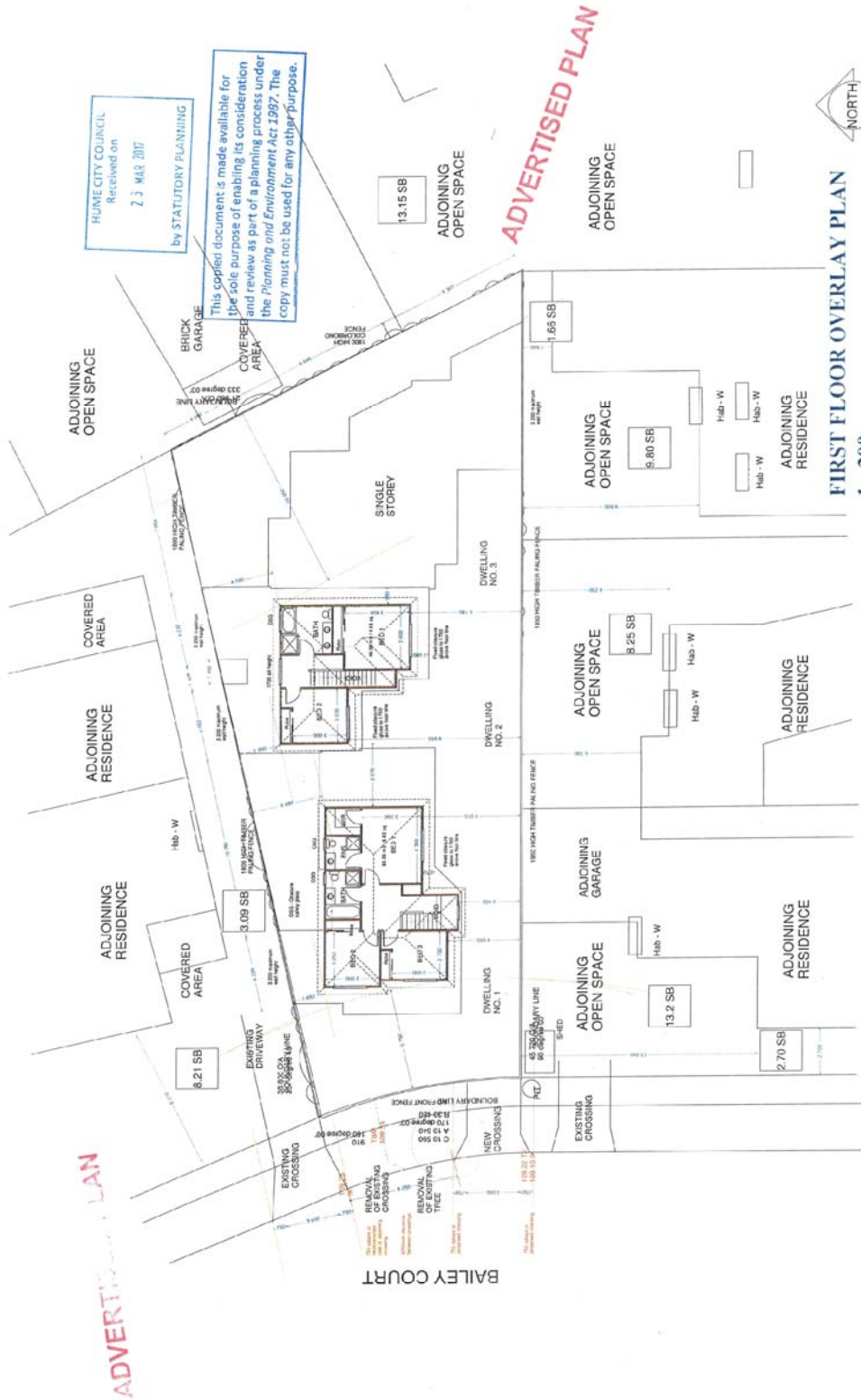
P19628

4 Bailey Court, Campbellfield





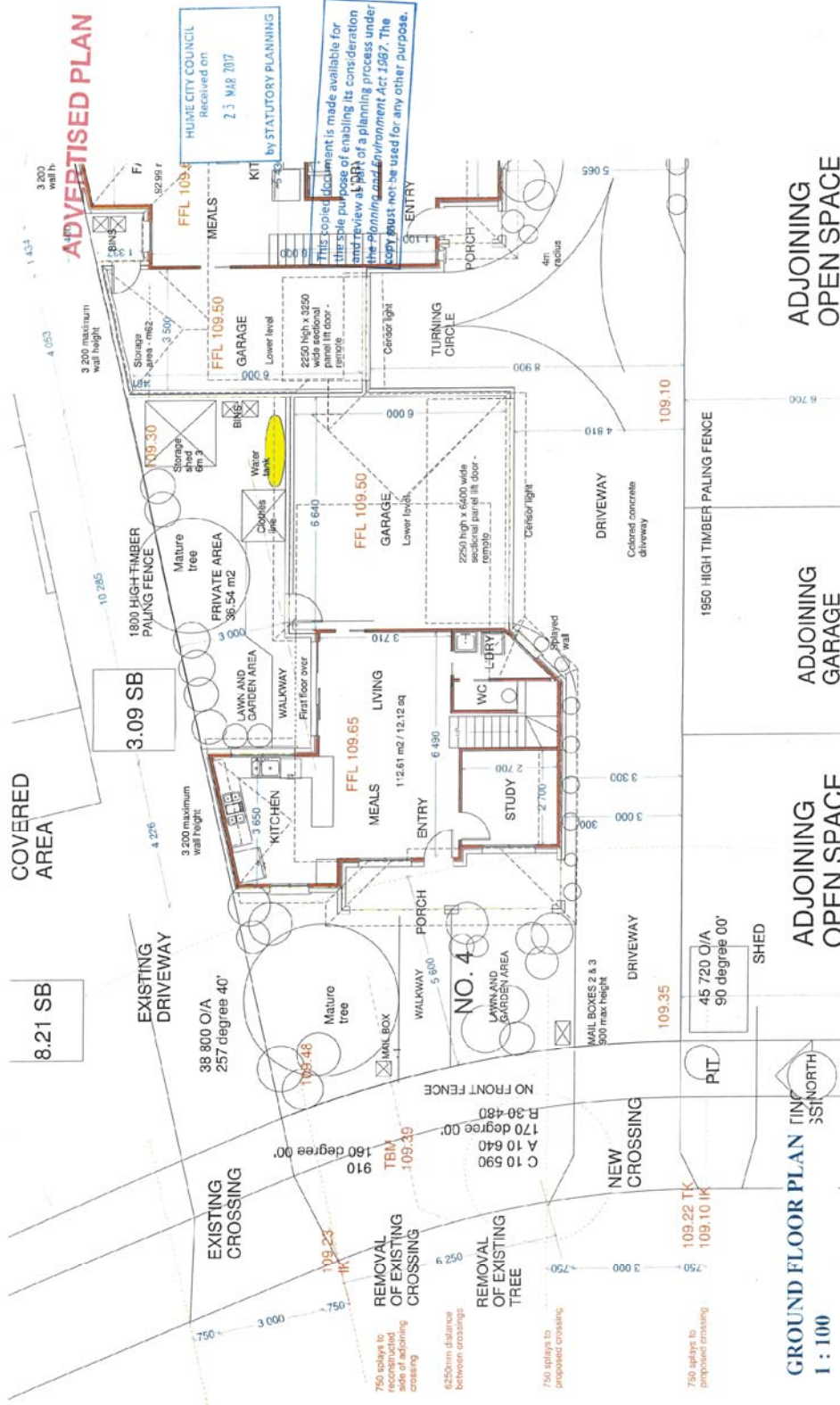
TOWN PLANNING DRAWINGS REVISION B 22 / 3 / 2017	TOM MOTTA BUILDING DESIGNER No 92 TENTERFIELD DRIVE BURNSIDE HEIGHTS, 3023 Email: tm_bdd@hotmail.com MOBILE: 0409 106 706		PROJECT: PROPOSED TWO - TWO STOREY DWELLINGS AND ONE SINGLE STOREY DWELLING WITH GARAGES - TOTAL 3 NO. 4 BAILEY COURT, CAMPBELLFIELD, 3091	
	URBAN: TOM MOTTA SCALE: AS SHOWN DRG NO.: TP 2016 - 11043	DATE: NOVEMBER 2016 D/P NO.: AD 1335 SHEET: 1 OF 9		



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<p>TOWN PLANNING DRAWINGS</p> <p>REVISION B 22 / 3 / 2017</p>	<p>TOM MOTTA BUILDING DESIGNER</p> <p>No. 92 TENTERFIELD DRIVE, BURNSIDE HEIGHTS, 3023 Email: tm_bds@hotmail.com MOBILE: (0409 430 705)</p>		<p>PROJECT:</p> <p>PROPOSED TWO - TWO STOREY DWELLINGS AND ONE SINGLE STOREY DWELLING WITH GARAGES TOTAL 3 NO. 4 BAILEY COURT, CAMPBELLFIELD, 3061</p>	<p>DATE: NOVEMBER 2015</p> <p>D.P. NO.: AD 1335</p> <p>SHEET: 2 OF 9</p>
	<p>DRAWN: TOM MOTTA</p> <p>SCALE: AS SHOWN</p> <p>DATE: TP 2016 - 11043</p>	<p>PROPOSED TWO - TWO STOREY DWELLINGS AND ONE SINGLE STOREY DWELLING WITH GARAGES TOTAL 3 NO. 4 BAILEY COURT, CAMPBELLFIELD, 3061</p>		



MATERIAL AND COLOR SELECTION

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- TILED ROOF - Cement tiled roof - BORAL - Macquarie - Color Charcoal
- WALLS - Brick veneer wall with raked joints - PGH - Color - Apollo with white mortar
- FIRST FLOOR WALLS - Rendered - Styro foam cladding - Color - Paperbank / Jasper
- WINDOWS - Aluminium sliding sash frame - Color - Monument
- FASCIA & SHOUTING / DOWNPIPES - Metal colorbond - Color - Monument
- GARAGE DOORS - Sectional panel lift doors - Color - Jasper
- EAVES - Painted - Quad mould to wall face - Color - Natural white
- DOOR FRAMES / DOORS - Color Natural timber varnish and stained
- DRIVEWAY - Colored concrete - Color - Charcoal

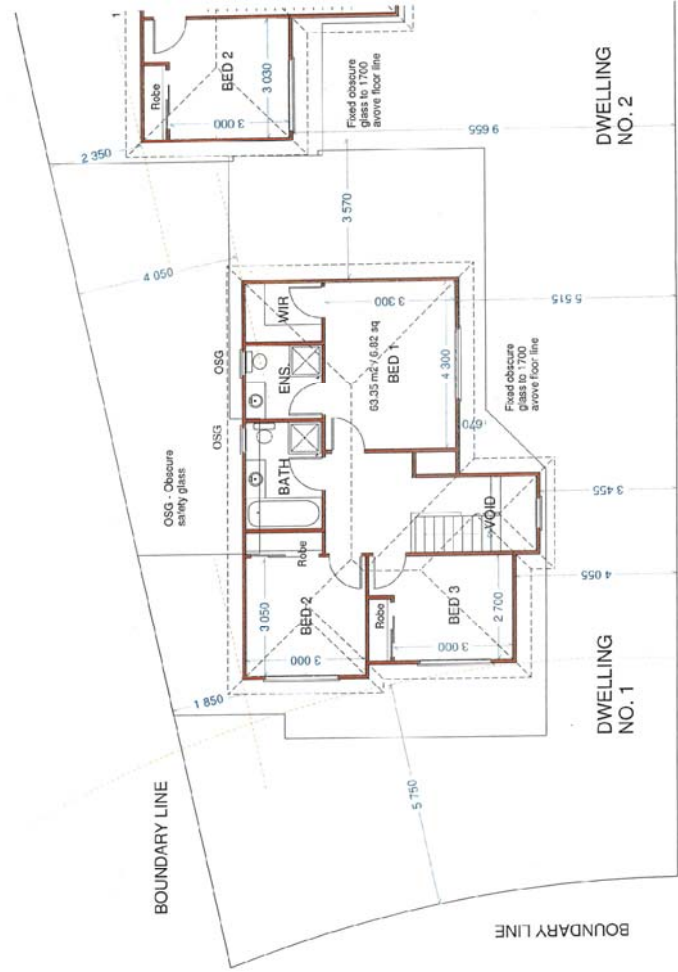
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- AREAS**
- DWELLING NO. 1**
Ground floor / garage - 112.61 m² / 12.13 sq
First floor - 63.35 m² / 6.82 sq
Private area - 36.54 m² plus front yard
- DWELLING NO. 2**
Ground floor / garage - 92.89 m² / 10.01 sq
First floor - 46.06 m² / 4.96 sq
Private area - 40.04 m²
- DWELLING NO. 3**
Residence / garage - 122.28 m² / 13.16 sq
Private area - 33.00 m², (3m wide minimum)
Total private area - 57.40 m²

ADVERTISED PLAN

Lawn and garden area - 181.89 m² Coverage - 27.28 %
Concrete driveway and pavement area - 156.34 m²

Site Area - 665.91 m²
Site coverage - 49.36 % with garages



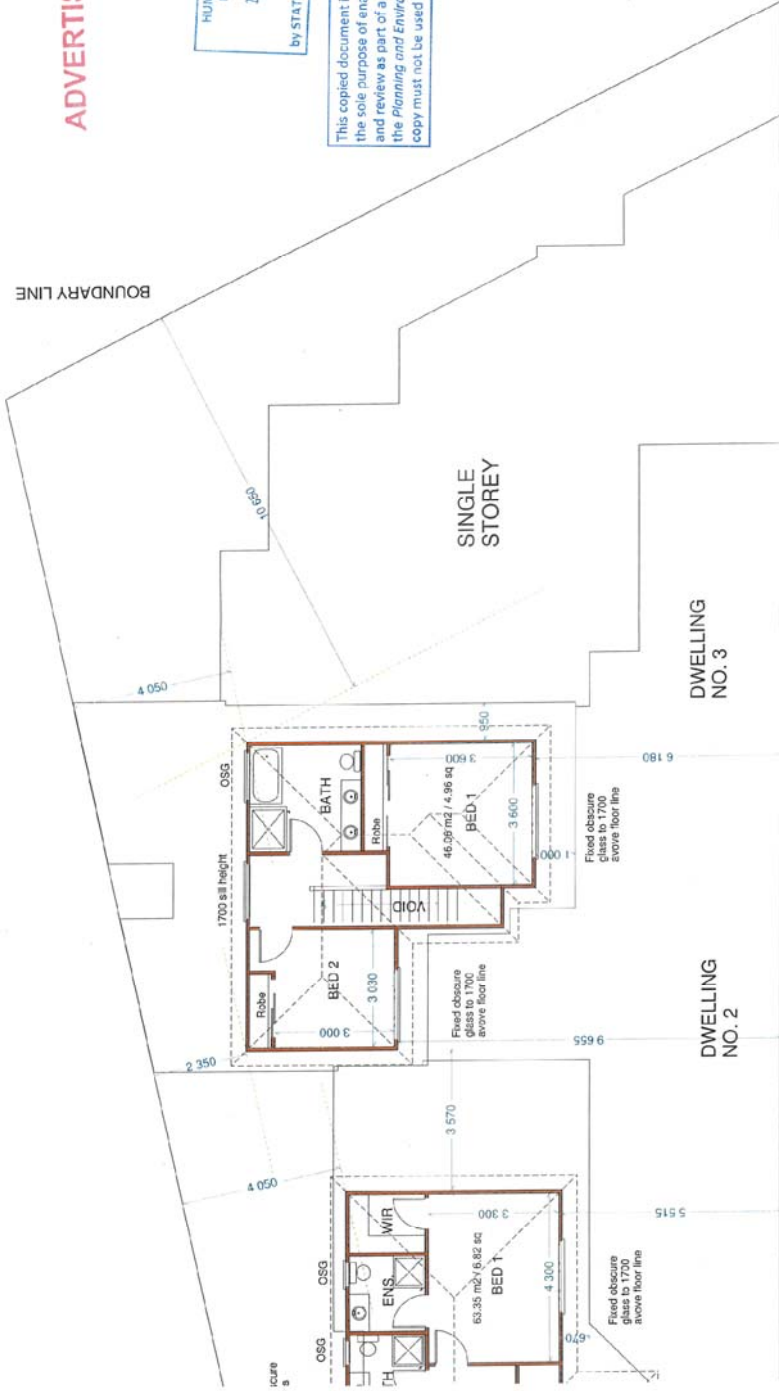
FIRST FLOOR PLAN
1 : 100

TOWN PLANNING DRAWINGS REVISION B 22 / 3 / 2017	TOM MOTTA BUILDING DESIGNER No. 92 TENTERFIELD DRIVE, BURNSIDE HEIGHTS, 3021 Email: tm_bdg@hotmail.com MOBILE: 0409 436 706		PROJECT: PROPOSED TWO, TWO STOREY DWELLINGS AND ONE SINGLE STOREY DWELLING WITH GARAGES - TOTAL 3 NO DWELLING COURTS, CAMPBELLFIELD, 3001	
	DRAWN: TOM MOTTA SCALE: AS SHOWN DWG NO: TP 2016_11043	DATE: NOVEMBER 2016 APP NO: AD 1335 SHEET: 4 OF 9		

ADVERTISED PLAN

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FIRST FLOOR PLAN
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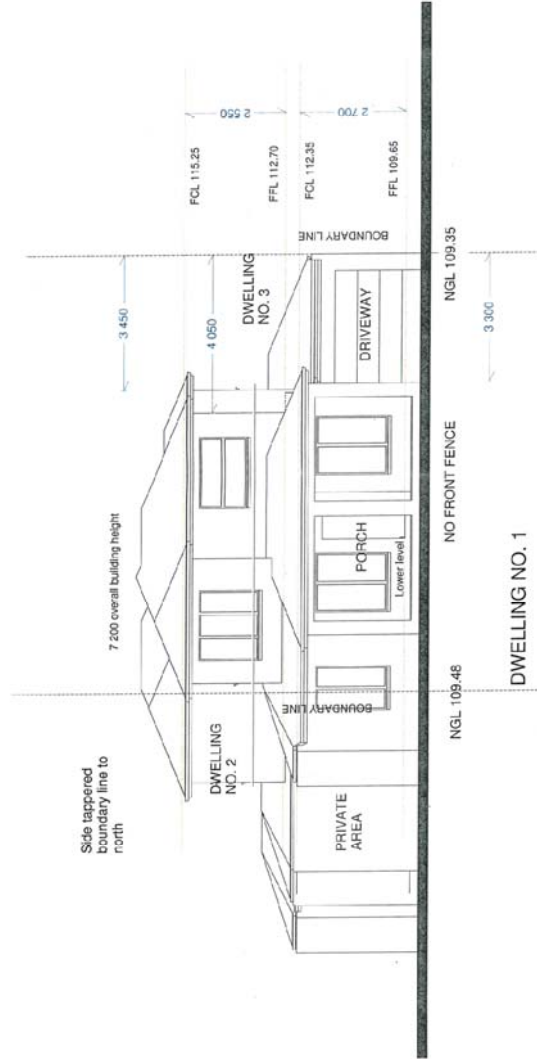


<p>TOWN PLANNING DRAWINGS</p> <p>REVISION B 22 / 3 / 2017</p>	<p>TOM MOTTA BUILDING DESIGNER</p> <p>No 92 TENTERFIELD DRIVE, BURNSIDE HEIGHTS, 3023. Email: tm_bdg@hotmail.com MOBILE: 0409 436 706</p>		<p>PROJECT:</p> <p>PROPOSED TWO - TWO STOREY DWELLINGS AND ONE SINGLE STOREY DWELLINGS WITH GARAGES - TOTAL 3 NO 4 BAILEY COURT, CAMPBELLFIELD, 3061</p>	
	<p>DRAWN: TOM MOTTA</p>	<p>DATE: NOVEMBER 2016</p>	<p>SCALE: AS SHOWN</p>	<p>UP NO.: AD 1335</p>
	<p>DRAWN: TP 2016 - 11043</p>	<p>SHEET: 6 OF 9</p>		

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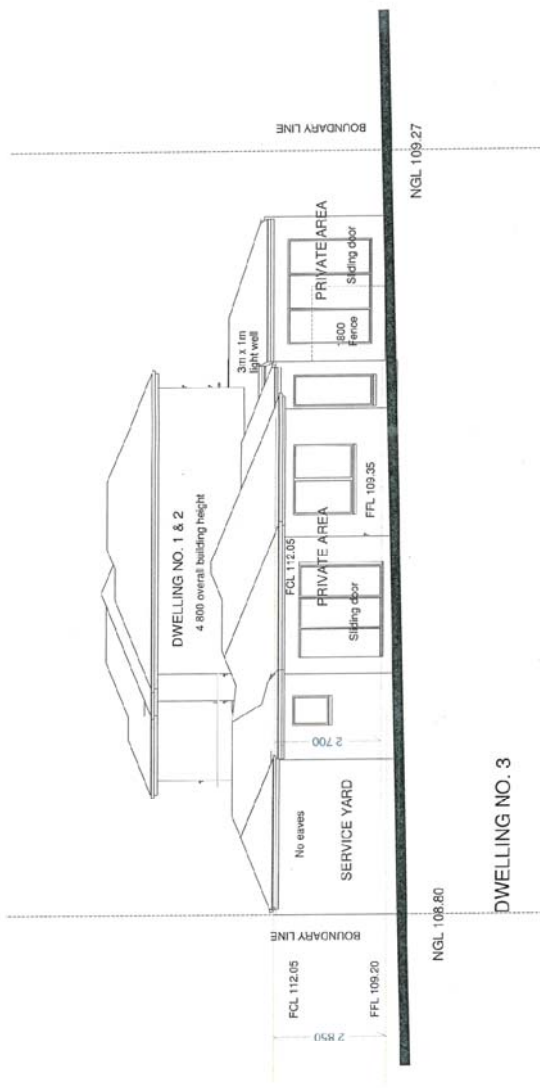
WEST ELEVATION
1 : 100

<p>TOWN PLANNING DRAWINGS</p> <p>REVISION B 22 / 3 / 2017</p>	<p>TOM MOTTA BUILDING DESIGNER</p> <p>No. 92 TENTERFIELD DRIVE, BURNSIDE HEIGHTS, 3003 Email: tm_bdd@hotmail.com MOBILE: 0409 430 705</p>		<p>PROJECT:</p> <p>PROPOSED TWO - TWO STOREY DWELLINGS AND ONE SINGLE STOREY DWELLING WITH GARAGES - TOTAL 3 NO. 4 BAILEY COURT, CAMPBELLFIELD, 3001</p>		<p>DATE: NOVEMBER 2016</p>
	<p>DATE: NOVEMBER 2016</p>	<p>SCALE: AS SHOWN</p>	<p>DRAWING NO: TP 2016 - 11043</p>	<p>SHEET: 7 OF 9</p>	<p>DATE: NOVEMBER 2016</p>

ADVERTISED PLAN

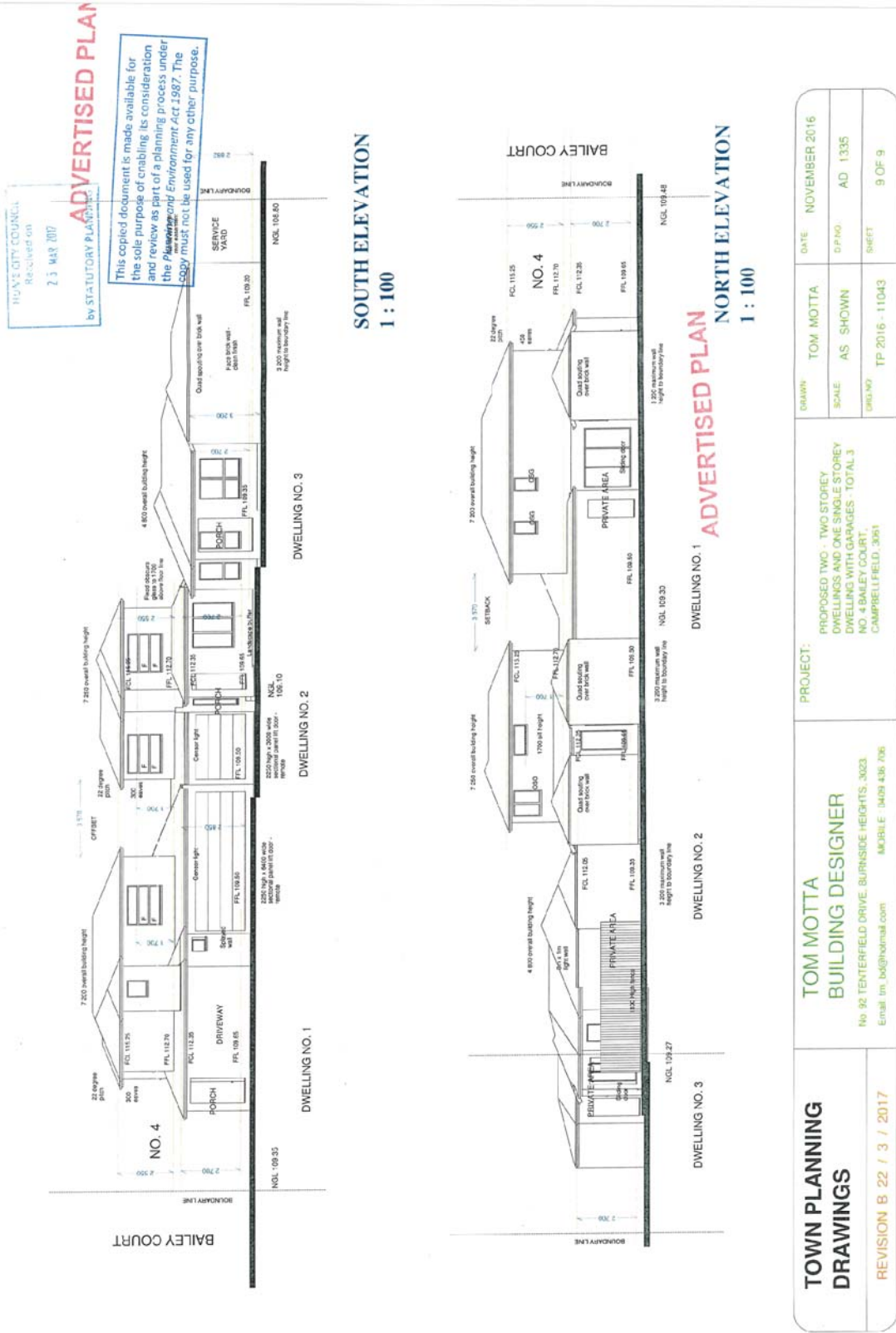
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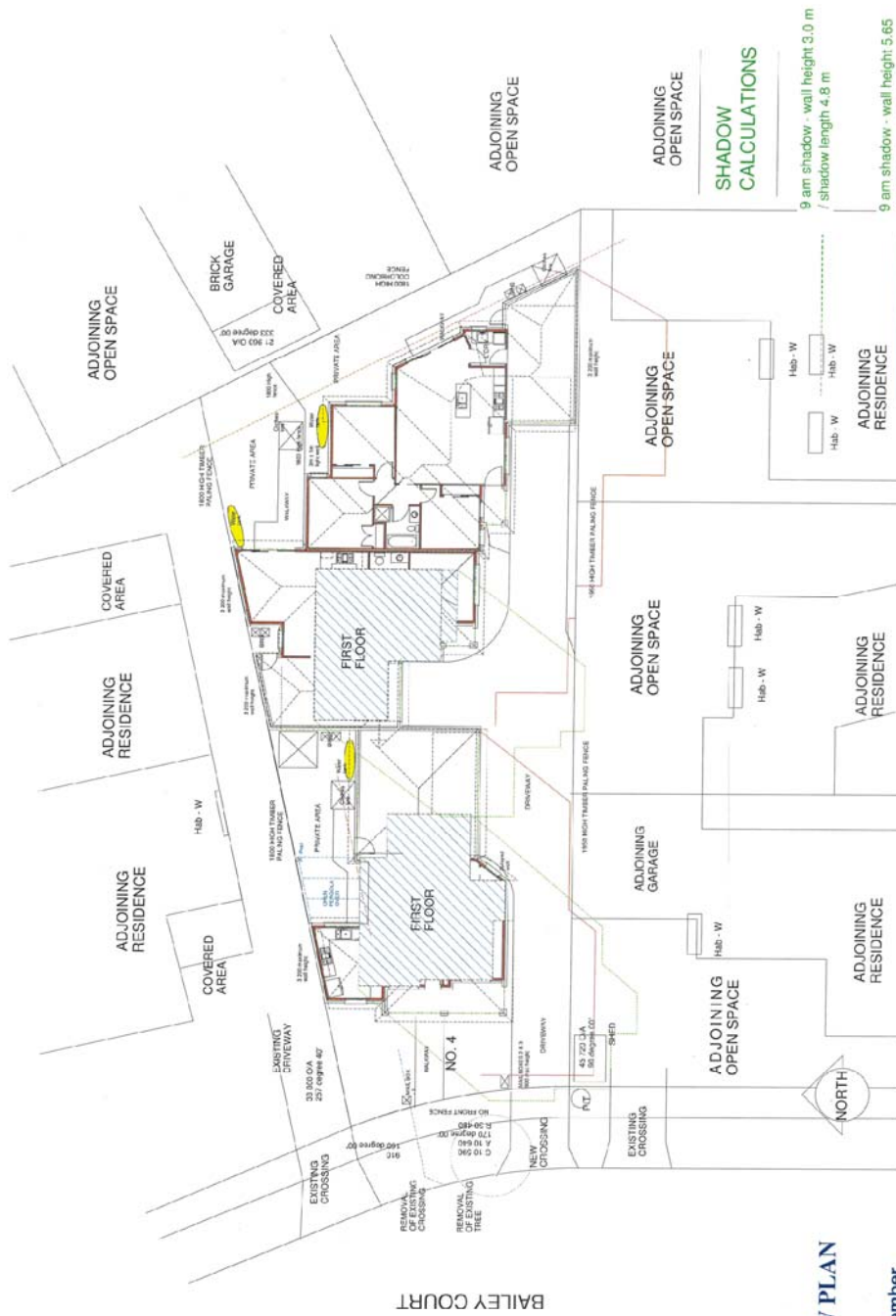
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EAST ELEVATION
1 : 100

TOWN PLANNING DRAWINGS	TOM MOTTA BUILDING DESIGNER		PROJECT: PROPOSED TWO - TWO STOREY DWELLINGS AND ONE SINGLE STOREY DWELLING WITH CARPAGES - TOTAL 3 NO. 12 TENTERFIELD DRIVE, CAMPBELLFIELD, 3061	DATE: NOVEMBER 2016
	No. 12 TENTERFIELD DRIVE, BURNSIDE HEIGHTS, 3023 Email: tm_bdg@hotmail.com MOBILE: 9409 436 706			DRAWN: TOM MOTTA
REVISION B 22 / 3 / 2017		SCALE: AS SHOWN	DRAWING NO: TP 2016 - 11043	D.P.NO: AD 1335
		GROUND NO	SHEET	8 OF 9





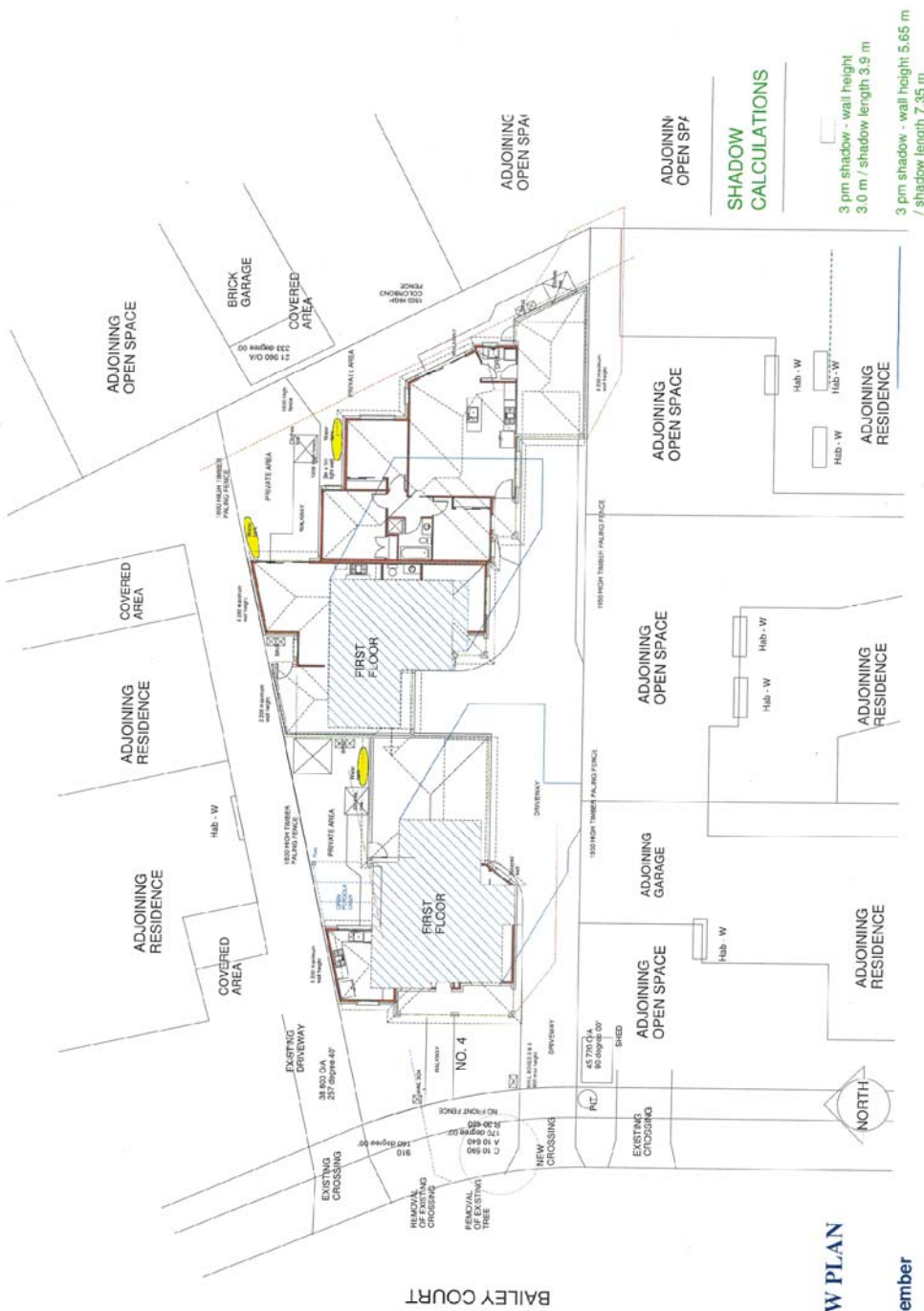
SHADOW PLAN
1 : 200
 22 nd September

SHADOW CALCULATIONS

9 am shadow - wall height 3.0 m / shadow length 4.8 m

9 am shadow - wall height 5.65 m / shadow length 9.04 m

TOWN PLANNING DRAWINGS REVISION C 23 / 5 / 2017	TOM MOTTA BUILDING DESIGNER No. 92 TENTERFIELD DRIVE, BURNSIDE HEIGHTS, 5023. Email: tm_bod@hotmail.com MOBILE: 0409 438 706		PROJECT: PROPOSED TWO - TWO STOREY DWELLINGS AND ONE SINGLE STOREY DWELLING WITH GARAGES - TOTAL 3 NO. 4 BAILEY COURT, CAMPBELLFIELD, 3061
	DRAWN: TOM MOTTA	DATE: NOVEMBER 2016	SHEET: SH 1 OF 3
	SCALE: AS SHOWN	D.P. NO.: AD 1335	DRAWNO: TP 2016 - 11043



SHADOW CALCULATIONS

3 pm shadow - wall height 3.0 m / shadow length 3.9 m

3 pm shadow - wall height 5.65 m / shadow length 7.35 m

SHADOW PLAN
1 : 200
22 nd September

TOWN PLANNING DRAWINGS REVISION C 23 / 5 / 2017	TOM MOTTA BUILDING DESIGNER No. 92 TENTERFIELD DRIVE, BURNSIDE HEIGHTS, 3023. Email: tm_bdg@hotmail.com MOBILE - 0459 436 706		PROJECT: PROPOSED TWO - TWO STOREY DWELLINGS AND ONE SINGLE STOREY DWELLING WITH GARAGES - TOTAL 3 NO. 4 BAILEY COURT, CAMPBELLFIELD, 3061
	DRAWN: TOM MOTTA SCALE: AS SHOWN DRGNO: TP 2016 - 11043	DATE: NOVEMBER 2016 D.P.NO: AD 1335 SHEET: SH 3 OF 3	

REPORT NO:	SU222
REPORT TITLE:	Statutory Planning Monthly Report June 2017
SOURCE:	Richard Siedlecki, Coordinator Statutory Planning
DIVISION:	Planning and Development
FILE NO:	-
POLICY:	Hume Planning Scheme
STRATEGIC OBJECTIVE:	4.1 Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces.
ATTACHMENTS:	Nil

1. SUMMARY OF REPORT:

This report incorporates the VCAT appeals update and decisions made by Council officers under delegation for the month of May. This report also details some performance indicators.

1.1 Performance

Included within this report are bar charts illustrating the following key performance indicators:

- Planning applications received and determined in the previous month.
- Outstanding applications.
- Average gross days in dealing with planning applications.
- Percentage of applications issued in 60 days or less.
- Percentage of applications issued in 60 days or less based on difficulty of applications.

The number of permit applications received in May 2017 increased significantly by 75% to the previous month and was the third highest amount received over the previous twelve months. Permits issued in May increased by 27% compared to April. The number of outstanding applications remained stable.

The average number of gross days taken to determine planning applications increased by 20, still below that of growth Councils, however higher than metropolitan Councils. It is noted that whilst Hume's average days has increased so has that of growth Councils particularly over the past three months. The percentage of applications issued in 60 days or less fell by 16% in May. This is in part due to the current project working on the older outstanding applications and the high number of applications received during the reporting period.

The percentage of simple applications issued in 60 days or less increased by 3% in May when compared to April. Average applications issued in 60 days or less increased by 19% in May. Eight percent of complex applications were determined in 60 days or less, a decrease of six percent when compared with the previous month.

The table representing this data has been adjusted to accurately represent time frames and other reporting frameworks available to Council.

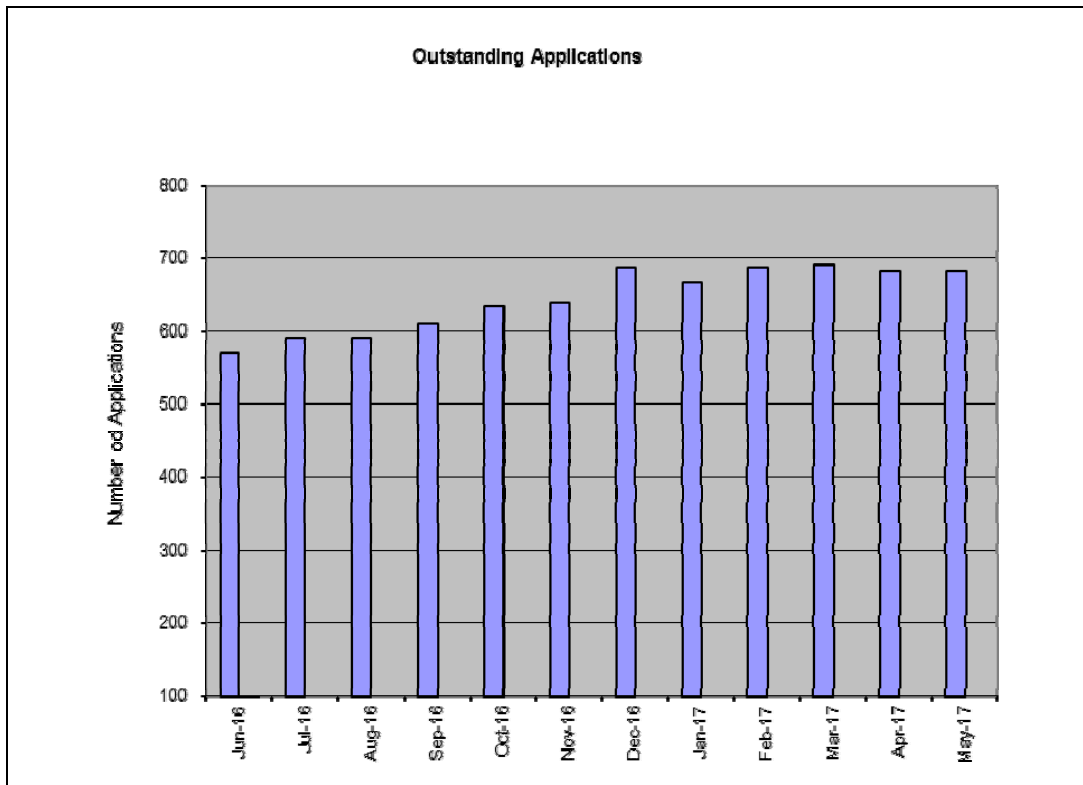
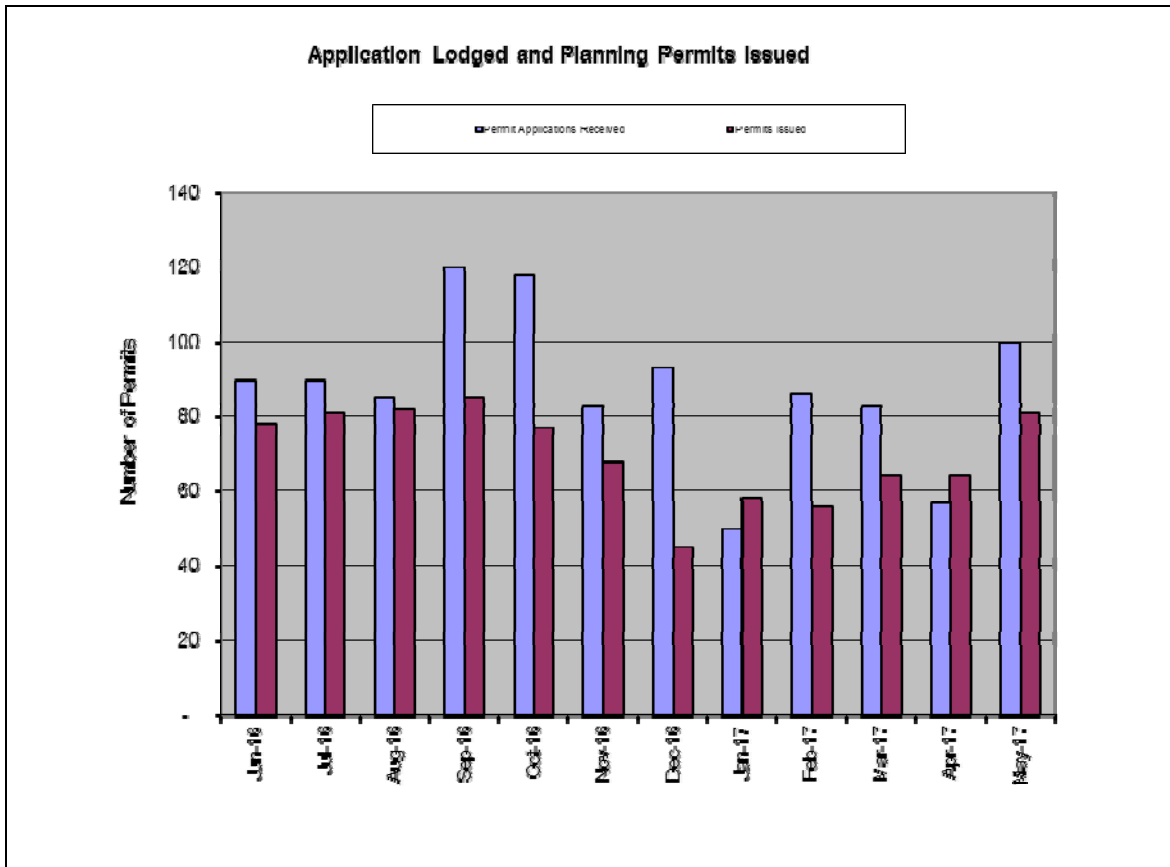
1.2 Delegated matters

The table within Section 4 of this report further details applications that have been determined under delegated authority including planning applications that receive two objections or less, applications to amend planning permits or plans, applications to extend planning permits, applications to certify plans of subdivision, and the issuing of Statements of Compliance under the Subdivision Act and Section 173 Agreements signed under delegation.

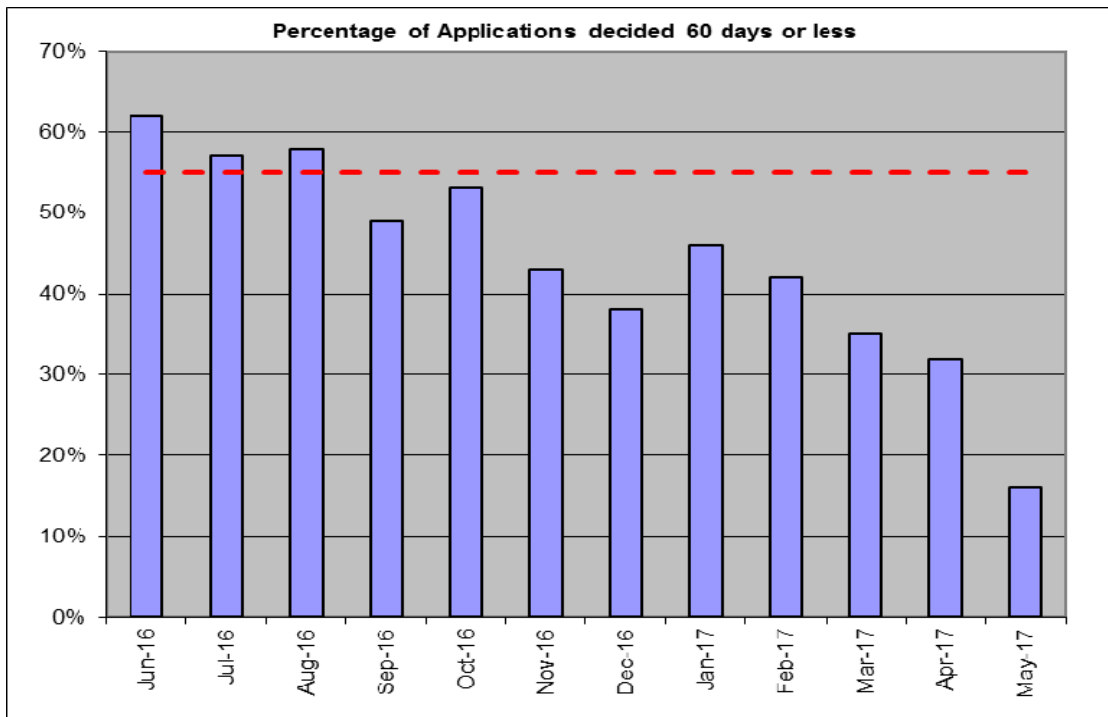
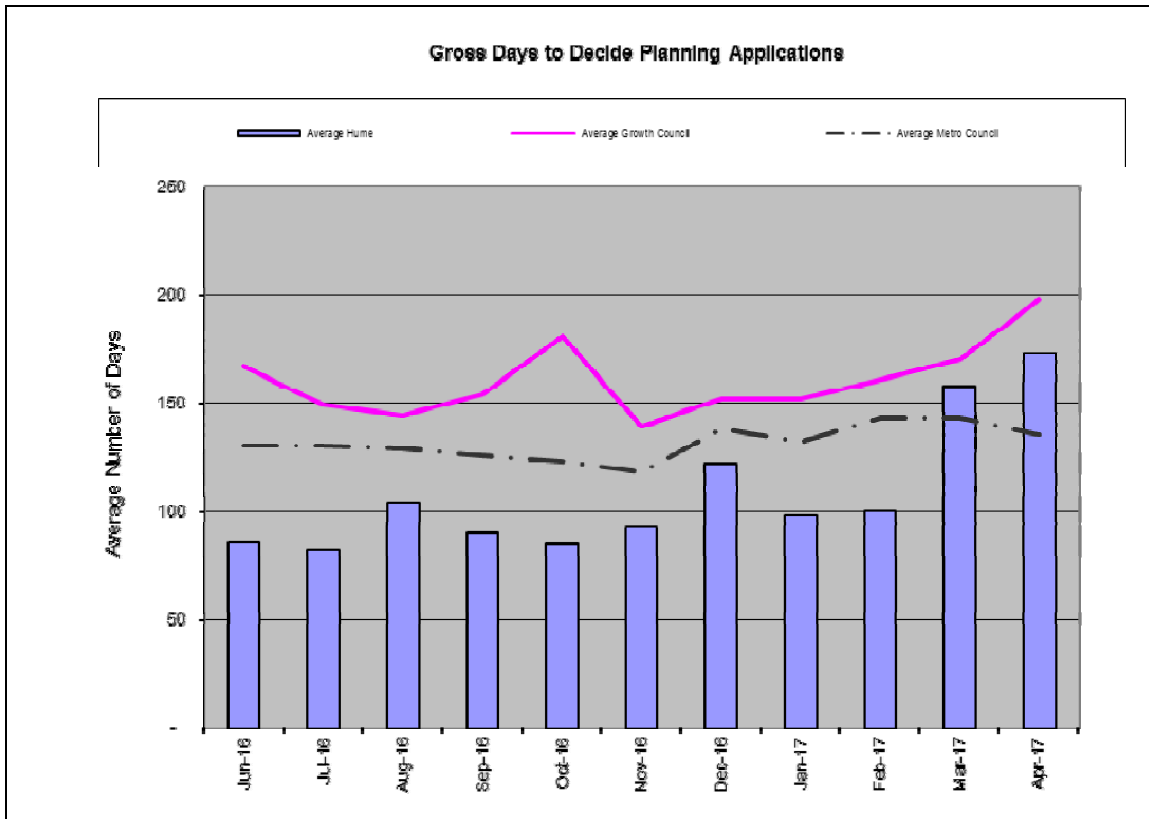
2. RECOMMENDATION:

That the report be noted.

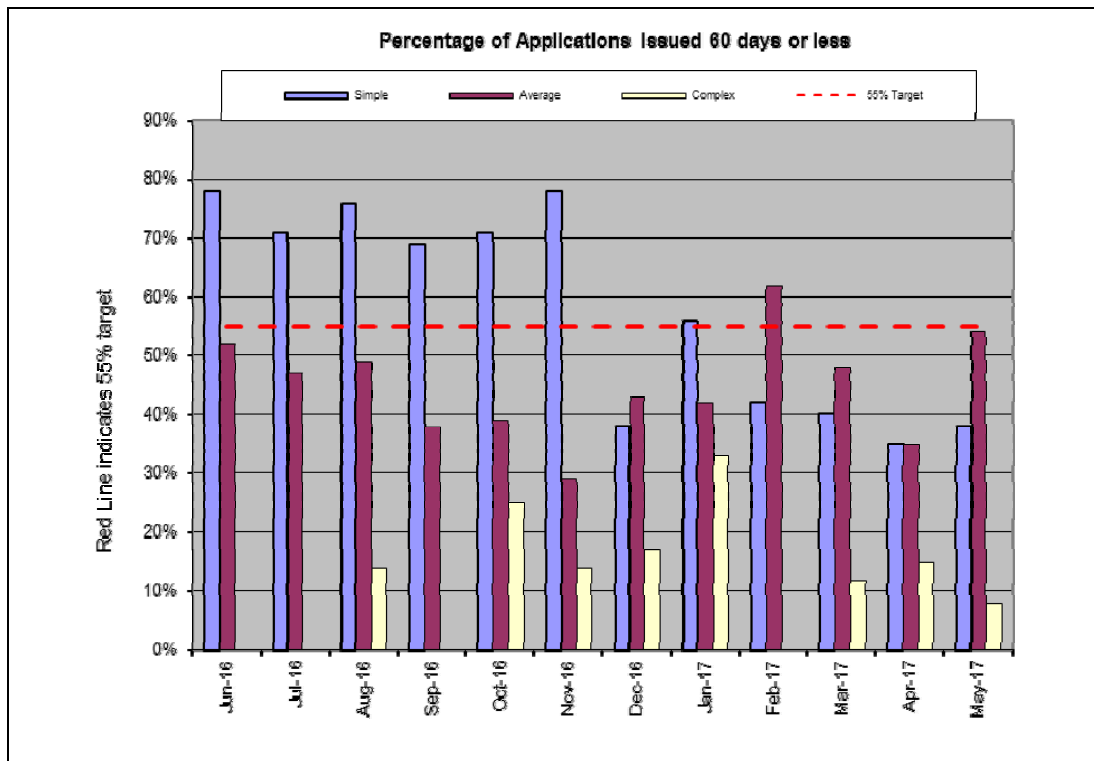
REPORT NO: SU222 (cont.)



REPORT NO: SU222 (cont.)



REPORT NO: SU222 (cont.)



3. APPEAL DECISIONS TO DATE:

- 3.1 This report includes all VCAT decisions received in the month of May 2017 and includes the current month prior to the Council meeting to give Council a more up to date report on VCAT decisions.
- 3.2 An appeal against Council's decision to issue a refusal for a two lot subdivision at 32 Drummond Street, Greenvale has been upheld by the Tribunal and an order given that a permit issue. The Tribunal did not support Council's view that the subdivision was out of character with the existing neighbourhood.
- 3.3 In relation to the multi-lot subdivision proposals at 50, 65 & 80 Carroll Lane Greenvale despite the VCAT order stating the decision of Council was set aside, Council had not actually formalised a position as there were limit matters in dispute which were negotiated at the compulsory conference. The two matters resolved which included the retention of a 400-500 year old River Red Gum and clarification regarding the construction and location of a shared path trail. VCAT ordered a Permit to issue which provided Council with the outcomes that had originally been sought.
- 3.4 Following a consent order signed by all parties seeking the cancellation of permit P17268 to use land at 80-90 Blair Street, Broadmeadows for a community market, VCAT directed that the permit be cancelled. Reason for the cancellation of the permit being that the applicant no longer wished to pursue the market and it assisted with future car parking assessments for the site.
- 3.5 The appeal involved an amendment requested by the applicant regarding ingress and egress arrangements to a planning permit issued for clean fill at 1775 Mickleham Road and 765-785 Mt.Ridley Road Yuroke. As a result of a Compulsory Conference at VCAT between Council and the applicant, both parties agreed to sign a consent order as to the amendments. The Tribunal regarded the consent of Council to be confirmation to the Tribunal that the amended permit is appropriate and will not result in any change to the proposed use or development which would materially affect any person other than parties to the VCAT proceeding.

REPORT NO: SU222 (cont.)

WARD	APP. NUMBER	PROPOSAL	ADDRESS	DECISION	APPEAL TYPE	DATE	STATUS
Aitken Ward	P19438	Two lot subdivision	29 Haddington Crescent, Greenvale	Notice of Refusal to Grant a Permit	Appeal by applicant	26/5/2017	Awaiting decision
Aitken Ward	P19584 P19734	Multi-lot subdivision	50, 65 and 80 Carroll Lane, Greenvale	Failure to determine	Appeal by applicant	Full hearing 3-5 May, 2017	Council decision set aside..
Aitken Ward	P18739	Landscaping works using clean fill	335 Old Sydney Road, Mickleham	Appeal against several conditions	Appeal by applicant	Full hearing 16/6/2017	To be heard
Aitken Ward	P18003	Application to amend ingress-egress arrangements.	765-785 Mt.Ridley Road, Yuroke and 1775 Mickleham Road. Oaklands Junction.	Failure to determine.	Appeal by applicant	Practice day hearing 17/3/2017 Compulsory Conference 16/5/2017 Hearing Date 26-28/6/2017	VCAT order to amend permit
Meadow Valley Ward	P17268	Community market with associated business identification signage and reduction in car parking.	80A and 80-90 Blair Street, Broadmeadows	Application to VCAT to cancel permit	Application by land owner	Practice day hearing 3/2/2017	VCAT agree to cancellation of permit
Meadow Valley Ward	P20112	Residential hotel and waiver of bicycle requirements	133-141 Western Avenue, Westmeadows	Failure to determine	Appeal by applicant	Compulsory conference 18/5/2017 Full hearing 14/7/2017	To be heard
Aitken Ward	P19901	Five two storey dwellings	21 Norcal Court, Greenvale	Failure to determine	Appeal by applicant	Full hearing 15/5/2017	Awaiting decision
Aitken Ward	P19663	Two lot subdivision	32 Drummond Drive, Greenvale	Notice of Refusal to Grant a Permit.	Appeal by applicant	Full hearing 24/4/2017	Council decision set aside.
Aitken Ward	P18144	Education Centre	22-38 Malcolm Street, Kalkallo	Notice of Refusal to Grant a Permit.	Appeal by applicant	Practice day hearings on 16 June 2017 and 14 July 2017. Compulsory Conference on 18 July 2017. Full hearing on 4 September 2017.	To be heard

4. MATTERS DETERMINED UNDER DELEGATION:

The following table lists all matters dealt with under delegation between 5 May 2017 and 5 June 2017.

MATTERS DEALT WITH UNDER DELEGATION			
P14557	Three double storey dwellings	1023 Pascoe Vale Rd, Jacana	Amended plans endorsed (Secondary Consent)
P14698	Residential subdivision including removal of easement created on C/E B117330 for transmission of electricity	48-52 Dallas Dr, Dallas	Extension of Time issued
P16499	Single storey dwelling to side of existing dwelling	10 Ross Ct, Sunbury	Extension of Time issued
P17275	Display homes, erection of advertising signs including pole signs and directional signs	16-36 Erinbank Cres, Westmeadows	Extension of Time issued

REPORT NO: SU222 (cont.)

MATTERS DEALT WITH UNDER DELEGATION			
P17527	Three double storey dwellings and one single storey dwelling	63 Derby St, Tullamarine	Extension of Time issued
P17556	Two double storey dwellings and one single storey dwelling	7 Dacelo Ave, Broadmeadows	Extension of Time issued
P17785	Two double storey dwellings and one single storey dwelling	14 Graham St, Broadmeadows	Extension of Time issued
P18005	Veterinary centre	37-41 Gap Rd, Sunbury	Amended plans endorsed (Secondary Consent)
P19340	Three warehouses and reduction in car parking provision	17-21 Lakeside Dr, Broadmeadows	Amended plans endorsed (Secondary Consent)
P19693	Indoor recreation facility and associated internal fitout with business identification signage	20 Kurrle Rd, Sunbury	Amended plans Endorsed (Secondary Consent)
P18800.01	Staged multi-lot subdivision, dwellings on lots less than 300m ² and construction of interim bund	575Z Craigieburn Rd, Craigieburn	Amended plans endorsed and amended permit issued
P19299.01	Double storey dwelling to rear of existing dwelling	303 Gap Rd, Sunbury	Amended plans endorsed
P17115.05	Use of existing building for the purpose of restaurant, reception centre (function centre) and utilise rural outbuildings as art and craft centre with eco-tourism related activities, licensed premises, removal of native vegetation, accommodation (residential hotel), demolition (partial), buildings and works to access road in Road Zone 1.	45-165 Old Sydney Rd, Mickleham	Amended plans endorsed and amended permit issued
P6963.03	Service industry (car wash), signage and variation to requirements of Clause 52.13 and take away food premises	2-4 Craigieburn Rd, Craigieburn	Amended plans endorsed and amended permit issued
P19196.01	Double storey dwelling to rear of existing dwelling	1 Bullrush Ct, Meadow Heights	Amended plans endorsed
P19215.01	Single storey dwelling and water tank	1210 Hume Fwy, Kalkallo	Amended plans endorsed and amended permit issued
P18301	Three flagpoles and bunting signs	212-216 Northbourne Rd, Campbellfield	Permit issued
P18429	Double storey dwelling to rear of existing dwelling	6 Binnak Ct, Meadow Heights	Permit issued
P19139	Double storey dwelling to rear of existing dwelling	29 Lockwood Dr, Roxburgh Park	Permit issued
P19346	Buildings and works to extend existing roof	1 Harker St, Sunbury	Permit issued
P19354	Two double storey dwellings and one single storey dwelling	3 Warnock St, Broadmeadows	Permit issued
P19415	Buildings and works (expansion and upgrade of car park and minor works to building)	115 Camp Rd, Broadmeadows	Permit issued
P19498	Four double storey dwellings	200 Horizon Blvd, Greenvale	Permit issued
P19512	Two double storey dwellings to rear of existing dwelling	1 Dunn St, Broadmeadows	Permit issued
P19542	Double storey dwelling to rear of existing dwelling	7 Colchester Cct, Roxburgh Park	Permit issued

REPORT NO: SU222 (cont.)

MATTERS DEALT WITH UNDER DELEGATION			
P19573	Three double storey dwellings	175A James Mirams Dr, Roxburgh Park	Permit issued
P19581	Two double storey dwellings to rear of existing dwelling	35 Holberry St, Broadmeadows	Permit issued
P19703	One double storey dwelling and one single storey dwelling	23 Aitken St, Sunbury	Permit issued
P19749	Two double storey dwellings	42 Trumpington Tce, Attwood	Permit issued
P19758	Three lot subdivision	267 Camp Rd, Broadmeadows	Permit issued
P19832	Three lot subdivision	127 Arena Ave, Roxburgh Park	Permit issued
P19851	Single storey dwelling to rear of existing dwelling	8 Shandeen Ct, Meadow Heights	Permit issued
P19877	Single storey dwelling in Melbourne Airport Environs Overlay	28 Washington St, Dallas	Permit issue
P19900	Three double storey dwellings and one single storey dwelling	22 Pascoe St, Westmeadows	Permit issued
P19928	One double storey dwelling and one single storey dwelling to rear of existing dwelling	1 Melba Ave, Sunbury	Permit issued
P19938	Double storey dwelling to rear of existing dwelling	95 Kenny St, Westmeadows	Permit issued
P19946	Four double storey dwellings	17 Norcal Ct, Greenvale	Permit issued
P19948	One warehouse	24 Ari Dr, Campbellfield	Permit issued
P19955	Display of advertising signage	70-90 Central Park, Ave, Craigieburn	Permit issued
P19961	35 lot subdivision and removal of native vegetation	715 Mickleham Rd, Greenvale	Permit issued
P19964	Two internally illuminated business identification pylon signs	20-50 Fillo Dr, Somerton	Permit issued
P19966	Two double storey dwellings and six single storey dwellings	4 Wills St, Westmeadows	Permit issued
P19978	Staged subdivision of land and creation of restrictions on Title	Lockerbie 1440 Hume Fwy, Kalkallo	Permit issued
P19998	Three lot subdivision	17-21 Lakeside Dr, Broadmeadows	Permit issued
P20011	Earthworks for purposes of drainage	200 Donnybrook Rd, Mickleham	Permit issued
P20026	Use existing building for industry (coffee roasting), building and works and reduce required rate of car parking	30A Colbert Rd, Campbellfield	Permit issued
P20029	Six lot subdivision	28 Blair St, Broadmeadows	Permit issued
P20030	Three double storey dwellings and one single storey dwelling	27 Eyre St, Westmeadows	Permit issued
P20059	Storage shed for existing place of assembly	207-217 Gap Rd, Sunbury	Permit issued
P20076	Machinery shed	50 McNabs Rd, Keilor	Permit issued
P20091	Refurbishment works to existing warehouses and pylon signs	9-11 International Dr, Westmeadows	Permit issued
P20098	Three lot subdivision	50 Donnybrook Rd, Mickleham	Permit issued
P20103	Partial change of use to allow temporary café (convenience restaurant)	495 Donnybrook Rd, Mickleham	Permit issued

REPORT NO: SU222 (cont.)

MATTERS DEALT WITH UNDER DELEGATION			
P20117	Buildings and works associated with food and drink premises and erection of signs with reduction in car parking requirements	46 O'Shanassy St, Sunbury	Permit issued
P20141	Take away food premises (drive-thru coffee kiosk) and signage	10 Craigieburn Rd, Craigieburn	Permit issued
P20154	Factory with ancillary office space and reduction in car parking	54 Metrolink Cct, Campbellfield	Permit issued
P20159	Two double storey dwellings	125 South Circular Rd, Gladstone Park	Permit issued
P20170	Display of free standing internally illuminated business signage	37-101 Lysterfield Dr, Greenvale	Permit issued
P20184	Four double storey dwellings	24 Graham St, Broadmeadows	Permit issued
P20222	Three double storey dwellings	63 Gordon St, Tullamarine	Permit issued
P20234	Food and drink premises and car wash	1/80 Camp Rd, Broadmeadows	Permit issued
P20240	Illuminated and non-illuminated business signage on existing building	8-34 Gladstone Park Dr, Gladstone Park	Permit issued
P20245	Two warehouses and office space	55 McDougall Rd, Sunbury	Permit issued
P20247	Three double storey dwellings	22 Birch Ave, Tullamarine	Permit issued
P20260	Three double storey dwellings and one single storey dwelling	52 Stanhope St, Broadmeadows	Permit issued
P20263	Extension to existing education centre	37-101 Lysterfield Dr, Greenvale	Permit issued
P20266	Removal of registered restrictive covenant	1 Rokeby Cres, Craigieburn	Permit issued
P20267	Removal of restrictive covenant	3 Cimberwood Dr, Craigieburn	Permit issued
P20272	Removal of tree in road reserve	275 Racecourse Rd, Sunbury	Permit issued
P20273	Two lot subdivision	74 Clarke Dr, Gladstone Park	Permit issued
P20279	Two lot subdivision	555 Donnybrook Dr, Mickleham	Permit issued
P20280	Two lot subdivision	555 Donnybrook Dr, Mickleham	Permit issued
P20287	Attached verandah	10 The Glade, Sunbury	Permit issued
P20304	Storage shed	425 Riddell Rd, Sunbury	Permit issued
P20308	Three lot subdivision	94 Lahinch St, Broadmeadows	Permit issued
P20317	Advertising signage	1500 Pascoe Vale Rd, Coolaroo	Permit issued
P20319	Two double storey dwellings	965 Mickleham Rd, Greenvale	Permit issued
P20324	Change of use to allow restricted recreation facility (functional fitness centre)	2/7-9 Butler Way, Tullamarine	Permit issued
P20325	Two warehouses and reduction in car parking	64 Merola Way, Campbellfield	Permit issued
P20339	Extension of veranda to existing dwelling on site less than 300m ²	4 Clyde Ct, Sunbury	Permit issued
P20351	Three warehouses and office development	810 Cooper St, Somerton	Permit issued

REPORT NO: SU222 (cont.)

MATTERS DEALT WITH UNDER DELEGATION			
P20389	Double storey dwelling	7 Moe Ct, Dallas	Permit issued
S007771	47 lot subdivision	355 Donnybrook Road, Mickleham	Statement of Compliance issued on 27 April 2017
S008072	Boundary re-alignment	74-76 & 78-82 Freight Drive, Somerton	Plan certified with Statement of Compliance on 28 April 2017
S007422	Six lot subdivision Highlands super-lot plan DP14a	Lot EE Waterview Boulevard, Craigieburn	Plan certified with Statement of Compliance on 2 May 2017
S007450	16 lot subdivision Aitken Aspect Estate	Lot L Horizon Boulevard, Greenvale	Statement of Compliance issued on 2 May 2017
S007852	Three lot subdivision	353 Camp Road, Broadmeadows	Plan certified with Statement of Compliance on 2 May 2017
S007978	Five lot subdivision	4 Burnett Street, Somerton	Plan certified with Statement of Compliance on 3 May 2017
S007914	Two lot subdivision	28 Calibre Avenue, Craigieburn	Plan certified with Statement of Compliance on 4 May 2017
S007731	73 lot subdivision	Lot K Streamside Drive, Craigieburn	Statement of Compliance issued on 4 May 2017
S008102	28 lot subdivision	100 Vineyard Road, Sunbury	Plan certified on 5 May 2017
S008040	Two lot subdivision	12-14 Flight Drive, Tullamarine	Plan certified with Statement of Compliance on 9 May 2017
S007678	53 lot subdivision Trillium Estate - Stage 25 (13)	555A Mt Ridley Road, Mickleham	Statement of Compliance issued on 10 May 2017
S007588	Two lot subdivision Dual occupancy	286 Gap Road, Sunbury	Plan certified on 10 May 2017
S007773	15 lot subdivision Trillium Estate - Stage 22 (16B)	555 Mt Ridley Road, Mickleham	Statement of Compliance issued on 11 May 2017
S008051	17 lot subdivision Roxburgh Park Central Stage 4	175 Donald Cameron Drive, Roxburgh Park	Plan certified on 11 May 2017
S007801	99 lot subdivision Highlands Estate - Stage 211	Lot B Sustainable Drive, Craigieburn	Statement of Compliance issued on 11 May 2017
S008052	33 lot subdivision Roxburgh Park Central Stage 5	175 Donald Cameron Drive, Roxburgh Park	Plan certified on 11 May 2017
S007767	77 lot subdivision Cloverton Estate - Stage 201	110 Dwyer Street, Kalkallo	Plan re-certified on 11 May 2017
S007768	73 lot subdivision Cloverton Estate - Stage 202	110 Dwyer Street, Kalkallo	Plan re-certified on 12 May 2017
S007835	Three lot subdivision	15 Wattleglen Street, Craigieburn	Plan re-certified with Statement of Compliance on 12 May 2017

REPORT NO: SU222 (cont.)

MATTERS DEALT WITH UNDER DELEGATION			
S007767	77 lot subdivision Cloverton Estate - Stage 201	110 Dwyer Street, Kalkallo	Statement of Compliance issued on 12 May 2017
S007768	73 lot subdivision Cloverton Estate - Stage 202	110 Dwyer Street, Kalkallo	Statement of Compliance issued on 15 May 2017
S008021	Three lot subdivision	55 Graham Street, Broadmeadows	Plan certified with Statement of Compliance on 15 May 2017
S007872	Four lot subdivision	30 Cooper Street, Broadmeadows	Plan certified with Statement of Compliance on 15 May 2017
S007651	40 lot subdivision	Lot L Vantage Boulevard, Craigieburn	Statement of Compliance issued on 15 May 2017
S008036	Three lot subdivision	35 Hanson Road, Craigieburn	Plan certified with Statement of Compliance on 18 May 2017
S007951	45 lot subdivision	110 Dwyer Street, Kalkallo	Plan certified on 18 May 2017
S007982	Three lot subdivision	127 Arena Avenue, Roxburgh Park	Plan certified with Statement of Compliance on 18 May 2017
S008129	Super-lot plan for Stages 24, 25, 28 and 29 of Merrifield	500 Donnybrook Road, Mickleham	Plan certified on 18 May 2017
S008050	Merrifield Stage 33	500 Donnybrook Road, Mickleham	Plan certified on 18 May 2017
S007748	25 Lot subdivision Highlands Estate - Stage 219	Lot J Mt Ridley Road, Craigieburn	Statement of Compliance issued on 19 May 2017
S007818	24 lot subdivision Highlands Estate - Stage 323	Lot AA Mt Ridley Road, Craigieburn	Statement of Compliance issued on 23 May 2017
S008230	Plan for variation of restriction	38 Cimberwood Drive, Craigieburn	Plan certified with Statement of Compliance on 24 May 2017
S007722	Three lot subdivision	22 Geach Street, Broadmeadows	Plan certified with Statement of Compliance on 24 May 2017
S007758	29 lot subdivision Rosenthal Estate – Stage W1	111-143 Mitchells Lane, Sunbury	Plan re-certified on 24 May 2017
S007714	69 lot subdivision	495 Donnybrook Road, Mickleham	Plan re-certified with Statement of Compliance on 24 May 2017
S007793	112 lot subdivision	110 Dwyer Street, Kalkallo	Plan re-certified with Statement of Compliance on 26 May 2017
S008103	Two lot subdivision	61 Burge Drive, Sunbury	Plan certified with Statement of Compliance on 29 May 2017

REPORT NO: SU222 (cont.)

MATTERS DEALT WITH UNDER DELEGATION			
S008010	Two lot subdivision	61 Burge Drive, Sunbury	Plan certified with Statement of Compliance on 29 May 2017
S008109	82 lot subdivision Aston Estate - Stage 27	575L Craigieburn Road, Craigieburn,	Plan certified on 30 May 2017
S008100	Two lot subdivision Industrial	195-199 Hume Highway Somerton	Plan certified with Statement of Compliance on 26 May 2017
S007112	22 lot subdivision	882-900 Cooper Street, Somerton	Plan certified with Statement of Compliance on 26 May 2017
S007853	Two lot subdivision office/warehouse	54 McDougall Road, Sunbury	Plan certified on 31 May 2017
S006526	12 lot subdivision	489A Mahoneys Road, Fawkner	Statement of Compliance issued on 31 May 2017
S007991	Two lot subdivision	9 Natural Drive, Craigieburn	Plan certified with Statement of Compliance on 31 May 2017
S008027	Two lot subdivision Industrial	13-21 Maygar Boulevard, Broadmeadows	Plan certified on 31 May 2017
S007963	Three lot subdivision	267 Camp Road, Broadmeadows	Plan certified with Statement of Compliance on 31 May 2017
S007956	Two lot subdivision Industrial	20 Zakwell Court, Coolaroo	Plan certified with Statement of Compliance on 1 June 2017
S008011	39 lot subdivision	111-143 Mitchells Lane, Sunbury	Plan certified on 2 June 2017
S007553	26 lot subdivision	705-725 Donnybrook Road, Kalkallo	Plan re-certified with Statement of Compliance on 2 June 2017
S008145	Two lot subdivision Dual occupancy	7 Frontier Avenue, Greenvale	Plan certified with Statement of Compliance on 2 June 2017
S007479	Two lot subdivision Dual occupancy	10 Ross Court, Sunbury	Statement of Compliance issued on 2 June 2017
S008183	63 lot subdivision	575L Craigieburn Road, Craigieburn	Plan certified on 2 June 2017
S007765	Four lot subdivision	28-30 Yellowbox Drive, Craigieburn	Plan certified with Statement of Compliance on 2 June 2017
S007854	Two lot subdivision Office/warehouse	56 McDougall Road, Sunbury	Statement of Compliance issued on 2 June 2017
S007060	Four lot subdivision	12 Meredith Street, Broadmeadows	Plan re-certified with Statement of Compliance on 5 June 2017

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MATTERS DEALT WITH UNDER DELEGATION			
S007979	Three lot subdivision	133 Arena Avenue, Roxburgh Park	Plan certified with Statement of Compliance on 5 June 2017
S007742	Four lot subdivision	175 Donald Cameron Drive, Roxburgh Park	Plan certified with Statement of Compliance on 5 June 2017
S007183	44 lot subdivision Highlands Estate - Stage 318	Lot A Northfield Drive, Craigieburn	Statement of Compliance issued on 6 June 2017

MATTERS DEALT WITH UNDER DELEGATION WITH OBJECTIONS			
FILE	PROPOSAL	ADDRESS OF PROPERTY	ACTION TAKEN
P19316	Three double storey dwellings and one single storey dwelling	32 Newbold Ave, Craigieburn	Notice of Decision to Grant a Permit issued
P19477	Double storey dwelling to the rear of existing dwelling	14 Nathalia St, Broadmeadows	Notice of Decision to Grant a Permit issued
P20033	Extension to Broadmeadows Town Hall and reduction in statutory car parking requirement	1079-1097 Pascoe Vale Rd, Broadmeadows	Notice of Decision to Grant a Permit issued

SECTION 173 AGREEMENTS SIGNED UNDER DELEGATION			
FILE	PROPOSAL	ADDRESS OF PROPERTY	ACTION TAKEN
P19979	Two lot subdivision	26 Tatura Cres, Broadmeadows	Agreement signed on 24 May 2017

VICSMART PERMITS SIGNED UNDER DELEGATION			
FILE	PROPOSAL	ADDRESS OF PROPERTY	ACTION TAKEN
P20409	Alfresco area and decking	35 Brassey Ct, Mickleham	Permit issued
P19738.02	Two lot subdivision	1/20 Zakwell Ct, Coolaroo	Permit issued
P20507	Construction of a 9m x 3.8m detached extension/storage shed	8 The Dress Circle, Oaklands	Permit issued

REPORT NO:	SU223
REPORT TITLE:	Hume Planning Scheme Amendment C220 - 46 & 48 Macedon Street, Sunbury - Authorisation
SOURCE:	Andrea Taylor, Strategic Planner
DIVISION:	Planning and Development
FILE NO:	HCC17/514
POLICY:	-
STRATEGIC OBJECTIVE:	4.1 Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces.
ATTACHMENTS:	1. <i>C220 Locality Map</i> 2. <i>C220 Current Zoning Map</i> 3. <i>C220 Proposed Zoning Map</i> 4. <i>C220 Proposed Overlay Map</i>

1. SUMMARY OF REPORT:

Hume Planning Scheme Amendment C220 seeks to rezone land at 46 and 48 Macedon Street, Sunbury from Commercial 1 Zone (C1Z) to Public Use Zone 6 – Local Government (PUZ6) and apply the Environmental Audit Overlay (EAO). The subject land is owned by Council and is intended to be consolidated with land at 44 Macedon Street (already zoned PUZ6) to facilitate the delivery of the Sunbury Global Learning Centre. It is recommended that Council seeks authorisation from the Minister for Planning to prepare and exhibit the Amendment.

2. RECOMMENDATION:

That Council:

- 2.1 seeks authorisation from the Minister for Planning to prepare Planning Scheme Amendment C220 to rezone land at 46 and 48 Macedon Street, Sunbury from Commercial 1 Zone (C1Z) to Public Use Zone 6 – Local Government (PUZ6) and apply the Environmental Audit Overlay (EAO) in accordance with Section 8A of the *Planning and Environment Act 1987*;**
- 2.2 subject to Ministerial Authorisation, prepares and exhibits Planning Scheme Amendment C220 to the Hume Planning Scheme in accordance with Section 19 of the *Planning and Environment Act 1987*.**

3. LEGISLATIVE POWERS:

Planning and Environment Act 1987.

4. COMMUNITY CONSULTATION:

- 4.1 Subject to Ministerial Authorisation, the Amendment will be exhibited in accordance with the requirements of Section 19 of the *Planning and Environment Act 1987* for a period of one month. This will include:
 - Notice to all affected and adjoining landowners and occupiers;
 - Notice to all Ministers prescribed under the Act;
 - A notice in the local newspaper circulating in the local area; and
 - Notice in the Government Gazette.
- 4.2 This process will ensure affected parties have the opportunity to comment on the proposed zoning of the land.

REPORT NO: SU223 (cont.)

5. DISCUSSION:

5.1 Subject Land (the Amendment Land)

- 5.1.1 The subject land comprises two adjoining rectangular land parcels at 46 and 48 Macedon Street, Sunbury (Attachment 1). The land is in the Commercial 1 Zone (C1Z) and comprises a frontage of 40 metres to Macedon Street with a depth of 100 metres, yielding a total area of 4000 square metres. The land is currently vacant however had previously been used for a petrol station for almost 50 years.
- 5.1.2 The Amendment land is bounded by the existing Sunbury Library to the west (within the Public Use Zone 6), the Calder Mowers shop and three residential dwellings to the east (within the Commercial 1 Zone), Macedon Street to the north, and two residential properties to the south (within the General Residential Zone).
- 5.1.3 Further east is a small strip of commercial tenancies fronting Macedon Street in the Commercial 1 Zone. Further west is Public Use Zone 6 – Local Government (PUZ6) which includes the library, Hume City Council chambers and former Council offices (leased to Western Water) with associated car parking areas. A map depicting the current zoning is provided (Attachment 2).

5.2 Background

- 5.2.1 Council acquired the Amendment land in February 2016 to facilitate the delivery of the Sunbury Global Learning Centre (GLC). It is proposed to build the GLC on the subject land and the adjoining land parcel at 44 Macedon Street. Early design concepts have been discussed with the Sunbury community in the first half of 2017 and the final design work for the project is well advanced and nearing completion.
- 5.2.2 In preparation for the GLC project, a plan has been lodged to consolidate land at 44 Macedon Street with the Amendment land so that the proposed GLC would sit on one title.
- 5.2.3 Given the current zoning of the Amendment land, consolidation of the three parcels would create a title that is within two zones. As such, it is proposed to amend the *Hume Planning Scheme* to rezone the Amendment land to match the existing zoning at 44 Macedon Street and better reflect Council's ownership and Council's intention to construct a Global Learning Centre for the local Sunbury community.

5.3 Potentially Contaminated Land

- 5.3.1 Given the subject land's previous use as a petrol station, prior to its sale an Environmental Audit Report and Statement of Environmental Audit had been issued, authorising the use of the land for commercial and industrial purposes. Subsequent advice provided to Council by GHD consultants confirmed that development and use of the land for the Sunbury GLC (as a public library with community and commercial meeting and work space) was suitable.
- 5.3.2 In considering a rezoning of the land, *Ministerial Direction No. 1 - Potentially Contaminated Land* applies. This requires Council, as the planning authority, to undertake an environmental audit or apply an Environmental Audit Overlay (EAO) where a planning scheme amendment would have the effect of allowing potentially contaminated land to be used for a sensitive use. Sensitive uses are defined as a residential use, a child care centre, a pre-school or a primary school.
- 5.3.3 Although the intended use of the land for the Sunbury GLC does not include sensitive uses, the proposed application of PUZ6 has the effect of allowing a range of sensitive uses (as of right) that are consistent with government

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functions. As such, it is proposed that the EAO be applied as part of the amendment process to rezone the land to ensure any potential contamination issues are appropriately managed should a change in use be proposed in the future.

5.4 Proposed Planning Scheme Amendment

5.4.1 The Amendment proposes to rezone the subject land from Commercial 1 Zone (C1Z) to Public Use Zone, Schedule 6 - Local Government (PUZ6) and apply the Environmental Audit Overlay (EAO). A map depicting the proposed zoning and proposed overlay is provided (Attachment 3 and 4).

5.4.2 Public Use Zone 6 (PUZ6)

- (a) The purpose of the PUZ is to *recognize public land use for public utility and community services and facilities, and to provide for associated uses that are consistent with the intent of the public land reservation or purpose*. PUZ6 applies to Local Government land uses.
- (b) The provisions of PUZ6 support the State and Local Planning Policy Framework as they provide land for a community facility with a range of community uses in a highly accessible location.

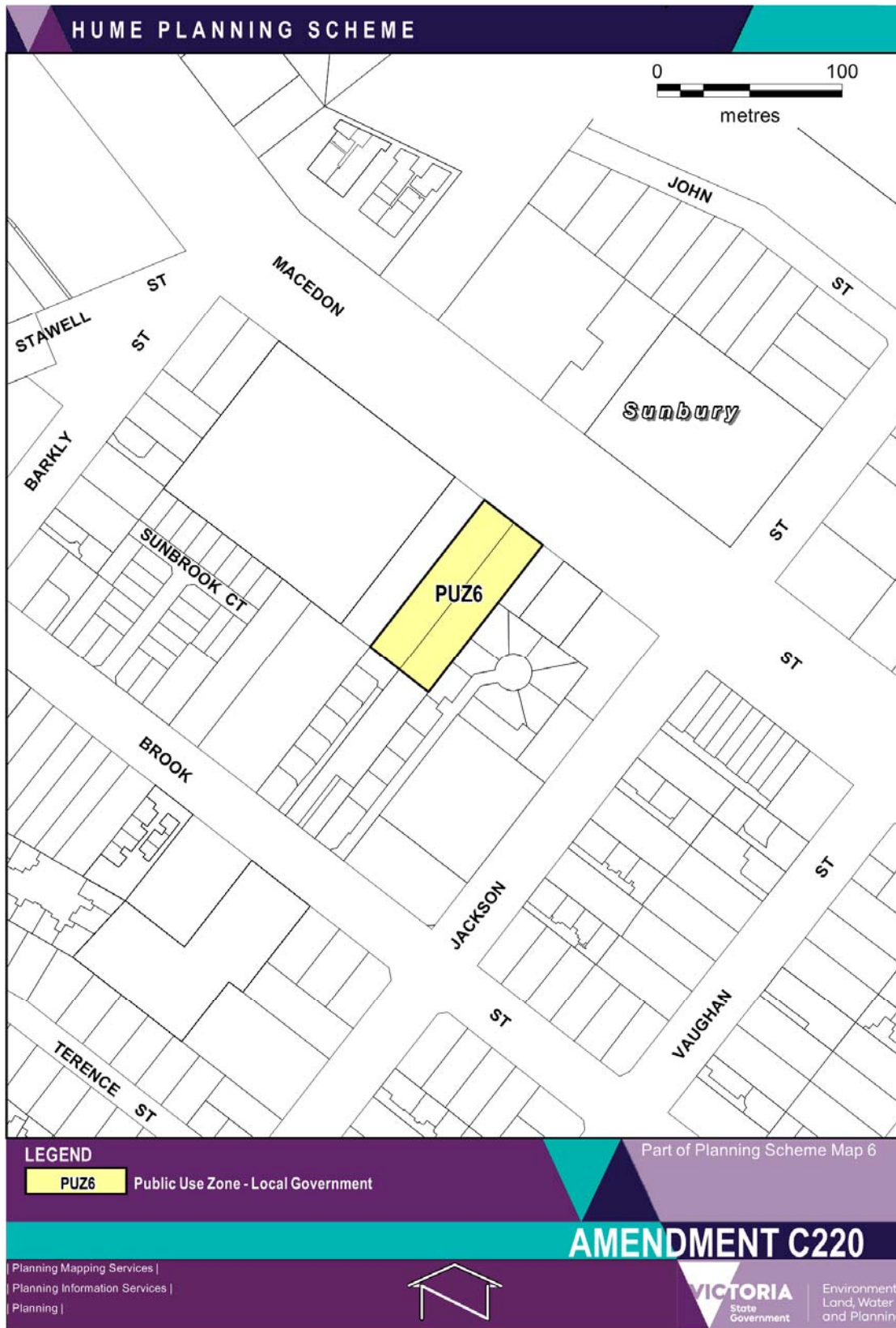
5.4.3 Environmental Audit Overlay (EAO)

- (a) The purpose of the EAO is to *ensure that potentially contaminated land is suitable for a use which could be significantly adversely affected by contamination*.
- (b) In accordance with *Ministerial Direction No.1 – Potentially Contaminated Land*, application of the EAO will require that appropriate assessment is carried out should the use(s) of the site change or expand.

6. CONCLUSION:

Planning Scheme Amendment C220 proposes to rezone land at 46 and 48 Macedon Street, Sunbury from Commercial 1 (C1Z) to Public Use Zone 6 – Local Government (PUZ6) and apply the Environmental Audit Overlay (EAO). It is recommended that Council seeks authorisation from the Minister for Planning to prepare and exhibit the Amendment.







REPORT NO:	SU224
REPORT TITLE:	Review of Hume City Council Road Management Plan V6 2017
SOURCE:	David Fricke, Manager Assets
DIVISION:	Sustainable Infrastructure and Services
FILE NO:	HCC17/275
POLICY:	-
STRATEGIC OBJECTIVE:	4.3 Create a connected community through efficient and effective walking, cycling, public transport and car networks.
ATTACHMENT:	1. <i>Draft Road Management Plan V6, 2017</i>

1. SUMMARY OF REPORT:

Legislation requires Council to review its Road Management Plan (RMP) by 30 June 2017. Having reviewed the RMP, Council may decide to amend it.

This report constitutes a review of the RMP and recommends that Council seek to amend the rmp to better reflect industry standards, simplify its processes, and improve its readability

2. RECOMMENDATION:

That Council:

- 2.1 note that the Road Management Plan V5, 2013 has been reviewed in accordance with regulation 9 of the Road Management (General) Regulations 2016 (the Regulations).**
- 2.2 having reviewed its Road Management Plan supports in principle the findings of the review.**
- 2.3 give notice in the Government Gazette that it proposes to amend its plan in accordance with the draft shown in Attachment 1.**
- 2.4 having publicly exhibited the proposed amended Plan for at least 28 days, consider all submissions received and consider whether to adopt the Road Management Plan V6, with or without further amendment.**

3. LEGISLATIVE POWERS:

Local Government (LG) Act 1989

Road Management Act 2004

Road Management (General) Regulations 2016

4. FINANCIAL IMPLICATIONS:

- 4.1 The expenses associated with the review of the Road Management Plan have been funded from the 2017/2018 recurrent budget.
- 4.2 Any changes to the standards outlined in the Road Management Plan may have an impact on future budgets.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

- 5.1 The proposed review has no Environmental Sustainability impacts.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

- 6.1 The proposed review has no Climate Change impacts.

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7. CHARTER OF HUMAN RIGHTS APPLICATION:

7.1 The proposed review has no Charter of Human Rights impacts.

8. COMMUNITY CONSULTATION:

8.1 To amend its Road Management Plan, Council must give notice in accordance with Regulation (10). The community may make written submissions regarding this report and/or the draft Road Management Plan.

9. BACKGROUND

9.1 Council adopted its first Road Management Plan (RMP) in 2004 and it was last amended in 2013 (RMP V5). RMP V5 sets out which roads and road related infrastructure Council maintains, outlines Council's road management functions, and sets standards for inspecting and maintaining those assets.

9.2 A companion document to the RMP is Council's *Register of Public Roads*. It lists the municipal roads for which Council is the coordinating road authority. Council regularly updates the Register to include roads gifted to Council as part of the land subdivision process.

9.3 The Register does not contain roads managed by other road authorities (eg. VicRoads) or roads that Council does not maintain (eg. Private roads). Both the RMP and Register are available on Council's website www.hume.vic.gov.au or can be viewed at Council's Customer Service Centres.

9.4 Council's first RMP was in response to the Victorian Government enacting the *Road Management Act 2004*. Prior to 2004, road authorities, including councils, were facing escalating costs associated with civil claims for damages from footpath and road users. Since the introduction of the Act, a road authority is protected from claims related to the roads and paths that it manages, provided that it can demonstrate that it has complied with the Act and its RMP.

9.5 The Act requires Council to review the appropriateness of its RMP at prescribed intervals including after each municipal election. On this occasion, Council must review its RMP prior to 30 June 2017.

9.6 The Act also allows Council to amend its RMP in accordance with *Road Management (General) Regulations 2016* giving Council the opportunity to update its RMP to reflect changing community expectations and available resources.

10. PROCESS FOR REVIEW

10.1 The Act requires that Council conduct its review in accordance with *Road Management (General) Regulations 2016* and associated *Codes of Practice*. In conducting the review, Council must consider whether the standards, priorities, inspection, maintenance, and repair of its roads set out in the RMP are appropriate (regulation 9(1)). Council must ensure that its RMP is "*not so unreasonable*" that no other similar road authority, acting reasonably, would arrive at such a plan (regulation 39(5)).

10.2 Having reviewed its RMP, Council must then produce a written report summarising findings and conclusions and make the report available for copying or inspection.

10.3 To assist with the review, officers have participated in a benchmarking project with several other councils including Banyule, Nillumbik, Whittlesea, Moonee Valley, and Boroondara. The focus of this process was to wherever practical align each council's RMP. In particular, the aim was to ensure comparable standards for road/footpath inspection frequencies, response times, and intervention levels.

10.4 In response to the review, Council may decide to retain the RMP unamended or commence the process to amend it.

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11. REVIEW FINDINGS

11.1 This section summarise the finding and conclusions of the review:

11.1.1 Footpath Inspection Frequency:

- (a) RMP V5 classifies the hierarchy for footpaths as either 'high use' or 'low use'. High use paths are those in and around shopping precincts, activity centres, sporting precincts, public transport nodes etc. They also include paths adjacent to schools, community facilities and other known attractions where pedestrian activity is likely to be high.
- (b) Council currently has a 2-year cycle for the inspection of high use footpaths and a 4-year cycle for low use paths. Following comparison with participating councils and advice provided by the MAV, the review found that Hume's inspections frequency was not in line with industry standards. This could make it difficult to defend potential litigation.
- (c) For the purpose for being consistent with comparable municipalities, the review recommends amending the RMP so that "High" use footpaths are inspected yearly and "Low" use footpaths every two years.

11.1.2 Road Inspection Frequency:

- (a) RMP V5 classifies Council roads as either 'Collector and Major Local Roads' or 'Local Access Roads'.
- (b) In the case of Collector and Major Roads, the benchmarking exercise found that Hume was inspecting these roads network up to 12 times more frequently than comparable councils. RMP V5 has a monthly inspection program. The review recommends that Council reduce this frequency to six monthly. Although this is still twice as often as several other councils, the relatively high traffic volumes and associated higher risks of many of the roads in Hume City warrant an inspection frequency at the higher end of the range.
- (c) In the case of Local Access Roads, RMP V5 has a 12 month frequency for inspections. It is recommended that this frequency remain unchanged.

11.1.3 Intervention Levels:

- (a) Intervention levels define the nature and extent of a defect to determine where Council will intervene to undertake repairs. For example, Council will intervene to address a step in a footpath when it is greater than 15mm.
- (b) The intervention level does not define the type of repair that will be done. For example, in the case of a step in a footpath, repair methods may include grinding the path to remove the step, placement of an asphalt wedge to bridge the step or in extreme cases, removal and replacement of footpath bays. However, in most cases it would not be possible to undertake removal and replacement within the required response time. This is something that may happen at a later date when warranted, provided that the path has been brought back within intervention level by another method such as ramping.
- (c) The review does not recommend any material changes to the intervention levels in the RMP.

11.1.4 Response Times:

- (a) Response time is the time in which an action will be undertaken. RMP V5 divides response times into the initial time to respond to a report of a possible defect and then response times to rectify a defect if found to be outside of intervention levels. Officers currently determine the actual

REPORT NO: SU224 (cont.)

response times using a relatively complex risk assessment process for each report.

- (b) To avoid uncertainty, other council RMPs generally provide specific response times for specific risks or defects.
- (c) The review recommends the RMP be amended to include specific response times, with risk taken into account by the severity of the defect and the hierarchy. This will provide greater transparency in determining response times.
- (d) For the Initial Response Times it is proposed use a simple table of potential risks and associated response times which essentially replicate current arrangements.
- (e) Maximum Response Time currently vary from between 4 hours and 8 weeks. After benchmarking with the review group, appropriate response times were identified for defects based on their type, severity and the hierarchy of the road or path ranging from 3 to 10 weeks. Like the Initial Response Times, it is proposed the use a simple table showing the types of defects and associated response times.
- (f) The proposed changes to Response Times are shown in the draft RMP V6, Appendix 1 - Inspection and Response Times in the Attachment.

11.1.5 General

- (a) The review has identified a number of opportunities to simplify the RMP and improve its readability. These recommended changes plus those identified above are shown in the draft RMP V6 in Attachment 1.

12. REVIEW CONCLUSIONS

12.1 A review of Council RMP has considered whether the standards, priorities, inspection, maintenance and repair of its roads are appropriate. The review recommends that Council amend its RMP including:

- (a) Changing frequency of inspection of “High” use footpaths to yearly and “Low” use footpaths every two years
- (b) Simplifying the method for determining Response Times
- (c) Reducing the frequency of inspection of Collector and Major roads to six monthly
- (d) Miscellaneous changes to the document to simplify and improve readability.

13. PROCESS FOR AMENDING THE ROAD MANAGEMENT PLAN

13.1 To amend the standards for inspection and repair in the RMP, regulation 10(1) requires Council to give notice of the proposed amendment. The notice must state:

- (a) The purpose of the proposed amendment.
- (b) All the roads and paths, as well as the classes of roads and paths to which the amendment applies
- (c) Where a copy of the proposed amendments and associated report (this report) maybe obtained or inspected. In this case it is proposed to make a copy of the draft amended RMP and a copy of this report available at Council’s Customer Service Centres at Broadmeadows, Sunbury and Craigieburn, as well as accessible on Council’s website at www.hume.vic.gov.au
- (d) That any person aggrieved by the proposed amendment may make a submission to Council within 28 days after the notice has been published in the Government Gazette

REPORT NO: SU224 (cont.)

13.2 Council must publish the notice in a daily newspaper generally circulating in Hume City and the Government Gazette. It may also give the notice to person it believes maybe affected by the amendment. To satisfy this requirement it is proposed to publish the notice in the Age Newspaper, the local Leader Newspapers and on Council's website.

14. CONCLUSION:

14.1 The RMP V5 has been reviewed and in response, recommended inspection frequencies and response times. The review recommends a number of changes to the RMP that are shown in Attachment 1 – draft Road Management Plan V6.

14.2 It is recommended that Council commence the process to amend the Road Management Plan.



HUME CITY COUNCIL
**ROAD MANAGEMENT
PLAN**
V6, (DRAFT 2017)



Hume City Council – Road Management Plan V6, 2017

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<p>Hume City Council 1079 Pascoe Vale Road Broadmeadows VIC 3047</p> <p>PO Box 119 Dallas VIC 3047</p> <p>Telephone: (03) 9205 2200 Fax: (03) 9309 0109 Email: contact.us@hume.vic.gov.au Website: www.hume.vic.gov.au</p>	<p>Document: Road Management Plan Version 6 2017</p> <hr/> <p>Synopsis:</p> <p>The document has been prepared in response to the requirements of the Road Management Act 2004 and sets out Council's approach to the management of Hume City Councils roads network.</p>
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DISTRIBUTION SCHEDULE

Version No.	Date	Distribution	Reference
Version 01	2 December 2004	Notice of Adoption in Government Gazette	HCC 05/502
Version 2.1	29 January 2007	Final Draft	HCC 05/502
Version 3.1	11 May 2009	Adopted by Council	HCC 05/502
Version 4	14 May 2012	Adopted by Council – Report no. PC72 – Ordinary Council Meeting	HCC 05/502
Version 5	9 December 2013	Adopted by Council– Ordinary Council Meeting Report No: AE93	HCC 05/502
Version 6 (Draft)	NA	Distributed for public comment	xxxxxxx

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HUME CITY COUNCIL – ROAD MANAGEMENT PLAN

1 EXECUTIVE SUMMARY

The Hume City Council *Road Management Plan* has evolved in response to the legislative requirements of the *Road Management Act 2004* ("the Act") and has been developed in accordance with Part 4 Division 5 of the Act. The Plan is a key component of the asset management framework established by the Hume City Council's *Asset Management Strategy 2015*.

As the responsible Road Authority, Hume City Council will inspect, maintain and carry out works under the *Road Management Plan* to ensure compliance with its community obligations and legal requirements under the Act.

The Act allows Council to:

- Define which public roads will be maintained, and;
- Set the standards to which public roads will be maintained

The standards relating to the maintenance of public roads incorporated in this Plan are considered to be the appropriate standard that the road authority must meet to satisfy its statutory duty.

Any queries or comments in relation to this *Road Management Plan* should be directed to:

Director Sustainable Infrastructure and Services
Broadmeadows Office
1079 Pascoe Vale Road
Broadmeadows VIC 3047

Phone: 9205 2200

Further information is available on Council's website:
www.hume.vic.gov.au

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2 BACKGROUND AND GENERAL PRINCIPLES

2.1 Legislation Applicable

The legislation applicable is the *Road Management Act 2004* and any associated legislation as defined in the Act.

2.2 Meaning of Terms

Terms used in this Plan have the same meaning as the specific definitions included in the Act.

For the purposes of this plan the following additional terms shall be defined as:

“the Act”	means the <i>Road Management Act 2004</i>
“Ancillary Area”	means an area designated as ancillary by Council and includes car parks and other like areas.
“the Council”	means the Hume City Council.
“Crossover”	vehicle crossing or access from back of kerb to property boundary including any section of footpath within the lateral limits of the crossing. (Note that the footpath that crosses the driveway is part of the crossover for the purposes of constructing the crossover. However, once it is constructed Council will inspect, maintain and repair this section of footpath in line with the adjoining footpaths either side of the crossover.)
“Day”	in terms of response times a day is a business day excluding weekends and declared public holidays and where rain does not fall for more than half the business day.
“Defect”	is a localised failure in an asset, for example potholes in a road surface or a joint displacement in a concrete pathway.
“Defect Intervention Level”	is the extent of a defect above at which Council will intervene as described in Appendix 1.
“Level of Service”	is the defined service quality for the road against which performance may be measured and relates to quality, quantity, reliability, responsiveness and cost.
“Nature strip”	has the same meaning as Roadside.
“Pathway”	includes a footpath, bicycle path, shared pathway or other area within the boundary of a road constructed or developed by Council, being the responsible road authority, for use by the members of the public other than a motor vehicle and included in the register of public roads as per S 19 of the <i>Road Management Act 2004</i> .
“Response time”	is the time to implement temporary measures or repair defects that exceed the relevant intervention level, identified by inspections undertaken by Council officers, or notified by the

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public. Response Time is measured from the time the defect is recorded by Council as exceeding the intervention level.

- “Roadside” means any land within the boundaries of a road which is not a roadway or a pathway and includes any crossover or pathway which connects from a roadway or pathway on a road to other land has been constructed.
- “State Road” is declared under the Act as per Section 3 - State Road Authority is the responsible road authority.

2.3 Role of Road Authority

The Act provides that Council as the road authority is to exercise its functions within an overall policy and budgetary context and must take into account the needs and expectations of the community and the resources available to meet them.

It is responsible for the development of the *Road Management Plan* and must ensure it manages the inspection, maintenance and repair of the road network within available funding levels to ensure that a safe and efficient road network is provided for use by members of the public.

2.4 General Functions

Under the Act Council has the following general functions:

- a) to provide and maintain, as part of a network of public roads, public roads for use by the community served by the road authority;
- b) to manage the use of public roads having regard to the principle that the primary purpose of a public road is to be used by members of the public and that other uses are to be managed in a manner which minimises any adverse effect on the safe and efficient operation of public roads;
- c) to manage traffic on public roads in a manner that enhances the safe and efficient operation of public roads;
- d) to coordinate the installation of infrastructure on public roads and the conduct of other works in such a way as to minimise, as far as is reasonably practicable, adverse impacts on the provision of utility services;
- e) to undertake works and activities which promote the functions referred to in paragraphs (a), (b) and (c) and to undertake activities which promote the function in paragraph (d).

2.5 Powers of Council as a road authority

Subject to the Act, a road authority has the power to do all things necessary or convenient to be done for or in connection with the performance of its functions under the Act.

Schedules 1 to 10 of the Act do not limit the functions or powers conferred on a road authority by or under the Act or any other Act.

If a road authority has specific powers under any other Act, then those powers –

- i) are to be construed as being in addition to those powers; and
- ii) are not to be construed as overriding any requirements, restrictions, limitations, or conditions to which the specific powers are subject.

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Under section 107 of the Act, Council does not have a statutory or common law duty to perform road management functions.

2.6 Duty of the road user

In relation to the duty of the road user a road user must act responsibly and reasonably in the carrying out of activities associated with the road use. This duty is set out in section 17A of the *Road Safety Act 1986*.

All road users and occupiers of the road reserve have obligations and responsibilities under Council's local laws as prescribed in the '*Hume City Council General Local Law No.1 – 2013*'.

2.7 Purpose of the Hume City Council Road Management Plan

The purpose of this road management plan is:

- a) to establish a management system for the road management functions of Council which is based on Council's policy and operational objectives and available resources; and
- b) to set the relevant standards in relation to the discharge of duties in the performance of those road management functions.

This Plan reflects the purpose and objectives of the Council as specified under Sections 6 and 7 of the Local Government Act, 1989.

2.8 Contents of the Hume City Council Road Management Plan

This Road Management Plan:

- a) sets relevant standards and policy decisions in relation to the discharge of duties in the performance of road management functions;
- b) includes details of the management system that Council proposes to implement in the discharge of its duty to inspect, maintain and repair public roads for which the Council is responsible;
- c) specifies the relevant policies and priorities adopted by Council;
- d) includes any matter that a relevant Code of Practice specifies should be included in a road management plan.

2.9 Availability of the Hume City Council Road Management Plan

Upon the making of a road management plan, the Council must cause notice of:

- a) the making of the road management plan; and
- b) the place where copies of the road management plan may be inspected or obtained.

This Plan and all incorporated documents are available at the following locations and may be viewed, free of charge, by the public during the hours of 8.00am to 5.00pm each working day:

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Location	Address	Contact
Broadmeadows Service Centre	1079 Pascoe Vale Road Broadmeadows	Phone: (03) 9205 2200 Monday to Friday 8am to 5pm
Craigieburn Global Learning Centre	75-95 Central Park Avenue, Craigieburn	
Sunbury Service Centre	36 Macedon Street Sunbury	

The Road Management Plan may also be viewed in PDF format on the Council website www.hume.vic.gov.au

2.10 Delegations

Council has delegated by Instrument of Delegation various provisions of the Act and Regulations to various Council officers for the purposes of efficient administration of this Plan.

The Chief Executive Officer is empowered under delegation to periodically change and update the Register of Public Roads. Reporting on the changes shall be in accordance with the powers of delegation.

3 ROADS AND ANCILLARY AREAS SUBJECT TO THE PLAN

3.1 Hume City Council Register of Public Roads

A register of public roads has been developed in accordance with the Act. The Register is a stand-alone document titled 'Hume City Council – Register of Public Roads'. The Register specifies all roads and road categories that Council will be responsible for maintaining and repairing. All roads constructed as part of a subdivision development will be deemed to have been included in the Register immediately after Council assumes formal responsibility from the developer unless excluded. The Register is updated on a regular basis.

Council is also responsible for the maintenance of certain assets on VicRoads' Register of Public Roads within its municipal boundaries. This includes footpaths and service roads as provided for under sections 4.3 and 4.7.

3.2 Items excluded from the Plan

Items and activities located in or adjacent the Road Reserve that Council is not responsible for and will not maintain include but are not limited to the following:

- a) Assets of government agencies, private individuals and companies including Service Authorities for water, power, gas and communications;
- b) State and Federal Road authority assets such as VicRoads, unless specifically designated in memorandums of understanding or similar agreements;
- c) Private Roads and Streets;
- d) Unconstructed Road Reserves;
- e) Nature strips and roadside areas;
- f) Laneways and walkways not controlled by Council;
- g) Car parking not controlled by Council;
- h) Assets on municipal boundaries where the adjoining municipality has assumed management and control;
- i) Overhanging trees from abutting properties. In these instances the adjoining property owner has the responsibility. Council will however, undertake scheduled

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inspections and may issue notices to landowners to ensure overhanging vegetation from their property does not present a hazard to road users;

- j) Roads, lanes and access ways that are not listed in the road register;
- k) Railway reserves and rail crossings;
- l) Trees and vegetation far as ensuring they do not impact on the safe use of the road network by road users i.e. overhanging the road or footpath envelope or present sight hazards in so far as signage and intersections)

3.3 Demarcation

3.3.1 Responsibility for non-Council assets

Where assets are identified as not the responsibility of Council, the responsible party shall comply with all codes and industry standards with regard to their maintenance. This will include approvals for work on the asset and the associated reinstatement by the responsible party for damage to the asset or adjoining assets.

Where roads and assets are the responsibility of others, they shall be maintained to industry standards and codes, unless specifically specified by Council.

3.3.2 Codes of Practice Regulations and Agreements

Demarcation will generally be defined within the relevant Codes of Practice for various assets and responsible authorities. Where agreements are entered into with another road authority and responsibility is transferred, the following will apply;

- VicRoads controlled roads, in accordance with their own *Road Management Plan*.
- Service authorities in accordance with industry codes or as required by Council special conditions.
- Rail Authority in accordance with Rail Safety Interface Agreements and industry standards, particularly in relation to road and pedestrian crossing maintenance at level crossings.

The following Codes, relevant at the date of adoption of this Plan, will be complied with by Council in so far as is required:

- *Code of Practice for Operational Responsibility for Public Roads* GG no s267, 11 August 2016
- *Code of Practice for Road Management Plans* GG nos201, 16 September 2004
- *Code of Practice for Managing Utility and Road Infrastructure in Road Reserves* GG nos268, 23 November 2015
- *Code of Practice for Worksite Safety – Traffic Management* GG nos276, 26 June 2015
- Road Management (Works and Infrastructure) Regulations 2015

Any 'Agreements' made between Council and any other party pursuant to any of the above Codes can be found in the Council's 'Corporate Register of Agreements'.

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3.3.3 Repair of damaged Council assets

Where a party other than Council has damaged a Council asset or road, that party shall be responsible for repairing the damage to ensure that it is safe and operates at the level it previously operated at or higher. This does not affect Council's service levels for inspection and repair as outlined in section 5 of this Plan. That is, where Council is otherwise unaware of damage caused by others, the standard intervention levels and response times will apply. However, Council would seek to retrieve the cost of repairs from the other party where possible.

In particular where secondary damage has been caused to Councils assets such as subsidence from water damage at a location other than the specific site of the asset works or repairs, the damage must be repaired by the responsible party.

4 ROAD CLASSIFICATION

4.1 Introduction

Roads within Council are classified in a hierarchical system ranging from roads with high traffic flow and volumes, to roads with a low traffic volume and local access function. The Road Classification as specified in the *Hume City Council Register of Public Roads* is the adopted classification and is detailed below:

4.2 Freeway

4.2.1 Definition

Freeways are the principal routes for the movement of goods and people.

4.2.2 Responsibility

VicRoads is responsible for the management and funding of freeways, including landscaped areas.

Council can advocate for road improvement works to VicRoads, the State and Federal Governments.

4.3 Arterial Road (VicRoads)

4.3.1 Definition

Arterial roads are the principal routes for the movement of goods and people. They are designed to take into consideration abutting land uses.

4.3.2 Responsibility of VicRoads Controlled Arterial Roads

VicRoads is responsible for the development and implementation of its own Road Management Plans for Freeways and Arterial Roads.

VicRoads is responsible for the management and funding of the VicRoads controlled arterial roads, except where control is given to Council through a memorandum of understanding. Council is responsible for service roads and footpaths on VicRoads controlled arterial roads as they are considered for use by local residents. Demarcation of responsibilities is defined through the '*Code of Practice – Operational Responsibility for Public Roads*'. This includes clarification of the extent of responsibility at the intersection of arterial roads and Council roads.

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4.4 Major (Council) Roads

- 4.4.1 Definition
Major roads provide a connection between residential roads and arterial roads. Their principal function is the safe movement of residential traffic to and from the arterial road system. Residential development may be located on Major roads providing vehicles are able to enter and exit the street in a forward motion.
- 4.4.2 Responsibility
Council is responsible for the management and funding of major roads.

4.5 Collector and Trunk-Collector Roads

- 4.5.1 Definition
Collector roads collect traffic from Access Streets and Access Places and distribute it to major or arterial roads. They provide access to abutting properties.
- 4.5.2 Responsibility
Council is responsible for the management and funding of collector roads.

4.6 Local Access Roads, Access Places and Access Lanes

- 4.6.1 Definition
Local access roads are those not having a significant through traffic function. Their primary function is to provide access to abutting property. Local roads may also be labelled as Access Places and Access Lanes as set out in Res Code and the Hume Planning Scheme.
- 4.6.2 Responsibility
Council is responsible for the management and funding of local access roads, access places and access lanes.

4.7 Pathways on roads

Pursuant to Section 19 of the Act, Council is the coordinating road authority for the roads as well as pathways and ancillary areas within the road reserves of those public roads, as specified in the 'Register of Public Roads'.

Council has applied a 'Municipal Pathway' classification for the pathways and ancillary areas associated with those public roads and ancillary areas where Council is the responsible road authority. These classifications specify each pathway or ancillary area by the amount of pedestrian use function, reflect the perceived risk associated with pedestrian usage of Pathway classification and are used to differentiate service levels and maintenance standards. These classifications are

Municipal pathway classification	Functional description
High	Pathways and ancillary areas associated with a major shopping area, leisure centre, schools and place of worship, community facility and Hospital, with very significant pedestrian traffic.
Low	Pathways and ancillary areas associated with industrial zones, shared footways with medium volumes of pedestrian traffic and pathways and ancillary areas located in residential areas

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4.8 Reclassification of roads

When the function of a road changes due to traffic volumes, development or other reason, Council will undertake a review of its classification. This review may be undertaken in conjunction with a review of the Plan in accordance with Section 10 of this Plan.

5 LEVELS OF SERVICE

Council has determined the standard to which it will construct, inspect, maintain and repair roadways, pathways, road infrastructure and road related infrastructure. These standards are detailed in Appendix 1 – Inspection Frequency, Response Times and Intervention levels.

5.1 Determining levels of service

The process for determining levels of service has included consultation with maintenance crews, key staff and the public. Levels of service were matched to reasonable standards and the available funding adopted through the budget process. Where shortfalls are identified, funding will be proposed in future budgets.

When assessing appropriate levels of service required for the various activities, the following was also taken into consideration:

- Road and Pathway hierarchy
- Road usage
- Level of risk
- Cost

5.2 Risk assessment and Response times

The standards of maintenance, as outlined in this Plan, have been determined on the basis of a risk assessment undertaken generally in accordance with the principles of the Australian Standard AS/NZ 4360. Low risk activities will be undertaken on a programmed basis as resources allow. eg. footpath replacement.

Response times detailed in the plan are determined in the relevant category detailed in Appendix 1. Firstly a response time from receipt of a report from the public is the period of time allowed from the initial report for Council to if following inspection a defect is determined to exceed intervention levels requiring work, maintenance or repair.

5.3 Inspection program

A key level of service is the regular inspection of the road and pathway network and associated road infrastructure for defects. This is essential for the safe and efficient operation of public roads. Hume City Council has developed a structured inspection program that incorporates a combination of general safety inspections, night inspections and periodic condition surveys.

The inspection program not only identifies defects that might exceed intervention levels, and facilitates timely repairs, it also feeds into and guides the development of maintenance and capital works programs.

The inspection program is in line with the frequencies outlined in Appendix 1.

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6 ROAD MANAGEMENT SYSTEM

Council uses a number of processes which can collectively be called the Road Management System to discharge its duty to inspect, maintain and repair public roads for which it is responsible. The system includes activities and standards detailed in the various documents listed in the 'Quality Management System', which must be read in conjunction with supporting Council documentation.

The system has been developed based on the following key elements:

6.1 The Road Management Plan Policy Framework

Council's Asset Management (AM) Framework is based on the STEP program and can be summarised as follows:



The framework also includes:

- The Council Budget process which determines annually the amount of available funds to carry out work through routine works in the operational budgets and specific works in the Capital Works program;
- The standards and guidelines developed and used by the individual service providers as specified in the individual AM Plans;
- The maintenance standards and guidelines developed and used for carrying out works on roads by the individual service providers as specified in the individual Service Level Agreements.
- Audit processes used to verify works and asset management improvements.

6.2 Asset Management Plans for road infrastructure

Hume City Council's Asset Management Strategy provides for the establishment of Asset Management Plans for all assets classes, including those associated with public road infrastructure. Every asset management plan is a lifecycle management plan that looks at the strategies and cost of owning, maintaining and renewing assets over the long term (20 years).

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The *Roads Asset Management Plan* is directly linked to the *Road Management* and should be read in conjunction with both documents. Key elements of particular note to the *Road Management Plan* are:

6.2.1 Service levels

The service standards adopted in this *Road Management Plan* are based on the Life Cycle Management Plans for each asset type as set out in the *Road Asset Management Plan*. These Life Cycle Management Plans are subject to regular review as part of the asset management plan continuous improvement process.

6.2.2 Condition assessments

The condition of each element of the road network is assessed at set intervals and the data is utilised to monitor asset performance and review both maintenance and renewal/refurbishment strategies.

The road network is globally rated at 4-5 year intervals. Amendments and updates to the ratings occur as capital projects are completed or where the condition status of a road component has altered (e.g. due to service authority intervention).

6.2.3 Renewal and refurbishment Plan

The *Road Asset Management Plan* sets out Council's long term renewal and refurbishment strategy and provides indicative 20 year financial projections. The Plan presents a framework for the consideration of levels of service, current condition data and remaining life to establish priorities and scheduling of future capital works.

6.2.4 Capital Works Program

In determining the Capital Works Program for each coming year Council must consider renewal and refurbishment requirements and priorities across all asset classes together with new projects and service initiatives.

Council has established criteria for the evaluation and prioritisation of capital works projects that clearly recognise the importance of infrastructure renewals and refurbishment. However it is recognised that there may be competing priorities and as a result available funding for road projects may vary from year to year.

The proposed budget is advertised and feedback is sought from the community prior to final adoption.

6.3 Management system to inspect, repair and maintain

The management system by which the components referred to in the Road Management Plan will be undertaken are detailed in Appendix 1– Inspection Frequency, Response Times and Intervention Levels.

The key components are as follows:

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6.3.1 Customer request system (reactive component)

Council operates a customer request system (MERIT) and an Asset Management System that logs and tracks all customer requests. The systems require a Council employee or customer service officer to log details of issues or requests and to refer them to the appropriate officer for actioning. Records of all maintenance work, inspections and other actions performed on public roads are maintained in MERIT and the Asset Management System (AMS).

6.3.2 Works program (proactive component)

The works program will provide a proactive approach to maintenance or other works required by assessing the existing condition to determine if it is below, meeting or above the required standard as specified.

Officers will conduct regular inspections of the road assets on a programmed and regular basis. Works are assessed and a decision is made to either:

- a) accept the standard complies with the service levels and no action is required or;
- b) agree that the standard does not comply with the service levels and place the works on a program for repair within the specified timeframe. Works will be carried out within the timelines specified in the Road Management Plan.
- c) Only emergency works shall be carried out as soon as practically able.

6.3.3 Works program development

The works program will be developed from the Reactive and Proactive Works Orders to be to be carried out within the time specified in (Appendix 1).

The service area responsible will be required to develop the program and ensure that the works are carried out.

6.3.4 Force Majeure Clause

Council will make every endeavour to meet all aspects of its *Road Management Plan* (RMP).

However, in the event of natural disasters and other events including, but not limited to, fires, floods, droughts and the like, together with human factors, such as a lack of Council staff or suitably qualified Contractors, because of Section 83 of the *Victorian Wrongs Act 1958*, as amended, Council reserves the right to suspend compliance with its *Road Management Plan*.

In the event that the CEO of Council has to pursuant to Section 83 of the above Act, consider the limited financial resources of Council's Plan cannot not be met, they will write to Council's Officer in charge of its *Road Management Plan* and inform them that some, or all, of the timeframes and response times are to be suspended.

Once the events beyond the control of Council have abated, or if the events have partly abated, Council's CEO will write to Council's Officer responsible for

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Council's Plan and inform them which parts of Council's Plan are to be reactivated and when etc.

6.3.5 Management arrangements

The Chief Executive Officer shall have responsibility for assigning the roles and responsibilities of the appropriate Council officers for the purposes of implementing the requirements of the *Road Management Act* and this Road Management Plan. Duties to be undertaken by Council staff shall include but are not limited to those set out in Schedule 7 of the Act.

6.4 Community Consultation

The development of the *Road Management Plan* and its accompanying service standards has taken into account community comment regarding the maintenance and condition of Council's road network. This has been achieved through the "Annual Constituent Survey" and face to face consultation through focus groups. The focus groups ask residents to provide feedback on existing service levels delivered by Council for roads and footpaths and whether these service levels should be altered to meet their expectations. This feedback is presented to Council for Council's consideration.

The Road Management Plan and any future amendments will be presented to the community for comment prior to adoption.

The Hume City Council Annual Report provides formal reporting on the *Road Management Plan* achievements.

6.5 Key Stakeholders

The key stakeholders are individuals, companies, service authorities, government authorities and community groups who have a vested interest in the proper management of roads. These can be summarised as follows:

- Council
- Community
- Road users
- Service and utility authorities who have assets located within the road reserve
- Rail authority
- VicRoads

Detailed stakeholder/community consultation will be carried out every 4 years in conjunction with the Formal Review to assist Council understand the current needs for the road network as perceived by the community and key stakeholders.

6.6 Customer Service Arrangements

Council is committed to providing excellent customer service.

Members of the community can contact the Customer Service Centre directly or via telephone and Internet regarding issues that relate to the road network. The Customer Service Centre staff are provided with relevant training and support and have clear checklists and procedures relating to road network issues.

The starting point for tracking any inspection initiated at the request of a customer is defined as the time that a Customer Service officer recorded the request in the Merit Customer Request System.

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Feedback on progress or outcome of any request is available to the initiator via the Council Customer Service Centre.

7 REVIEW OF ROAD MANAGEMENT PLAN

The *Hume City Council Road Management Plan* is a living document and forms part of Council's *Asset Management Framework*.

- asset performance following delivery of maintenance program;
- the level of achievement of asset management strategies against the expected
- benefits to road users, stakeholders and the community; and
- the consideration of any external factors, including customer expectations, that are likely to influence the contents of this Plan.

If the adopted level of service, i.e. defect intervention level and/or rectification response time, is not achievable, the level of maintenance effort may need to be varied. The level of service, the anticipated quantity of works and Council's budget and resources would have to be reviewed and a new *Road Management Plan* proposed.

This revised Plan would be subject to the consultation and approval processes as detailed in Sections 54 & 55 of the Act and Division 2 of the Road Management (General) Regulations 2016.

A Formal review, in accordance with sections 303 & 304 of the *Road Management (General) Regulations 2016*, will be conducted every four years in line with Council elections.

8 SUPPORTING DOCUMENTS

The following un-incorporated documents, whilst complimenting the Plan do not form part of this Plan. All un-incorporated documents may change from time to time to reflect changes in Council policy, legislative changes, and operational changes or as a result of audit findings. Supporting documents may not always be available for inspection.

8.1 Technical References

- Risk Management Standard, AS/NZS ISO 31000:2009
- Compliance Program Standard, AS 3806: 2015
- International Infrastructure Management Manual (IIMM) 2011, IPWEA.

8.2 Council Documents

Reference documents utilised by Council for the construction, inspection, maintenance and repair of public roads are defined as follows:

- *Road Management Act 2004*
- *Road Management Act 2004 – Section 118, Instrument of Delegation.*
- *Rescode*
- *Hume City Council – Infrastructure Standards Manual*
- *Hume City Council – Customer Service Charter*
- *Hume City Council – Asset Management Policy 2015*
- *Hume City Council – Asset Management Strategy 2015*
- *Hume City Council – Asset Management Plans*

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- *Hume City Council – Annual Budget*
- *Code of Practice – Operational Responsibility for Declared Freeways and Arterial Roads*
- *Instrument of Delegation to Members of Council Staff – Road Management Act 2004 and Regulations*

9 APPENDICES

APPENDIX 1 – Inspection Frequency, Response Times and Intervention Levels

APPENDIX 2 – Intervention Levels and Response Times

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Appendix 1 – Inspection Frequency

Program for Defect Inspections	
All inspections will occur within the specified inspection frequency	
Major Roads, Trunk Collector and Collector Roads	Inspection Frequency (within the period of)
Roadway, kerb & channel, road shoulders, roundabouts, medians, traffic islands, open drains	6 Months
Car Parks	6 Months
Signs, Guide Posts, Bollards, Pavement Marking, Electrical Hardware (e.g. Pedestrian Crossings)	6 Months
signals (Council controlled)]	6 Months
Street Furniture , Guard Rails, Fencing	6 Months
Drainage (located within roads) pits lids and surrounds	6 Months
Vegetation clearance i.e. line of sight and Vehicle envelope	6 Months
Culverts, Storm Water Pits and Drainage structures	6 Months
Night inspections	12 Months
Access Streets and Access Places "Low"	
Roadway, kerb & channel, road shoulders, roundabouts, medians, traffic islands, open drains	12 Months
Car Parks	12 Months
Signs, Guide Posts, Bollards, Pavement Marking	12 Months
Guard Rails, Fencing	12 Months
Drainage (located within roads) – culverts, pits, drains, structures.	12 Months
Vegetation clearance i.e. line of sight and Vehicle envelope	12 Months
Car Parks	12 Months
Culverts Pits Drains and Drainage Structures	12 Months
Unsealed Roads	
Roadway and runoff drains	6 Months
Signs (line markings at sealed intersection)and Street Furniture	6 Months
Fire Access Roads	12 Months
Footpaths	
Footpaths - "High use" Classification	12 Months
Footpaths - "Low use" Classification	24 Months

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Appendix 2 – Intervention Levels and Response Times

Hierarchy	Asset Type	Defect Type	Intervention Level	Response time to inspect following report by public and determine if remedial action is required	Maximum to time bring identified defects back within intervention level or to be rectified These periods are from the time a defect has been inspected and determined to require further action.
Major Roads, Trunk Collector & Collector Roads	Drainage	Culvert and Pit Repair	Damaged or missing drainage pit lids surrounds grates in pedestrian areas with a height variance of >15mm or traffic lanes with a height variance > 50mm	3 Days	3 Days
Major Roads, Trunk Collector & Collector Roads	Road Furniture	Sign Repair	Any sign or support issue making them substantially ineffective.	3 Days	3 Weeks
Major Roads, Trunk Collector & Collector Roads	Road Furniture	Guard Fence and Wire Rope Safety Barrier	Missing or damaged making them substantially ineffective	3 Days	10 Weeks
Major Roads, Trunk Collector & Collector Roads	Road Furniture	Guidepost Delineators	Guideposts missing at a critical location	3 Days	3 Weeks
Major Roads, Trunk Collector & Collector Roads	Road Furniture	Regulatory Replacement Sign	Safety signs missing	3 Days	3 Weeks

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Major Trunk & Collector Roads	Road Furniture	Fencing i.e. (Pedestrian Crossings)	Missing	3 Days	3 Weeks
Major Trunk & Collector Roads	Road Furniture	Sign Replacement	Traffic/Directional Signs which are defective	3 days	3 Weeks
Major Trunk & Collector Roads	Road Furniture	Pavement Markings	Pavement Markings missing illegible at a critical location	3 Days	3 Weeks
Major Trunk & Collector Roads	Sealed Surface	Pothole Patching	Potholes in traffic lane of a sealed pavement greater than 300mm in diameter and greater than 100mm deep	3 Days	3 Weeks
Major Trunk & Collector Roads	Sealed Surface	Regulation	Deformations greater than 100mm under a 3m straight edge	3 Days	3 Weeks
Major Trunk & Collector Roads	Sealed Surface	Edge Repair	All edge breaks > 400mm wide x 100mm deep	3 Days	5 Weeks
Major Trunk & Collector Roads	Shoulder	Unsealed Shoulder	Edge drops onto unsealed shoulder greater than 100mm	3 Days	5 Weeks
Major Trunk & Collector Roads	Structures	Bridge Maintenance	Damage affecting structural performance	3 Days	5 Weeks

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Major Roads, Trunk Collector & Collector Roads	Unsealed Road	Unsealed Potholing	Road	In traffic lane of an unsealed pavement greater than 500mm diameter and 100mm deep for >30% of the road	3 Days	5 Weeks
Major Roads, Trunk Collector & Collector Roads	Vegetation	Tree and Maintenance	Shrub	Vegetation intruding within and envelope over roadways from the back of shoulder and/or kerb and a min of 4.5m ht clearance over pavement and the trafficable portion of shoulders.	3 Days	5 Weeks
Major Roads, Trunk Collector & Collector Roads	Vegetation	Tree and Maintenance	Shrub	Vegetation over pedestrian/ bicycle paths intruding into a clearance envelope between the edges of path and a min of 2.5m ht clearance over path.	3 Days	5 weeks
Access Streets & Places	Drainage	Culvert and Pit Repair		Damaged or missing drainage pit lids surrounds grates in pedestrian areas with a height variance of >15mm or traffic lanes with a height variance > 50mm	3 Days	3 Days
Access Streets & Places	Road Furniture	Sign Repair		Any sign or support issue making them substantially ineffective.	5 Days	5 weeks
Access Streets & Places	Road Furniture	Guard Fence and Wire Rope Safety Barrier		Missing or damaged making them substantially ineffective	5 Days	10 Weeks
Access Streets & Places	Road Furniture	Guidepost and Delineators		Guideposts missing at a critical location	5 Days	5Weeks

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Access Streets & Places	Road Furniture	Regulatory Replacement	Sign	Safety signs missing	5 Days	3 Weeks
Access Streets & Places	Road Furniture	Fencing i.e. (Pedestrian Crossings)	Sign	Missing	5 Days	5 Weeks
Access Streets & Places	Road Furniture	Sign Replacement	Sign	Traffic/Directional Signs which are defective	5 Days	5 Weeks
Access Streets & Places	Road Furniture	Pavement Markings	Sign	Pavement Markings missing illegible at a critical location	5 Days	5 Weeks
Access Streets & Places	Sealed Surface	Pothole Patching	Sign	Potholes in traffic lane of a sealed pavement greater than 300mm in diameter and greater than 100mm deep	5 Days	5 Weeks
Access Streets & Places	Sealed Surface	Regulation	Sign	Deformations greater than 100mm under a 3m straight edge	5 Days	10 Weeks
Access Streets & Places	Sealed Surface	Edge Repair	Sign	All edge breaks > 400mm wide x 100mm deep	5 Days	10 Weeks
Access Streets & Places	Shoulder	Unsealed Shoulder	Sign	Edge drops onto unsealed shoulder greater than 100mm	5 Days	10 Weeks
Access Streets & Places	Structures	Bridge Maintenance	Sign	Damage affecting structural performance	5 Days	10 Weeks
Access Streets & Places	Unsealed Road	Unsealed Potholing	Road	In traffic lane of an unsealed pavement greater than 500mm diameter and 100mm deep for >30% of the road	5 Days	10 Weeks

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Access Streets & Places	Vegetation	Tree and Maintenance	Shrub	Vegetation intruding within and envelope over roadways from the back of shoulder and /or kerb and a min of 4.5m ht clearance over pavement and the trafficable portion of shoulders.	5 days	6 weeks
Access Streets & Places	Vegetation	Tree and Maintenance	Shrub	Vegetation over pedestrian/ bicycle paths intruding into a clearance envelope between the edges of path and a min of 2.5m ht clearance over path.	5 days	6 weeks
FOOTPATHS						
Footpath High Use	Footpaths	Footpaths Classification	High	Steps >15 mm in height	5 days	6 weeks
Footpath High Use	Footpath	Footpaths Classification	High	Cracks >15mm	5 Days	6 weeks
Footpath High Use	Footpath	FootpathsHigh Classification		Undulations/ heave/ subsidence asphalt or paved footpaths with 60 mm height variation over a 1.2mtr straight edge	5 Days	6 Weeks
Footpath Low Use	Footpath	Footpaths Classification	Low	Steps >15 mm in height	5 days	8 weeks
Footpath Low Use	Footpath	Footpaths Classification	Low	cracks >15 mm in height	5 Days	8 weeks
Footpath Low Use	Footpath	Footpaths Classification	Low	Undulations/ heave/ subsidence asphalt or paved footpaths with 60 mm height variation over a 1.2mtr straight edge	5 Days	8 weeks

REPORT NO:	SU225
REPORT TITLE:	Broadmeadows West Local Area Traffic Management Study
SOURCE:	Joseph Ianni, Traffic Engineer
DIVISION:	Sustainable Infrastructure and Services
FILE NO:	HCC17/131
POLICY:	-
STRATEGIC OBJECTIVE:	4.3 Create a connected community through efficient and effective walking, cycling, public transport and car networks.
ATTACHMENTS:	<ol style="list-style-type: none">1. <i>Locality Plan</i>2. <i>Traffic Speeds and Volumes</i>3. <i>Casualty Crashes (Number and Location)</i>4. <i>Final Traffic Management Plan</i>5. <i>Final Traffic Management Plan Details</i>

1. SUMMARY OF REPORT:

The purpose of this report is to seek Council approval for the Local Area Traffic Management Study for the area of Broadmeadows West, bounded by Barry Road, Pascoe Vale Road, Johnstone Street and Moonee Ponds Creek.

2. RECOMMENDATION:

That Council:

2.1 adopt the Broadmeadows West Local Area Traffic Management (LATM) Study and Final Traffic Management Plan as shown in Attachment 4 and Attachment 5.

2.2 include the works listed in Table 1 at a total cost of \$293,000 to Council budgets as detailed below:

2.2.1 \$195,000 to Council's 2017/18 Draft Capital Works Budget – LATM Works.

2.2.2 \$28,000 to Council's 2017/18 Draft Responsive Road Safety Works – Operating Budget.

2.2.3 \$70,000 to Council's Future Capital Works Program.

2.3 inform the residents in the study area of the adopted Broadmeadows West LATM Final Traffic Management Plan as shown in Attachment 4 and Attachment 5.

3. LEGISLATIVE POWERS:

Council has the power under the *Local Government Act 1989; Road Safety (Traffic Management) Regulations 2009; Road Safety Road Rules 2009 and the Road Safety Act 1986* to install and modify traffic control devices on local roads where authority has been delegated to Council.

4. FINANCIAL IMPLICATIONS:

4.1 The total estimated cost to install the traffic management devices recommended in Table 1, is \$293,000.

4.2 There is \$370,000 in the 2017/18 Draft Capital Works budget for works related to the two annually approved LATM studies, with \$195,000 of this allocated to the Broadmeadows West LATM. Refer to Table 1 for projects to be funded in 2017/18.

4.3 Minor line marking and signage works will be referred to Council's 2017/18 Responsive Road Safety Works in the Draft Operating Budget at a cost of \$28,000.

REPORT NO: SU225 (cont.)

4.4 The remaining projects at an estimated cost of \$70,000 will be referred for consideration to Council's Future Capital Works Program.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

There are no direct environmental implications as a result of this report.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

There are no direct climate change implications as a result of this report.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The Broadmeadows West Local Area Traffic Management (LATM) study aims to improve the safety and residential amenity of the Broadmeadows West area. This enhances the protected rights under the Victorian Charter of Human Rights, of individuals who use this area, including the right to freedom of movement and right to life.

8. COMMUNITY CONSULTATION:

8.1 A questionnaire seeking comments on a proposed Traffic Management Plan for the Broadmeadows West LATM study was distributed to residents, schools, businesses and community facilities in February 2017.

8.2 Approximately 1,323 questionnaires were distributed with 58 responses received, representing approximately a 4% return rate.

8.3 Resident responses to the proposed traffic management treatments are summarised in Table 2 attached to this report.

8.4 Residents were asked if they experienced any other traffic or parking issues within the LATM area with 62% and 47% respectively indicating they had concerns. Table 3 summarises the main traffic issues, parking issues and responses.

8.5 A public meeting was held on Thursday, 2 March 2017 at the Hume Global Learning Centre Broadmeadows during the LATM consultation period, which was attended by 5 residents and 2 Councillors. Table 4 provides a list of concerns raised by residents at the meeting and responses.

9. DISCUSSION:

9.1 BACKGROUND

9.1.1 A Local Area Traffic Management (LATM) study aims to improve safety and residential amenity in local streets on an area wide approach. It is a proactive way to identify and treat traffic and parking issues in a particular area.

9.1.2 As part of the Hume City Council Plan 2013 - 2017 an identified action for 2016/17 was to undertake a LATM study for the area of Broadmeadows West, bounded by Barry Road, Pascoe Vale Road, Johnstone Street and Moonee Ponds Creek. Refer to the locality plan in Attachment 1.

9.2 Existing Conditions

9.2.1 The Broadmeadows West area is an established area. It is comprised of a mixture of residential and commercial properties and facilities. There are a number of facilities in the area including the Broadmeadows Shopping Centre, Hume City Council, Hume Global Learning Centre Broadmeadows, Broadmeadows Town Hall, Broadmeadows Leisure Centre, Broadmeadows Basketball Stadium, Centrelink, Medicare, VicRoads, Kangan Batman TAFE, Dianella Community Health, Broadmeadows Police Station, Broadmeadows Magistrates Court, Broadmeadows Special Developmental School, Hume Central Secondary College, Broadmeadows Valley Primary School, Sirius College Meadow Fair Campus, Banksia Community Centre, Broadmeadows Valley Park, Broadmeadows Town Park, Youth Central, Early Childhood Intervention and the Department of Housing.

REPORT NO: SU225 (cont.)

- 9.2.2 The Broadmeadows West area includes the Broadmeadows activity centre in the southeast region where various businesses and facilities are located.

9.3 Analysis

- 9.3.1 Automatic traffic counters were placed on a number of streets within the study area to obtain the traffic speed and volume data. Crash statistics for the area were obtained from the VicRoads Road Crash Information System database. In addition, site investigations were undertaken and past requests were reviewed. This information was used to identify potential traffic and parking issues within the study area and subsequently derive a proposed Traffic Management Plan.
- 9.3.2 The traffic speeds and volumes for the area are shown in Attachment 2 and tabulated in Table 5.
- 9.3.3 The location and number of reported casualty crashes for the area are shown in Attachment 3.

9.4 Proposed LATM Treatments

- 9.4.1 A questionnaire with a copy of the Proposed Traffic Management Plan was sent to all residents in the area. Based on resident feedback and further investigations, a Draft Final Traffic Management Plan was developed. No significant changes were made to the original Proposed Traffic Management Plan. The following treatments proposed as part of the Draft Final Traffic Management Plan are detailed in Attachment 4 and Attachment 5. These treatments are considered appropriate to address residents' concerns.
- 9.4.2 Installation of flat top road humps on Ripplebrook Drive between Rosebud Crescent and Dimboola Road.
- (a) Ripplebrook Drive is classified as a Council access street, it has a default speed limit of 50km/h.
 - (b) Ripplebrook Drive has existing flat top road humps between Johnstone Street and Rosebud Crescent and between Dimboola Road and Hamilton Street.
 - (c) Flat top roads humps were not installed previously on Ripplebrook Drive between Rosebud Crescent and Dimboola Road due to an existing bus route on this section of road. The bus route has now changed and does not include Ripplebrook Drive.
 - (d) Council's guidelines for the consideration of traffic calming devices on Ripplebrook Drive, is that the daily traffic volume must be greater than 1,000 vehicles and the 85th percentile speed must exceed the speed limit by 10km/h.
 - (e) Two traffic surveys were undertaken on this section of Ripplebrook Drive in March 2014 and May 2014. The traffic surveys indicated an average daily volume of 1,236 and 1,143 vehicles and 85th percentile speeds of 61.6km/h and 62.3km/h respectively.
 - (f) Ripplebrook Drive meets Council's guidelines for the installation of traffic calming devices. Additionally the installation of flat top road humps is consistent with existing traffic treatments on the other sections of Ripplebrook Drive.
- 9.4.3 Speed limit reduction from 50km/h to 40km/h between 7am and 7pm on Pearcedale Parade between Riggall Street and Dimboola Road.

REPORT NO: SU225 (cont.)

- (a) This section of Pearcedale Parade is classified as a Council trunk collector road and is approximately 950 metres long. It has an existing posted speed limit of 50km/h.
- (b) This section of Pearcedale Parade has a high volume of pedestrian activity due to local shops and facilities in the surrounding area. It is also located within the Broadmeadows activity centre.
- (c) A number of traffic surveys were undertaken on this section of Pearcedale Parade as shown in the table below.

Location	Survey Date	Daily Volume Veh/Day	85th Percentile Speed km/h
Pearcedale Pde Between Tanderrum Way & Coleraine St	Nov-16	18,318	53.5
Pearcedale Pde Between Dimboola Rd & Tanderrum Way	May-16	18,358	50.6
Pearcedale Pde Between Dimboola Rd & Tanderrum Way	Mar-15	18,615	52.6
Pearcedale Pde Between Coleraine & Riggall Street	Jul-14	12,114	56.2

- (d) A review of VicRoads' Road Crash Information System indicates that there have been 34 recorded casualty crashes on this section of Pearcedale Parade between 1 July 2011 and 30 June 2016. Of the 34 crashes:
 - (i) 25 occurred at intersections.
 - (ii) 30 occurred between 7am and 7pm representing 88% of the total recorded casualty crashes on this section of Pearcedale Parade.
 - (iii) 8 involved pedestrians with all 8 pedestrian related crashes occurring between 7am and 7pm. This represents 100% of all pedestrian related crashes on this section of Pearcedale Parade.
- (e) VicRoads guidelines specify that a time based 40km/h speed limit reduction can be implemented on roads with high pedestrian volumes in activity centres.
- (f) A speed limit reduction between 7am and 7pm will target 88% of all crashes and 100% of all pedestrian related crashes occurring on this section of Pearcedale Parade. It will provide a safer road environment for motorists and pedestrians and is consistent with VicRoads guidelines.
- (g) The speed limit reduction on Pearcedale Parade is subject to VicRoads and Victoria Police approvals.

9.4.4 Speed limit reduction from 50km/h to 40km/h on Coleraine Street between Pascoe Vale Road and Pearcedale Parade.

REPORT NO: SU225 (cont.)

- (a) This section of Coleraine Street is classified as a Council trunk collector road and is approximately 250 metres long. It has an existing default speed limit of 50km/h.
- (b) This section of Coleraine Street has a high volume of pedestrian activity due to local shops and facilities in the surrounding area. It is also located within the Broadmeadows activity centre.
- (c) A traffic survey was undertaken on this section of Coleraine Street in November 2016. The traffic survey indicated an average daily volume of 9,932 vehicles and an 85th percentile speed of 39.6km/h.
- (d) A review of VicRoads' Road Crash Information System indicates that there have been 11 recorded casualty crashes on this section of Coleraine Street between 1 July 2011 and 30 June 2016. Of the 11 crashes 9 occurred at intersections and two involved pedestrians.
- (e) VicRoads guidelines specify that a 40km/h speed limit reduction can be implemented on roads with high pedestrian volumes in activity centres.
- (f) The recorded 85th percentile speed on this section of Coleraine Street was 39.6km/h, although the speed limit is 50km/h. This indicates that a speed limit reduction to 40km/h on this section of Coleraine Street is appropriate.
- (g) The speed limit reduction on Coleraine Street is subject to VicRoads and Victoria Police approvals.

9.4.5 Speed limit reduction from 70km/h to 60km/h on Johnstone Street between Pearcedale Parade and Ripplebrook Drive.

- (a) This section of Johnstone Street is classified as an arterial road and is approximately 900 metres long. VicRoads is the responsible authority for this section of Johnstone Street.
- (b) The existing speed limit on this section of Johnstone Street is 70km/h with 40km/h during school times between 400 metres west of Pearcedale Parade and Sorrento Street.
- (c) This section of Johnstone Street is predominantly fronted by residential properties on both sides with direct property access. It also has a number of fronting facilities such as Broadmeadows Valley Primary School, Hume Central Secondary College years 7 to 9, Broadmeadows Special Developmental School, Broadmeadows Health Service and Johnstone Street Reserve.
- (d) A traffic survey was undertaken on this section of Johnstone Street in May 2016. The traffic survey indicated an average daily volume of 23,326 vehicles and 85th percentile speed of 72.9km/h.
- (e) A review of VicRoads Road Crash Information System indicates that there have been 16 recorded casualty crashes on this section of Johnstone Street between 1 July 2011 and 30 June 2016. Of the 16 crashes 14 occurred at intersections.
- (f) VicRoads guidelines specify that a 60km/h speed limit is the desirable speed limit on a divided arterial road if there is significant direct property access.
- (g) Reducing the speed limit from 70km/h to 60km/h on this section of Johnstone Street is in line with VicRoads guidelines. It is also consistent with speed limits on Camp Road to the east where fronting residential properties on both sides of the road and direct vehicle access are predominant.

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- (h) The speed limit reduction on Johnstone Street is subject to VicRoads and Victoria Police approvals.
- 9.4.6 Install pedestrian safety fence in the centre median on Pearcedale Parade between Dimboola Road and Tanderrum Way.
 - (a) This section of Pearcedale Parade is classified as a Council trunk collector road.
 - (b) A crash involving a pedestrian occurred when a pedestrian attempted to cross Pearcedale Parade between Tanderrum Way and Dimboola Road and was struck by a northbound vehicle.
 - (c) Pearcedale Parade to the north between Tanderrum Way and Coleraine Street has existing pedestrian safety fencing.
 - (d) The installation of pedestrian safety fencing on this section of Pearcedale Parade will direct pedestrians to cross at existing intersections with pedestrian crossing facilities, and is consistent with other sections of Pearcedale Parade to the north.
- 9.4.7 Bicycle lane connection with off road bicycle path on Riggall Street between Pearcedale Parade and Nathalia Street.
 - (a) Riggall Street is classified as a Council collector road.
 - (b) Riggall Street has existing bicycle lanes between Pearcedale Parade and Dallas Drive, Dallas.
 - (c) There are existing bicycle lanes on Nathalia Street between Riggall Street and Girgarre Street.
 - (d) There is no existing bicycle lane connection on Riggall Street between Pearcedale Parade and Nathalia Street.
 - (e) An off-road bicycle lane connection on Riggall Street between Pearcedale Parade and Nathalia Street will provide cyclists with a safe route through Riggall Street and Nathalia Street and will improve the cycling network.
- 9.4.8 Intersection upgrades at a number of intersections along Johnstone Street including; Lorraine Crescent (east), Sorrento Street, Hendricks Crescent and Ripplebrook Drive.
 - (a) Johnstone Street is classified as an arterial road. VicRoads is the responsible road authority for Johnstone Street including its intersections with Lorraine Crescent (east), Sorrento Street, Hendricks Crescent and Ripplebrook Drive.
 - (b) Lorraine Crescent, Sorrento Street, Hendricks Crescent and Ripplebrook Drive are classified as Council access streets.
 - (c) A review of VicRoads Road Crash Information System for the period of 1 July 2011 and 30 June 2016 indicates that there have been:
 - (i) Three recorded casualty crashes at the intersection of Johnstone Street and Lorraine Crescent (east). One was a rear end crash between two westbound vehicles on Johnstone Street on approach to the intersection. The remaining two crashes occurred when vehicles exiting Lorraine Crescent (east) failed to give way to a westbound vehicle on Johnstone Street.
 - (ii) One recorded casualty crash at the intersection of Johnstone Street and Hendricks Crescent. The crash occurred when a westbound vehicle on Johnstone Street struck the rear of a westbound vehicle at the intersection of Johnstone Street and Hendricks Crescent.

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- (iii) Two recorded casualty crashes at the intersection of Johnstone Street and Sorrento Street. One was a rear end crash between two westbound vehicles on Johnstone Street on approach to the intersection. The remaining two crashes occurred when vehicles exiting Sorrento Street failed to give way to an eastbound vehicle on Johnstone Street.
- (iv) Two recorded casualty crashes at the intersection of Johnstone Street and Ripplebrook Drive. Both crashes occurred when vehicles exiting Ripplebrook Drive onto Johnstone Street failed to give way to an eastbound vehicle on Johnstone Street.
- (d) The intersection upgrades will include the installation of a traffic splitter island and left turn deceleration lane from Johnstone Street into Lorraine Crescent (east), Sorrento Street, Hendricks Crescent and Ripplebrook Drive.
- (e) Upgrading the intersections will improve sight distance and safety for motorists at the intersections.
- (f) The intersection upgrades are subject to VicRoads approval as one of the intersecting roads (Johnstone Street) is VicRoads'.

9.4.9 Improve Pascoe Vale Road westbound exit lane at Johnstone Street.

- (a) Johnstone Street and Pascoe Vale Road are classified as arterial roads. VicRoads is the responsible authority for Pascoe Vale Road and Johnstone Street including the Pascoe Vale Road exit lane at Johnstone Street.
- (b) A review of VicRoads Road Crash Information System indicates that there have been four recorded casualty crashes at the Pascoe Vale Road exit ramp at Johnstone Street between 1 July 2011 and 30 June 2016.
- (c) All four crashes occurred when vehicles heading west on the Pascoe Vale Road exit lane towards Johnstone Street, struck the rear of stationary vehicles on Pascoe Vale Road exit lane at Johnstone Street.
- (d) The existing sharp entry angle of the Pascoe Vale Road exit lane at Johnstone Street does not meet current VicRoads design guidelines.
- (e) Improving the entry angle of the Pascoe Vale Road exit lane at Johnstone Street will reduce the likelihood of rear end crashes at the intersection.
- (f) VicRoads is the responsible authority for both of the intersecting roads, hence Council will seek funding from VicRoads to improve the entry angle of the Pascoe Vale Road exit lane at Johnstone Street.

9.4.10 Improve Avoca Street exit onto Pascoe Vale Road.

- (a) Pascoe Vale Road is classified as an arterial road. VicRoads is the responsible road authority for Pascoe Vale Road and its intersection with Avoca Street.
- (b) Avoca Street is classified as a Council access street.
- (c) A review of VicRoads' Road Crash Information System indicates that there has been one recorded casualty crash the intersection of Pascoe Vale Road and Avoca Street between 1 July 2011 and 30 June 2016.
- (d) The crash occurred when a vehicle heading north on Avoca Street struck the rear of a stationary vehicle at the intersection of Pascoe Vale Road and Avoca Street.

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- (e) The existing sharp entry angle of the Avoca Street exit onto Pascoe Vale Road does not meet current VicRoads design guidelines.
- (f) Improving the entry angle of the intersection of Pascoe Vale Road and Avoca Street will reduce the likelihood of rear end crashes at the intersection.
- (g) The intersection upgrade is subject to VicRoads approval as one of the intersecting roads (Pascoe Vale Road) is VicRoads'.

9.4.11 Improve left turn slip lanes at the intersection of Pearcedale Parade and Dimboola Road.

- (a) VicRoads is the responsible road authority for the intersection of Pearcedale Parade and Dimboola Road.
- (b) There are four existing left turn slip lanes at the intersection.
- (c) A review of VicRoads Road Crash Information System indicates that there has been 10 recorded casualty crashes at the intersection between 1 July 2011 and 30 June 2016. Of the 10 crashes:
 - (i) One occurred at the northwest left turn slip lane when a motorist lost control and hit a roadside hazard.
 - (ii) Two occurred at the northeast left turn slip lane. One when a motorist struck a pedestrian crossing the road and the other when a motorist struck the rear of another vehicle in the slip lane.
 - (iii) One occurred at the southeast left turn slip lane when a motorist struck the rear of another vehicle in the slip lane.
 - (iv) One occurred at the southwest left turn slip lane when a motorist struck the rear of another vehicle in the slip lane.
 - (v) Five were a mixture of motorists failing to give way, stop at a red light and losing control at the intersection.
- (d) The crash data indicates a trend of crashes in the left turn slip lanes at the intersection with a total of five crashes occurring in the left turn slip lanes. The remaining five crashes do not have any correlation or indicate a cash trend.

The existing sharp entry angles of all four left turn slip lanes do not meet current VicRoads design guidelines.

- (e) Improving the entry angle of the left turn slip lanes at the intersection will improve sight distance and reduce the likelihood of rear end and pedestrian related crashes at the intersection.
- (f) VicRoads is the responsible authority for the intersection of Pearcedale Parade and Dimboola Road. Council officers will request VicRoads to improve the intersection and if necessary assist with funding applications and project management of the works.

9.4.12 Improve left turn slip lanes at the intersection of Pascoe Vale Road and Dimboola Road.

- (a) VicRoads is the responsible authority for the intersection of Pascoe Vale Road and Dimboola Road.
- (b) There are two existing left turn slip lanes at the intersection.
- (c) A review of VicRoads' Road Crash Information System indicates that there has been 6 recorded casualty crashes at the intersection between 1 July 2011 and 30 June 2016. Of the 6 crashes:

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- (i) Two occurred at the northwest left turn slip lane. Both of the crashes happened when a motorist struck the rear of another vehicle in the slip lane.
- (ii) One occurred at the southwest left turn slip lane when a motorist struck the rear of another vehicle in the slip lane.
- (iii) Three were a mixture of motorists losing control at the intersection and rear end crashes.
- (d) The crash data indicates a trend in crashes in the left turn slip lanes at the intersection with a total of three crashes occurring in the left turn slip lanes. The remaining three crashes do not have any correlation or indicate a cash trend.
- (e) The existing sharp entry angles of the two left turn slip lanes do not meet current VicRoads design guidelines.
- (f) Council is proposing to remove the northwest left turn slip lane at the intersection of Pascoe Vale Road and Dimboola Road as part of the Broadmeadows activity centre upgrade, the removal of the slip lane is subject to VicRoads approval.
- (g) Motorists will be required to turn left with a left turn arrow at the existing traffic signals once this left turn slip lane has been removed.
- (h) Improving the entry angle of the left turn slip lane on the southwest corner of the intersection of Pascoe Vale Road and Dimboola Road will reduce the likelihood of rear end crashes at the intersection.
- (i) VicRoads is the responsible authority for the intersection of Pascoe Vale Road and Dimboola Road. Council officers will request VicRoads to improve the intersection and if necessary assist with funding applications and project management of the works.

9.4.13 Removal of the Camp Road loop road exit ramp at Johnstone Street.

- (a) VicRoads is the responsible authority for this intersection.
- (b) The intersection is an exit ramp similar to a left turn slip lane. It is controlled with give way signage and line marking.
- (c) A review of VicRoads' Road Crash Information System indicates that there has been four recorded casualty crashes at the intersection between 1 July 2011 and 30 June 2016. All four crashes occurred when motorists struck the rear of a stationary motorist in the exit ramp.
- (d) The crash data indicates a trend in rear end crashes in the exit ramp.
- (e) The existing sharp entry angle of the exit ramp does not meet current VicRoads design guidelines.
- (f) The Camp Road loop road exit ramp is proposed to be removed as part of the Broadmeadows activity centre upgrade. The removal of the Camp Road loop road is subject to VicRoads Approval.

9.4.14 Intersection of Tanderrum Way and Pearcedale Parade.

- (a) Hume City Council is the responsible authority for the intersection.
- (b) The intersection is treated with existing traffic signals, including pedestrian crossing facilities.
- (c) The intersection was upgraded in December 2015 including upgrading the traffic lanterns and the pedestrian crossing facilities on the east approach to the intersection.

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- (d) A review of VicRoads' Road Crash Information System indicates that there has been four recorded casualty crashes at the intersection between 1 July 2011 and 30 June 2016. Of the four crashes two involved vehicles travelling through the intersection and two were pedestrian related crashes.
- (e) Both crashes involving vehicles travelling through the intersection occurred when vehicles exiting Tanderrum Way westbound disobeyed a red light and collided with through vehicles on Pearceadale Parade that had a green signal. Both crashes occurred prior to the intersection upgrade in December 2015. There have been no further crashes of this type since the intersection upgrade.
- (f) One pedestrian crash occurred prior to the intersection upgrade when a motorist turning right out of Tanderrum Way turning southbound onto Pearceadale Parade failed to give way to a pedestrian who was crossing correctly during the green pedestrian phase.
- (g) The remaining crash occurred after the intersection upgrade and was the result of a pedestrian being struck by a vehicle when crossing the road incorrectly while the pedestrian phase was red. The pedestrian did not have the right of way when crossing the road.
- (h) A speed reduction from 50km/h to 40km/h between 7am and 7pm is proposed on Pearceadale Parade, the reduced traffic speeds will assist in reducing the likelihood and severity of pedestrian related crashed. Refer to section 9.4.3 for details of the proposal.

9.4.15 Improve pedestrian operated signal timing on Pearceadale Parade at the intersection with the Broadmeadows Shopping Centre underground car park entrance, located 165m south of Coleraine Street.

- (a) This section of Pearceadale Parade is classified as a Council collector Road. It has an existing posted speed limit of 50km/h.
- (b) The intersection is treated with existing traffic signals, including pedestrian crossing facilities.
- (c) A review of VicRoads' Road Crash Information System indicates that there have been five recorded casualty crashes at the intersection between 1 July 2011 and 30 June 2016. Of the five crashes:
 - (i) Three were pedestrian related crashes.
 - (ii) One was a rear end crash.
 - (iii) One was an intersection through traffic crash.
- (d) The crash data indicates a trend in pedestrian related crashes at the intersection.
- (e) A traffic investigation was undertaken and revealed that that the pedestrian operated signals on the south leg of the intersection do not have sufficient green time for pedestrians to cross Pearceadale Parade. The pedestrian green time does not meet current VicRoads design guidelines.
- (f) VicRoads have been notified of the issue and have advised that the green time will be increased to meet current VicRoads design guidelines.
- (g) The speed limit on Pearceadale Parade is proposed to be reduced from 50km/h to 40km/h between 7am and 7pm (refer to section 9.4.3 of this report).

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- (h) The speed limit reduction on Pearcedale Parade and pedestrian green time adjustment at the intersection will assist in reducing the likelihood and severity of pedestrian related crashes at this intersection.

9.4.16 Line marking and signage projects. The below projects will include the provision of a broken road centreline and will not impact on-street parking.

- (a) Line mark a centre line including road reflective pavement markers to assists in delineating traffic lanes and reducing traffic speeds on:
 - (i) Sorrento Street – entire length.
 - (ii) Katandra Crescent – entire length.
 - (iii) Cobram Street – entire length.
 - (iv) Riggall Street – between Katandra Crescent and Nathalia Street.
- (b) Install Give Way signage and associated line marking to clarify priority and improve safety at the following intersections:
 - (i) Talgarno Street at Coleraine Street.
 - (ii) Talgarno Street at Riggall Street.
 - (iii) Katandra Crescent at Nathalia Street.
 - (iv) Lilliput Street at Cobram Street.
 - (v) Lilliput Street at Girgarre Street.
 - (vi) Glencairn Crescent at Girgarre Street.

9.5 Further Investigations

- 9.5.1 Further investigations were undertaken on VicRoads' roads that are not within the scope of this LATM study as outlined below.
- 9.5.2 Parking issues on Johnstone Street between Pearcedale Parade and Sorrento Street.
 - (a) Johnstone Street is classified as an arterial road. VicRoads is the responsible road authority for Johnstone Street.
 - (b) All day parking is occurring on the unsealed shoulder on Johnstone Street between Pearcedale Parade and Sorrento Street.
 - (c) The parking issue on Johnstone Street is being investigated as part of a separate briefing note to Council in response to general business item POR102. The briefing note will be tabled at a future strategy and policy meeting.
- 9.5.3 The following VicRoads controlled intersections were investigated:
 - (a) Pascoe Vale Road and Barry Road intersection – Traffic signals
 - (b) Pascoe Vale Road and Tanderrum Way intersection – Traffic signals
 - (c) Johnstone Street and Pearcedale Parade intersection – Traffic signals
 - (d) Pascoe Vale Road and Coleraine Street intersection – Traffic signals
 - (e) Each intersection was identified to have at least 3 crashes occur in the most recent 5 year study period. The crashes were analysed individually and there were no clear patterns in the crash type to indicate that the crashes could be reduced by further traffic treatment.
 - (f) No treatments were identified for the above intersections as a result of this study.

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- (g) The intersections and associated crashes will be referred to VicRoads for further investigation, as the responsible road authority.

10. CONCLUSION:

The works recommended in the Broadmeadows West LATM study report were well supported by the majority of residents within the study area. The Final Traffic Management Plan as shown in Attachments 4 and 5 addresses the majority of traffic issues identified during the study.

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TABLE 1 – ESTIMATED COSTS AND FUNDING SOURCE OF TREATMENTS

No.	Treatments	Location	Estimated Cost (\$)
COUNCIL'S 2017/18 CAPITAL WORKS BUDGET – LATM WORKS			
1	Install flat top road humps	Ripplebrook Drive (between Rosebud Crescent and Dimboola Road)	\$30,000
2	Speed limit reduction from 50km/h to 40km/h between 7am and 7pm Subject to VicRoads and Victoria Police approvals	Pearcedale Parade (between Riggall Street and Dimboola Road)	\$55,000
	Speed limit reduction from 50km/h to 40km/h Subject to VicRoads and Victoria Police approvals	Coleraine Street (between Pascoe Vale Road and Pearcedale Parade)	\$5,000
3	Speed limit reduction from 70km/h to 60km/h subject to VicRoads and Victoria Police approvals	Johnstone Street (between Pearcedale Parade and Sorrento Street)	\$5,000
4	Intersection upgrade subject to VicRoads approval	Intersection of Lorraine Crescent (east) and Johnstone Street	\$25,000
		Intersection of Ripplebrook Drive and Johnstone Street	\$25,000
		Intersection of Sorrento Street and Johnstone Street	\$25,000
		Intersection of Hendricks Crescent and Johnstone Street	\$25,000
TOTAL – 2017/18 CAPITAL WORKS BUDGET – LATM WORKS			\$195,000
COUNCIL'S 2017/18 RESPONSIVE ROAD SAFETY WORKS – OPERATING BUDGET			
5	Line mark centre line including road reflective pavement markers	Sorrento Street	\$2,000
		Katandra Crescent	\$2,000
		Cobram Street	\$2,000
		Riggall Street (between Katandra Crescent and Nathalia Street)	\$1,000

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No.	Treatments	Location	Estimated Cost (\$)
COUNCIL'S 2017/18 RESPONSIVE ROAD SAFETY WORKS – OPERATING BUDGET			
6	Install 'Give Way' sign and line marking	Intersection of Talgarno Street and Coleraine Street	\$1,000
		Intersection of Talgarno Street and Riggall Street	\$1,000
		Intersection of Katandra Crescent and Nathalia Street	\$1,000
		Intersection of Lilliput Street and Cobram Street	\$1,000
		Intersection of Lilliput Street and Girgarre Street	\$1,000
		Intersection of Glencairn Crescent and Girgarre Street	\$1,000
7	Install pedestrian safety fence in road median	Pearcedale Parade (between Dimboola Road and Tanderrum Way)	\$15,000
TOTAL – 2017/18 RESPONSIVE ROAD SAFETY WORKS – OPERATING BUDGET			\$28,000
COUNCIL'S FUTURE CAPITAL WORKS PROGRAM			
8	Improve main road entry angle subject to VicRoads approval	Avoca Street at Pascoe Vale Road	\$20,000
9	Bicycle lane connection with off road bicycle path	Riggall Street between Pearcedale Parade and Nathalia Street	\$50,000
TOTAL – FUTURE CAPITAL WORKS PROGRAM – TRAFFIC MANAGEMENT WORKS			\$70,000
TOTAL – COST OF ALL PROJECTS			\$293,000

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TABLE 2 - RESIDENTS RESPONSE TO TRAFFIC MANAGEMENT PROPOSALS

LOCATION	PROPOSED TREATMENT	RESIDENT RESPONSES					
		IN FAVOUR		AGAINST		UNDECIDED	
		No.	%	No.	%	No.	%
Ripplebrook Drive (between Rosebud Crescent and Dimboola Road)	Flat top road humps	38	66	14	24	6	10
Ripplebrook Drive at Johnstone Street	Intersection upgrade subject to VicRoads approval	40	69	11	19	7	12
Sorrento Street at Johnstone Street		42	72	8	14	8	14
Pearcedale Parade (between Riggall Street and Dimboola Road)	Speed limit reduction from 50km/h to 40km/h between 8am and 6pm	33	57	17	29	8	14
Coleraine Street (between Pascoe Vale Road and Pearcedale Parade)		35	60	16	28	7	12
Johnstone Street (between Pearcedale Parade and Sorrento Street)	Speed limit reduction from 70km/h to 60km/h	35	60	17	29	6	11
Sorrento Street	Line mark centre line including road reflective pavement markers	45	78	5	9	8	13
Katandra Crescent		44	76	6	10	8	14
Cobram Street		45	78	5	9	8	13
Riggall Street (between Katandra Crescent and Nathalia Street)		45	78	4	7	9	15

Note: Residents responses not indicating “in favour” or “against” were considered undecided.

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LOCATION	PROPOSED TREATMENT	RESIDENT RESPONSES					
		IN FAVOUR		AGAINST		UNDECIDED	
		No.	%	No.	%	No.	%
Talgarno Street at Coleraine Street	Install 'Give Way' sign and line marking	47	81	3	5	8	14
Talgarno Street at Riggall Street		47	81	3	5	8	14
Katandra Crescent at Nathalia Street		45	78	4	7	9	15
Lilliput Street at Cobram Street		47	81	3	5	8	14
Lilliput Street at Girgarre Street		47	81	3	5	8	14
Glencairn Crescent at Girgarre Street		47	81	3	5	8	14
Riggall Street (between Pearcedale Parade and Nathalia Street)	Bicycle lane connection with off road bicycle path	44	76	6	10	8	14
Pearcedale Parade (between Dimboola Road and Tanderrum Way)	Install pedestrian safety fence in road median	49	84	4	7	5	9
Avoca Street at Pascoe Vale Road	Improve main road entry angle subject to VicRoads approval	46	79	5	9	7	12

Note: Residents responses not indicating “in favour” or “against” were considered undecided.

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TABLE 3 - RESIDENTS COMMENTS ON TRAFFIC SAFETY AND PARKING ISSUES

REF NO.	LOCATION	NO. OF RESIDENTS	COMMENTS	EXISTING CONDITIONS AND PROPOSED TREATMENTS
T3.1	Pearcedale Parade	6	Pedestrian operated signals installed but not turned on	<ul style="list-style-type: none"> • Pearcedale Parade is a Council trunk collector road. • Pedestrian operated signals were installed on on Pearcedale Parade approximately 60 metres north of Coleraine Street in late 2016. • The pedestrian operated signals were activated in April 2017. • Proposal – No action.
T3.2	Talgarno Street	5	Request for road humps	<ul style="list-style-type: none"> • Talgarno Street is classified as a Council access street and has an existing speed limit of 50km/h. • For traffic calming devices to be considered on Talgarno Street, the existing average daily traffic volume would need to be greater than 1,000 vehicles and the 85th percentile speed, the speed at which 85 percent of vehicles travel at or below, would need to exceed the existing speed limit by 10km/h. • An automatic traffic count undertaken on Talgarno Street in November 2016, indicated an average weekday traffic volume of 951 vehicles and an 85th percentile speed of 53.5km/h. • An additional automatic traffic count undertaken on Talgarno Street in March 2017 in response to resident concerns and a Councillor request, indicated an average weekday traffic volume of 630 vehicles and an 85th percentile speed of 50.8km/h. • A review of VicRoads Road Crash Information System indicates that there have been no reported casualty crashes on Talgarno Street between 1 July 2011 and 30 June 2016. • Talgarno Street does not meet Council's guidelines for the installation of traffic calming devices. • Proposal – No action.

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REF NO.	LOCATION	NO. OF RESIDENTS	COMMENTS	EXISTING CONDITIONS AND PROPOSED TREATMENTS
T3.3	Cavendish Street & Coleraine Street west of Pearcedale Parade	3	Congestion	<ul style="list-style-type: none"> • Cavendish Street and Coleraine Street west of Pearcedale Parade are both classified as Council access streets, they are both 7.2m wide. • Cavendish Street is the continuation of Coleraine Street west of Talgarno Street. • Both streets service a mixture of residential properties and facilities such as Kangan Batman TAFE, Dianella Community Health, Banksia Community Centre, Department of Health and Early Childhood Intervention Centre. • Traffic surveys undertaken on Cavendish Street and Coleraine Street in May 2016 indicated an average daily volume of 1,707 and 2,134 vehicles and 85th percentile speeds of 47.9km/h and 46.1km/h respectively. • Both streets have existing parking restrictions which allow vehicles to park on one side of the road and for two vehicles to pass on the remaining road way. • The parking restrictions have been installed on Cavendish Street and Coleraine Street due to parking and traffic generated by the surrounding facilities. • Proposal – No action.
T3.4	Broadmeadows Railway Station	6	Needs more parking	<ul style="list-style-type: none"> • The State Government through Public Transport Victoria (PTV) is the responsible authority for the management and funding of railway station car parks, including Broadmeadows Railway Station. • Council has advocated to PTV to address the issue of limited commuter parking around Broadmeadows Railway station. • Proposal – Council officers will continue to advocate to PTV for additional parking at Broadmeadows Railway Station.

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TABLE 4 – RESIDENTS COMMENTS AT LATM CONSULTATION MEETING

REF NO.	LOCATION	COMMENTS	EXISTING CONDITIONS AND PROPOSED TREATMENTS
T4.1	Pearcedale Parade	Pedestrian Operated Signals too close to intersection	<ul style="list-style-type: none"> The pedestrian operated signals are located on Pearcedale Parade approximately 60 metres north of the intersection of Pearcedale Parade and Coleraine Street. The location of the pedestrian crossing provides a safe crossing point for pedestrians from Banksia Gardens and the shopping centre to the north and Dianella Community Health and Kangan Batman Tafe to the south. Proposal – No action.
T4.2	Pearcedale Parade	Additional pedestrian crossing required near Bunnings approximately 120 metres south of Riggall Street.	<ul style="list-style-type: none"> There is an existing pedestrian refuge island and crossing located at the intersection of Pearcedale Parade and Riggall Street. There are existing pedestrian operated signals 130 metres south of the requested location. These two crossing points are within close proximity to the requested location and can service pedestrians wanting to cross Pearcedale Parade at the requested location. An additional pedestrian crossing on Pearcedale Parade is not required. Proposal – Speed limit reduction from 50k/h to 40km/h between 7am and 7pm will create a safer road environment for pedestrians crossing the road.
T4.3	Pearcedale Parade	Bus stops on street creating traffic delays.	<ul style="list-style-type: none"> The bus stops on Pearcedale Parade are positioned kerbside as it is difficult for bus drivers to re-enter the through traffic lane from an indented bus bay on busy roads similar to Pearcedale Parade. This is a requirement of PTV and also in accordance with VicRoads guidelines. Proposal – No action.
T4.4	Pearcedale Parade	Pedestrian operated signals between Coleraine Street and Tanderrum Way are triggered too often.	<ul style="list-style-type: none"> This section of Pearcedale Parade has a high volume of pedestrian activity due to local shops and facilities in the surrounding area. How often the pedestrian operated signals on Pearcedale Parade are triggered is determined by pedestrians activating the signals when wanting to cross Pearcedale Parade. Proposal – No action.
T4.5	Pearcedale Parade	Traffic signals need to be better coordinated to improve traffic flow.	<ul style="list-style-type: none"> The existing traffic signals on Pearcedale Parade are not co-ordinated to reduce through traffic volumes on Pearcedale Parade and encourage motorists to use the arterial road network. Proposal – No action.

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REF NO.	LOCATION	COMMENTS	EXISTING CONDITIONS AND PROPOSED TREATMENTS
T4.6	Pearcedale Parade	Proposed speed limit reduction from 50km/h to 40km/h not required.	<ul style="list-style-type: none"> • Pearcedale Parade has a high number of pedestrians crossing the road at various locations, attracted to the facilities. • A lower speed environment with high pedestrian activity has been proven to improve safety for pedestrians, cyclists and motorists. • Further investigation into the proposed speed limit reduction was undertaken which revealed that 88% of all crashes and 100% of pedestrian related crashes that occurred on this section of Pearcedale Parade occurred between 7am and 7pm. • A review of traffic speeds, volumes and recorded casualty crash history on this section of Pearcedale Parade can be found in section 9.4.3 of this report. • Proposal – Reduce speed limit from 50km/h to 40km/h between 7am and 7pm only, subject to VicRoads and Victoria Police approvals.
T4.7	Pearcedale Parade	Shopping centre entry/exit 150 metres north of Tanderrum Way – Motorists turn right out into oncoming traffic, also U-turns at this location are unsafe.	<ul style="list-style-type: none"> • Pearcedale Parade is classified as a Council trunk collector road. It is a divided road with two traffic lanes in each direction. • The Pearcedale Parade shopping centre entry/exit 150 metres north of Tanderrum Way is an uncontrolled T-intersection and is a common type of intersection in Victoria. There is a break in the centre median to allow right turn movements into and out of the shopping centre and U-turns on Pearcedale Parade. • A review of VicRoads Road Crash Information System indicates that there has been one recorded casualty crash at the intersection between 1 July 2011 and 30 June 2016. • The crash occurred when a vehicle exiting the shopping centre attempting to turn right failed to give way to a south bound vehicle on Pearcedale Parade. • There is no evidence of crashes occurring with vehicles turning right into the southbound lanes on Pearcedale Parade or with vehicles attempting to perform a U-turn on Pearcedale Parade at this location. • Proposal – The speed limit reduction from 50km/h to 40km/h on Pearcedale Parade between 7am and 7pm will create a safer road environment for vehicle turning movements at the intersection.

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REF NO.	LOCATION	COMMENTS	EXISTING CONDITIONS AND PROPOSED TREATMENTS
T4.8	Pearcedale Parade	Johnstone Street Intersection – Not enough time for right turn movements into Johnstone Street at the existing traffic signals.	<ul style="list-style-type: none"> • VicRoads is the responsible road authority for the intersection of Johnstone Street and Pearcedale Parade. • A traffic investigation has been undertaken to determine if there is any vehicle queues for right turn movements onto Johnstone Street at the intersection. • The investigation revealed that there were some minor queues for right turning movements at this intersection during peak morning and afternoon time. The minor queues and delays are considered acceptable. • Proposal – No action.
T4.9	Pearcedale Parade	Dimboola Road Intersection – Left turn movements into Dimboola Road from Pearcedale Parade southbound are difficult during morning peak times.	<ul style="list-style-type: none"> • VicRoads is the responsible road authority for the intersection of Pearcedale Parade and Dimboola Road. • Left turn movements onto Dimboola Road from Pearcedale Parade southbound are via an existing left turn slip lane. • As part of the Broadmeadows West LATM study all left turn slip lanes at the intersection of Pearcedale Parade and Dimboola Road are proposed to be upgraded to improve the entry angle, refer to section 9.4.11 of this report for details. • The entry angle of the left turn slip lane does not meet current VicRoads guidelines. • A traffic investigation was undertaken to determine if it is difficult to turn left during the morning peak time. • The traffic investigation revealed that there were minimal traffic delays and queues in the left turn lane. The minor queues and delays are considered acceptable. • Proposal – Request VicRoads to provide funding to upgrade the left turn slip lane, improving the entry angle.

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REF NO.	LOCATION	COMMENTS	EXISTING CONDITIONS AND PROPOSED TREATMENTS
T4.10	Bamburgh Street and Johnstone Street	Difficulty exiting Bamburgh Street onto Johnstone Street to turn right onto Pearcedale Parade.	<ul style="list-style-type: none"> • Johnstone Street is classified as an arterial road. VicRoads is the responsible road authority for Johnstone Street including its intersection with Bamburgh Street. • Bamburgh Street is classified as a Council access street. • The issues with this intersection have been brought to Council's attention in the past from local residents. It was also raised during the Jacana LATM study in 2012/13. • A traffic Investigation was undertaken as part of the Jacana LATM study in 2012/13 and investigated the installation of a Keep Clear road marking at the intersection of Bamburgh Street and Johnstone Street. • VicRoads guidelines state that 'Keep Clear' pavement marking are only considered where there are delays associated with right turns into or out of a minor road. • At the intersection vehicles are permitted to turn left in and out of Bamburgh Street only. • This location does not qualify for 'Keep Clear' pavement marking according to VicRoads guidelines. • Motorists on Bamburgh Street are required to turn left onto Johnstone Street, undertake a U-Turn on Johnstone Street 300 metres west of the intersection and then turn left at Pearcedale Parade when heading east towards the Broadmeadows Town Centre. • Proposal – No action.
T4.11	Coleraine Street	Pedestrian operated signals 100 metres west of Pascoe Vale Road is triggered randomly when no pedestrians are there.	<ul style="list-style-type: none"> • Hume City Council is the responsible authority for the existing pedestrian operated signals on Coleraine Street 100 metres west of Pascoe Vale Road. • VicRoads through an agreement with Council maintain the pedestrian operated signals. • A traffic investigation was undertaken which confirmed that the pedestrian operated signals are being triggered randomly. • Proposal – A request has been submitted to VicRoads to investigate and rectify the issue.
T4.12	Cobram Street	A lot of learner drivers practice 3-point turns and parking in the street.	<ul style="list-style-type: none"> • Cobram Street is classified as Council access street. • Cobram Street is a public road servicing all road users including learner drivers. • Proposal – No action.

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REF NO.	LOCATION	COMMENTS	EXISTING CONDITIONS AND PROPOSED TREATMENTS
T4.13	Cobram Street	Lilliput Street intersection – A lot of motorists do U-turns at this intersection.	<ul style="list-style-type: none"> • Cobram Street and Lilliput Street are both classified as Council access streets. • A review of VicRoads Road Crash Information System indicates that there has been no recorded casualty crashes at the intersection of Cobram Street and Lilliput Street between 1 July 2011 and 30 June 2016. • Restricting U-turn movements at the intersection of Cobram Street and Lilliput Street is not supported. • Proposal – No action.
T4.15	Pascoe Vale Road	Service Road exit onto Pascoe Vale Road at Avoca Street – Existing guard rail and vegetation blocks sight distance.	<ul style="list-style-type: none"> • As part of the Broadmeadows West LATM study the Pascoe Vale Road Service Road exit onto Pascoe Vale Road at Avoca Street is proposed to be upgraded to improve the entry angle, refer to section 9.4.10 of this report. • Proposal – If the existing guard rail and vegetation are causing sight distance issues, rectification will be undertaken as part of the proposed intersection upgrade.
T4.16	Pascoe Vale Road	Two existing bus stops on the east side of Pascoe Vale Road with no pedestrian access or safe crossing point, the bus stops are located opposite Rau Court and Cobram Street.	<ul style="list-style-type: none"> • Pascoe Vale Road is classified as an arterial road. • VicRoads is the responsible road authority for Pascoe Vale Road. • Public Transport Victoria (PTV) is the responsible authority for the existing bus stops on Pascoe Vale Road. • Proposal – Submit request to VicRoads and PTV to investigate safe pedestrian crossings and passage to the bus stops.
T4.17	Riggall Street Bridge over Pascoe Vale Road	Railing is too low and unsafe for cyclists.	<ul style="list-style-type: none"> • VicRoads is the responsible authority for Riggall Street Bridge over Pascoe Vale Road. • Council officers have advocated to VicRoads in the past to replacing the railing. • Proposal – Council officers will continue to advocate to VicRoads to rectify the issue, by replacing the railing.
T4.17	Nathalia Street	Request for bus shelters.	<ul style="list-style-type: none"> • Nathalia Street is classified as a Council access street. • An allocation of bus shelters is provided annually to Council through an agreement with Public Transport Victoria. • Proposal – The bus stops on Nathalia Street have been included in Hume City Council's priority list for future bus shelters as they become available. The consideration of new bus shelters is subject to community consultation and patronage surveys.

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REF NO.	LOCATION	COMMENTS	EXISTING CONDITIONS AND PROPOSED TREATMENTS
T4.18	Pascoe Vale Road Service Road	Pascoe Vale Service Road entrance onto the main carriageway north of Cobram Street	<ul style="list-style-type: none">• Observations found that vehicles enter from the service road onto the Pascoe Vale Road main carriageway at a sharp angle which makes it difficult to observe traffic on the main carriageway• Line marking treatments will be investigated to assist motorists to approach the main carriageway at a safer angle

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TABLE 5 – TABLE OF EXISTING TRAFFIC SPEEDS AND VOLUMES

TRAFFIC SPEEDS AND VOLUME SURVEYS – BROADMEADOWS WEST LATM				
Location	Survey Date	Daily Volume Veh/Day	85th Percentile Speed km/h	Existing speed limit
Avoca St Between Pascoe Vale Rd Service Rd & Girgarre St	Nov-16	881	36.5	50
Bathurst St Between Ripplebrook Dr & Heywood Cres	Feb-17	180	38.9	50
Benambra St Between Timboon Cr & Merrick St	Nov-16	92	35.2	50
Cavendish St Between Heywood Cres & Talgarno St	May-16	1,707	47.9	50
Cobram St Between Nathalia St & Lilliput St	Nov-16	788	42.9	40
Coleraine St Between Pascoe Vale Rd & Pearcedale Pde	Nov-16	9,932	39.6	50
Coleraine St Between Talgarno St & Pearcedale Pde	May-16	2,134	46.1	50
Cooma St Between Tatong Ct & Canni Ct.	Nov-16	361	44.2	50
Dimboola Rd Between Tanderrum Way & Cavendish St	Nov-16	4,681	53.3	40
Dimboola Rd Between Pascoe Vale Rd & Pearcedale Pde	May-16	12,299	56.0	50

REPORT NO: SU225 (cont.)

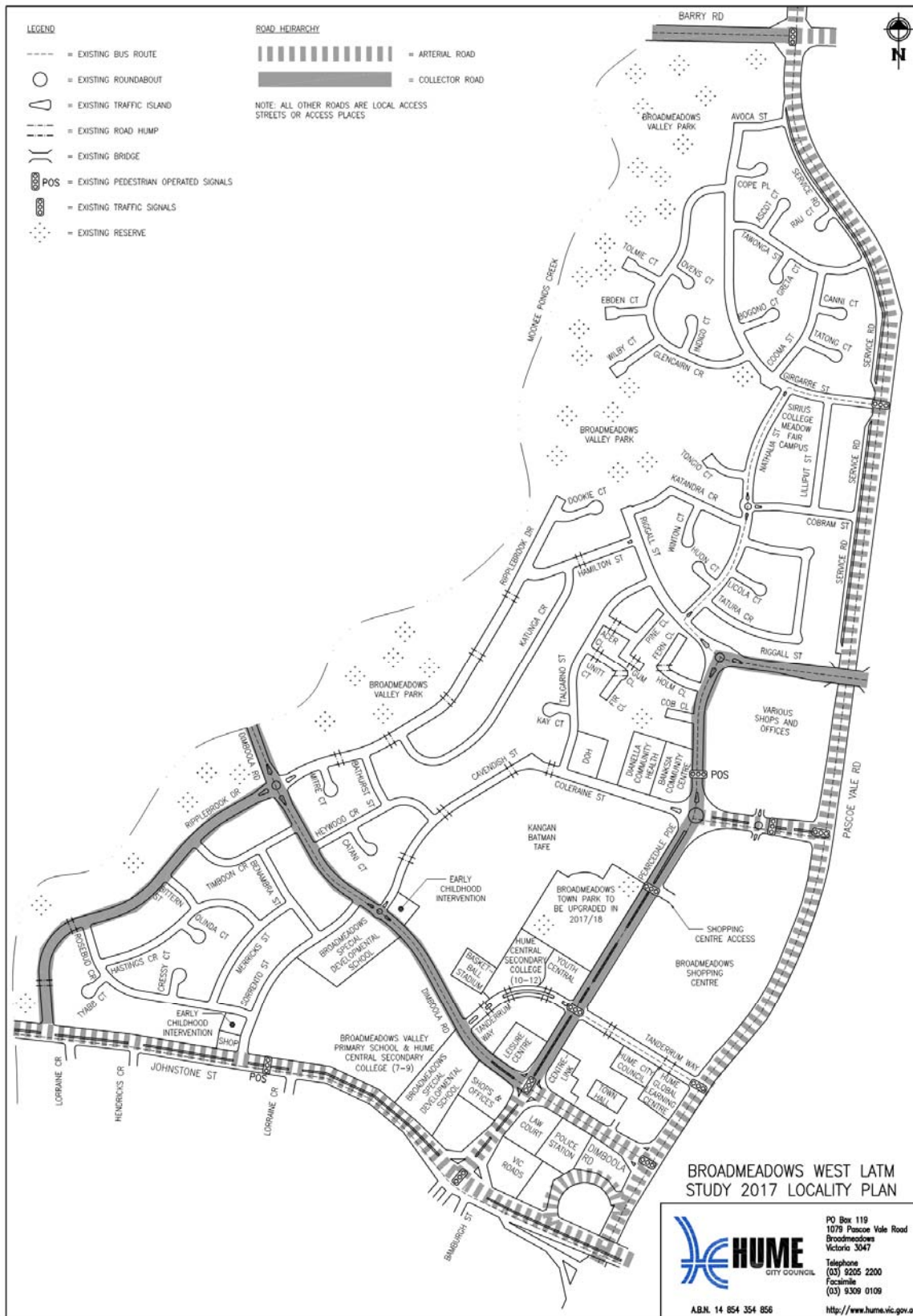
TRAFFIC SPEEDS AND VOLUME SURVEYS – BROADMEADOWS WEST LATM				
Location	Survey Date	Daily Volume Veh/Day	85th Percentile Speed km/h	Existing speed limit
Girgarre St Between Tawonga St & Bogong Ct	Feb-17	1,189	51.9	50
Girgarre St Between Nathalia St & Lilliput St	Nov-16	1,745	48.5	50
Glencairn Cr Between Tolmie Ct & Ovens Ct	Nov-16	221	39.8	50
Hastings Cr Between Rosebud Cr & Olinda Ct	Nov-16	105	37.5	50
Heywood Cr Between Bathurst St & Catani Ct	Nov-16	238	49.1	50
Johnstone St Between Pearcedale Pde & Sorrento St	May-16	23,326	72.9	70
Katunga Cr Between Ripplebrook Dr & Hamilton Rd	Nov-15	168	50.8	50
Katunga Cr Between Ripplebrook Dr & Hamilton Rd	Feb-17	230	37.8	50
Lilliput St Between Girgarre St & Cobram St	Nov-16	625	39.7	40
Merricks St Between Rosebud Cr & Hastings Cr	Nov-16	177	44.8	50
Nathalia St Between Tongio Ct & Girgarre St	Nov-15	2,616	56.9	40
Nathalia St Between Tongio Ct & Girgarre St	Jun-14	2,524	55.8	40
Nathalia St Between Tongio Ct & Cobram St	Nov-15	2,699	42.8	40

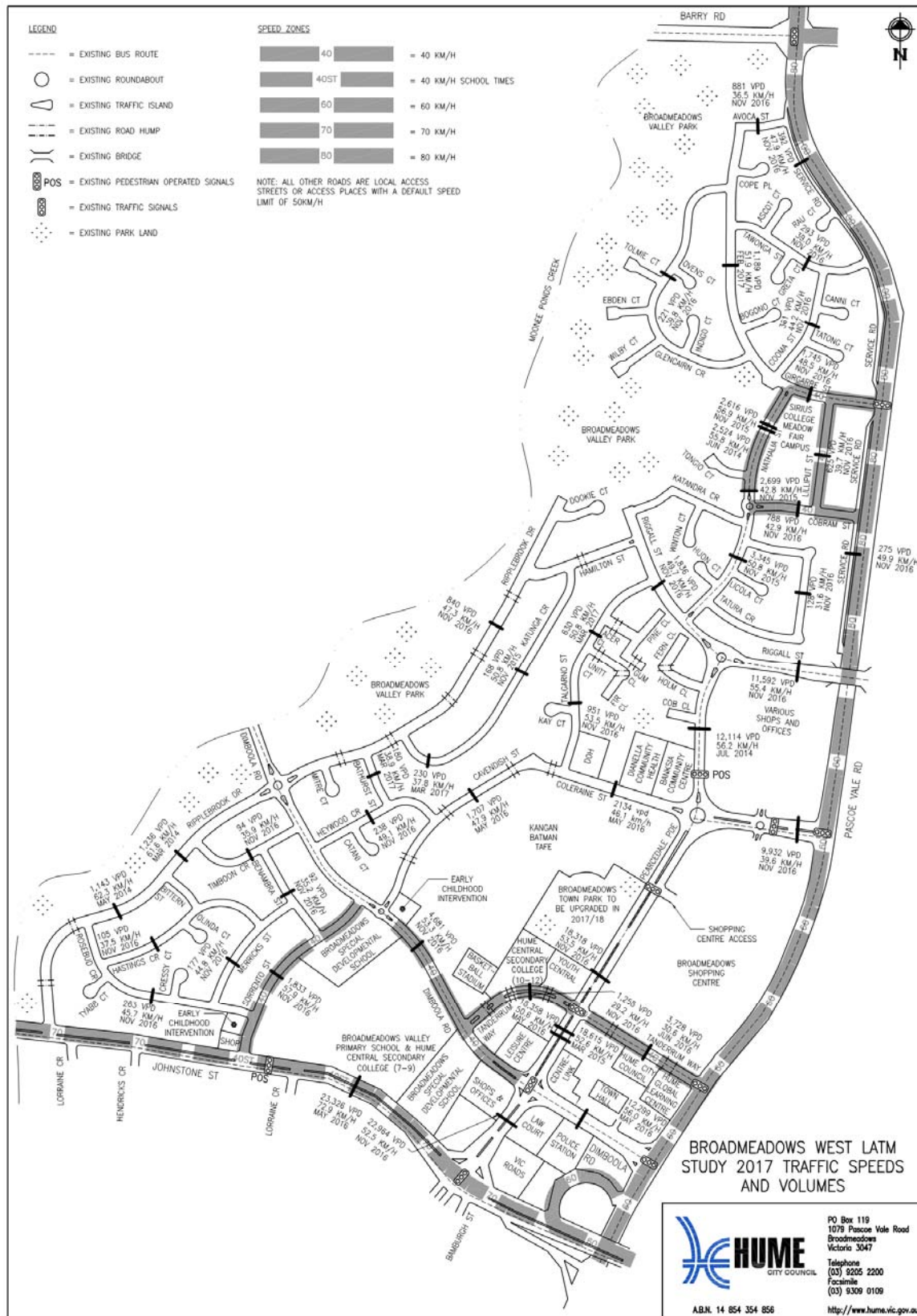
REPORT NO: SU225 (cont.)

TRAFFIC SPEEDS AND VOLUME SURVEYS – BROADMEADOWS WEST LATM				
Location	Survey Date	Daily Volume Veh/Day	85th Percentile Speed km/h	Existing speed limit
Nathalia St Between Tatura Cr & Licola Ct	Nov-15	3,345	50.8	50
Pascoe Vale Service Rd Between Riggall St & Cobram St	Nov-16	275	49.9	50
Pascoe Vale Service Rd Between Avoca St & Rau Ct	Nov-16	392	47.9	50
Pearcedale Pde Between Johnstone St & Dimboola Rd	Nov-16	22,964	52.5	50
Pearcedale Pde Between Tanderrum Way & Coleraine St	Nov-16	18,318	53.5	50
Pearcedale Pde Between Coleraine & Riggall Street	Jul-14	12,114	56.2	50
Pearcedale Pde Between Dimboola Rd & Tanderrum Way	Mar-15	18,615	52.6	50
Pearcedale Pde Between Dimboola Rd & Tanderrum Way	May-16	18,358	50.6	50
Riggall St Between Pearcedale Pde & Pascoe Vale Rd	Nov-16	11,592	55.4	50
Riggall St Between Nathalia St & Talgarno St	Nov-16	1,836	49.7	50
Ripplebrook Dr Between Katunga Cr & Hamilton St	Nov-16	840	47.3	50





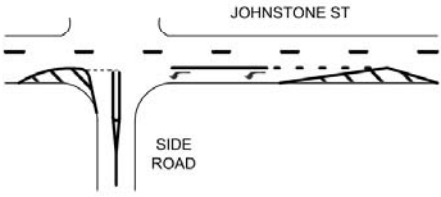


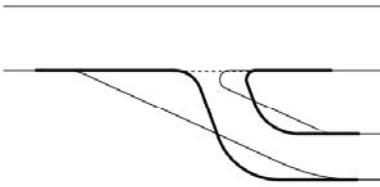
REPORT NO: SU225 (cont.)

TRAFFIC SPEEDS AND VOLUME SURVEYS – BROADMEADOWS WEST LATM				
Location	Survey Date	Daily Volume Veh/Day	85th Percentile Speed km/h	Existing speed limit
Ripplebrook Dr Between Bittern St & Timboon Cr	Mar-14	1,236	61.6	50
Ripplebrook Dr Between Rosebud Cr & Bittern Street	May-14	1,143	62.3	50
Rosebud Cr Between Cressy Ct & Tyabb Ct on power pole in front of no. 18 Rosebud Cr.	Nov-16	263	45.7	50
Sorrento St Between Rosebud Cr & Benambra St	Nov-16	1,833	57.9	40
Talgarno St Between Unitt Ct & Acer Cl	Feb-17	630	50.8	50
Talgarno St Between Kay Ct & Unitt Ct	Nov-16	951	53.5	50
Tanderrum Way Between Dimboola Rd & Pearcedale Pde	Nov-16	1,258	29.2	40
Tanderrum Way Between Pascoe Vale Rd & Pearcedale Pde	Jun-16	3,728	30.6	40
Tatura Cr Between Nathalia St & Nathalia St	Nov-16	128	31.6	50
Tawonga St Between Greta Ct & Cooma St	Nov-16	293	39.0	50
Timboon Cr Between Ripplebrook Dr & Benambra St	Nov-16	94	35.9	50







<p>DETAIL 1</p>  <p>FLAT TOP ROAD HUMPS ON RIPPLEBROOK DRIVE</p>	<p>DETAIL 2</p>  <p>LEFT TURN SAFETY UPGRADE SUBJECT TO VICROADS APPROVAL</p>
<p>DETAIL 3</p>  <p>PEDESTRIAN FENCING IN MEDIAN ON PEARCEDALE PARADE</p>	<p>DETAIL 4</p>  <p>OFF-ROAD BICYCLE PATH CONNECTION AT INTERSECTION OF PEARCEDALE PARADE AND RIGGALL STREET</p>
<p>DETAIL 5</p>  <p>INTERSECTION UPGRADE SUBJECT TO VICROADS APPROVAL</p>	<p>DETAIL 6</p>  <p>GIVE WAY SIGN & LINEMARKING</p>
<p>DETAIL 7</p>  <p>CENTRE LINE MARKING</p>	<p>DETAIL 8</p>  <p>IMPROVE ENTRY ANGLE SUBJECT TO VICROADS APPROVAL</p>

BROADMEADOWS WEST LATM
STUDY 2017 FINAL TRAFFIC
MANAGEMENT PLAN DETAILS



PO Box 119
1079 Pascoe Vale Road
Broadmeadows
Victoria 3047
Telephone
(03) 9205 2200
Facsimile
(03) 9309 0109
<http://www.hume.vic.gov.au>

ABN 14 854 354 856

REPORT NO:	SU226
REPORT TITLE:	Northern Alliance for Greenhouse Action, Memorandum of Understanding 2017-2019
SOURCE:	Bernadette Thomas, Manager Environment
DIVISION:	Sustainable Infrastructure and Services
FILE NO:	HCC09/490
POLICY:	-
STRATEGIC OBJECTIVE:	4.1 Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces.
ATTACHMENTS:	1. <i>NAGA MoU 2017-2019</i> 2. <i>NAGA Advocacy Submissions 2015-2017</i>

1. SUMMARY OF REPORT:

This report recommends that Hume confirm its commitment to membership of the Northern Alliance for Greenhouse Action (NAGA), consisting of nine northern metropolitan councils and the Moreland Energy Foundation Limited (MEFL), and sign a new Memorandum of Understanding (MoU) for 2017-2019.

2. RECOMMENDATION:

That Council endorses the signing of the attached Memorandum of Understanding for the Northern Alliance for Greenhouse Action for 2017-2019.

3. LEGISLATIVE POWERS:

The NAGA is not an incorporated body. The MoU provides for the MEFL to auspice NAGA and manage funds and operations.

Councillors and Council officers representing Hume City Council will ensure that NAGA activities are compliant with the *Local Government Act 1989* and other legislation as relevant.

4. FINANCIAL IMPLICATIONS:

4.1 The Sustainable Environment has a recurrent budget allocation for NAGA membership. Membership for 2017/18 is \$25,256 (inclusive GST) and will increase in line with the rate cap increase as determined by the Minister for Local Government for 2018/19.

5. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

NAGA's vision is to contribute to the creation of a low-carbon society resilient to the impacts of climate change in the NAGA region. NAGA's Strategic Plan 2015-2020 sets out five key strategic directions: climate change mitigation, adaptation to climate change impacts, advocacy, networking to build capacity for NAGA members, and governance and organisational health.

6. COMMUNITY CONSULTATION:

There is no community representation or involvement in the Alliance, and as such no community consultation is required.

7. DISCUSSION:

7.1 Background

7.1.1 NAGA was formed as an informal network in 2002 and is one of a number of Greenhouse Action Alliances operating in Victoria. The founding members were MEFL and the cities of Banyule, Darebin, Hume, Whittlesea, Moreland and the Shire of Nillumbik. The cities of Melbourne, Manningham and Yarra joined NAGA in January 2006.

REPORT NO: SU226 (cont.)

- 7.1.2 The MEFL provides a high level of governance support and employs the NAGA Executive Officer, project staff and consultants on behalf of the Alliance.
- 7.1.3 NAGA was funded by the State government from 2005 to 2008. Since 2009 NAGA has been funded by member councils. It is recommended that a new MoU is signed by Council.
- 7.1.4 Membership of NAGA provides Council with a range of benefits reported in Attachments 3 and 4.
- 7.2 Governance
 - 7.2.1 Memorandum of Understanding
 - (a) A MoU (Attachment 1) has been prepared by MEFL on behalf of the NAGA membership to be operational from the date of signing until 30 June 2019. It provides a general framework for ongoing cooperation between parties in the planning, development and delivery of Council's involvement in NAGA.
 - (b) Specifically the MoU provides for:
 - (i) An annual contribution from each Council
 - (ii) The roles and responsibilities of each party.
- 7.3 Operational arrangements
 - 7.3.1 Executive Committee: establishes the finance strategy, endorses the annual budget and work plan, approves the NAGA strategy and sets up working groups for Finance, Governance and Advocacy. Councillors Jodi Jackson and Leigh Johnson are the Hume Councillor representatives and Manager Sustainable Environment is Hume's officer representative.
 - 7.3.2 Implementation Forum: a regular forum for Council officers to share information about climate change project implementation and work on collaborative projects. Council's Coordinator Sustainable Environment and Sustainable Energy Officer represent Hume.
- 7.4 Regional project implementation
 - 7.4.1 Solar Savers 2.0: building from the experience gained by the City of Darebin in delivering its Solar Savers program for low income households NAGA and the Eastern Alliance for Greenhouse Action have coordinated a consortium of 21 councils across Victoria seeking to replicate the Darebin Solar Savers scheme through a combination of financing mechanisms, including using rates as well as low interest bank loans. Two Project Officers have been engaged by NAGA and will be contacting 1,000 households across the state over the next 12 months to encourage participation in the project. Hume is awaiting the results of this process before deciding on participating.
 - 7.4.2 Future Energy Planning: together with the Eastern Alliance for Greenhouse Action and Ironbark Sustainability this project seeks to build better collaboration between electricity networks (Distribution Network Service Providers) and state and local government planners in Victoria to co-operatively create planned, integrated energy solutions. This has been done by sharing data and developing resources to identify cross sector planning opportunities and establishing a replicable process for the identification of integrated energy solutions not currently supported by the existing regulatory processes. As a result of this work the NAGA Executive Officer will be a local government representative on Jemena's Customer Consultative Committee (with a range of community social and energy organisations and business groups) and will focus on consultation for the next electricity price review, including incorporating new developments such as Sunbury into the network.

REPORT NO: SU226 (cont.)

- 7.4.3 Municipal Energy Data Profiles: NAGA has delivered energy profiles for 2013 and 2014 (the most recent data available) for Hume residential and commercial services. This is a complex data collection process, and Council would find it difficult to collect and analyse the data without NAGA resources. Council uses this data as part of the annual Sustainability Report.
- 7.4.4 Large Scale Renewable Energy Study: NAGA and four of the Victorian Greenhouse Alliances will conduct a feasibility study for Victorian councils to invest, build, own and operate large scale renewable energy infrastructure to meet their long term electricity needs. The study will quantify the costs and benefits of a number of different project scenarios at various scales (system sizes, number of councils) and design variables (locations, technologies). This will be an important study for Hume in considering and informing future options for providing renewable energy for Council operations.
- 7.4.5 Advocacy on key policy, program and pricing matters: NAGA has a strong record in advocating for a low carbon economy and society. NAGA has been active in advocacy over the past 12 months, due to changes in energy market regulations and the policy changes at the state level. Council relies on NAGA to research and prepare submissions on a wide range of energy and climate related issues. Please refer to Attachment 2 for an overview of advocacy activities for 2015-2017. Future advocacy will be focused on the continuing reforms of the energy market (following the Finkel Review) and a fair price for solar customers (as part of work being conducted by the Australian Energy Market Commission).
- 7.4.6 Information sharing: NAGA coordinates an annual Victorian Greenhouse Alliances conference (hosted by Hume in March 2015) bringing together representatives from local governments from Victoria and interstate to share best practice climate change responses.

8. CONCLUSION:

The NAGA has played a key role in advancing the work to combat climate change across the northern metropolitan region. The Alliance enables Council officers to draw on the collective experience and has provided a forum for councils to respond to a wide range of legislative and regulatory changes at the state and federal levels. Council has benefited from externally funded projects as a participant. Further participation in the Alliance will enable Council to continue to develop appropriate directions in relation to the critical issue of climate change.

Memorandum of Understanding

Northern Alliance for Greenhouse Action (NAGA)

MEMORANDUM OF UNDERSTANDING June 2017

BETWEEN

Hume City Council of 1079 Pascoe Vale Road, Broadmeadows VIC 3047 (“Council”)

and

Moreland Energy Foundation of Level 1/200 Sydney Road, Brunswick, Victoria 3056 (“MEFL”) being the parties to this MoU.

1. Introduction

The Northern Alliance for Greenhouse Action (NAGA) formed in 2002. Its founding members were Moreland Energy Foundation and the cities of Darebin, Banyule, Hume, Whittlesea, Moreland and Shire of Nillumbik. The cities of Melbourne, Manningham and Yarra joined NAGA in January 2006; these 10 organisations now comprise the members of NAGA.

NAGA is working to ensure urgent, regional action in our transition to a climate-changed, low-carbon future. The purpose of this Memorandum of Understanding (MoU) is to provide a general framework for ongoing cooperation between the parties in the planning, development and delivery of Council’s involvement in NAGA.

Specifically, this document has been prepared to establish:

- Council’s funding commitment to NAGA; and;
- The roles and responsibilities of each party.

This MoU will remain operational from date of signing to 30 June 2019.

2. Support of Parties for the Memorandum of Understanding

The parties acknowledge and support the NAGA MoU and further acknowledge and agree that they will work in a co-operative manner with the common intention of achieving the work of NAGA in accordance with the principles described in this MoU.

3. Key Principles

The key principles of the MoU are as follows:

- The parties will work collaboratively to achieve the desired outcomes;
- The parties will monitor the success or otherwise of initiatives entered into as a result of the MoU;
- The parties will work collaboratively to solve problems as they arise.

4. Council’s Contribution

All NAGA members provide funding to maintain NAGA’s coordination functions, as undertaken by the NAGA staff. MEFL will receive these funds on behalf of all NAGA members.

Council shall contribute \$25,256 (GST inclusive) to the cost of the work of NAGA in the 2017-18 financial year.

Council shall contribute an amount based upon the 2017-18 financial year contribution of \$25,256 (GST inclusive) plus a percentage increase in line with the rate cap increase as determined by the Minister for Local Government (GST inclusive) in the 2018-19 financial year. This amount will be determined and agreed to by the NAGA Executive in January 2018.

5. MEFL Obligations

MEFL will employ the NAGA Executive Officer and Project Manager(s).

MEFL will manage the NAGA staff on a day to day basis, towards the satisfactory completion of duties outlined in the Position Descriptions and to ensure that the decisions of the NAGA Executive are implemented.

MEFL will maintain and support the effective operation of NAGA's governance structures.

6. Common Obligations

The parties undertake to cooperate with each other in carrying out the work of NAGA and to use their best endeavours to ensure that work is carried out.

Each of the parties agrees to nominate a representative for the NAGA Executive.

7. Operational Arrangements

The NAGA Executive will establish the NAGA finance strategy, endorse the annual budget developed by the NAGA Secretariat and establish delegations regarding the expenditure of the budget.

NAGA will establish and implement projects and strategies that further the achievement of policy objectives of its members as per clause 8.

Other operational arrangements will be undertaken as defined in the NAGA Executive Terms of Reference.

8. Achievement of Policy Objectives

In participating in the work of NAGA, Council seeks to contribute to the achievement of its climate change and sustainability objectives outlined in Council's climate change and sustainability plans, including reducing greenhouse gas emissions.

9. Public & Media Relations

The NAGA Executive Officer will be the primary contact for any public or media enquiries relating to the work of NAGA. However, any planned media events, media releases or correspondence will be prepared in consultation with Council.

10. Openness between the Parties

The parties acknowledge that they have a mutual interest in the successful planning, development and delivery of NAGA projects. Nevertheless, it is recognised that the views and objectives of the parties may not always coincide. The parties will work openly and constructively to resolve any differences which emerge.

The parties will aim, where reasonably possible, to share information relevant to NAGA with each other. In the normal course of events, the parties will work on the assumption that information should be freely exchanged.

The parties agree that it may be necessary to share confidential information to further the objectives of this MoU and that such information is to remain confidential.

The parties must keep confidential and not allow, make or cause any disclosure of or in relation to the confidential information without the prior written consent of the other party, which consent may be given or withheld, or given with directions, in the other party's sole discretion.

The parties must not:

- Use or permit any person to use the confidential information for any purpose other than for a purposes agreed by the parties which is in accordance with this MoU;
- Disclose or in any way communicate to any other person any of the confidential information except as authorised by the party who has disclosed the confidential information;

- Permit unauthorised persons to have access to places where confidential information is displayed, reproduced or stored; or
- Make or assist any person to make any unauthorised use of the confidential information;
- Confidential information means any information provided by one party to the other party pursuant to the MoU, which that party specifies as being confidential, or if disclosed, would be contrary to the public interest or would damage the commercial interests of the party which provided the information.

11. Concern Arising from Action or Inaction of the NAGA Executive Officer

Where there is a concern as a result of action or inaction of the NAGA Executive Officer, notice will be provided to the NAGA Executive of the concern.

In consultation with the NAGA Executive, the MEFL Chief Executive Officer (CEO) will undertake their best endeavours to resolve the concern and will keep the NAGA Executive informed.

12. Dispute Resolution

The parties agree to resolve disputes quickly to minimise any delay to the work of NAGA. If any dispute arises between the parties:

- The parties must meet within 5 business days of becoming aware of the dispute to endeavour to resolve the matter promptly;
- If the matter cannot be resolved between the parties and remains unresolved within two weeks of notification of a dispute the matter may be referred to an independent mediator;
- An independent mediator will be selected by agreement by all parties, and
- The decision of the mediator will be binding on all parties.

13. Termination of MoU

If a party wishes to cease being a party, they will notify the other party in writing of their intention to exit from the MoU, providing twenty-one days' notice, and

The party will fulfil any obligations committed to up until the time of exit and provide NAGA with information required to fulfil any contractual obligations beyond the time of exit.

Any unspent contribution will be returned to the contributor upon exit from the MoU.

14. Indemnity

All Council members indemnify MEFL in accordance with the following.

Council agrees to indemnify and to keep indemnified MEFL, its servants and agents, and each of them from and against all actions, costs, claims, charges, expenses, penalties, demands and damages whatsoever which may be brought or made or claimed against them, or any of them, arising out of, or in relation to the MoU between NAGA Members and MEFL, and be directly related to the negligent acts, errors or omissions of Council.

Council's liability to indemnify the MEFL shall be reduced proportionately to the extent that any act or omission of the MEFL, its servants or agents, contributed to the loss or liability.

15. Representatives of the Parties

The parties have each nominated representatives who are responsible for any consultation and monitoring required under this MoU and to whom all notices and communications are to be sent. These representatives are:

Council

Name

Title

Address

MEFL

Name Alison Rowe

Title Chief Executive Officer
Moreland Energy Foundation

Address Level 1/200 Sydney Rd
Brunswick Vic. 3056

EXECUTED as an agreement.

SIGNED by **NAME** for and on behalf of
the **HUME CITY COUNCIL**
under an instrument of delegation dated
in the presence of:

.....
Witness

Date of signing

SIGNED by **Alison Rowe** for and on behalf of
the **Moreland Energy Foundation**, in the presence of:

.....
Witness

Attachment 2

NAGA Advocacy Submissions 2015 - 2017

Issue/Policy 2017
Federal Review of Australia’s Climate Change Policies
Federal: Inquiry into modernising Australia’s electricity grid
Resilience of Electricity Infrastructure in a Warming World
Distribution Market Model Approach Paper
National Carbon Offset Standards for Buildings and Precincts
Issue/Policy 2016
Essential Services Commission Network Value Draft Report
National Energy Review
Local Government Network Credits
Parliamentary Inquiry into Community Energy
Victorian 30-year Infrastructure Strategy
ESC Inquiry into the True Value of Distributed Energy
Electricity Ring-Fencing Guideline Preliminary Positions Paper
Water for Victoria Discussion Paper
Issue/Policy 2015
Plan Melbourne Refresh
Consumer Outcomes and Principles for Cost Reflective Network Pricing
Local Government Act Review
Large and Small Energy Contracts Tender
ESC Modernising Victoria’s Energy Licence Framework
Review of the General Exemption Order
Fair Price for Solar (feed in tariff)
Electricity Distribution Price Review
National Consumer Roundtable on Energy
Australia’s Post 2020 Emissions Reduction Target

REPORT NO:	GE202
REPORT TITLE:	Adoption of the Communication Equipment on Council Property Policy
SOURCE:	Fadi Srour, Manager Finance and Property Development; Pauline Kondos , Coordinator Property and Development
DIVISION:	Corporate Services
FILE NO:	HCC16/654
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENT:	1. <i>Communication Equipment on Council Property Policy</i>

1. SUMMARY OF REPORT:

- 1.1 The draft Communication Equipment on Council Property Policy (Policy) establishes the terms and conditions which will form the basis for decisions on whether a Council property is suitable for use to accommodate communication equipment under a lease or licence.
- 1.2 In a report to Council dated 12 September 2016 (GE144), Council resolved to place the Policy on exhibition for a period of 28 days between 25 October and 21 November 2016 to allow for comment from the community and other stakeholders.
- 1.3 Council has received one submission from Telstra and has appropriately responded to this submission and has reviewed the Policy accordingly.

2. RECOMMENDATION:

That Council:

- 2.1 **adopts the Communication Equipment on Council Property Policy (Policy) as the Hume City Council Communication Equipment on Council Property Policy (refer attachment 1).**
- 2.2 **advises Bob Joice, General Manager Telstra Operations of the outcome.**

3. LEGISLATIVE POWERS:

Local Government Act 1989

4. FINANCIAL IMPLICATIONS:

The adoption of this Policy will ensure leases and licences entered into for communication equipment on Council property are consistent with the Lease and Licence Policy adopted by Council in June 2014.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

Environmental Sustainability has been considered and the recommendations of this report give no rise to any matters.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

Climate Change has been considered and the recommendations of this report give no rise to any matters.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The Charter of Human Rights and responsibility has been considered and the recommendations of this report give no rise to any matters.

REPORT NO: GE202 (cont.)

8. COMMUNITY CONSULTATION:

- 8.1 The Policy was published between 21 October 2016 and 21 November 2016, through the following means:
- 8.1.1 Council's website under the "Your Say" section. Council's website displayed a brief snapshot of the draft Policy, with an electronic link to download or view it and provide feedback. The community was asked to forward all feedback and comments to Council's email contactus@hume.vic.gov.au
 - 8.1.2 Letters were sent to all existing tenants under a lease or licence that currently have communication equipment on Council property.
- 8.2 Feedback was received on the Policy from Telstra Operations, General Manager Bob Joice (Telstra).

9. DISCUSSION:

9.1 Feedback on Policy

The below table sets out the comments received by Telstra in their submission and Council officer responses:

Telstra comments	Council officer responses
<i>In the Policy Statement item 1.3, 'A proposal to establish communication equipment on a Council building is prohibited other than Council's operational equipment'. Council to further clarify what is a Council building.</i>	The definition in the Policy refers to any building or land that is owned or managed by Council including all land that Council is legally the owner and has title to the land as a registered owner. (replaced 'prohibited' with 'not supported')
<i>Define what documentation is required to confirm compliance with Principle 3.</i>	Principle 3 of the Policy refers to community benefit, and evidence could include specialist consultant studies and reports that may be required for Council to make an informed decision regarding the use of its property. <i>Examples may include coverage and output plans and specifications.</i>
<i>Define what documentation is required to prove the absence of 'limiting the Council's or the communities ability to operate and use the Council property now or in the future as set out in principle 5.</i>	Principle 5 relates to Council's ongoing use of the property and any future planning of the land and surrounds. This assessment can only be made at the time of application and in accordance with Council's strategic planning. These decisions will be controlled by Council and the needs of the community.
<i>Principle 6 – The following amendments are recommended: The communication equipment shall be designed to have minimal visual impact or an acceptable visual impact on the amenity and must comply with the requirements of the Planning and Environment Act 1987 and the Hume Planning Scheme: - A facility that is mounted onto a building should be integrated with design and appearance of the building as far as practicable:- Any</i>	Principle 6 The proposed amendments provided by Telstra are addressed in this Principle in a general form. Council's requirements cannot be too specific as each application will be assessed based on the location, surrounds and site specific design requirements under Council's Hume Planning Scheme and Council's use of its facility.

REPORT NO: GE202 (cont.)

<p><i>equipment on-ground shelters should be screened or fenced to reduce visibility where appropriate; - No trees are to be removed, pruned or lopped without the prior written consent by the responsible Council officer; and – Any other reasonable guidelines required in the development consent for the facility.</i></p>	
<p><i>This Policy will apply to all new Lease and or Licence application including any existing agreements that require renewal from 1 July 2017.</i></p> <p><i>It is recommended that the current (new) Telstra applications that have reached Council approval for the intention to Lease and or have commenced their planning process be exempt from this 1 July 2017 ruling as the policy remains in draft.</i></p>	<p>This Policy will not apply to Lease and Licences that have already been presented to Council for approval.</p> <p>Council has already assessed these applications based on the proposed Principles set out in this Policy.</p>
<p><i>The policy should be read in conjunction with the:</i></p> <p><i>It is recommended that the Telecommunications (Low Impact Facilities) Determination (1997); Telecommunications Code of Practice 1997 and the Victorian Telecommunications Code of Practice also be included in the documentation.</i></p>	<p>The Low-impact facilities have been addressed in Schedule 3 of the Policy.</p> <p><i>The Policy will be amended to also include in the Scope at 4.3 of the Policy and should be read in conjunction with the Telecommunications (Low Impact Facilities) Determination (1997); Telecommunications Code of Practice 1997 and the Victorian Telecommunications Code of Practice</i></p>
<p><i>It is recommended that the market rent be further defined in accordance with the Valuers' definition of 'highest and best use' and or 'suitable other comparables'-comparable space' is very limited and not a true reflection.</i></p> <p><i>Telstra proposes that the rental for its use of Council land should be based on a reasonable return on the freehold value of the land. Say 6%. Current comparable evidence using historical rental is no longer a valid basis following the Federal Court decision Telstra Corporation Limited v State of Queensland (2016) FCA 1213 (14 October 2016). Telstra will agree to pay separately assessed rates and taxes and if the land is not currently rateable, then no statutory outgoings should be imposed. Telstra preference is for the rental to be a gross rental inclusive of all rates and taxes.</i></p>	<p>Council notes Telstra's comments.</p> <p>Council currently calculates all its leases based on a market rental valuation and applies the applicable discounts stated in its current Lease and Licence Policy.</p> <p>Council's existing telecommunication leases have been calculated based on the above.</p> <p>The effect of using the Telstra methodology to calculate an annual rental would mean that a Council market rental calculation of \$20,000 per annum would result in a rental return of \$70 per annum.</p>
<p><i>Six principles</i></p> <p><i>It is recommended as per 1.4 that the ability to 'comply' with these principles and</i></p>	<p>The six Principles are defined sufficiently for the purpose of this Policy and will be assessed against each individual</p>

REPORT NO: GE202 (cont.)

<p><i>the documentation required be further outlined.</i></p>	<p>application at that time.</p> <p>These Principles allow for levels of flexibility without being too specific and therefore can be assessed against each individual application independently.</p>
<p><i>Public Health and Safety</i></p> <p><i>Telstra recommends that following amendments be reflected in the draft Policy.</i></p> <p><i>Council recognises the need for communication equipment within the municipality and equally recognises the communities concern over the potential health impacts from these facilities.</i></p> <p><i>Mobile base stations must be designed, built and operated to comply with the science based guidelines which are recognised by national and international health agencies around the world as providing adequate protection for all members of the community.</i></p> <p><i>These science based guidelines have been adopted by the Australian safety standard known as the radiation Protection Standard for Maximum Exposure Levels to Radiofrequency Fields – 3 kHz to GHz (2002) or RPS 3. RPS 3 is set by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and is based on the safety guidelines recommended by the World Health Organisation (WHO).</i></p> <p><i>RPS3 together with the industry Code C564:2011 Mobile Phone Base Station Deployment applies a precautionary approach to the design, installation and operation of mobile phone base stations.</i></p>	<p>Council acknowledges that Public Health and Safety is a key factor in assessing whether a Council property is suitable to locate communication equipment. All relevant investigations, including reports will be conducted to ensure Council's community is not at risk.</p>
<p><i>7.8 Risk Management Obligations</i></p> <p><i>Telstra reserves its rights to assess its position on the proposed indemnity and insurance provisions in any lease/licence documentation prepared and will obtain legal advice as required.</i></p> <p><i>As a general position, Telstra as Lessee self-insures the respective rights and interests of the Lessor and Lessee for property damage under the Lease.</i></p> <p><i>In respect of Public liability Insurance Telstra has a global insurance policy which includes public liability insurance in</i></p>	<p>Council must ensure that all leases and licences contain appropriate risk management measures including the impact on the community, Council employees and contractors. Council's responsibility is to maintain adequate public liability insurance, noting the interest of Council and the insurance policy must contain a cross liability clause.</p> <p>Council's current practice when entering into any agreement under a tenancy arrangement requires the tenant to be able to provide public liability insurance</p>

REPORT NO: GE202 (cont.)

<i>excess of \$20 million.</i>	with a minimum cover of \$20 million.
7.10 Legal Fees <i>Telstra will contribute \$1500 towards the lessors legal costs and will not agree to fund 100% of these costs if they exceed this cap.</i>	As set out in Council's Lease and Licence Policy the tenant must enter into a cost agreement in advance when negotiating leases or licences and any legal fees incurred by Council as a result of lease and licence negotiations including the preparation of the agreement must be paid by the tenant unless a cap is agreed to.

10. CONCLUSION:

The Policy provides guidelines for the development of lease and licence agreements which clearly define the conditions and requirements under which Council Property will be used for communication equipment.

The Policy will ensure a transparent and consistent process is undertaken when determining the suitability of the Council Property and negotiating and entering into lease and licence agreements.



COMMUNICATION EQUIPMENT ON COUNCIL PROPERTY POLICY

Policy Reference No:	CP
File Reference No:	
Strategic Objective:	Provide responsible and transparent governance, services and infrastructure which responds to and community needs.
Date of Adoption:	
Date for Review:	
Responsible Officer:	Manager Finance and Property Development
Department:	Finance and Property Development

COMMUNICATIONS EQUIPMENT ON COUNCIL PROPERTY POLICY

1. POLICY STATEMENT

- 1.1. Council will consider the potential Lease and/or Licence of Council Property for the purpose of communication equipment and this Policy establishes the terms and conditions and sets guidelines which will form the basis for decisions on whether the Council Property is suitable for use.
- 1.2. The Policy also seeks to minimise any risk to Council and its community, to maximise the community benefit arising from the use of the Council Property and will ensure responsible management.
- 1.3. A proposal to establish communication equipment on a Council building is not supported other than Council's operational equipment or for the purpose of a tenant's requirements.
- 1.4. Any proposals received must be in accordance with the six Principles outlined in this Policy which will determine the suitability of the Council Land. This will enable the establishment and management of Council Property ensuring consistent agreements are reached. These Principles are shown in Attachment 1.
- 1.5. This Policy will apply to all new Lease and/or Licence applications including any existing agreements that require renewal from 1 July 2016.

2. PURPOSE

- 2.1. The purpose of this Policy is to set out the conditions and requirements under which Council Property will be used for communication equipment.
- 2.2. Through implementation of this Policy, Council will be able to set out clear principles for the design, siting, construction and operation of communication equipment which Council must consider as land owner.
- 2.3. Council will ultimately make the decision whether it approves a Lease or Licence for communication equipment on its Property as the land owner and separately as Responsible Authority.

3. OBJECTIVE

The objectives of this policy are to:

- 3.1. Provide a consistent approach to the decision making process in relation to all requests for consent to make application to Council to construct a building or construct or carry out works for communication equipment under a Lease or Licence on Council Property.
- 3.2. Consider all of the relevant issues prior to determining any application for a Lease or Licence, including the effect of the proposal on the Council use of Council Property and on adjacent land, the principles for the design, siting, construction and operation of communication equipment set out in *A Code of Practice for Telecommunications Facilities in Victoria*, and in accordance with the Hume Planning Scheme.

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COMMUNICATIONS EQUIPMENT ON COUNCIL PROPERTY POLICY

3.3. Encourage the siting of communication equipment facilities in appropriate locations within the municipality.

4. SCOPE

4.1. This Policy specifically deals with all of Council's building and land including, roads, road reserves and unnamed roads, owned by or under the Council's management and which are available to be Leased or licensed to third parties once being identified as suitable properties for communication equipment to be located.

4.2. This Policy will be applied to:

- 4.2.1. New Leases
- 4.2.2. New Licenses; and
- 4.2.3. To those Leases and Licenses which have expired and where renewal is pending.

4.3. The policy should be read in conjunction with the:

- 4.3.1. *Local Government Act 1989* (the Act)
- 4.3.2. *Planning and Environment Act 1987* and Hume Planning Scheme
- 4.3.3. Hume City Council policies (various).
- 4.3.4. Committee of Management responsibilities under the *Crown Land (Reserve) Act 1978*.
- 4.3.5. *Telecommunications Act 1997*

5. DEFINITIONS

5.1. In this Policy, the following definitions apply:

- 5.1.1. Council Property
 - Land or buildings owned by Council or under Council's care, control and management.
- 5.1.2. Communication equipment
 - Telecommunication infrastructure
 - National Broadband Network (NBN)
 - Satellite dishes
 - Television antennas and related equipment
 - Panel antenna
 - Omni-directional antenna
 - Radio communication equipment
 - Microwave antennas
 - Equipment and structures used to transmit or receive television and radio signals.
 - Information Technology equipment
 - Other facilities not described

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COMMUNICATIONS EQUIPMENT ON COUNCIL PROPERTY POLICY

5.1.3. High Impact Facilities

- A tower that requires a Planning Permit under the Hume Planning Scheme.
- Tower – man-made structures that are always taller than they are wide usually by a significant margin, generally built to take advantage of their height and can stand alone or as part of a larger structure. In the context of telecommunications a tower requires a planning permit to be erected and is usually either a HUB or a BTU.
- Mobile phone towers are generally 25 to 30 metres high.
- A HUB is a larger tower in excess of 50 metres.
- A BTU is a smaller tower in the range of 25 to 30 metres.
- As set out under the *Telecommunications Act 1997*.

5.1.4. Lease

- A Lease grants permission for exclusive use and possession of a parcel of land or a building for a defined term. It provides the tenant a proprietary interest in the Council Property which is binding on third parties.
- Under a Lease a tenant is able to assign or transfer its interest to a third party as the Lease runs with the land.

5.1.5. Licence

- A Licence grants permission for non-exclusive use of a parcel of land for a defined term.
- More than one Licence at a time may be granted over the same parcel of land.

5.1.6. Low Impact Facilities

- Low-impact facilities are generally small radio communications antennae and dishes erected on an existing tower or building that are designed to be unobtrusive. Other types of low-impact facility include underground cables, public telephones, telecommunications pits in footpaths and co-located facilities.
- The Telecommunications Code of Practice 1997 including the Telecommunications (low-impact Facilities) Determination 1997 refers to requirements and current practice for telecommunications facilities in Victoria (an incorporated document in all planning schemes in Victoria).

5.1.7. Market Rent

- Is the rental income that a property would command in the open market. The fee is calculated by Council's Valuer or an independent Valuer (if required) using the latest market rental for a comparable space. (Refer to Schedule 2)

5.1.8. Outgoings

- Means water usage charges, electricity and gas in connection with the Council Property. (Refer to Schedule 2)

5.1.9. Rates and Taxes

- Means any government rates and charges, taxes and levies including the Fire Services Levy. (Refer to Schedule 2)

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- 5.1.10. Sensitive uses
 - Include child care centres, pre-school, leisure centres and any other buildings occupied by Council staff, contractors or the community during standard operating hours.

- 5.1.11. Standard operating hours
 - The usual operating hours relevant to the specific Council facility.

- 5.1.12. Telecom carrier
 - A company that is authorized by regulatory agencies to operate a telecommunications system.

- 5.1.13. Telecommunication System
 - A telecommunication system consists of three basic elements:
 - a transmitter that takes information and converts it to a signal;
 - a transmission medium that carries the signal; and
 - a receiver that receives the signal and converts it back into usable information.

- 5.1.14. Tower – one of three types of Towers
 - Guyed Tower – a single column steel structure supported by several guyed wires.
 - Lattice Tower – a multiple column structure that is reinforced by crossbeams. A lattice tower is less than 75 metres tall.
 - Monopole – a single-pole tower which is usually shorter than the guyed or the lattice towers. Monopoles occupy less space than the other towers and are better suited for metropolitan areas.

- 5.1.15. Telecommunications infrastructure
 - Any part of infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use, in or in connection with a telecommunications network.

- 5.1.16. Telecommunications network
 - A system, or series of systems, that carries, or is capable of carrying, communications by means of guided and/or unguided electromagnetic energy.

- 5.1.17. The Act
 - Means the *Local Government Act 1989* (Vic).

- 5.1.18. Tenant (Lessee or Licensee)
 - An authorised person or incorporated body that has entered into or is proposing to enter into a Lease or Licence with Council for the use of the Council Property.
 - Council will only grant a Lease or Licence to specific persons, incorporated bodies, (that is, organisations that are incorporated under the Associations Incorporation Act 1981) or bodies corporate (as defined under the Corporations Act 2001)

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(Cth)) and successor legislation. This means a Lease or Licence agreement cannot be made with people representing a group e.g. committees or partnerships.

The assessment criteria and associated category assessments are shown in Schedule 2 for the below groups.

- Group One Tenant – Commercial
- Group One Tenants occupy the Council Property on a commercial basis.
- Examples of these Tenants are commercial organisations which have a commercial (business oriented) profit objective and Government organisations.
- Group Two Tenant – Community, Clubs and Organisations
- Group Two Tenants include recreational or community groups that service the community and are readily available to Hume residents. These Tenants include member based fee-paying clubs, groups that charge for services and organisations that have the capacity to generate revenue from use of the Council Property or other activities consistent with the organisational purpose (but do not operate to make a commercial profit). Some examples include Sporting Clubs, Non- Government Organisations and Service Providers.
- Group Three Tenant – Not-for-Profit Community Groups (peppercorn)
- Group Three Tenants include incorporated community groups that service the community and are not categorised as a Group One or Group Two Tenant. These Tenants do not have the capacity to generate a significant amount of income and operate on a not for profit basis. Some examples include Toy Libraries, Scout Groups and Historical Societies.

6. POLICY IMPLEMENTATION

- 6.1. This Policy will be the responsibility of Council's Manager Finance and Property Development and will be administered by the Property and Development team in conjunction with various relevant internal departments.
- 6.2. The Lease or Licence may be subject to three separate review processes; internal investigations, Council approval as land owner and Council as Responsible Authority including relevant statutory permits where applicable and Council's statutory obligation under the Act.
- 6.3. The internal referral investigations process will provide relevant departments within Council an opportunity to review and provide information relating to the proposed Lease or Licence and any impact on the Council Property. The internal departments will evaluate the proposal in accordance with the six Principles outlined in this Policy.
- 6.4. The six Principles are outlined in Schedule 1 and include:

Principle 1 - Location of communication equipment on Council Property

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- Principle 2 - Communication equipment should be co-located wherever practicable
- Principle 3 - Community benefit of the proposal
- Principle 4 - Health standards for exposure to emissions will be met
- Principle 5 - Impact of the communication equipment on the Council Property
- Principle 6 - Communication equipment should be sited to minimise visual impact

- 6.5. Should the applicant successfully comply with the six Principles, the proposed Lease or Licence will be assessed in accordance with the tenant category assessment shown in Schedule 2.
- 6.6. Where a proposed Lease or Licence receives support from the internal departments through the internal investigations process, a report may be required to seek Council approval to Lease or Licence the Property.
- 6.7. Where required, the proposal will also be subject to the statutory obligations under Section 190 and 223 of the Act. Section 223 will allow for persons to make submissions in relation to the proposed Lease or Licence.
- 6.8. Alternatively under the *Instrument of Sub-Delegation by the Chief Executive Officer to Members of Council Staff*, as outlined in the delegation an officer may negotiate and approve the Lease or Licence.

7. OTHER

7.1. Planning Approval

- 7.1.1. A *Code of Practice for Telecommunication facilities in Victoria 2004* is an incorporated document in all planning schemes in Victoria. This sets out the circumstances and requirements under which land may be developed for a telecommunication facility without the need for a Planning Permit.
- 7.1.2. Under the *Telecommunication Act 1997, Telecommunications (Low-impact facilities) Determination 1997* and shown in Attachment 2, it is recognised that low-impact facilities do not require a Town Planning Permit, but to facilitate better relations between Council and the community, it encourages applications for all telecommunication facilities to be referred to Council’s Statutory Planning Department for assessment against this Policy.

7.2. Advertising Requirements

All requests or applications for the installation of communication equipment are to be advertised to users of the Council Property, affected adjoining landowners in accordance with the Statutory Planning application processing requirements and with this Policy.

7.3. Public Health and Safety

Council recognises the need for communication equipment within the municipality and equally recognises the community’s concern over the potential health impacts from these facilities.

The Council adopts a precautionary approach to the installation and operation of communication equipment and considers it important to protect sensitive uses.

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This is based on inconclusive scientific evidence regarding the long term health impacts.

7.4. Term of Lease or Licence

The length of each Lease or Licence will be negotiated taking into account the particular circumstances of the Council Property, including capital investment and long-term planning, the connection between facility use, the Council Plan objectives, relevant strategies and the extent to which the facility is used for multi-purpose activities.

A Licence Term will not be granted for more than five years. This is based on Council's future requirements of the Council Property and the Tenant being in occupation on a temporary basis allowing flexibility for both Council and the Tenant and in accordance with Council's Lease and Licence Policy.

A Lease Term including options cannot exceed 50 years according to the Act. These items will be assessed in conjunction with Council's statutory obligations under the Act.

7.5. Statutory Obligations

Where applicable, the grant of a Lease or Licence is subject to Council complying with its statutory obligations as follows:

Pursuant to Section 190 of the Act, Council is required to advertise its intention to Lease land to another party and to consider submissions under section 223 if:

- The Lease exceeds one year or more and –
- the rent for any period of the Lease is \$50,000 or more a year; or
- The current market rental value of the land is \$50,000 or more a year; or
- The Lease term exceeds 10 years; or
- A building or improving Lease.

The Council must at least 4 weeks before the Lease is made publish a public notice of the proposed Lease.

A person has a right to make a submission under section 223 on the proposed Lease.

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7.6. Committee of Management Standard Procedure (Crown Land)

Council must seek ministerial approval to Lease or Licence Crown Land irrespective of Council being the appointed Committee of Management. Where required, Leases and Licences must first be approved by the Minister for Environment and Climate Change and will take a standard form as recommended by the Department of Environment, Land, Water and Planning (DELWP).

Where Council acts as the Committee of Management over Crown Land, agreements will be prepared in accordance with DELWP guidelines.

7.7. Delegation

Council is given the power to delegate any of its powers, duties and functions, other than for stipulated exceptions, under the Act.

Council's 'Instrument of the Sub-Delegation by the Chief Executive Officer to Members of Council Staff' outlines the delegated powers to Lease or Licence Council Property.

The Manager Finance and Property Development has the power to:

- Negotiate and undertake administrative procedures related to Leases and Licences; and
- Administer procedures necessary to enable Council to carry out its functions under section 223 of the Act.

7.8. Risk Management Obligations

Council will ensure that all Leases and Licences contain appropriate risk management measures including an obligation on the Tenant to:

- Re-lease and indemnify Council from all claims resulting from any damage, loss, death or injury in connection with the Council Property, unless such claims arise out of Council's negligence;
- effect and maintain adequate public liability insurance, noting the interest of Council and the Policy must contain a cross liability clause. A minimum cover of \$20 million must be provided;
- ensure any users of the Council Property have appropriate public liability insurance;
- ensure that appropriate documentation and insurance is in place for the occasional or hired use of the Council Property by third parties; and
- be responsible for complying with emergency and evacuation procedures and risk management practices implemented by Council;

Council will be responsible for ensuring:

- any users of the Council Property have appropriate public liability insurance;
- it will take out and maintain building insurance for buildings on Council Property for a full replacement value; and
- it does not insure the contents of any Leased Council Property.

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7.9. Alterations to Lease or Licence Area

The Tenant may request alterations/improvements or extensions to the Lease area, however the Tenant must obtain the prior written consent of the Council before carrying out any alterations or works on the Council Property.

Alterations to the Council Property must be strictly in accordance with plans and specifications approved by Council and in accordance with requirements of any authorities having jurisdiction over the Council Property.

In the event that an alteration is approved, Council may review and adjust the Lease/Licence terms in accordance with this Policy.

7.10. Legal fees

Once the applicant has submitted their proposal a cost agreement must be signed by the proposed Tenant in advance of negotiations commencing and any legal or other associated fees incurred by Council as a result of Lease and Licence negotiations including the preparation of the agreement will be payable by the Tenant.

8. RELATED DOCUMENTS

- 8.1. Hume City Council Investment Policy (Confidential).
- 8.2. Hume City Council Lease and Licence Policy.
- 8.3. Hume Horizons 2040.
- 8.4. Hume City Council - Council Plan 2013-2017
- 8.5. Hume City Council Asset Management Policy.
- 8.6. Hume City Council Fraud Control Policy.
- 8.7. Hume City Council Risk Management Policy.

A number of laws and regulations affect Telecommunication Leases. Of particular relevance are the following Commonwealth legislations, Victorian Acts and Regulations, including the:

- 8.8. *Telecommunications Act 1997* (Cth).
- 8.9. Telecommunications Code of Practice 1997 (Cth).
- 8.10. Telecommunications (Low-impact Facilities) Determination 1997 (Cth).
- 8.11. *Electricity Industry Act 2000* (Vic).
- 8.12. A Code of Practice for Telecommunications in Victoria 2004.
- 8.13. *Local Government Act 1989* (Vic).
- 8.14. *Retail Leases Act 2003* (Vic).
- 8.15. *Crown Land (Reserves) Act 1978* (Vic).
- 8.16. *Personal Property Securities Act 2009* (Cth).
- 8.17. *Competition and Consumer Act 2010* (Cth).
- 8.18. *Equal Opportunity Act 2010* (Vic).
- 8.19. *Planning & Environment Act 1987* (Vic).
- 8.20. Local Government (General) Regulations 2004 (Vic).
- 8.21. National Competition Policy (NCP).

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- 8.22. *Information Privacy Act 2000 (Vic).*
- 8.23. *Occupational Health & Safety Act 2004 (Vic).*
- 8.24. *Building Act 1993 (Vic).*
- 8.25. *Building Regulations 2006 (Vic).*
- 8.26. *Catchment and Land Protection Act 1994 (Vic).*

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COMMUNICATIONS EQUIPMENT ON COUNCIL PROPERTY POLICY

SCHEDULE 1 – PRINCIPLES

<p>Principle 1 – Location of Communication Equipment on Council Property</p> <p>Council does not support the location of any communication equipment on a Council building.</p>
<p>Principle 2 – Communication Equipment should be co-located wherever practicable</p> <p>Where possible:</p> <ul style="list-style-type: none"> - Communication lines should be located within existing underground conduit; and/or - Overhead lines and antennae should be attached to existing communication equipment infrastructure.
<p>Principle 3 – Community benefit of the proposal</p> <p>The installation of the communication equipment must provide a community benefit such as:</p> <ul style="list-style-type: none"> - Enhancement of coverage; and/or - New infrastructure.
<p>Principle 4 – Health standards for exposure to emissions will be met</p> <p>Must be designed and installed so that maximum human exposure levels to emissions comply with the relevant Australian Standards.</p>
<p>Principle 5 – Impact of the Communication Equipment on the Council Property</p> <p>The installation of the communication equipment must not limit Council's or the communities ability to operate and use the Council Property now and in the future.</p>
<p>Principle 6 – Communication Equipment should be sited to minimise visual impact</p> <p>The communication equipment shall not have a negative impact on the amenity and must comply with the requirements of the <i>Planning and Environment Act 1987</i> and the Hume Planning Scheme:</p> <ul style="list-style-type: none"> - A facility that is mounted onto a building should be integrated with the design and appearance of the building; - Any equipment sheds should be screened/fenced to reduce visibility; - No trees are to be removed, pruned, or lopped without the written consent by the responsible Council officer; and - Any other design guidelines.

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SCHEDULE 2 – CATEGORY ASSESSMENTS

Categories	Market Rent	Outgoings/Utilities	Maintenance	Rent Reviews	Legal Fees (including amendments requested by the Tenant)	Term
Group One	Commercial Rate determined by Council's Valuer	All paid by the Tenant, including Rates, taxes and levies	All maintenance requirements paid by the Tenant	Market Rent Review at end of each Term or 5 years, whichever ever is shorter plus annual fixed 2-4% increases	100% Tenant	No longer than 20 years and subject to the Tenant and Council's requirements. The Lease Term may include several options.
Group Two	Up to 70% discount of Commercial Rate determined by Council's Valuer.	All paid by the Tenant, including Rates, taxes and levies	All maintenance requirements paid by the Tenant	Annual fixed 2-4%	100% Tenant	No longer than 20 years and subject to the Tenant and Council's requirements. The Lease Term may include several options.
Group Three	\$100 - \$500 per annum	All paid by the Tenant, including Rates, taxes and levies	All maintenance requirements paid by Tenant and/or Council	Annual CPI increase	50% but not more than \$1,000 Tenant (amendments requested by Tenant pay 100%)	No longer than 20 years and subject to the Tenant and Council's requirements. The Lease Term may include several options.

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SCHEDULE 3 – EXTRACT FROM ACMA

Low-impact facilities

Carriers have the power to install low-impact facilities without seeking state, territory or local government planning approval. Low impact facilities are specified in the *Telecommunications (Low-Impact Facilities) Determination 1997*, and include small radiocommunications antennae and dishes that are erected on existing towers and buildings. Underground and overhead optical fibre installations undertaken by NBN Co are identified as being low-impact facilities. All low-impact facilities must be installed in accordance with the *Telecommunications Act 1997* and the *Telecommunications Code of Practice 1997*.

Facilities such as freestanding mobile phone towers are not classified as low-impact facilities and their installation requires local council approval. However, the determination identifies certain equipment as low impact when it is mounted on existing structures such as buildings, poles or towers. It also classifies an extension of up to five metres on an existing tower as low impact, provided the tower has not previously been extended.

As a carrier, NBN Co is generally able to install a low-impact facility, such as its underground fibre network, without obtaining prior approval from landowners/occupiers. However, NBN Co is required to notify a landowner of its intention to install a low-impact facility. If a landowner or occupier objects to the installation of a low-impact facility, the landowner/occupier can raise the matter first with the carrier. If unable to resolve the matter directly with the carrier, the matter may be referred to the Telecommunications Industry Ombudsman (TIO). The TIO may investigate any low-impact facility installation proposal following a complaint from a landowner and can issue a direction to the carrier about the installation. Carriers must comply with any TIO direction.

The ACMA has the power to enforce compliance and may investigate complaints and/or instances of systemic non-compliance by a carrier.

Last updated: 21 May 2015

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REPORT NO:	GE204
REPORT TITLE:	Correspondence received from or sent to Government Ministers or Members of Parliament - May 2017
AUTHOR:	Paul White, Coordinator Knowledge Management
DIVISION:	Corporate Services
FILE NO:	HCC04/13
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENTS:	<ol style="list-style-type: none">1. <i>Advocacy Campaign to continue funding of 15 Hours of Preschool</i>2. <i>Minister Response - Advocacy Campaign to continue funding of 15 Hours of Preschool</i>3. <i>Prime Minister Response - Advocacy Campaign to continue funding of 15 Hours of Preschool</i>4. <i>Premier Response - Advocacy Campaign to continue funding of 15 Hours of Preschool</i>5. <i>Budget Information on GAIC Contributions</i>6. <i>Community Sports Infrastructure & Indoor Stadiums - Funding Available (Two Notifications)</i>7. <i>Request for meeting with Residents - Sunbury Precinct Structure Plans</i>8. <i>Response - Sunbury South Station Proposal</i>9. <i>State Budget to Invest \$6.2 M - Sport & Recreation</i>10. <i>Statement in the Legislative Council - funding cuts</i>11. <i>Letter of Appreciation to George Osborne - Automotive Transition Taskforce Participation</i>12. <i>Country Football & Netball Program - Funding Available (Two Notifications)</i>13. <i>State Budget – Funding Assistance Grants</i>14. <i>Support for Tullamarine Mens Shed Funding</i>15. <i>Launch of Early Childhood Reform Plan</i>16. <i>Camp Road Level Crossing Removal Project</i>17. <i>Parliamentary Inquiry Into Perinatal Services</i>18. <i>Rail Connection to Melbourne Airport</i>

1. SUMMARY OF REPORT:

This report presents a summary of correspondence relating to Council resolutions or correspondence that is considered to be of interest to Councillors received from and sent to State and Federal Government Ministers and Members of Parliament.

2. RECOMMENDATION:

That Council notes this report on correspondence sent to and received from Government Ministers and Members of Parliament.

3. DISCUSSION:

There is a range of correspondence sent to and received from State and Federal Government Ministers and Members of Parliament during the normal course of Council's operations. Correspondence of this nature registered in the Council recordkeeping system during May 2017 that is considered to be of interest to Councillors are summarised in the table below and copies of the documents are provided as attachments to this report.

REPORT NO: GE204 (cont.)

CORRESPONDENCE RELATING TO COUNCIL RESOLUTIONS OR OF INTEREST TO COUNCILLORS						
Direction	Subject	Minister or Member of Parliament	Date Received / Sent	Responsible Officer	Council Minute Reference	Attachment
Outwards	Advocacy Campaign to continue funding of 15 Hours of Preschool	Various Ministers	30/03/2017	Manager Family Youth & Children's Services		1
Inwards	RESPONSE - Advocacy Campaign to continue funding of 15 Hours of Preschool	Minister for Families & Children	18/04/2017	Manager Family Youth & Children's Services		2
Inwards	RESPONSE - Advocacy Campaign to continue funding of 15 Hours of Preschool	Assistant Minister to the Prime Minister	15/05/2017	Manager Family Youth & Children's Services		3
Inwards	RESPONSE - Advocacy Campaign to continue funding of 15 Hours of Preschool	Premier of Victoria	29/05/2017	Coordinator Grants & Advocacy		4
Inwards	State Budget - Information on Growth Areas Infrastructure Contributions	Shadow Minister for Planning, Local Government & Equality	03/05/2017	Manager Strategic Planning		5
Inwards	Community Sports Infrastructure & Indoor Stadiums - Funding Available	Member for Yuroke & Member For Sunbury	03/05/2017 18/05/2017	Manager Leisure Centres & Sport		6
Outwards	Request for meeting with Residents - Sunbury Precinct Structure Plans	Minister for Planning	04/05/2017	Manager Strategic Planning	MED197	7
Inwards	Sunbury South Station Proposal - Ministerial Response	Minister for Public Transport	05/05/2017	Manager Strategic Planning		8
Inwards	State Budget to Invest \$6.2 Million to Sport & Recreation	Minister for Sport	09/05/2017	Manager Leisure Centres & Sport		9
Inwards	Statement in the Legislative Council - funding cut to growth and interface councils	Shadow Minister for Planning, Local Government & Equality	11/05/2017	Coordinator Grants & Advocacy		10
Inwards	Letter of Appreciation to George Osborne for Northern Local Automotive Transition Taskforce Participation	Minister for Industry & Employment	12/05/2017	Manager Economic Development		11

REPORT NO: GE204 (cont.)

CORRESPONDENCE RELATING TO COUNCIL RESOLUTIONS OR OF INTEREST TO COUNCILLORS						
Direction	Subject	Minister or Member of Parliament	Date Received / Sent	Responsible Officer	Council Minute Reference	Attachment
Inwards	Country Football & Netball Program - Funding Available	Member For Sunbury & Minister for Sport	18/05/2017	Manager Leisure Centres & Sport		12
Inwards	State Budget – Discussions Regarding Funding Assistance Grants Indexation	Member for McEwen	18/05/2017	Manager Finance & Property Development		13
Inwards	Support for Tullamarine Men’s Shed Funding	Member For Sunbury	22/05/2017	Manager Finance & Property Development		14
Inwards	Launch of Early Childhood Reform Plan	Minister for Families & Children	26/05/2017	Manager Family Youth & Children’s Services		15
Outwards	Camp Road Level Crossing Removal Project	Minister for Public Transport & Major Projects	29/05/2017	Manager Assets	KUR009	16
Inwards	Parliamentary Inquiry into Perinatal Services	Parliament of Victoria – Family & Community Development Committee	29/05/2017	Director Community Services		17
Outwards	General Business - Rail Connection to Melbourne Airport	Premier of Victoria Minister for Public Transport	31/05/2017	Manager Strategic Planning	MED202	18



Our File: HCC11/708
Enquiries:
Telephone:

1079 PASCOE VALE ROAD
BROADMEADOWS
VICTORIA 3047

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DALLAS 3047

Telephone: 03 9205 2200
Facsimile: 03 9309 0109
www.hume.vic.gov.au

Thursday 30 March 2017

The Hon Jenny Mikakos MP
Minister for Families and Children
Level 22, 50 Lonsdale Street
MELBOURNE VIC 3000

Dear Minister

RE: URGENT ACTION REQUIRED FOR ONGOING KINDERGARTEN FUNDING

As the Mayor of Hume Council, I write to you on behalf of all families in our community and strongly urge that action be taken to secure ongoing funding for Universal Access to Early Childhood Education (15 hours of kindergarten).

Since July 2013, almost all of Victoria's preschoolers have had access to a 15 hour program, including more than 1800 currently enrolled in four year old preschool in Hume City.

Currently, the Victorian Government funds 10 hours, and the Australian Government funds 5 hours, with the community contributing 35 per cent through parent fees, fundraising and Council support.

However, the Liberal/Nationals Coalition Government's current commitment through the latest *National Partnership Agreement on Universal Access to Early Childhood Education* expires in December 2017.

Such a significant national education reform must have continued funding beyond the political cycle. Without continued government investment for the additional 5 hours of preschool, we risk poorer learning outcomes for Australian children.

On 20 February 2015, the Productivity Commission released its report into Childcare and Early Childhood Learning which supports continued Commonwealth investment in preschool programs. We welcome the report recommendation that Australian Government funding for early childhood education and care should be combined and directed towards three priority areas, including the kindergarten Universal Access program.

...2

- 2 -

Hume City Council wants to see these recommendations adopted as a matter of urgency by the Australian Government with subsequent funding allocated in the May budget to ensure the rights of our families and children to attend 15 hours of kindergarten in an accessible, affordable and flexible way is achieved beyond 2017.

This national policy decision has ramifications in our local community. If the Australian Government does not fund the remaining 5 hours of Universal Access it is predicted that the following economic and social impacts will be felt within Hume City Council:

- There will be a funding shortfall of \$2.2 million per annum for Council.
- Families face a reduction in service provision or significantly increased fees (increases of over \$1,000 per place per year) to cover the shortfall and;
- There will be a reduction in participation and learning outcomes for our children.

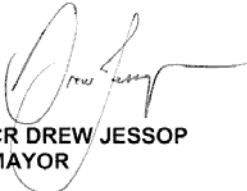
As the third-most disadvantaged Local Government Area in all of metropolitan Melbourne, our families cannot afford to pay additional fees and a reduction in services will impact on their children's ability to reach their full potential. Hume children rank as more vulnerable on two or more domains of the Australian Early Development Census (14.3%) compared to the rest of the country (10.8%).

Early childhood education is a vital start to our children's formal education to prepare them ahead of attending primary school education. The importance of this issue to our community is further evidenced by more than 1,100 families across Hume City supporting Council's *Fund five hours of preschool* postcard advocacy campaign.

Hume City Council urgently requests that the Victorian Government do everything in its power to ensure that the Coalition continue funding a minimum of five (5) hours for *Universal Access* to improve the educational outcomes for children across Australia.

We need your support to ensure that the futures of our children are not jeopardised by the federal government's refusal to fund this all-important program.

Yours sincerely



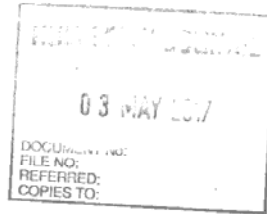
CR DREW JESSOP
MAYOR



Jenny Mikakos MP

Minister for Families & Children
Minister for Youth Affairs

GPO Box 4057
Melbourne Victoria 3001
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www.dhhs.vic.gov.au
www.education.vic.gov.au



RN12395

CR Drew Jessop
Mayor
Hume City Council
1079 Pascoe Vale Road
BROADMEADOWS VIC 3047

Dear Mr Jessop

Thank you for your letter detailing your concerns about the future of the National Partnership Agreement for Universal Access to Early Childhood Education beyond 2017.

Early childhood education is central to the Andrews Labor Government's vision to make Victoria the Education State and I am committed to improving early childhood outcomes across Victoria. I share your view that access to 15 hours per week of quality kindergarten in the year before school plays a vital role in establishing a strong foundation for lifelong learning, wellbeing and success.

I would like to take this opportunity to thank you for all the work undertaken and the investment made by the Hume City Council to support the delivery of 15 hours per week of high quality kindergarten to children throughout your municipality.

I understand that you are concerned about the future of Commonwealth funding for Universal Access to 15 hours of kindergarten beyond 2017 and the impact of funding uncertainty on service planning. The Victorian Government will continue to engage with the Commonwealth through the Education Council and the Council of Australian Governments (COAG), to advocate for a sustainable, long term National Partnership. At the Education Council on 16 December 2016, Commonwealth, state and territory ministers, including myself, welcomed the recent decision by COAG to prioritise early childhood education. Following this meeting, the chair of Education Council wrote to COAG urging it to maintain Universal Access to at least 15 hours per week of a quality kindergarten program.

On the 30 January 2017, I launched a campaign urging the Turnbull Government to commit to 15 hours of kindergarten to provide security to families beyond 2017. I would encourage individuals and organisations who are concerned with the Commonwealth's failure to commit to its share of funding to go online and sign the petition at <http://thismatters.org.au/kindercuts>.



If you would like to discuss this further you may contact Mr Mathew Lundgren, Director, Early Learning Participation Branch, Early Years and Primary Reform Division, Department of Education and Training, on 8392 5099 or by email: lundgren.mathew.b@edumail.vic.gov.au.

Yours sincerely



Jenny Mikakos MP
Minister for Families & Children
Minister for Youth Affairs

18 / 4 / 2017



SENATOR THE HON JAMES MCGRATH
ASSISTANT MINISTER TO THE PRIME MINISTER
ASSISTANT MINISTER FOR REGULATORY REFORM

Reference: MC17-033656

Councillor Drew Jessop
Mayor
Hume City Council
PO Box 119
DALLAS VIC 3047

HUME CITY COUNCIL	
15 MAY 2017	
DOCUMENT No	HCC11/708
FILE No	
REFERRED	Karla Colnich
COPIES TO	cc - Louise McFarlane cc - Mayor cc - Louise Coulton

Dear Councillor Jessop

Thank you for your letter dated 30 March 2017 to the Prime Minister, the Hon Malcolm Turnbull MP, regarding preschool funding. I have been asked to reply on the Prime Minister's behalf.

Since 2008, the Government has provided over \$2.8 billion to states and territories to achieve universal access to quality preschool programs through a series of national partnership agreements. Significant progress has been made, with more Australian children attending quality preschool programs each year.

The Government is currently considering preschool funding arrangements from 2018. We understand certainty is important for the sector, and for families who need to take decisions about work and family arrangements. I have referred your letter to the Minister for Education and Training, Senator the Hon Simon Birmingham, as the issue falls within his portfolio.

Yours sincerely

JAMES MCGRATH

26 / 4 / 2017



The Hon Daniel Andrews MP

Premier of Victoria

Cr Drew Jessop
Mayor
Hume City Council
1079 Pascoe Vale Road
BROADMEADOWS VIC 3047

1 Treasury Place
Melbourne, Victoria 3002 Australia
Telephone: +613 9651 5000
M17/5025
25 MAY 2017
HUME CITY COUNCIL
29 MAY 2017
DOCUMENT No:
FILE No:
REFERRED
HCC11/708
Karla Calhoun

cc - Mayor
cc - Louise McFarlane
cc - Margarita Caddick
cc - Lisa Letke
cc - Louise Coulter

Dear Mayor

Thank you for your letter regarding the need to secure ongoing funding for the National Partnership Agreement on Universal Access to Early Childhood Education (NP UAECE).

Quality early childhood education plays a critical role in children's social, cognitive and behavioural development. The Victorian Government is committed to investing in universal kindergarten to ensure that no child misses out on receiving the best possible start in life.

That is why as part of the 2017-18 Budget, the Victorian Government is providing \$108.4 million in funding for the introduction of needs-based funding and support for children who experience disadvantage, to ensure Victorian children have every opportunity to flourish in life and are school ready. The 2017-18 Budget also includes \$81.2 million in funding to strengthen and expand maternal and child health and parenting services.

These initiatives will be supported by the recently announced Early Childhood Reform Plan, which outlines the Government's vision to deliver systematic reform in the early years and create a higher quality, more equitable and inclusive early childhood system.

The Commonwealth Government has now announced its intention to extend the NP UAECE until the end of 2018. This decision is the result of continued advocacy on the part of the Victorian Government, together with early learning organisations, local governments and parents. However, Victorian families and service providers, including local governments, deserve and urgently need long term funding certainty for kindergarten. The Victorian Government will continue to advocate the Commonwealth to commit to sustainable funding for 15 hours of quality early childhood education for children in the year before primary school beyond 2018.

Thank you for writing to me about the future of kindergarten funding under the NP UAECE.

Yours sincerely

The Hon Daniel Andrews MP
Premier

cc: Jenny Mikakos MP, Minister for Families and Children



From: Brett Barton <Brett.Barton@parliament.vic.gov.au> on behalf of David Davis <david.davis@parliament.vic.gov.au>
Sent: Wednesday, 3 May 2017 4:03 PM
To: David Davis
Subject: Victorian State Budget - GAIC receipts
Attachments: BP5 extract - GAIC.pdf

Dear CEO

The shadow Minister for Local Government requested I send you the attached excerpts from Budget Paper 5 relating to GAIC receipts for your information.

Regards

Brett Barton
Office of the Hon David Davis MP



DAVID DAVIS MP

Member for Southern Metropolitan Region
Shadow Minister for Planning, Local Government
and Equality

Suite 4 / 976 Riversdale Rd
Surrey Hills VIC 3127
t. 03 9888 6244 f. 03 9888 6529



[\DavidDavisMLC](#)



[\DavidDavisMLC](#)

Land tax

Land tax is an annual tax assessed on the unimproved value of land (site value). Categories of land such as principal places of residence and primary production land are exempt under the *Land Tax Act 2005*. Effective from the 2017 calendar year, properties that are left unoccupied for six months or more in a calendar year will be subject to a tax of 1 per cent of the property's capital improved value. Additionally, the current biennial property valuation process for the calculation of land tax will be centralised within the Valuer-General Victoria and undertaken annually, aligning with practice in other Australian jurisdictions.

Land tax revenue in 2017-18 is forecast to be \$2.4 billion. The buoyant property market is expected to drive land tax revenue growth, leading to a higher 2018 revaluation estimate.

Growth areas infrastructure contribution

The growth areas infrastructure contribution (GAIC) applies to certain types of land in Melbourne's growth areas. The revenue is used to provide community infrastructure in these areas.

GAIC revenue is expected to be \$175 million in 2017-18, and is expected to grow by an annual average of 5.2 per cent over the next four years, broadly in line with projected nominal growth in the economy.

Conditions for developers in growth areas remain positive in an environment of strong population growth, high demand and a buoyant property market. Recent incentives for first home buyers will provide additional support for activity in the first home buyer segment of the GAIC market. Partially offsetting this, uncertainties around borrowing costs are expected to dampen demand in GAIC areas and this may lead to developers slowing land acquisitions.

Payroll tax

Payroll tax is levied on taxable Victorian wages, defined to include salaries, wages, commissions, bonuses, taxable fringe benefits and payments to some contractors. Since July 2014, a payroll tax rate of 4.85 per cent has been levied on businesses with a total taxable Australian wage bill above an annual tax-free threshold. The current threshold of \$575 000 for 2016-17 will be increased to \$650 000 by 1 July 2018. Additionally, from 1 July 2017, a lower payroll tax rate of 3.65 per cent will apply to businesses with payrolls that comprise at least 85 per cent regional employees. The threshold under which businesses can opt to make annual payroll tax payments, rather than monthly payments, will increase from annual payroll tax liabilities of \$10 000 to \$40 000.

Payroll tax revenue is expected to be \$5.9 billion in 2017-18. Monthly payroll collections for 2016-17 have been in line with expectations despite subdued wages growth, reflecting strong employment growth. Spare capacity and under-employment combined with strong growth in labour supply remains a risk for payroll tax revenue via wage outcomes.

Table 4.2: Taxation estimates ^(a) (\$ million)

	2016-17 revised	2017-18 budget	2018-19 estimate	2019-20 estimate	2020-21 estimate
Taxes on employers' payroll and labour force	5 727	5 898	6 171	6 497	6 833
Taxes on property					
Land tax	2 499	2 366	2 772	2 989	3 158
Congestion levy	116	118	120	123	126
Land transfer duty	6 020	6 164	6 499	6 998	7 529
Other property duties
Metropolitan improvement levy	166	162	166	170	174
Metropolitan planning levy	27	27	28	29	30
Fire Services Property Levy	669	674	677	688	695
Financial accommodation levy	136	154	170	184	196
⇒ Growth areas infrastructure contribution	166	175	183	193	203
	9 799	9 840	10 616	11 375	12 112
Gambling taxes					
Public lotteries	420	438	450	464	476
Electronic gaming machines	1 101	1 126	1 139	1 154	1 168
Casino	232	236	244	253	261
Racing	75	74	71	67	64
Other	26	29	33	36	40
	1 855	1 902	1 936	1 974	2 009
Levies on statutory corporations ^(b)	112	112	157	157	..
Taxes on insurance					
Non-life insurance	1 026	1 090	1 169	1 254	1 344
Duty on compulsory third party premiums	190	199	208	217	227
	1 216	1 289	1 377	1 471	1 571
Motor vehicle taxes					
Vehicle registration fees	1 539	1 594	1 654	1 719	1 787
Duty on vehicle registrations and transfers	807	925	952	979	1 006
	2 346	2 519	2 606	2 698	2 793
Other taxes					
Liquor licence fees	23	23	24	24	25
Landfill levy	212	208	211	213	218
Transport fees ^(c)	899	35	67	67	67
	1 134	266	301	304	310
Total taxation	22 189	21 827	23 163	24 475	25 629

Source: Department of Treasury and Finance

Notes:

(a) The estimates include budget revenue measures. Details of specific revenue measures are contained in Budget Paper No. 3, Chapter 1 Output, asset investment, savings and revenue initiatives.

(b) The Environmental Contribution Levy lapses in 2020-21.

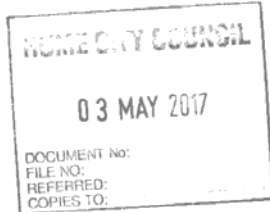
(c) Transport fees revenue includes port licence and Transurban concession fees.

Ros Spence MP

STATE MEMBER FOR YUROKE



31st March 2017



Cr Drew Jessop
 Mayor
 Hume City Council
 PO Box 119
 DALLAS VIC 3047

Dear Mayor,

I am writing to advise you that the Andrews Labor Government is giving local clubs, sporting organisations and councils another chance to secure funding to build modern and safer grassroots sports facilities and new multi-sport indoor stadiums.

Applications are now open for the next round of the \$100 million *Community Sports Infrastructure Fund* and the \$22 million *Better Indoor Stadiums Fund*.

Local sports clubs are the lifeblood of our community. They deserve modern, safe, inclusive and fully-accessible facilities with room to grow and welcome more members than ever before.

The Better Indoor Stadiums Fund provides grants of up to \$3 million are now up for grabs to develop new, or expand existing indoor multi-sport stadiums in our community to meet soaring demand for greater court space.

The Community Sport Infrastructure Fund helps clubs transform tired sports grounds and ageing clubrooms to encourage more people to get involved and stay fit and healthy. It also includes \$10 million for *Female Friendly Facilities* to build or upgrade women's change rooms – meaning female players will never again have to use make-shift areas to prepare for competition and training.

And for the first time, councils can apply for up to three \$100,000 grants from the Female Friendly Facilities category to ensure that more venues provide equal facilities for males and females.

I urge council to apply now and kick start new projects on behalf of our local sporting clubs that can make a real difference to people's lives. I look forward to working with you to help improve our local sporting infrastructure. For more information or to apply online visit www.sport.vic.gov.au

Kind regards,

Ros Spence MP
 State Member for Yuroke
 Parliamentary Secretary for Public Transport
 Parliamentary Secretary for Roads

CC Aitken Ward & Meadow Valley Ward Councillors

OFFICE: 3A Hamilton Street, Craigieburn, VIC 3064

POSTAL: PO Box 132, Craigieburn, VIC 3064

P: 9305 7177 **F:** 9305 7362 **E:** ros.spence@parliament.vic.gov.au



Our File: HCC17/181 (HCC-CM17/99)
Enquiries:
Telephone:



Monday 27 March 2017

The Hon Richard Wynne MP
Minister for Planning
8 Nicholson Street
EAST MELBOURNE VIC 3002

1079 PASCOE VALE ROAD
BROADMEADOWS
VICTORIA 3047

Postal Address:
PO BOX 119
DALLAS 3047

Telephone: 03 9205 2200
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www.hume.vic.gov.au

Dear Minister

RE: LANCEFIELD ROAD PRECINCT STRUCTURE PLAN

At its meeting held 14 March 2017, Council resolved to write to you advocating to the State Government for a meeting with residents of Sunbury to explain the current status of the Sunbury PSPs, particularly in regard to the Racecourse Road site within the Lancefield Road PSP.

As you will be aware, the Victorian Planning Authority has recently released the Sunbury South and Lancefield Road Precinct Structure Plans (PSPs) for public consultation. The two PSPs will provide for the development of approximately 20,000 homes for more than 52,000 people.

The exhibited Lancefield Road PSP provides for the development of land located between Racecourse Road and Jacksons Creek that is currently zoned Rural Conservation Zone. This land is subject to a 96A permit application for the development of 'Sherwood Heights', a 406 residential lot subdivision that was exhibited as part of the Lancefield Road PSP.

The Sunbury community have raised a number of concerns regarding the development of this land. These concerns relate to primarily to the historical, environmental and visual importance of the land, which includes the Jacksons Creek valley and escarpment. The subject land includes the Canon Gully military exercise site, and is in close proximity to the Aboriginal Cultural Rings, both of which are subject to heritage overlays within the Hume Planning Scheme. It is noted that a Cultural Heritage Management Plan has yet to be approved for the 96A permit application.

It is also noted that the National Trust of Australia (Victoria) have recently applied to Heritage Victoria to have the area recognised as a Cultural Landscape with the Victorian Heritage Register.

Council requests that you meet with Sunbury residents to hear their concerns regarding the development of this land, and to outline how you intend to address their concerns.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Drew Jessop', is written over a circular stamp.

**CR DREW JESSOP
MAYOR**



Hon Jacinta Allan MP

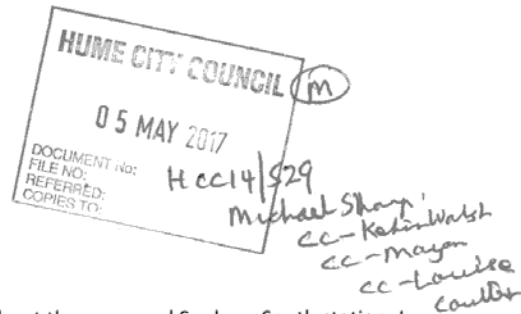
Minister for Public Transport
Minister for Major Projects

1 Spring Street
Melbourne, Victoria 3000 Australia
Telephone: +61 3 8392 6100
DX 210292

2 MAY 2017

Ref: CMIN170302R

Cr Drew Jessop
Mayor
Hume City Council
PO Box 119
DALLAS VIC 3047



Dear Cr Jessop

Thank you for your letter of 9 December 2016 about the proposed Sunbury South station. I apologise for the delay in responding.

As you will be aware, the opportunity for a potential station site has been identified in the draft Sunbury South Precinct Structure Plan, prepared by the Victorian Planning Authority. Timing and delivery of a future station in Sunbury South depends on several, factors including demand arising from local land use and development.

In addition, I am advised that there are various planning matters that require resolving before any work can progress.

These matters should be addressed once the Sunbury South Precinct Structure Plan and associated Development Contributions Plan are finalised and implemented, and will influence consideration on the timing and delivery of the Sunbury South station.

The future station is intended to function as a 'park and ride' station. The number of car parks will be determined once detailed analysis is undertaken for the design and delivery of the station. Analysis will consider existing environmental conditions, existing and proposed infrastructure around the station that will determine the number of carparks to be accommodated on site.

Metropolitan train services will continue to operate to Sunbury station and will not terminate at Sunbury South, as this would disadvantage Sunbury residents by reducing the frequency of train services. Sunbury station is a key local hub with connecting bus services providing residents with alternatives to car use.



If you need further information, please contact Mr Mark Burton, Manager, Place Planning and Referrals, Network Planning – Transport Group, at the Department of Economic Development, Jobs, Transport and Resources on telephone (03) 8392 7975.

I trust that this information is of use, and thank you again for writing to me in this matter.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Jacinta Allan', with a long horizontal flourish extending to the right.

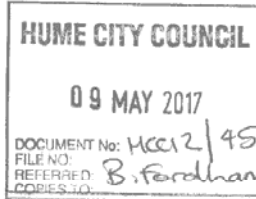
Hon Jacinta Allan MP
Member for Bendigo East
Minister for Public Transport



The Hon John Eren MP

Minister for Tourism and Major Events
Minister for Sport
Minister for Veterans

121 Exhibition Street
Melbourne Victoria 3000
Telephone: +61 3 9651 9999
DX: 210074



Dear Stakeholder,

Today I am proud to inform you of the great sport and recreation outcomes announced in the budget by the Andrews Labor Government.

The 2017/18 Victorian Budget will invest \$6.2 million to continue the implementation of the nine recommendations from the *Inquiry into Women and Girls Sport and Recreation* and further deliver *Change Our Game* initiatives to increase participation and enhance leadership opportunities.

This funding boost will provide more participation opportunities and will ensure grassroots clubs are welcoming and inclusive places for women and girls of all backgrounds, ages and abilities.

The *Change Our Game* initiatives that will receive a boost from this budget include:

- Continuation of the *Change our Game* champions program over the next four years.
- *Change our Game* community initiatives that challenge unconscious bias, promote role models and showcase success.
- *Change our Game* education and cultural change initiatives, including an annual "Play Lead Succeed" landmark event to inspire, network, learn and showcase success (including awarding annual leadership scholarships), a new leadership forum series, and strengthening female friendly coaching efforts.

We are also taking action to help more women and girls take on sports leadership roles by investigating the concept of a Centre of Excellence for Women's Sport Leadership.

This budget adds to the initial investment of \$1 million that kick started the *Change Our Game* campaign and delivery of the inquiry's recommendations, bringing the Andrews Labor Government investment in female participation and leadership initiatives to \$7.2 million.

The budget also provides an additional \$4 million to expand the existing \$10 million Female Friendly Facilities Program, to build and upgrade more female change rooms and facilities.

This female infrastructure investment builds on the \$9.6 million Inner City Netball Program that is already delivering 64 netball courts across the municipalities of Darebin, Melbourne, Moreland and Yarra.



Further, we are investing \$6 million towards new sport and recreation infrastructure in parks managed by Parks Victoria, including new netball courts in Yarra Bend Park.

We will invest an initial \$1.0 million to commence planning for the redevelopment of the State Netball and Hockey Centre, to transform this facility into the home for women's sporting excellence.

The State Sport Centres Trust will also receive \$9.6 million in this budget to help the Melbourne Sports and Aquatic Centre, State Netball and Hockey Centre, and Lakeside Stadium provide even better services and encourage more people to get fit and healthy.

We continue to strive to improve gender equality in sport, both on and off the field.

As part of this commitment, I encourage you to attend the inaugural 2017 Female Friendly Facilities Symposium, to be held on Friday 26 May 2017 at the Melbourne Cricket Ground. The symposium provides an opportunity for state sporting associations, councils, regional sports assemblies, peak bodies, leagues and associations to hear and share stories relating to the demand and development of facilities for female sport and active recreation across Victoria.

A formal email invitation will be sent to you shortly.

To find out more about how the 2017/18 Victorian Budget will deliver something for every level of sport and recreation, please go to our new look website: www.sport.vic.gov.au.



Hon John Eren MP

Minister for Sport

Date: 2/5/2017

Dear Councillor/CEO,

You may find the following (and attached) comments I made in the Legislative Council this week regarding the Andrews Labor Government’s cut to funding for growth and interface councils of interest,

Regards

David Davis
Shadow Minister for Local Government

Local government funding

Mr DAVIS (Southern Metropolitan) — I want to draw the attention of the house to a terrible decision that was made in the recent state budget to slice the support for interface and growth councils from \$50 million to \$25 million. Those councils that over the last two years have developed a strong focus on this funding and provided projects and a series of important infrastructure outcomes have had that money ripped away from them.

Twenty-five million dollars was ripped away this year, \$25 million will be ripped away next year, and in the two years following there is no money in the state budget for those councils.

Those councils face enormous growth pressures. I was out at Melton recently, where there has been 5 per cent growth over one year. We are seeing 2.1 per cent growth statewide — 127 500 people — but that ring of growth councils around Melbourne are actually facing the enormous pressure, and this government has seen fit to tear that money away from them.

The government are also sitting on a huge amount of growth areas infrastructure contribution money, collecting \$175 million more this year to add to the pool, and they spent about 4 per cent to 5 per cent of the money they held last year. Wyndham, Hume, Melton, Cardinia, Casey, Mitchell, Nillumbik, Mornington, Whittlesea and Yarra Ranges are councils that deserve to be treated better than Daniel Andrews has treated them in cutting their funding in this way.



DAVID DAVIS MP

Member for Southern Metropolitan Region
Shadow Minister for Planning, Local Government
and Equality

Suite 4 / 976 Riversdale Rd
Surrey Hills VIC. 3127
t. 03 9888 6244 f. 03 9888 6529



The Hon Wade Noonan MP

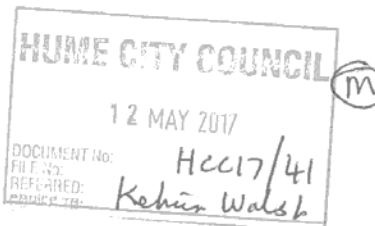
Minister for Industry and Employment
Minister for Resources

Level 16, 121 Exhibition Street
Melbourne, Victoria 3000 Australia
Telephone: +61 3 8392 2240
DX 210074

Ref: BMIN17001539R

File:

Mr George Osborne
Economic Development Manager
Hume City Council
1079 Pascoe Vale Road
BROADMEADOWS VIC 3047



cc - George Osborne
cc - Louise Coulter

Dear Mr Osborne

LETTER OF APPRECIATION TO NORTHERN LOCAL AUTOMOTIVE TRANSITION TASKFORCE

On behalf of the Andrews Government, I would like to thank you for your service as a member on the Northern Local Automotive Transition Taskforce.

The Andrews Government is doing all we can to support Victorian businesses and workers as the automotive industry changes and the insight and engagement you have provided on this Taskforce has been invaluable.

There has been a solid uptake of the Local Industry Fund for Transition Program in Melbourne's North and an encouraging outcome of the Taskforce has been the strong engagement between members which helped shape the support for those transitioning.

I appreciate your contribution on the Taskforce and you guiding the Hume City Council through this challenging time for the workers, business and communities affected by the transition from car manufacturing.

Yours sincerely

Hon Wade Noonan MP
Minister for Industry and Employment

Date: 4/5/2017



Josh Bull MP

STATE MEMBER FOR SUNBURY



Domenic Isola
Hume City Council - CEO
PO BOX 119
Dallas VIC 3047

16 May 2017
HUME CITY COUNCIL
18 MAY 2017
DOCUMENT No: BAUCA For d h
FILE No: WCC04/415-05
REFERRED: HCC12/459-02
COPIES TO: C. P. White
cc- Louise Coulter

Dear Domenic

2017/18 COUNTRY FOOTBALL AND NETBALL PROGRAM

I am pleased to advise you that applications for the *2017/18 Country Football and Netball Program* are now open.

The Country Football and Netball Program provides funding to assist grassroots country football and netball clubs, associations and umpiring organisations to develop facilities in rural, regional and outer metropolitan locations.

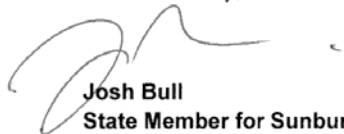
The program opened on Tuesday 9 May 2017 and applications will close on Wednesday 26 July 2017. Applications can only be made by relevant local councils on behalf of local clubs.

The *2017/18 Country Football and Netball Program Guidelines* can be found at the Sport and Recreation Victoria (SRV) website: www.sport.vic.gov.au. These guidelines provide vital information to support your staff and community organisations to develop projects to submit to this program.

I would encourage Hume City Council to work with your relevant local sporting clubs on any potential projects that may be eligible. I also encourage councils to continue discussions with their Sport and Recreation Victoria representative regarding potential local projects that could be considered for funding from this program.

I hope this information is of assistance. Please do not hesitate to contact me on 9740 4091 if I can be of any assistance in relation to this or any other matter.

Yours sincerely,


Josh Bull
State Member for Sunbury



OFFICE: Shop 4, 33-35 Macedon Street Sunbury 3429
POSTAL: PO Box 635, Sunbury 3429
P: 9740 4091 **F:** 9740 4978 **E:** josh.bull@parliament.vic.gov.au



The Hon John Eren MP

Minister for Tourism and Major Events
Minister for Sport
Minister for Veterans

121 Exhibition Street
Melbourne Victoria 3000
Telephone: +61 3 9651 9999
DX: 210074

Cr Drew Jessop
Mayor
Hume City Council
PO Box 119
DALLAS VIC 3047

HUME CITY COUNCIL (M)
18 MAY 2017
DOCUMENT No.
FILE No.
REFERRED
COPIES TO
Karla Colnich
cc - Louise McFarlane
cc - Bruce Fordham
cc - May or
cc - Louise Coulter

Dear Cr Jessop

2017/18 COUNTRY FOOTBALL AND NETBALL PROGRAM

I am pleased to advise you that the *2017/18 Country Football and Netball Program* is now open.

The *Country Football and Netball Program* provides funding to assist grassroots country football and netball clubs, associations and umpiring organisations to develop facilities in rural, regional and outer metropolitan locations.

The program is a partnership between the Victorian Government, the AFL, AFL Victoria and Netball Victoria.

The program opened on Monday 15 May 2017 and applications will close on Wednesday 26 July 2017.

The program guidelines can be found at our new website: www.sport.vic.gov.au. These guidelines provide vital information to support your staff and community organisations to develop projects to submit to this program.

I would encourage your staff to continue discussions with your Sport and Recreation Victoria representative regarding potential local projects that could be considered for funding from this program.

Yours sincerely

JOHN EREN MP
Minister for Tourism and Major Events
Minister for Sport
Minister for Veterans
State Member for Lara

16/5/2017





Rob Mitchell MP
Federal Member for McEwen



Cr Drew Jessop
Mayor - Hume City Council
PO Box 119
DALLAS VIC 3047

11 May 2017

Dear Cr Jessop

Thank you for your correspondence and discussions leading up to the 2017 Budget.

Labor has long recognised the importance of local councils in providing critical services, infrastructure and jobs – particularly in remote, rural and regional areas of Australia. We also recognise that local councils are well placed to assist in the economic task of increasing Australia's productivity and achieving efficiencies in freight movement.

Labor's view is that an investment in local government is never wasted but is in fact used with the utmost efficiency to maximise the benefit delivered to the community.

You would be aware that in the 2016 Federal Election, Labor pledged to end of the freeze on the indexation of Financial Assistance Grants. This has been a firm commitment. More recently, on 11 April 2017, Labor sought to highlight the impact of the FAGs indexation freeze by calling on the Turnbull Government to end the freeze and bring forward a quarter of funding from 2018-19 into 2017-18.

Like many Labor MPs, I was pleased to support the recent campaign to "End the Freeze". I am pleased that this campaign helped to highlight and draw attention to the impact of the FAGs freeze on local councils over the past three years which has seen \$925 million in funding stripped away, never to be replaced.

I believe that this announcement also ensured that the Turnbull Government had no option but to restore indexation in the Budget.

I look forward to working with you to advance the agenda of council.

Yours sincerely

Rob Mitchell MP
Member for McEwen

HUME CITY COUNCIL (M)
18 MAY 2017
DOCUMENT No: HCC17/205
FILE No:
REFERRED: Fadi Swain
COPIES TO: cc - David Whiteford
cc - Mayor

Office: Shop E00-48, Craigieburn Central Shopping Centre, 340 Craigieburn Road, Craigieburn VIC 3064
Postage: PO Box 314, CRAIGIEBURN VIC 3064
Ph: (03) 9333 0440 Toll Free: 1300 701 966 Fax: (03) 9333 8377
Email: Rob.Mitchell.MP@aph.gov.au www.robmitchell.com.au

cc - Louise
Coulton

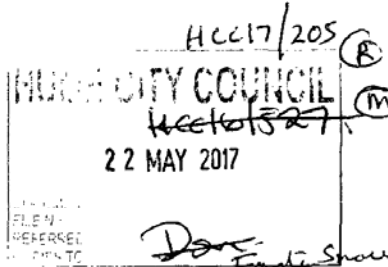
Josh Bull MP

STATE MEMBER FOR SUNBURY



4 May 2017

Dominic Isola
CEO Hume City Council
PO Box 119
Dallas VIC 3429



Done
Foster Shaver
cc - Fausto Valle
cc - Louise Coulter

Dear Dominic,

I am writing to you in regards to Councils current budget considerations for the Tullamarine Men's Shed project being pursued by the Tullamarine Community House.

Men's Sheds have become critical elements in our communities; Men's Sheds are places where friendships are forged, new crafts learnt, whilst old ones are passed on.

They are places where great things are created for our community, and most importantly Men's Sheds are places where the blokes in our communities can get together and make a difference to each other, and the people around them.

Men's shed also have a critical role to play in the promotion of men's health both physically and mentally. Sheds all across Australia have changed lives and made a real difference to Men, their families and friends.

I recently spent time with Cheryl Hildebrandt the Manager of the Tullamarine Community House and representatives of the Tullamarine Men's Shed to discuss their path forward in building a permanent home for the group.

I am writing to add my strongest support and highest recommendation that Council approve the funds necessary to establish a permanent shed for the Tullamarine Men's shed.

The group in Tullamarine has begun its important work and has had some successes; the sheddies have connected with neighbouring sheds like the one in Sunbury.

I know that with the right support from Council and the right mentoring from groups like the Tullamarine Community House, the Tullamarine Shed will grow to be a critical and important asset to the Tullamarine and surrounding communities.

Kind regards,

Josh Bull MP
State Member for Sunbury



OFFICE: Shop 4, 33-35 Macedon Street Sunbury 3429
POSTAL: PO Box 635, Sunbury 3429
P: 9740 4091 **F:** 9740 4978 **E:** josh.bull@parliament.vic.gov.au

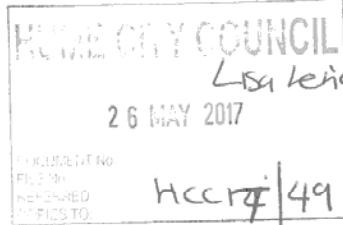


Jenny Mikakos MP

Minister for Families & Children
Minister for Youth Affairs

(M)

GPO Box 4057
Melbourne Victoria 3001
DX: 210081
Telephone: 03 9096 0301
www.dhhs.vic.gov.au
www.education.vic.gov.au



COR032024

cc P. Caswell
Louise

Dear service provider

I am pleased to announce that I recently launched the Education State *Early Childhood Reform Plan: Ready for kinder, ready for school, ready for life*. The Plan is central to the Andrews Labor Government's commitment to make Victoria the Education State. It sets out the largest ever single investment by a Victorian Government of \$202.1 million for early childhood, which will help give every Victorian child, regardless of their background or circumstance, the best start in life.

A key focus of the Plan is making sure every Victorian child enjoys the benefits of a high-quality and inclusive early childhood education system. It includes a landmark \$108.4 million investment to take Victoria's kindergartens from the best in Australia to the best in the world.

In an Australian first, we are providing \$55.3 million to provide additional 'school readiness' funding to all services with a kindergarten program. This needs-based funding is a new, permanent part of the funding model, and can be used for a range of approved evidence-based interventions such as improving the quality of teaching practice, additional support for literacy and language development, speech therapy, community outreach, parenting support or more time for one-on-one learning.

All services with a funded kindergarten program, including long day care services, will be eligible. School readiness funding will begin in 2019 and will be progressively rolled out over several years.

We are also significantly increasing the amount of support provided to kindergartens to improve their quality. We are providing \$4.6 million in new quality improvement grants to enable access to intensive coaching, training and advice for kindergartens that need more assistance. All kindergartens will benefit from \$18.2 million in additional support, including the development of tools and evidence-informed practice to guide services, and increased support from new Department of Education and Training staff with specialist expertise in early childhood, similar to the way the Department works with schools.

The Victorian Government is also investing \$10 million to establish new early childhood services on government school sites, so that more families can benefit from early childhood services co-located with schools and children can enjoy a more stable transition from kindergarten to school. This funding adds to the \$60 million that the Victorian Government has already committed to early years infrastructure between 2015 and 2018.

To support these reforms, I will continue to strongly advocate to the Commonwealth for an ongoing commitment to ensure all children have access to 15 hours per week of quality kindergarten in the year before school. The Commonwealth recently announced it would provide funding to extend the National Partnership on Universal Access to Early Childhood Education for the 2018 calendar year. I will be seeking to settle the arrangements for 2018 as soon as possible and keep pressing the



Commonwealth to end the uncertainty for families and workers, once and for all. I will confirm funding rates for 2018 as soon as possible.

In addition to the kindergarten package, we are investing \$81.1 million to increase Maternal and Child Health Services (MCH) and parenting support. This includes expanding the Enhanced MCH Service, additional outreach visits for women and children who are experiencing or at risk of family violence, additional staffing for the MCH Line, and the expansion of supported playgroups across Victoria.

We are also providing \$5.4 million to help Koorie communities to provide a strong foundation for their children's learning and development, and committing \$7.2 million to continue supporting families and the sector throughout the transition to the National Disability Insurance Scheme.

The Plan has been guided by research and valuable feedback from people who care passionately about getting this right. Hundreds of parents, early childhood professionals, experts and stakeholders participated in the Education State Early Childhood consultation that informed the Plan and I would like to thank those of you who contributed to this process.

I am looking forward to working closely with our partners in the early childhood sector to implement these ground-breaking reforms.

The Department will be in touch to provide more detail about how this affects you and how you can make the most of the reforms, including the necessary steps to prepare for school readiness funding.

A summary of the Plan is enclosed, along with a factsheet about the kindergarten funding boost. Further information about the reforms, including the full version of the Plan is available at www.education.vic.gov.au/ecreform.

Yours sincerely



Jenny Mikakos MP
Minister for Families & Children
Minister for Youth Affairs

22/05/ 2017

Our File: HCC13/550-03 (HCC-CM17/287)
Enquiries:
Telephone:



1079 PASCOE VALE ROAD
BROADMEADOWS
VICTORIA 3047

Postal Address:
PO BOX 119
DALLAS 3047

Telephone: 03 9205 2200
Facsimile: 03 9309 0109
www.hume.vic.gov.au

Monday 29 May 2017

The Hon Jacinta Allan MP
Minister for Public Transport and Major Projects
Level 20, 1 Spring Street
MELBOURNE VIC 3000

Dear Minister *Jacinta*

**RE: CAMP ROAD LEVEL CROSSING REMOVAL PROJECT,
CAMPBELLFIELD**

Hume City Council at its meeting on 22 May 2017, resolved:

"That Council write to the Minister for Public Transport and the Level Crossing Removal Authority requesting that the Camp Road level crossing removal project be done in such a way as to allow for a future Campbellfield Station to be provided in line with the Broadmeadows Framework Plan without the need for the railway to be reconstructed."

The Broadmeadows Framework Plan identifies the potential for a future station at Campbellfield, which would assist with the promotion of employment, transport and growth opportunities.

There is an opportunity while the railway is being lowered as part of the Camp Road level crossing removal to ensure there is a suitable site for a future station. Council is keen to ensure that the current project is designed in such a way that extensive re-work would not be required for a station to be provided in the future.

Thank you for your consideration and Council looks forward to your advice.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Drew Jessop', written over a large, light-colored scribble.

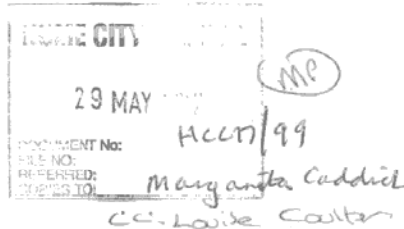
**CR DREW JESSOP
MAYOR**



PARLIAMENT OF VICTORIA
Family and Community Development Committee

24 May 2017

Mr Domenic Isola
Chief Executive Officer
Hume City Council
PO Box 119
DALLAS VIC 3047



Dear Mr Isola

Inquiry into perinatal services: Call for submissions

I am writing on behalf of the Family and Community Development Committee to advise that the Committee is now seeking submissions for its Inquiry into perinatal services. The terms of reference for this Inquiry are enclosed and I invite you to make a submission to this important Inquiry. Your submission should address at least one of the issues identified in the terms of reference.

To make a submission, you can send it:

- Via email to fcfdc@parliament.vic.gov.au
- Using the eSubmissions form on the website: <http://www.parliament.vic.gov.au/fcdc/>
- In hardcopy; send to:

The Executive Officer
Family and Community Development Committee
Parliament House, Spring Street
EAST MELBOURNE VIC 3002

All submissions should include:

- Your full name
- Contact details (either a postal address or phone number)
- The text of your submission or an attachment containing your submission
- A clear indication if you are seeking confidentiality

All submissions are public documents (and may be published on the Committee's website) unless confidentiality is requested and granted by the Committee. Your name will be published with your submission, but your contact details will be removed.

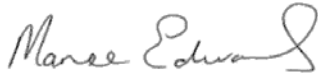
Information about how to make a submission can also be found on our website at:
<http://www.parliament.vic.gov.au/committees/get-involved/making-a-submission>.

I would appreciate it if you could circulate information about the Inquiry to anyone with an interest in this Inquiry, and encourage their participation. Please find the enclosed materials in relation to the Inquiry.

The Committee will receive submissions until **Friday 14 July 2017**.

If you require any further information, please contact the Committee's Executive Officer, Dr Greg Gardiner, on (03) 8682 2802 or email greg.gardiner@parliament.vic.gov.au.

Yours sincerely



Maree Edwards, MP
Chair, Family and Community Development Committee



FAMILY AND COMMUNITY DEVELOPMENT COMMITTEE

Terms of Reference

58th Parliament

Received from the Legislative Council on 16 September 2015

Inquiry into perinatal services

That this House, pursuant to section 33 of the *Parliamentary Committees Act 2003*, requires the Family and Community Development Committee to inquire into, consider and report no later than 30 June 2016* on the current situation relating to the health, care and wellbeing of mothers and babies in Victoria during the perinatal period, including —

- (1) the availability, quality and safety of health services delivering services to women and their babies during the perinatal period;
- (2) the impact that the loss of Commonwealth funding (in particular, the National Perinatal Depression Initiative) will have on Victorian hospitals and medical facilities as well as on the health and wellbeing of Victorian families;
- (3) the adequacy of the number, location, distribution, quality and safety of health services capable of dealing with high risk and premature births in Victoria;
- (4) the quality, safety and effectiveness of current methods to reduce the incidence of maternal and infant mortality and premature births;
- (5) access to and provision of an appropriately qualified workforce, including midwives, paediatricians, obstetricians, general practitioners, anaesthetists, maternal and child health nurses, mental health practitioners and lactation consultants across Victoria;
- (6) disparity in outcomes between rural and regional and metropolitan locations; and
- (7) identification of best practice.

*The reporting date was extended to 8 December 2017 by resolution of the Legislative Council on 12 April 2016.



PARLIAMENT OF VICTORIA

Family and Community Development Committee

Inquiry into

Perinatal Services



**HAVE YOUR SAY
CALL FOR SUBMISSIONS**

Submissions close Friday, 14 July 2017

Contact the committee

03 8682 2843

fcdc@parliament.vic.gov.au

www.parliament.vic.gov.au/fcdc

Family and Community Development Committee
Parliament House, Spring Street
EAST MELBOURNE, VIC 3002

Our File: HCC13/225 (HCC-CM17/273)
Enquiries: Michael Sharp
Telephone:



1079 PASCOE VALE ROAD
BROADMEADOWS
VICTORIA 3047

Postal Address:
PO BOX 119
DALLAS 3047

Telephone: 03 9205 2200
Facsimile: 03 9309 0109
www.hume.vic.gov.au

Friday 26 May 2017

The Hon Daniel Andrews MP
Premier of Victoria
Level 1, 1 Treasury Place
EAST MELBOURNE VIC 3002

Dear Premier

RE: MELBOURNE AIRPORT RAIL LINK

At its meeting held 22 May 2017, Council resolved to write to you and the Minister for Transport, expressing Council's concern at the delay in making a firm commitment to build a rail connection to Melbourne Airport.

The delivery of the Melbourne Airport Rail Link is crucial for improving journey times for visitors, businesses and the community. This link has the potential to reduce car traffic on congested roads, particularly the Tullamarine Freeway/ City Link, and the Airport precinct itself. This would impact positively on the productivity of businesses and encourage investment in the Hume and Victorian economy.

A rail link to Melbourne Airport would also significantly increase the public transport mode share of travel to the Airport, both from Melbourne CBD and from across Melbourne. The Airport is not only the destination for airport related travel, but is a significant Activity Centre, and the second biggest employment hub in metropolitan Melbourne outside the CBD, providing employment for over 14,000 people.

Should you require further information in relation to this matter, please contact Council's Manager Strategic Planning, Mr Michael Sharp on _____ or via email at _____

Yours sincerely

A handwritten signature in black ink, appearing to read 'Drew Jessop', written over a circular stamp.

**CR DREW JESSOP
MAYOR**

cc: The Hon Jacinta Allan MP, Minister for Transport and Minister for Major Projects

Our File: HCC13/225 (HCC-CM17/273)
Enquiries: Michael Sharp
Telephone:



1079 PASCOE VALE ROAD
BROADMEADOWS
VICTORIA 3047

Postal Address:
PO BOX 119
DALLAS 3047

Telephone: 03 9205 2200
Facsimile: 03 9309 0109
www.hume.vic.gov.au

Wednesday 31 May 2017

The Hon Jacinta Allan MP
Minister for Public Transport
Minister for Major Projects
Department of Economic Development,
Jobs, Transport and Resources
GPO Box 2392
MELBOURNE VIC 3001

Dear Minister

RE: MELBOURNE AIRPORT RAIL LINK

At its meeting held 22 May 2017, Council resolved to write to you and the Premier of Victoria, expressing Council's concern at the delay in making a firm commitment to build a rail connection to Melbourne Airport.

The delivery of the Melbourne Airport Rail Link is crucial for improving journey times for visitors, businesses and the community. This link has the potential to reduce car traffic on congested roads, particularly the Tullamarine Freeway/ City Link, and the Airport precinct itself. This would impact positively on the productivity of businesses and encourage investment in the Hume and Victorian economy.

A rail link to Melbourne Airport would also significantly increase the public transport mode share of travel to the Airport, both from Melbourne CBD and from across Melbourne. The Airport is not only the destination for airport related travel, but is a significant Activity Centre, and the second biggest employment hub in metropolitan Melbourne outside the CBD, providing employment for over 14,000 people.

Should you require further information in relation to this matter, please contact Council's Manager Strategic Planning, Mr Michael Sharp on [redacted] or via email at [redacted]

Yours sincerely

A handwritten signature in black ink, appearing to read 'Drew Jessop', is written over a circular stamp.

**CR DREW JESSOP
MAYOR**

cc: The Hon Daniel Andrews MP, Premier of Victoria

REPORT NO:	GE205
REPORT TITLE:	Procurement Policy Review - 2017
SOURCE:	Fadi Srour, Manager Finance and Property Development; David Cecala, Coordinator Procurement
DIVISION:	Corporate Services
FILE NO:	HCC09/681
POLICY:	Procurement Policy (CP2011-06-02)
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENT:	1. <i>Procurement Policy</i>

1. SUMMARY OF REPORT:

- 1.1 In November 2008, amendments to the *Local Government Act 1989* (the Act) were passed which included a new section, S186A, that requires a council to “prepare and approve a procurement policy”.
- 1.2 Additionally, in accordance with S186A (7) of the Act, Council must review its procurement policy each financial year and may amend the procurement policy.
- 1.3 Council's Procurement Policy was originally prepared in December 2009 to ensure compliance with the requirements of the Act.
- 1.4 This report considers the current Procurement Policy adopted in June 2016 and proposed changes for the 2017/18 financial year.

2. RECOMMENDATION:

- 2.1 That Council revoke the previous Procurement Policy adopted by Council on 27 June 2016 and adopt the attached Procurement Policy (the Policy).**
- 2.2 That a copy of the Policy be made available for public inspection at Council Customer Service Centres and on Council's website.**

3. LEGISLATIVE POWERS:

- 3.1 *Local Government Act 1989* – Section 186A - Procurement Policy.
- 3.2 *Local Government Act 1989* – Section 186(5)(c) - Approval of Arrangements

4. FINANCIAL IMPLICATIONS:

The Policy reinforces Council's approach in seeking value for money for the procurement of goods, services and works. The cost of the development of the Policy is included in Council's operating budget.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

Environmental Sustainability has been considered and consideration is given at Section 7.2.2 of the Policy.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

Climate Change Adaptation has been considered and the recommendations of this report give no rise to any matters.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The Charter of Human Rights and responsibility has been considered and the recommendations of this report give no rise to any matters.

REPORT NO: GE205 (cont.)

8. COMMUNITY CONSULTATION:

The Policy does not require a formal notification process under S223 of the Act.

9. DISCUSSION:

9.1 Section 186A(1) of the Act states that a Council must prepare and approve a Procurement Policy and at least once in each financial year review and if required amend the policy S186(7).

9.2 The key elements include:

9.2.1 articulating the principles, processes and procedures that will apply to all purchases of goods, services and works by the Council S186A(3),(10), and

9.2.2 making the Policy available for inspection by the public at Council office and Internet website S186A(8)

9.3 Procedural matters and the key procurement principles of value for money, demonstrating open and transparent processes, compliance with legislation and encouragement of local business have been included and addressed in the Policy.

9.4 The Victorian Government in August 2013 published guidelines, which supports the Policy and provides guidance that articulates the most efficient and prudent actions in order to maintain best practice procurement processes in local government.

9.5 The guide titled Victoria Local Government Best Practice Procurement Guidelines, have been referenced in the Procurement Policy which guides practices to deliver value for money, improving the use of Council resources, heightened standards of openness, transparency, accountability and meeting legislative compliance.

9.6 Additionally and importantly as a public document, the Policy will apply to all procurement and contracting activities of Council and is binding upon Council officers, Councillors, outsourced contractors and consultants whilst engaged by and/or representing Council.

9.7 The Policy aims to achieve the following outcomes:

9.7.1 reinforce the principles of probity, accountability and value for money that is embedded in Council's existing policies and procedures in relation to procurement.

9.7.2 provide examples of the rules governing the authorisation of expenditure

9.7.3 states the appropriate method to use when selecting and paying suppliers for goods and/or services.

9.8 A review was undertaken throughout the year which included sector best practice processes which best support the delivery of Council's diverse services.

9.9 The result of the review has found that the Policy is meeting its intended purpose, however it is recommended that the following proposed changes will better align the Policy, work practices and the Act by:

9.9.1 Expanding definitions and providing more guidance throughout the Policy.

9.9.2 Illustrating the procurement decision by including a decision flowchart.

9.9.3 Realign values for obtaining quotations. Values up to \$10,000 requires up to two (verbal or email) quotes and values up to \$30,000 requires a minimum of two (written) quotations.

9.9.4 Requiring a more rigorous quotation process with a minimum of three quotes for purchases ranging between \$30,000 to \$150,000 for goods and services and \$200,000 for works.

REPORT NO: GE205 (cont.)

- 9.9.5 Bringing the requirement to tender for works greater than \$200,000 in line with the current limits in the Act, which reflects Council's increasing capital works program.
- 9.9.6 Better use of collaborative contracts with neighboring councils where it represents financial and outcome benefits.
- 9.9.7 Explaining Council's payment terms relating to supplier invoicing.
- 9.9.8 Explaining the consequences for breaching tendering thresholds.

10. CONCLUSION:

The Policy provides best practice guidelines for all staff and makes the procurement process transparent to ratepayers and suppliers of goods, services and works to Council. The Policy will be placed on Council's Internet website and copies made available at all of Council's Customer Service Centres.



PROCUREMENT POLICY

Policy Reference No:	CP2011-06-02
File Reference No:	HCC09/681
Strategic Objective:	Provide responsible and transparent governance services and infrastructure which respond to community needs
Date of Adoption:	June 2017 (pending)
Date for Review:	June 2018
Responsible Officer:	Manager Finance and Property Development
Department:	Finance and Property Development

PROCUREMENT POLICY

1. INTRODUCTION

- 1.1 Council recognises that adopting appropriate best practice procurement and contracting principles, processes and procedures for all goods, services and works by Council, will enhance achieving Councils objectives in:
- sustainable and socially responsible procurement
 - bottom-line cost savings
 - supporting local economies
 - achieving innovation, and
 - better services for its community.
- 1.2 The elements of best practice applicable to local government procurement incorporate:
- principles covering ethics, value for money, responsibilities and accountabilities
 - guidelines giving effect to those principles
 - a system of delegations (i.e. the authorisation of officers to approve and undertake a range of functions in the procurement process)
 - procurement processes, with appropriate procedures covering minor, simple procurement to high value, more complex procurement, and
 - a professional approach to all procurements.
- 1.3 Council requires that its purchasing and contract management activities:
- support Council's corporate strategies, aims and objectives including, but not limited to those related to sustainability, protection of the environment, corporate social responsibilities and local community business
 - achieve value for money and quality in the acquisition of goods, services and works by Council
 - can demonstrate that public money has been well spent
 - are conducted in an impartial, fair and ethical manner
 - seek continual improvement including the embracement of innovative and technological initiatives which reduces activity cost, and
 - comply with legal and legislative responsibilities.

2. POLICY STATEMENT

- 2.1 In procuring goods, services or works, Council shall be guided by the elements of best practice principles applicable to local government procurement which incorporates the principles of:
- Ethics and probity
 - Governance
 - Value for money

Policy Reference No: CP2011-06-02	Date of Adoption: June 2017 (pending)
Review Date: June 2018	Responsible Officer: Manager Finance and Property Development
	Department: Finance and Property Development
Page 1	

PROCUREMENT POLICY

- Open and fair competition
- Accountability, and
- Probity and transparency.

2.2 Support Council's triple-bottom line strategies, aims and objectives as outlined in the Hume Horizons 2040 which include economic, environmentally sustainable and social outcomes.

3. PURPOSE

The purpose of this Policy is to set out the key principles forming the framework for procurement at Hume City Council which aims to ensure that procurement:

- is undertaken in a consistent and robust manner
- is consistent with Council objectives
- is undertaken in a manner that demonstrates accountability to ratepayers
- demonstrates best practice procurement
- achieves the expected standards of probity, and
- provides guidance on ethical behaviour in public sector purchasing.

4. SCOPE

This Policy is made under Section 186a of the *Local Government Act 1989*. This section of the Act requires Council to prepare, approve and comply with a Procurement Policy encompassing the principles, processes and procedures applied to all purchases of goods, services and works by Council.

This Policy applies to all contracting and procurement activities at Council and is binding upon Councillors, Council officers and temporary employees, contractors and consultants while engaged by Council.

5. OBJECTIVE

The objective of this Policy is to enable Council to achieve value for money procurement outcomes for its stakeholders whilst adhering to the principles of probity, ethics and good governance.

6. POLICY IMPLEMENTATION

This Policy outlines matters of importance relating to procurement, however may not contain all possible situations that occur with purchasing. Any questions regarding the procurement process should be referred to Council's Manager Finance and Property Development or Coordinator Procurement.

6.1 Ethics and Probity

6.1.1 General

Council's procurement activities shall be performed with integrity and in a manner able to withstand the closest possible scrutiny and comply with Council policies which:

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- identify any actual or perceived conflict of interest throughout a procurement process
- ensure a secure and confidential environment is maintained, and
- evidence appropriate transparencies and accountabilities throughout the procurement process.

6.1.2 Conduct of Councillors and Council Officers

Councillors and Council staff shall at all times conduct themselves in a manner that is, and is seen to be, ethical and of the highest integrity and will:

- treat potential and existing suppliers with equality and fairness
- not seek or receive personal gain
- maintain confidentiality of Commercial in Confidence information such as contract prices and other sensitive information
- present the highest standards of professionalism and probity
- deal with suppliers in an honest and impartial manner that does not allow conflicts of interest
- provide all suppliers and tenderers with the same information and equal opportunity, and
- be able to account for all decisions and provide feedback on them.

6.1.3 Conflict of Interest

Councillors and Council staff shall at all times avoid situations in which private interests of conflict, or might reasonably be thought to conflict, or have the potential to conflict, with their Council duties.

Councillors and Council staff involved in the procurement process, in particular preparing tender documentation, including writing tender specifications, tender opening, and tender evaluation panels, must:

- **Avoid** conflicts, whether actual, potential or perceived, arising between their official duties and their private interests. Private interests include the financial and other interests of Councillors and Council staff, plus their relatives and close associates
- **Declare** that there is no conflict of interest. Where future conflicts, or relevant private interests arise Council staff must make their manager, or the chairperson of the relevant tender assessment panel or board aware and allow them to decide whether the officer should continue to be involved in the specific Procurement exercise
- **Observe** prevailing Council, VGPB and e-hub guidelines on how to prevent or deal with conflict of interest situations; and

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not take advantage of any tender related information whether or not for personal gain.

6.1.4 Fair and Honest Dealing

All prospective contractors and suppliers must be afforded an equal opportunity to tender or quote.

Impartiality must be maintained in selecting contractors and suppliers so that it can withstand public scrutiny.

6.1.5 Gifts and Hospitality

No Councillor or Council staff shall, either directly or indirectly solicit or accept gifts from any member of the public who is involved, either directly or indirectly, with any matter that is connected with the duties of the officer, or in which the Council is interested.

The Act specifies that gifts received over the preceding five years that have a combined value of \$500 or more require the employee to declare a conflict of interest in any decision that the officer is delegated or authorised to make in relation to the provider of the gifts or persons or organisations associated with the providers of the gifts. This includes writing Council reports.

A Councillor or Council staff who has received a gift from a person or body with a direct interest in a matter will be considered to have a conflict of interest in that matter.

6.1.6 Confidentiality of Information

Confidentiality of information provided by existing and prospective suppliers must be maintained at all times, particularly commercially sensitive material such as, but not limited to, prices, discounts, rebates, profit, manufacturing and product information.

The duty of confidentiality may arise expressly or by implication.

Councillors and Council staff are to protect confidentiality by refusing to release or discuss the following:

- information disclosed by organisations in tenders, quotation or during tender negotiations
- all information that is commercial-in-confidence, and
- pre-contract information including but not limited to information provided in quotes and tenders or subsequently provided in pre-contract negotiations.

Where an officer is unsure about their responsibilities, they must discuss the matter with the Manager Governance.

6.2 Governance

6.2.1 Structure

Council has established a procurement responsibility structure and delegations ensuring accountability, traceability and auditability of

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all procurement decisions of all goods, services and works purchased by Council and aims to ensure that Council's procurement structure is flexible enough to purchase in a timely manner the diverse range of materials, goods, works and services required by council.

6.2.2 Standards

Council's procurement activities shall be carried out to the professional standards required by best practice and in compliance with:

- The Act
- Council's policies, and
- other relevant legislative requirements such as but not limited to the Competition and Consumer Act 2010, Goods Act and the Environment Protection Act.

6.2.3 Methods

Council's standard methods for purchasing goods, services and works shall be by some or all of the following methods:

- a. purchasing card;
- b. purchase order following a quotation process from suppliers for goods or services that represent best value for money under directed quotation thresholds;
- c. under contract following a tender process; or
- d. using collaborative purchasing arrangements with other councils, MAV Procurement, Procurement Australia, Victorian Government, or other bodies;

unless other arrangements authorised by Council or the CEO on a needs basis as required by abnormal circumstances such as emergencies.

6.2.4 Responsible Financial Management

The principle of responsible financial management shall be applied to all procurement activities.

Accordingly, to give effect to this principle, the availability of existing funds within an approved budget, or source of funds, shall be established prior to the commencement of any procurement action for the supply of goods, services or works.

Council staff must not authorise the expenditure of funds in excess of their financial delegations.

Council funds must be used efficiently and effectively to procure goods, services and works and every attempt must be made to contain the costs of the procurement process without compromising any of the procurement principles set out in this Policy.

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6.3 Procurement thresholds and competition

6.3.1 Requirement

Council will from time to time decide and publish in this Policy clear guidelines for minimum spend competition thresholds. These will be decided by Council by analysing the historical size and complexity of the procurement activity and of proposed procurement activities.

6.3.2 Minimum Spend Competition Thresholds

a. Tenders

Purchase of all goods and services for which the estimated expenditure exceeds \$150,000 Incl. GST or Works with the estimated expenditure exceeds \$200,000 Incl. GST must be undertaken by public tender.

b. Quotations

Purchase of goods and services under \$150,000 incl. GST may be undertaken using the procurement by quotation method.

Purchase of works under \$200,000 incl. GST may be undertaken using the procurement by quotation method.

For written quotations, the quotation offering the best value for money must be confirmed by the supplier on company letterhead/quote form and maintained in Council's financial system or by the originating officer and available for inspection by members of the Finance and Property Development department. Public advertising is not required. Quotations returned by the nominated closing date must be evaluated and a recommendation made in favour of the supplier offering the best value for money outcome. The following thresholds apply to the GST inclusive value of the procurement:

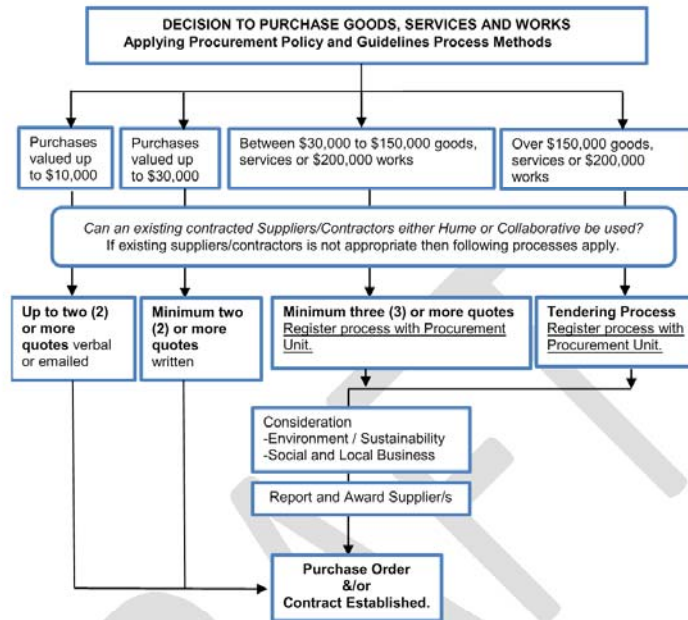
- Items with a value up to \$10,000 – require two (2) or more verbal or emailed quotes are to be obtained.
- Items with a value up to \$30,000 – require minimum of two (2) or more written quotes must to be obtained.
- Items with a value relating to purchases of goods or services between \$30,000 up to \$150,000 - (Request for Quotation) – A minimum of three (3) written quotations must be obtained.
- Items with a value relating to purchases of works with a value of between \$30,000 up to \$200,000 - (Request for Quotation) – A minimum of three (3) written quotations must be obtained.

6.3.3 Procurement Decision Process

The following diagram summaries and sets out the process for purchasing decisions, adopted by Council and based on the anticipated value of the procurement.

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6.3.4 Public Advertising

Quotations may be advertised at the Council staff member's discretion in addition to the methods above. This may occur when a field of potential tenderers hasn't been established, an innovative approach is required, or the project has broad appeal that may attract keen prices, etc.

6.3.5 Insufficient quotations.

This situation may arise where insufficient quotations are received to satisfy the above requirements. This may occasionally occur where there are few suppliers for the goods, services or works being sought or the work is highly specialised. In this case, the details of the contacted suppliers and an appropriate comment must be recorded in Council's financial system or by the originating officer completing and obtaining approval for an exempt process by the Manager Finance and Property Development.

6.4 Delegation of Authority

6.4.1 Requirement

Delegations define the limitations within which Council staff are permitted to work. Delegation of procurement authority allows

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specified Council staff to approve certain purchases, quotations, tender and contractual processes without prior referral to Council. This enables Council to conduct procurement activities in an efficient and timely manner whilst maintaining transparency and integrity.

Procurement delegations ensure accountability and provide confidence to Council and the public that purchasing activities are dealt with at the appropriate level.

6.4.2 Delegations

Council Staff – Council has delegated responsibilities for approved positions relating to the expenditure of funds for the purchase of goods, services and works, the acceptance of quotes and tenders and for contract management activities.

6.4.3 Internal Controls

Council has developed and has in place a framework of internal controls over procurement processes that will ensure:

- a) segregation of duties where more than one person is involved in and responsible for the authorisation of a transaction from end to end;
- b) transparency in the procurement process;
- c) a clearly documented audit trail exists for procurement activities;
- d) appropriate authorisations are obtained and documented; and
- e) appropriate reporting and monitoring programs.

6.5 Demonstrated Sustained Value

6.5.1 Achieving Value for Money

a) Requirement

Council's procurement activities will be carried out on the basis of obtaining value for money.

This means minimising the total cost of ownership over the lifetime of the requirement consistent with acceptable quality, reliability and delivery considerations. Lowest price is not the sole determinate of value for money.

Value for money purchasing decisions made by Council are made on the basis of whole-of-life cost and non-price factors including contribution to Council's objectives as set out in the Hume City Plan 2030 which includes the triple-bottom line principles around economic, environmental and social outcomes.

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b) Approach

This will be facilitated by adhering to the requirements to obtain quotations and/or instigate tender processes where applicable in accordance with Council's Procurement Guidelines whilst giving consideration to Council's objectives.

6.5.2 Environmentally Sustainable Procurement

General

Council is committed to achieving sustainability and programs that have an impact on or contribute to the environment including but not limited to the following:

- waste management;
- recycling;
- energy management;
- emissions management;
- water conservation;
- green building design; and
- procurement.

6.5.3 Environmentally Sustainable Procurement

Council recognises that in some cases the selection of environmentally preferable products and materials may be less competitive in terms of upfront price but may represent the best value for money when environmental impacts and/or the long term operational costs of a purchase are taken into consideration.

Council is committed to reduce resources, consumption and minimise waste during the procurement life cycle including:

- a) Council shall encourage and prefer Eco-friendly products which are more power efficient.
- b) Selecting energy, fuel and water efficient products (ideally Energy and Water Star Ratings of 4 Star and above, and the highest Green Vehicle Guide star rating)
- c) Council shall prefer to purchase from a source which is less polluting or uses clean technology.
- d) Council's procurement projects should automatically consider the provision of re-usable products and recycling as part of the project planning process, including the consideration of whole-life costs and disposal considerations.
- e) Council is committed to buy recycled/part recycled products to optimise consumption and stimulate demand for recycled products, promoting the collection and reprocessing of waste and working towards zero discharge to landfill.

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6.5.4 Social Procurement

Social procurement involves using procurement processes and purchasing power to generate positive social outcomes in addition to the delivery of efficient goods, services and works. Social procurement can assist Council to:

- a) address complex local challenges.
- b) ensure procurement practices are sustainable and strategically aligned with Council objectives and achieve greater value for money.
- c) build and maintain strong communities by generating local employment (particularly among disadvantaged residents), promoting social inclusion and strengthening the local economy.
- d) strengthen partnerships with a diverse range of community and government stakeholders.

6.5.5 Approach

Council's procurement processes will support the generation of positive social outcomes where it can be justified on a value for money basis including but not limited to:

- a) Buying from local businesses.
- b) Giving preference to businesses that employ local or socially disadvantaged residents of the City of Hume.

6.6 Authorising Contract Payments

6.6.1 An invoice or a progress payment can be authorised by the contract manager, after a tender has been conducted and a contract awarded by Council (including those signed under the CEO's delegation).

6.6.2 If for example a contract has been awarded and approved for \$600,000 and an invoice is received for \$250,000, then the contract manager can authorise the invoices as they come in, irrespective of their financial delegation up to the value of the contract.

6.6.3 This is because Council has already approved the value of the works/services and the contract manager is only confirming the works/services have been delivered to a satisfactory level.

6.6.4 The above principle is also applicable to annual supply contracts/schedule of rates.

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6.7 Payment Terms

- 6.7.1 Council's payment terms are thirty (30) day from invoice date. The invoice date should represent the date that the goods, services or works were provided or completed by the supplier.
- 6.7.2 Where a supplier requires payment prior to the 30 day terms, this may be approved by the Manager Finance & Property Development or the Coordinator Finance under special circumstances if for example the goods, services or works have already been provided to Council.
- 6.7.3 If a supplier requires payment, including a deposit or part payment, before the goods, services or works have been provided, the relevant Director must approve this via a memo or email. Exceptions to this rule include conferences, training and similar events where payment is required up front in order to secure a place.

6.8 Breach of the Tender Threshold

- 6.8.1 Measures which intentionally seek to avoid the requirement for public tendering, for example, contract splitting, placing multiple orders, seeking multiple quotations with a single supplier or engaging in effect a single supplier under different guises, are considered to breach the requirement to call public tenders where threshold values would otherwise be reached.

6.8.2 Consequences – The Act

If Council does not undertake a competitive process when required to by the Act then it has no power to contract, unless one of the exemptions applies (see section [Exemptions to requirement for public tendering](#)).

If doubt exists then a public tender process should be undertaken so as to prevent the situation of a contract being declared void. The ordinary effect of a void contract is that the courts would likely conclude that it is not enforceable by either party and further it is unlikely that the void contract would be allowed to continue. The consequences of a void contract are:

- any works completed under a void contract are likely to have to be paid for at a fair and reasonable rate
- a party to the void contract can recover any monies paid for goods and services which have not yet been delivered or received
- a party 'contracted' with a council under a void contract may also be able to recover costs incurred in reliance on the void contract on the basis that Council engaged in misleading or deceptive conduct in breach of the Competition and Consumer Act 2010 (Cth) or of the Fair Trading Act 1999 (Vic) or that Council was negligent in failing to comply with statutory

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obligations and leading the contractor to believe it had the power to enter into the contract.

This may have significant financial and public image consequences for Council.

6.8.3 Consequences – Internal

Where the tender threshold limit with a supplier or for a service has been breached or the requirement to obtain quotations has not been complied with, the Manager Finance & Property Development as well as the relevant Manager and Director will be notified. A directive will be given to the relevant manager to cease utilising the services of the supplier (where practical) and to organise the tender process immediately.

6.9 Reporting Of Threshold Breaches

Reporting of non-compliance

6.9.1 Reporting - External

Council must make available for public inspection a list of contracts with a value equal to or greater than the threshold that were entered into during the financial year without first engaging in a competitive process and which were not exempt under the Act – i.e. contracts that had been entered into in breach of section 186 of the Act.

A contract should appear on this list in the financial year in which it is entered into in breach of the Act.

Council is also required to disclose in its Annual Report and publish on its website certain prescribed documents including; the list of these non-complying contracts together with the location where these documents can be inspected or where copies can be obtained.

6.9.2 Reporting - Internal

Where the tender threshold limit with a supplier or for a service has been breached or the requirement to obtain quotations has not been complied with, this will be reported to the Manager Finance & Property Development as well as the relevant Manager and Director. Such findings will also be reported to the Risk and Governance Committee and Audit Committee of Council.

7. DEFINITIONS AND ABBREVIATIONS

Term	Definition
Act	<i>Local Government Act 1989.</i>
Commercial in Confidence	Maintaining supplier information in a secure manner (e.g. prices, discounts, rebates, profits, methodologies and process information) and not made available for viewing or

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Term	Definition
	discussion by other staff or other competitors or information re-used in the development of specifications.
Contract Management	The process that ensures both parties to a contract fully meet their respective obligations as efficiently and effectively as possible, in order to deliver the business and operational objectives required from the contract and in particular, to provide value for money.
Council Staff	Includes full-time and part-time Council officers, and temporary employees, contractors and consultants while engaged by Council.
Environmental Sustainability	Hume City Council plans and makes decisions with a focus on both immediate needs and the long term environmental and financial cost and benefit implications of its decisions. www.energyrating.gov.au www.waterrating.gov.au
Probity	The dictionary definition of probity refers to uprightness, honesty, proper and ethical conduct and propriety in dealings. Within Government, the word 'probity' is often used in a general sense to mean 'good process.' A procurement process that conforms to the expected standards of probity is one in which clear procedures that are consistent with the Council's policies and legislation are established, understood and followed from the outset. These procedures need to consider the legitimate interests of suppliers and ensure that all potential suppliers are treated equitably.
Standing Offer Arrangements (SOA)	A contract that sets out rates for goods and services which are available for the term of the agreement. However, no commitment is made under the agreement to purchase a specified value or quantity of goods or services.
Procurement	Procurement is the whole process of acquisition of external goods, services and works. This process spans the whole life cycle from initial concept through to the end of the useful life of an asset (including disposal) or the end of a service contract.
Positive Social Outcome	A positive social outcome relates to the achievement of triple-bottom line objectives of economic, sustainable and social outcomes and aims to combat community wide challenges, such as: <ul style="list-style-type: none"> • economically disadvantaged and socially excluded constituents • Indigenous disadvantage • municipalities with limited employment opportunities • a weak, stressed or declining local economy

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Term	Definition
Tender	Public request for organisations to submit a bid for the supply of goods or services, including pricing and other relevant information which demonstrates their ability to meet the specification and address the relevant selection criteria.
Triple-Bottom Line	Captures an expanded spectrum of values and criteria for measuring organisational (and societal) success: economic, environmental and social.
Value for Money	Value for Money in Procurement is about selecting the supply of goods, services and works taking into account both cost and non-cost factors including: <ul style="list-style-type: none"> • contribution to the advancement of Council's priorities; • non-cost factors such as fitness for purpose, quality, service and support; and • cost-related factors including whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of the goods, services or works.

8. RELATED DOCUMENTS

- Best Practices Procurement Guidelines 2013 (VLG)
- Code of Conduct for Councillors
- Contract Management Manual
- Contract Variation Policy
- Corporate Credit Card - Program Guidelines
- Fleet Policy
- Fraud Control Policy
- Greenhouse Action Plan
- Hume Horizons 2040
- Instrument of Sub-Delegation by the VEO to members of Council staff
- Pathways to Sustainability Framework
- Petty Cash Authorisation
- Related Parties Transaction Procedure
- Risk Management Policy
- Social Justice Charter and Bill of Rights
- Staff Conflict of Interest Policy
- Staff Code of Conduct Policy
- WHS Policy and Procedures

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REPORT NO:	GE206
REPORT TITLE:	Council Plan 2017-2021 incorporating the Strategic Resource Plan
SOURCE:	Ben Jordan, Coordinator Council and Service Planning
DIVISION:	Communications, Engagement and Advocacy
FILE NO:	HCC12/856
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENTS:	<ol style="list-style-type: none">1. <i>Council Plan 2017-2021 incorporating the Strategic Resource Plan</i>2. <i>Council Plan Submission - Mr Peter Hansen</i>

1. SUMMARY OF REPORT:

In accordance with Sections 125 and 126 of the *Local Government Act 1989* (the Act), this report presents the *Council Plan 2017-2021* incorporating the *Strategic Resource Plan*. This Council Plan also incorporates the *Disability Action Plan*.

A copy of the *Draft Council Plan 2017-2021* was considered by Council on Monday 8 May 2017 and made available for public inspection and submission between 10 May and 7 June 2017. One submission was received and heard at the Committee of the Whole of Council on 19 June 2017.

2. RECOMMENDATION:

In accordance with Sections 125 and 126 of the Local Government Act 1989, Council adopt the Council Plan 2017-2021 incorporating the Strategic Resource Plan [refer Attachment One].

3. LEGISLATIVE POWERS:

Local Government Act 1989:

Section 125 – Council Plan

Section 126 – Strategic Resource Plan

Section 129 – Public Notice

Section 223 – Right to make submission.

Local Government (Planning and Reporting) Regulations 2014

Disability Act 2006

4. FINANCIAL IMPLICATIONS:

In accordance with Section 126 of the *Local Government Act 1989*, the Council Plan must contain a Strategic Resource Plan of the resources required to achieve the strategic objectives for at least the next four financial years.

The Strategic Resource Plan identifies the financial and non-financial resources required to accomplish the objectives and strategies of the Council Plan.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

Sustainability, including environmental sustainability, is a guiding principle of Council's Corporate Planning Framework. The development of the *Council Plan 2017-2021* has considered a broad number of environmental sustainability issues in the development of actions, with Theme 4 of the Council Plan providing particular focus and attention to minimising Council's environmental impact and promoting broader environmental awareness to Hume City residents.

REPORT NO: GE206 (cont.)

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

The Themes, Strategic Objectives, Community Expectations, Actions and Strategic Indicators of the *Council Plan 2017-2021* were developed within the policy context of the *Hume City Council Social Justice Charter (2014)* and the *Charter of Human Rights and Responsibilities Act 2006*.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The Themes, Strategic Objectives, Community Expectations, Actions and Strategic Indicators of the *Council Plan 2017-2021* were developed within the policy context of the *Hume City Council Social Justice Charter (2014)* and the *Charter of Human Rights and Responsibilities Act 2006*.

8. COMMUNITY CONSULTATION:

The *Council Plan 2017-2021* was developed following extensive community consultation and engagement with community members, stakeholders and businesses between November 2016 and January 2017. Details of this community consultation process are outlined on page 35 of the *Council Plan 2017-2021* [Attachment One].

On 8 May 2017, Council considered and endorsed the *Draft Council Plan 2017-2021* to be made available for public inspection to seek community feedback. Public submissions on the *Draft Council Plan 2017-2021* were made available from 10 May to 7 June 2017.

From the 10 May to 7 June 2017, copies of the *Draft Council Plan 2017-2021* were available for inspection at Hume City Council's Customer Service Centres and Libraries. An online version of the *Draft Council Plan 2017-2021* was also published and made available for download via Council's website and promoted on social media.

A Committee of the Whole of Council was convened to hear submissions on Monday 19 June 2017 at 7:00pm at the Council Chamber, Hume Global Learning Centre, Broadmeadows.

9. DISCUSSION:

9.1 In accordance with Section 125 of the *Local Government Act 1989*, Council is required to prepare a Council Plan, including the Strategic Objectives of Council, the Strategies for achieving the objectives and the Strategic Indicators for monitoring the achievement of the objectives over the Council term (2017-2021).

9.2 The *Council Plan 2017-2021* contains the 5 Themes, 12 Strategic Objectives and 46 Community Expectations from *Hume Horizons 2040*. 188 Actions have been proposed for delivery in 2017/18.

9.3 The 'Themes' and 'Strategic Objectives' for the *Council Plan 2017-2021* are:

Theme 1: A well-educated and employed community.

Strategic Objectives:

1.1 Support and enhance skill development and educational opportunities to reduce disadvantage, improve employment prospects and quality of life.

1.2 Create conditions which support business growth and create local jobs for Hume residents.

Theme 2: A healthy and safe community.

Strategic Objectives:

2.1 Foster a community which is active and healthy.

2.2 Strengthen community safety and respectful behaviour.

Theme 3: A culturally vibrant and connected community.

REPORT NO: GE206 (cont.)

Strategic Objectives:

- 3.1 Foster socially connected and supported communities.
- 3.2 Strengthen community connections through local community events and the arts.

Theme 4: A sustainably built and well-maintained city with an environmentally engaged community.

Strategic Objectives:

- 4.1 Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural places.
- 4.2 Create community pride through a well-designed and maintained City.
- 4.3 Create a connected community through efficient and effective car and public transport.

Theme 5: A well-governed and engaged community.

Strategic Objectives:

- 5.1 Realise the vision and aspirations of Hume's community by implementing *Hume Horizons 2040*.
 - 5.2 Create a community actively involved in civic life.
 - 5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
- 9.4 In accordance with the *Victorian Disability Act 2006 (Section 38)*, Council has prepared the *Council Plan 2017-2021* to incorporate the requirements of the *Disability Action Plan*. This includes actions that are highlighted on Page 29 of the *Council Plan 2017-2021* (Attachment One).
- 9.5 A Committee of the Whole of Council was convened to hear submissions on Monday 19 June 2017 at 7:00pm at the Council Chamber, Hume Global Learning Centre, Broadmeadows. One written submission from Mr Peter Hansen was received (Attachment Two) and considered in relation to the *Draft Council Plan 2017-2021* incorporating the *Strategic Resource Plan*.

In brief, the submission provided that Council's focus should be:

- The Broadmeadows CBD – Request for a 'Strategic Plan for the Broadmeadows CBD' that addresses transport, parking, parks, roads and planning.
- Public areas, respect and cleanliness - Request for trader, industrial and corporate accountability and addressing litter, multi-government responsibility and surveillance.
- Jobs and business start-ups.

In considering the submission, it was determined that the points of focus are well aligned to the actions and activities detailed in the Council Plan 2017-2021. Council has provided the actions that address these areas of focus in its response (Attachment Two).

- 9.6 26 Strategic Indicators have been developed to monitor progress with achievement of each Strategic Objective of the Council Plan.
- 9.7 Progress on the Actions and Strategic indicators of the *Council Plan 2017-2021* will be reported quarterly throughout 2017/18.

REPORT NO: GE206 (cont.)

9.8 In accordance with Section 125 of the Act, the adopted *Council Plan 2017-2021* incorporating the *Strategic Resource Plan* will be forwarded to the Minister for Local Government and provided on Council's website by 30 June 2017.

10. CONCLUSION:

The Council Plan is a requirement of the *Local Government Act 1989*. The *Council Plan 2017-2021* incorporating the *Strategic Resource Plan* aligns with the Themes and Community Expectations of *Hume Horizons 2040*. It outlines the outcomes to be achieved during the Council term and indicators for monitoring the achievement of the objectives.



HUME CITY COUNCIL
COUNCIL PLAN 2017-2021

Incorporating the:

- Disability Action Plan
- Strategic Resource Plan





Hume City Council recognises the rich Aboriginal heritage within the municipality and acknowledges the Gunung-William-Balluk of the Wurundjeri as the Traditional Custodians of this land. Council embraces Aboriginal living culture as a vital part of Australia's identity and recognises, celebrates and pays respect to the existing family members of the Gunung-William-Balluk and to Elders past and present.

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Hume City Council Council Plan 2017–2021

1



A MESSAGE FROM THE MAYOR AND CHIEF EXECUTIVE OFFICER

Hume is one of Australia's most vibrant, diverse and fastest-growing municipalities, expected to welcome more than 50,000 new residents in the next decade.

The *Council Plan 2017–2021* is Council's commitment to making a positive difference for those who live, work and study in Hume.

Making the lives of our community better is Council's motivation for what and how we do things at Hume City Council.

The *Council Plan 2017–2021* sets out our priorities for the next four year period. This plan outlines how we will deliver services that our community needs, and provides tangible information to other levels of government and service providers, of our community's priorities and aspirations.

The strategic objectives outlined in this document have been determined by the newly elected Council and heavily informed by community input and our long-term community plan, *Hume Horizons 2040*. The Hume community provided feedback through workshops, engagement sessions and/or in writing.

This plan sets out to inform the community on the role that Council plays in local, state and federal issues. Council will play many roles to achieve the vision and aspirations of our community as well as delivering in its own capacity as a service provider and statutory authority.

Council will advocate for services and infrastructure to pursue partnerships with other levels of government, service providers and businesses, and facilitate opportunities for our community to grow and prosper.

This plan will continue to implement the key themes and strategic directions that we have been working on since the development of the long-term plan, *Hume Horizons 2040*. These priority themes are:

- A well-educated and employed community,
- A healthy and safe community,
- A culturally vibrant and connected community,
- A sustainably built and well maintained City with an environmentally engaged community, and
- A well-governed and engaged community.

Under these themes, we have set realistic actions and targets. These, together with our strong financial position, our open and accountable leadership and proven track record of getting things done will see the Hume community thrive in the future.

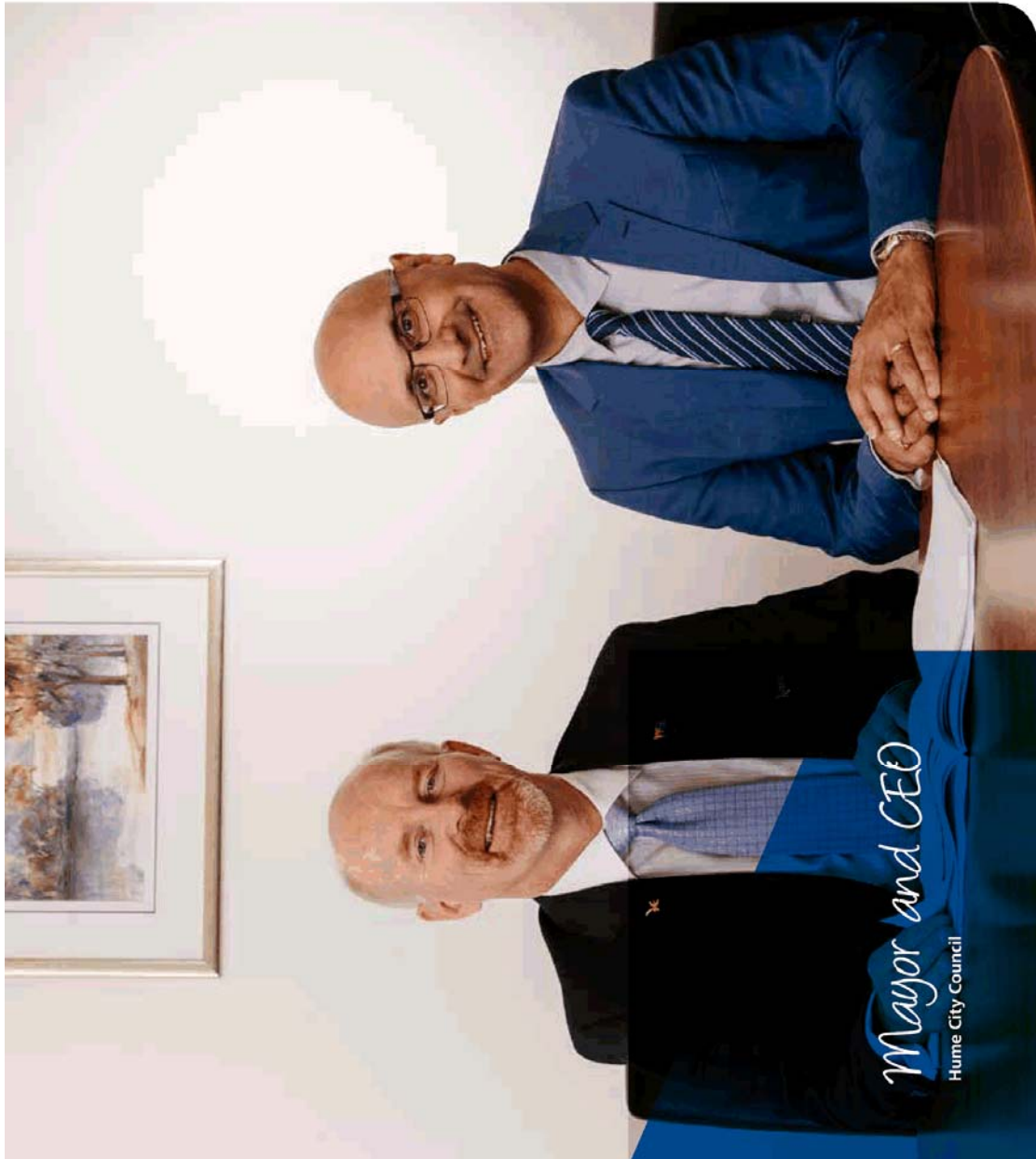
With more people choosing to call Hume home each year, we expect to welcome more than 50,000 residents over the next decade. Council has undertaken significant planning for this growth, so that we can continue to provide high quality services that meet the needs of our growing community.

Council will continue to deliver all of its services and programs in a manner that will ensure a continued strong financial position for the city. This responsible management will build a solid foundation for future generations to enjoy.

Under this plan, Council aims to provide a balance to ensure we deliver the services, facilities and infrastructure that families and businesses need today, while planning for future generations.

We are proud of this plan and pleased that the community chose to participate so actively in the development of the priorities for Hume. We look forward to implementing the strategies outlined in the *Council Plan 2017–2021*, and to see the benefits that it will bring for our community.

This is an exciting time in Hume and we are pleased to present the *Hume City Council Plan 2017–2021*.



Cr. Drew Jessop
Mayor of Hume City

Domenic Isola
Chief Executive Officer

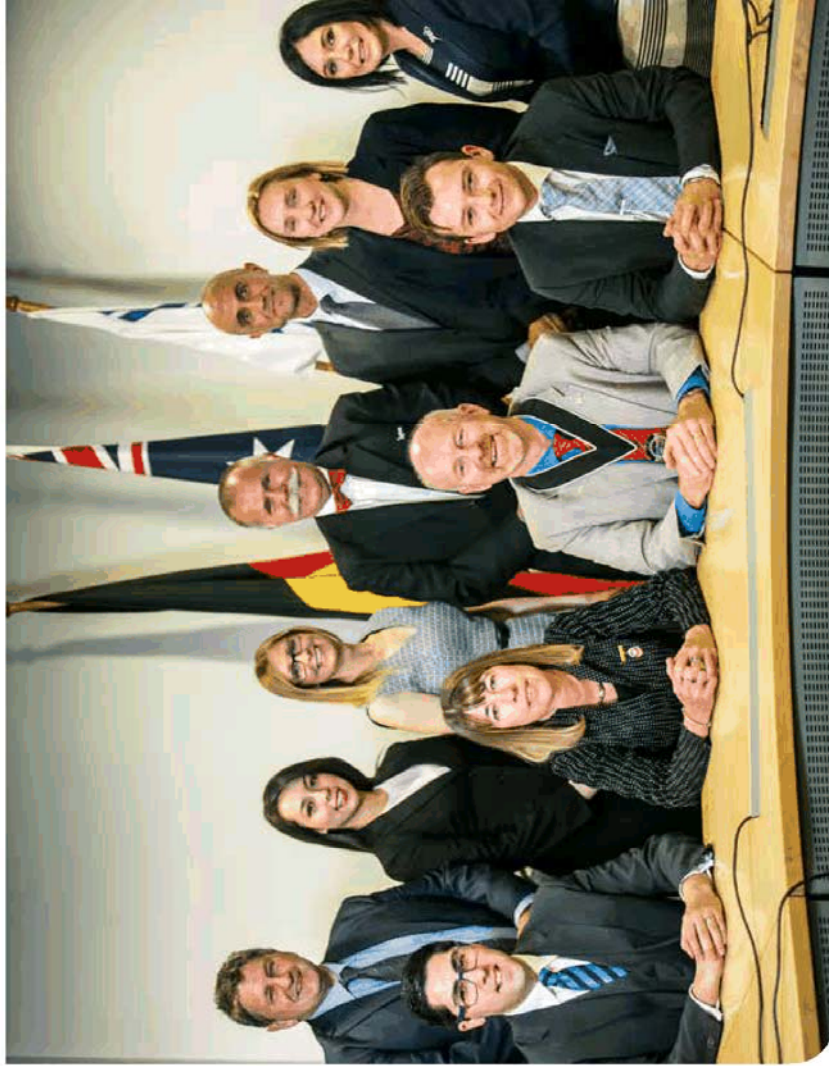
OUR COUNCILLORS

Hume City Council consists of 11 councillors who represent more than 203,600 people across the three wards – Aitken, Meadow Valley and Jacksons Creek. Council was sworn in as part of a public ceremony in November 2016. Every year, one of the Councillors is selected by a majority of Councillors to be Hume's Mayor.

Each Councillor is assigned portfolios. Their role is to be a spokesperson within the Council Chamber for those issues falling within their allocated portfolios. Portfolio Councillors are not involved in the day-to-day operations of the portfolio area.

Council works closely with Hume's CEO and Executive team, to set directions and priorities for the municipality. All decisions are made to meet the objective of enhancing the social, economic and environmental prosperity of our community.

Council's ward structure is a result of an Electoral Representation Review, which was undertaken by the Victorian Electoral Commission in 2012. The structure will be reviewed again by 2020, as required by the Local Government Act 1989 (the Act).





CR JOSEPH HAWEILL
Mobile 0484 602 340
Email JosephH@hume.vic.gov.au
Councillor Portfolios: Early Childhood Education and Care; Facilities Management/Facilities Hire; Arts and Culture; Friends of Aileu; Aged Support Service.



CR JODI JACKSON
Mobile 0484 124 092
Email JodiJ@hume.vic.gov.au
Councillor Portfolios: Interface and Growth; City Development – Strategic; Environment.



CR DREW JESSOP, MAYOR
Mobile 0412 085 624
Email DrewJ@hume.vic.gov.au
Councillor Portfolios: Customer Service; Communications and Advocacy; Council and Service Planning; Organisation and Community Intelligence; Interface and Growth; City Amenity and Appearance; Parks and Open Spaces.



CR CARLY MOORE
Mobile 0484 114 228
Email CarlyM@hume.vic.gov.au
Councillor Portfolios: Finance and Procurement Services; Leisure, Health and Wellbeing; Early Childhood Education and Care.

AITKEN WARD
Includes the suburbs of Campbellfield, Craigieburn, Fawkner, Greenvale (north of Somerton Road), Mickleham, Oaklands Junction (south of Deep Creek), Roxburgh Park, Somerton, Yuroke and Kalkallo.



Our community says:

“Work in cooperation with the community”

Craigieburn resident, 45 to 54 years old

JACKSONS CREEK WARD
 Includes suburbs of Bulla, Clarkefield (part of), Diggers Rest (part of), Kellar (part of), Oaklands Junction (north of Deep Creek), Sunbury, Tullamarine and Wildwood as well as the Melbourne International Airport.



Our community says:

Try to attract good family people and create better services.

Sunbury resident, 55 to 64 years old



CR LEIGH JOHNSON
 Mobile 0484 240 972
 Email LeighJ@hume.vic.gov.au
 Councillor Portfolios:
 Arts and Culture; Youth Services.



CR JACK MEDCRAFT
 Mobile 0484 611 902
 Email jackm@hume.vic.gov.au
 Councillor Portfolios: Leisure, Health and Wellbeing; Indigenous Support; City Development – Statutory; Waste Management.



CR ANN POTTER
 Mobile 0400 604 210
 Email annp@hume.vic.gov.au
 Councillor Portfolios:
 Lifelong Learning; Arts and Culture.

MEADOW VALLEY WARD

Includes suburbs of Attwood, Broadmeadows, Coolaroo, Dallas, Gladstone Park, Greenvale (south of Somerton Road), Jacana, Meadow Heights and Westmeadows.



Our community says:

Try and keep their good services up and keep on improving them.

Meadow Heights resident, 45 to 54 years old



CR NAIM KURT

Mobile 0484 602 352
Email NaimK@hume.vic.gov.au
Councillor Portfolios: Information Technology – Digital; Leisure, Health and Wellbeing; Community Development; Economic Development.



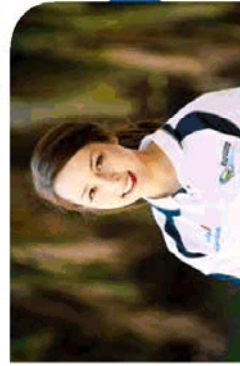
CR GEOFF PORTER

Mobile 0400 091 567
Email geoffp@hume.vic.gov.au
Councillor Portfolios: Disability Support Services; Family Support and Health; Lifelong Learning; City Amenity and Appearance.



CR KAREN SHERRY

Mobile 0484 240 973
Email KarenSh@hume.vic.gov.au
Councillor Portfolios: Community Safety; Disability Support Services; Aged Support Services.



CR JANA TAYLOR

Mobile 0484 118 483
Email Janat@hume.vic.gov.au
Councillor Portfolios: Information Technology – Digital; Asset Management and Infrastructure Development; Transport, Roads and Drainage; Economic Development.

WHAT THIS COUNCIL WANTS TO BE KNOWN FOR...

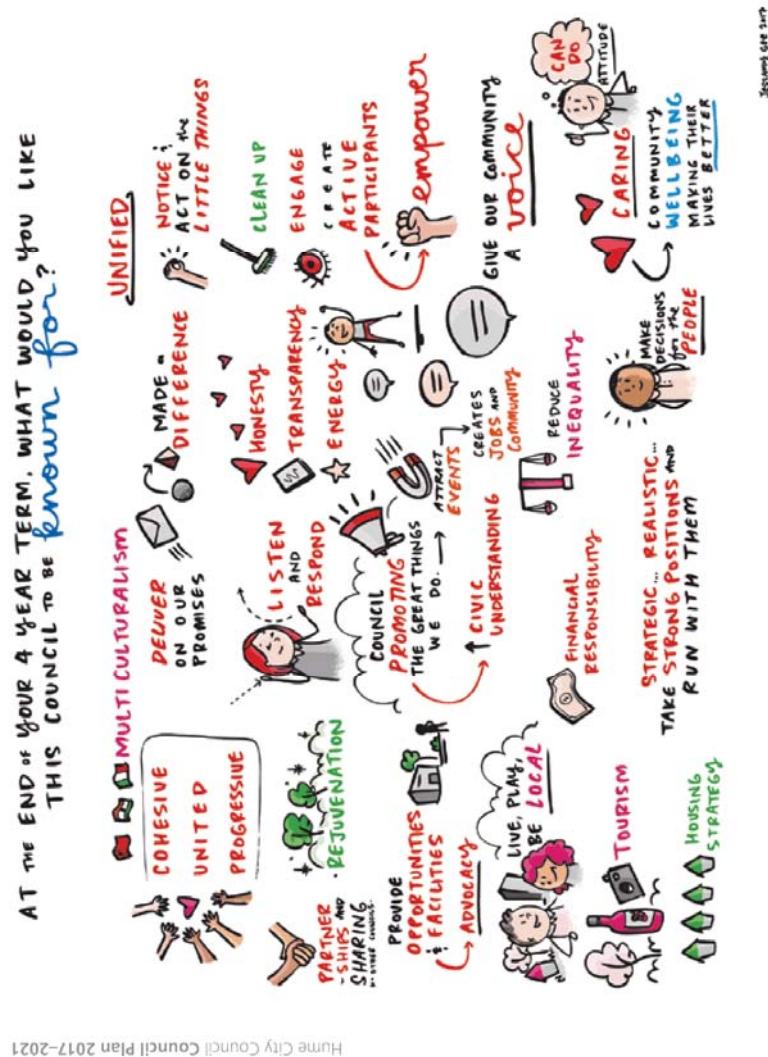
Following Council elections, a Council Planning Workshop was held with the new Councillors to consider Council priorities for the next four years between 2017–2021.

During this workshop, Councillors were presented with a range of information including findings from community consultation and engagement on 'Council Priorities', community indicators and a range of emerging issues, challenges and opportunities the Council will be required to consider over its four-year term.

After hearing this information, Councillors spent time to consider what this term of Council should be known for, in line with *Hume Horizons 2040*. This vision has been graphically recorded and presented here.

Our Commitment:

Making the lives of our community better is Council's motivation for what and how we do things at Hume.



COUNCIL'S VISION, MISSION AND VALUES

Vision

Hume City Council will be recognised as a leader in achieving social, environmental and economic outcomes with a common goal of connecting our proud community and celebrating the diversity of Hume.

Mission

To enhance the social, economic and environmental prosperity of our community through vision, leadership, excellence and inclusion.

We Value

OUR CITIZENS

We will promote democratic representation and genuinely engage our citizens to promote a sense of belonging within a healthy, safe, strong and diverse community. We will lead the way to identify community needs and best practice service delivery models and advocate for an integrated approach to service provisions. Our services and facilities will be high quality and we will pursue efficiency and continuous improvement through customer focus and innovation.

OUR STAFF

We will demonstrate this by encouraging, supporting and developing our employees to achieve service excellence and a sense of unity, pride and fulfilment.

PARTNERSHIPS WITH THE FEDERAL AND STATE GOVERNMENTS

We will work together to achieve the equitable provision of services and infrastructure to meet current and future community needs.

OUR COMMUNITY ORGANISATIONS

We will work in partnership with them to build community wellbeing, resilience and capacity.





PROFILE OF THE CITY

Our History

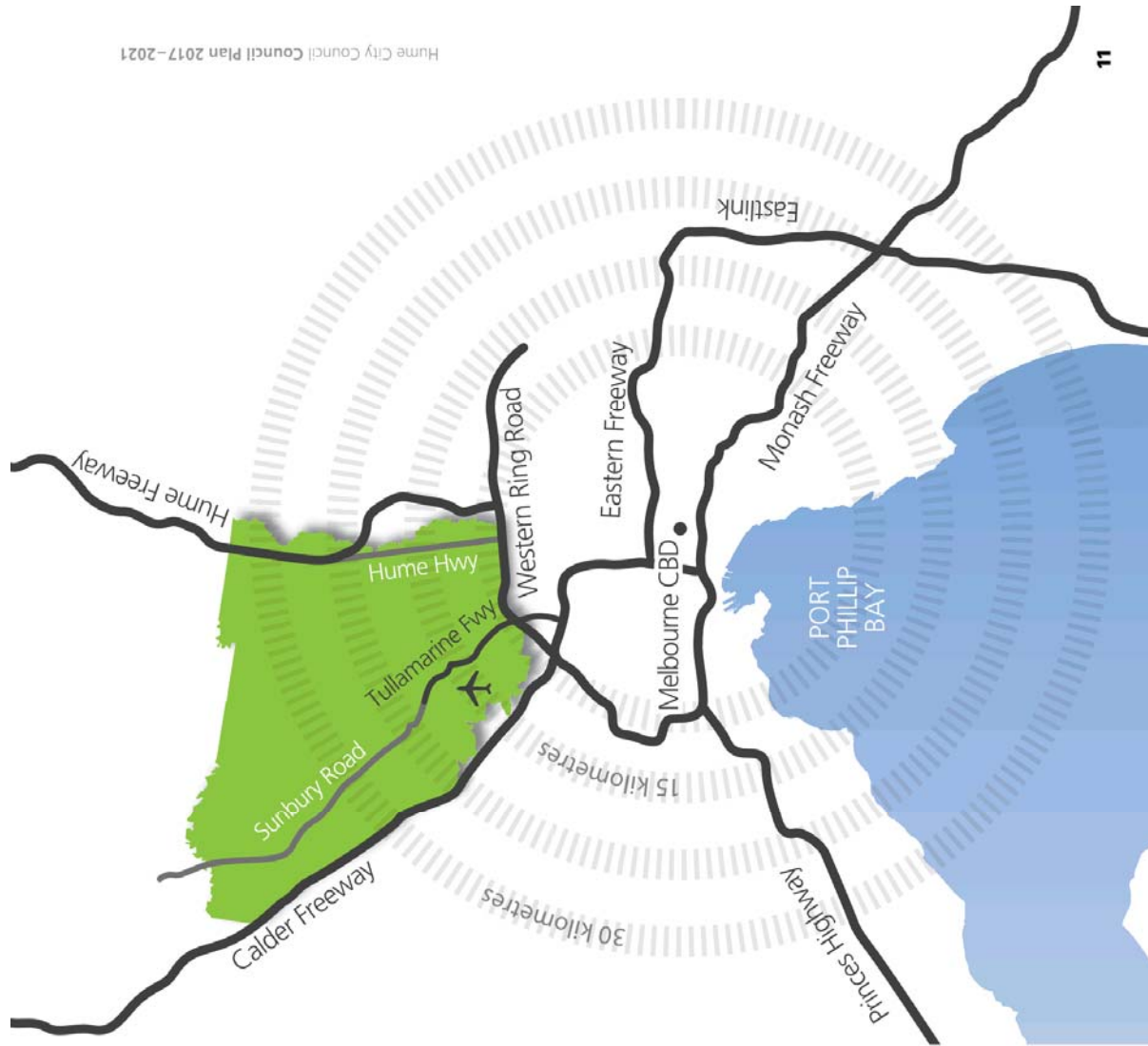
Hume has a long, rich and exceptionally significant past.

Hume's rich and diverse history stretches back over 40,000 years when the first indigenous communities of the Gunung-William-Balluk first inhabited the region.

About 10 years after Hamilton Hume and William Hovell explored the area in 1824–1825, the first Europeans settled along the Maribyrnong River, Jacksons Creek and Deep Creek waterways.

Our City is home to some of Victoria's most significant landmarks including Rupertswood Mansion and Emu Bottom Homestead in Sunbury as well as the historic Maygar Barracks in Broadmeadows – the training base for our troops during World War I.

Hume City Council was formally created on 15 December 1994 to incorporate the Shire of Bulla, most of the City of Broadmeadows, a section of the City of Whittlesea along Merri Creek and a north east section of the (former) City of Keilor.



Our Location

Hume is a place of great contrasts – in geography, economy, background and cultural diversity.

Located just 15 kilometres north of the centre of Melbourne, Hume City is one of the fastest-growing and most culturally-diverse communities in Australia.

Spanning a total area of 504 square kilometres, Hume City is built around the established suburbs of Broadmeadows, Tullamarine and Gladstone Park in the south, the developing residential suburbs of Craigieburn, Greenvale, Mickleham, Kalkallo and Roxburgh Park in the north-east and the Sunbury township in the north-west.

The municipality is made up of a vibrant mix of contrasts including new and established residential areas, major industrial and commercial precincts and vast expanses of rural areas and parkland. The Melbourne International Airport accounts for 10 per cent of the total area of Hume City.

Hume is also home to major road transit routes including the Tullamarine Freeway, Western Ring Road, Hume Highway and the Craigieburn Bypass and is abutted by the Calder Freeway to the west.

Hume is bound by the local government areas of Moreland, Whittlesea, Brimbank, Macedon Ranges, Melton and Mitchell.

Our City Today

Hume today is a diverse and vibrant community where residents can choose between a rural or urban lifestyle.

Home to 203,600 residents in 2017, Hume City's population is expected to grow to 345,400 by the year 2041 (see Figure 1).

Our residents come from more than 160 different countries and speak over 140 languages – each week, 47 new migrants move into Hume City (see Figure 2). In comparison to metropolitan Melbourne, Hume City residents are relatively younger in age, and there is a higher proportion of 'family households'.

Much of this can be attributed to the important role Hume City plays within the Melbourne housing market. The area is known for its affordable home ownership opportunities, attracting existing and prospective families.

In the five years between 2006 and 2011, almost 28,500 new residents moved to Hume. In this period, Moreland City Council was the largest contributor of new residents from within Australia – about 4,300 moved into Hume from Moreland.

This was followed by almost 2,300 residents who moved here from interstate and almost 5,800 residents who came from Whittlesea, Moonee Valley, Darebin and Brimbank¹.

From outside Australia, some 8,900 residents moved from overseas and chose to call Hume home² (see Figure 3).

Hume receives about 5.1 per cent of metropolitan Melbourne's total migration intake, and 21.5 per cent of metropolitan Melbourne's humanitarian intake stream³ (see Figure 4).

1 ABS, 2011 Census of Population and Housing

2 ibid

3 Department of Immigration and Border Protection, Settlement Reporting Facility, Between 1/1/10 to 31/12/16. Accessed online 16/03/2017

Our community says:

"Upgrade the amenities/youth facilities/roads/parks and recreation general beautification of the area."

Broadmeadows resident, 25 to 34 years old

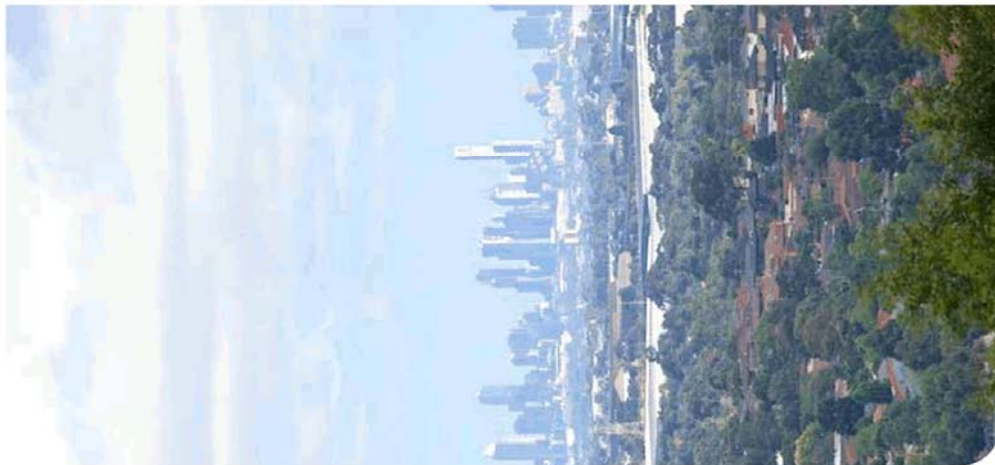
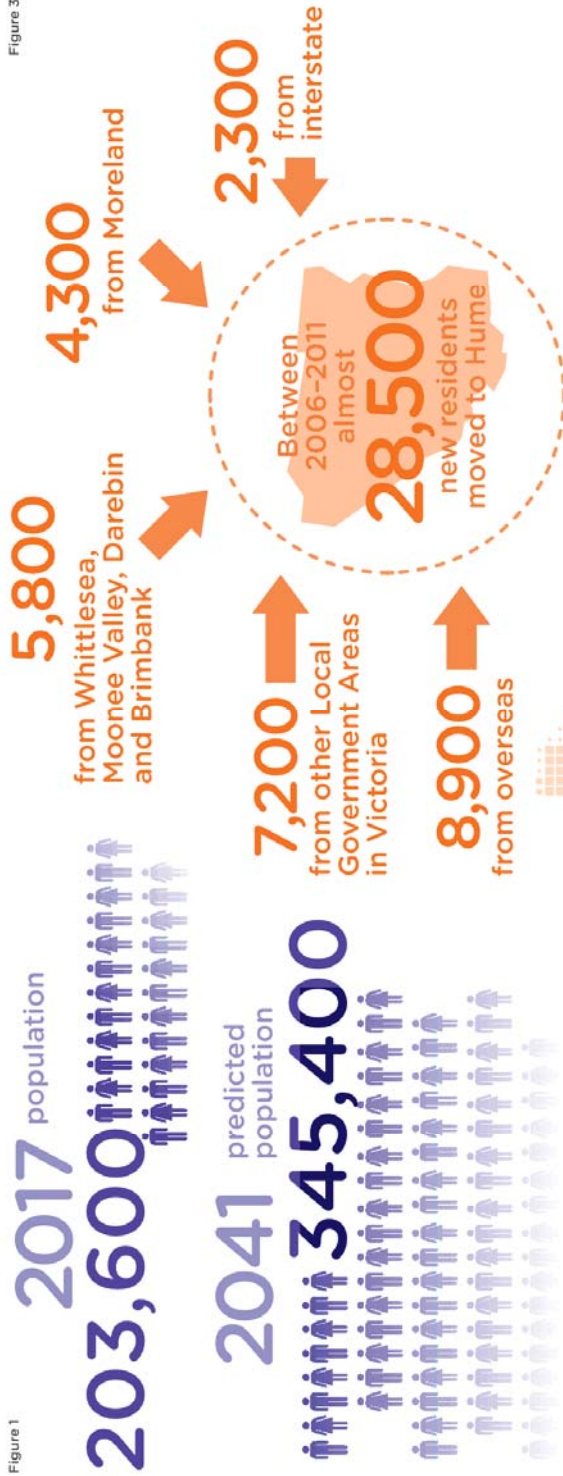


Figure 3



Hume City Council Council Plan 2017-2021



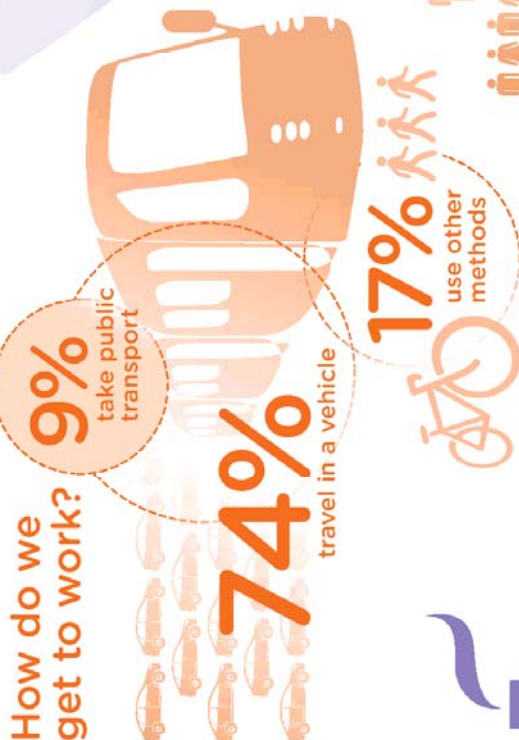
Figure 4

Figure 7



Figure 8

Figure 5



new jobs created in Hume City between 2006 and 2011



Figure 6



While manufacturing continues to be the leading industry in Hume City, its dominance within the local economy has been declining as world economies change and employment opportunities are diversified.

Social justice is of significant importance for Hume's community, with a strong commitment to reducing social disadvantage within Hume.

The 2011 Socio-Economic Indexes for Areas (SEIFA) identified Hume as the third most disadvantaged Local Government Area in metropolitan Melbourne⁴.

While still experiencing lower-than-average Year 12 completion rates, inroads have been made in improving educational outcomes within Hume. Of those aged 20 to 24, 68 per cent of Hume residents have completed Year 12, compared to 77 per cent for Greater Melbourne (see Figure 7).

For Hume residents aged 25 years and over 13 per cent have attained a bachelor degree or higher, while 8 per cent have attained a diploma or advanced diploma education level and 16 per cent a certificate level (see Figure 8).

4 ABS, 2011 Census of Population and Housing and 2006 Census of Population and Housing

5 ABS, 2011 Census of Population and Housing

6 ABS, 2011 Census of Population and Housing Socio-Economic Indexes for Areas

Hume City is a mix of cultures with 32 per cent of residents born in more than 160 different overseas countries. Iraq, Turkey, India, United Kingdom and Italy are the main countries of birth for Hume citizens and 41 per cent of residents speak a language other than English at home.

Economic prosperity continues. Just over one third (35 per cent) of Hume residents work within the municipality. The majority (74 per cent) travel to work in a vehicle.

Public transport (train, bus or tram) was only used by 9 per cent of residents to get to or from work (see Figure 5).

Industries, especially transport and warehousing, are growing due to Hume City's location. This positions Hume City as a key transportation hub with easy access to Melbourne Airport, the major freeways and the proposed Outer Metropolitan Ring Road.

A comparison of the 2006 and 2011 Census data shows that 7,200 new jobs⁵ were created in Hume and the manufacturing industry accounted for 23 per cent of all jobs located within the municipality⁶. This was followed by the 'transport, postal and warehousing' industry at 20 per cent (see Figure 6).

Our community says:

"Make sure not too many houses get built without the infrastructure"

Sunbury resident, 45 to 54 years old

SERVICE DELIVERY

In 2017/18, Council will provide over \$231 million to deliver some 28 key services across Hume and invest more than \$79 million in delivering capital works.

EDUCATION AND EMPLOYMENT

- 7,800 participants engaged in Bilingual Storytime Sessions.
- About 250 clients access the Preschool Field Officer Service.
- Over 2,000 children accessed Council run preschools and 3yr old activity programs.
- Over 539 children were enrolled in Council run long day care and 707 children were enrolled in occasional care.
- 10,977 participants were engaged in 57,772 hours of programs delivered through Council libraries and learning centres.
- A total of 1,571 businesses participated in engagement activities with Council and 5,619 new businesses were established in Hume City.

704,035 library visits
1,012,390 borrowed items

539 children attended Council run long day care
2,000 children attended Council run preschools

HEALTH AND SAFETY

712,595 visits to three leisure centres
17,000 registered dogs
5,700 cats
25,942 family + children consultations

- Our Home and Community Care team provided more than 114,000 hours of homecare, respite personal care and property maintenance to residents and provided more than 30,700 units of delivered meals.
- Council's Immunisation Team delivered 20,686 vaccinations to the community.
- More than 17,000 dogs and 5,700 cats are registered in Hume.
- Council provided more than 25,942 consultations with children and families through our maternal and child health service.
- 1,072 Food Safety assessments were undertaken in 2015/16.

NATURAL AND BUILT ENVIRONMENT

- Total domestic kerbside waste was 65,873 tonnes. Comprising of 44,222t garbage, 16,392t recyclables and 5,258t organics.
- There were 10,333 registered Hard Rubbish collections – this equated to a total volume of 35,721 cubic metres of hard rubbish removed.
- Council provided 38,500 kilometres of roadside litter cleaning, 33,470 kilometres of mechanical street-sweeping and serviced 4,122 pits in underground drain cleaning.
- Council received 7,697 Graffiti removal requests and removed 33,721 square metres of graffiti from public areas.
- There were some 11 planting days with 296 volunteers who planted a total of 4,400 seedlings.



Kerbside waste collected:



CULTURALLY VIBRANT AND CONNECTED COMMUNITY

- In 2015/2016, Council hosted a range of events including Hume Carols By Candlelight, the Craigieburn Community Festival, Broadmeadows Street Festival and the Summer Sessions: Movies and Music series. Over 22,000 people attended these events.
- The Hume Arts Awards provided 11 local artists a share in \$18,000 to assist with the cost of art materials and further study.



GOVERNANCE AND ENGAGEMENT

- Council delivered \$61.8 million of capital works projects across Hume in 2015/16 with in excess of \$278 million allocated for new projects over the next four years.
- Our customer service staff received 292,000 enquiries including 176,000 telephone calls, 59,000 face to face visits, 44,000 cash transactions, 7,250 emails and over 2,500 enquiries lodged via the Hume App.
- About 79 per cent of Customer Service enquiries (via phone and face to face) are resolved in the first instance.

292,000
customer service enquiries

176,000
telephone

59,000
face-to-face

7,250
email

- More than 76 per cent of 4,088 letters requiring a response were responded to within 10 days.
- More than 712,000 visits to Council's website, an increase of about 12 per cent on the previous year.
- As a result of Council's advocacy, 43 grants for Hume City Council were announced during 2015/16 totalling \$15.53 million in funding.

\$61.8 million
capital works delivered

\$278 million
allocated for new projects over the next four years

Our community says:

"Lobby for better and improved infrastructure. Curb on the sparse development as this takes away the 'country' feel in home. Talk to the residents, use social media etc."

Greenvale resident, 35 to 44 years old



ORGANISATIONAL STRUCTURE

COUNCIL MANAGEMENT TEAM

Hume City Council's organisational structure is based on five divisions that work to manage and coordinate the full range of activities and services to the Hume community. Each division is headed by a Director who reports to the Chief Executive Officer.



Back (L to R): Daryl Whitfort, Margarita Caddick and Kylie Ezzy
Front (L to R): Kelvin Walsh, Domenic Isola and Peter Waite

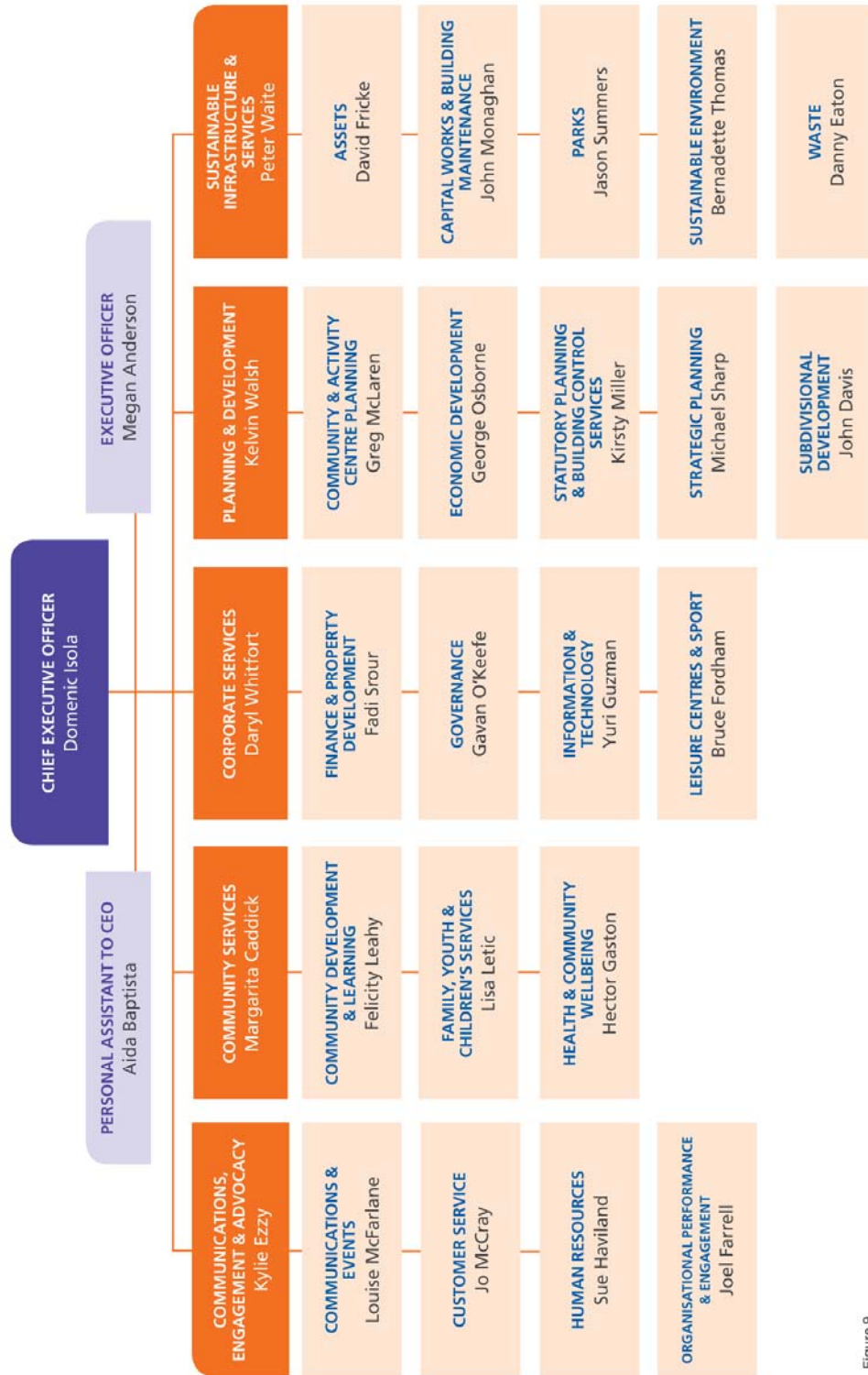


Figure 9



DOMENIC ISOLA
Chief Executive Officer

As CEO, Domenic is responsible for the day to-day running of Hume City Council and, in particular, implementing Council decisions, providing timely advice to Council and achieving Council's goals in accordance with the Council Plan and approved budget.

Domenic joined Hume City Council in 1999 as Finance Manager, before being appointed as Director, City Governance and Information for four years. He was appointed Chief Executive in 2007. Domenic holds a Bachelor of Business (Accounting), is a Fellow Certified Practising Accountant and a Graduate of the Australian Institute of Company Directors.



KYLIE EZZY
**Director Communications,
Engagement and Advocacy**

Communications, Engagement and Advocacy lead Council's corporate planning and strategic decision making processes and reviews of Council services. It undertakes community engagement and consultation, leads Council's advocacy on behalf of the Hume community and is responsible for communication and the promotion of Council and Hume City. This Division is responsible for recruiting, training and payroll supporting Council's staff, and for directing and guiding organisational change and development. It also operates three customer service centres and delivers Council's major events.

Kylie joined Hume City Council in 2004 as the Manager, Marketing and Communications before being appointed as the Director, Organisation and Community Learning in 2010. A highly qualified professional, she has also had a career in the Queensland State Government and private sector and holds a Bachelor of Visual Arts and a Masters in Communications.



MARGARITA CADDICK
Director Community Services

Community Services advocates, plans and provides support, services and programs that enhance community wellbeing, promote healthy living and provide opportunities to participate in the life of the City. This includes community services such as maternal and child health, immunisations, preschool, child care, libraries, learning programs, youth services, aged and disability support services and arts and cultural programs. This division is also responsible for community safety, community facilities and emergency recovery.

Margarita has more than 30 years of social development experience in the public sector and returned to Hume City Council as Director in 2011, having been the Manager, Community Planning and Development from 2000 to 2002. She holds a Master of Arts (Social Policy and Social Research Methods) and Bachelor of Business (Local Government).



PETER WAITE
Director Sustainable and Services Infrastructure

Sustainable Infrastructure and Services is responsible for managing a diverse range of community infrastructure and services for Council and the users of Council's infrastructure. Services include project management of Council's capital works program, waste management and municipal emergency management. Community infrastructure includes roads, parks, bridges, buildings and landfills. The Division is also responsible for managing environmental and natural heritage planning and driving Council's environmental sustainability agenda.

Peter joined Hume City Council in 2016 and has a diverse infrastructure background having worked in a range of regional and metropolitan councils including the Rural City of Wangaratta, City of Melbourne, Manningham City Council and Glen Eira Council. Peter holds a Masters of Business Administration (Technology Management), Bachelor of Engineering (Civil) and is a graduate of Leadership Victoria's Williamson Community Leadership Program.



KELVIN WALSH
Director Planning and Development

Planning and Development is responsible for Council's land use planning portfolio, including statutory and strategic planning, subdivisional development, economic development, building control services and activity centre planning. This multidisciplinary division focuses on the sustainable development of Hume, fostering economic prosperity through investment attraction and business growth, facilitating development through Council's statutory and strategic town planning functions, promoting urban design excellence and managing Council's social planning and recreation planning.

Kelvin has a planning and urban design background, with Bachelor degrees in both planning and architecture and a Master of Architecture and Urban Culture from UPC (Polytechnic University of Catalonia) in Barcelona. He joined Council in 2011 and has worked in the private sector in Europe, Asia and the Middle East and in senior roles in local and state government in Australia.



DARYL WHITFORT
Director Corporate Services

Corporate Services is responsible for managing corporate support and governance to ensure compliance with corporate business obligations. This includes risk management, local laws and domestic animal management, environmental health, financial planning and management, property development, contracts, procurement and knowledge management. This division is also responsible for Council leisure centres and recreation facilities, information technology and telecommunications support.

Daryl joined Hume City Council in 1999 as the Management Accounting Coordinator, then Manager Finance in 2002, before being appointed as the Director City Governance and Information in 2007. Daryl has also worked at Melton Shire Council, Moonee Valley City Council and Moorabool Shire Council. Prior to that, he worked for the Alpine Resorts Commission and Melbourne Water. Daryl is a highly qualified professional and holds a Masters of Business Administration and a Bachelor of Business.

OUR ORGANISATION'S CULTURE AND VALUES

ORGANISATIONAL VALUES

Our organisational values are **Respect**, **Customer Focus**, **Innovation** and **Collaboration**, and these values are displayed in the way we work and in everything we do to serve the Hume community. We have a set of guiding behaviours to help staff and volunteers display our values, and these underpin the way we make choices and decisions and work with each other. Our dynamic and forward-thinking culture is a key to our organisation's success.



RESPECT	<p>I will:</p> <ul style="list-style-type: none"> ■ Actively listen and communicate openly with others ■ Value individual differences and the contribution of others ■ Treat people fairly and ensure others do the same
COLLABORATION	<p>I will:</p> <ul style="list-style-type: none"> ■ Support and assist others by sharing information, knowledge and resources ■ Cooperate with others to set and achieve common goals ■ Actively participate and contribute to the team
CUSTOMER FOCUS	<p>I will:</p> <ul style="list-style-type: none"> ■ Take responsibility for delivering services and solutions in a timely manner ■ Respond to internal and external customers professionally and respectfully ■ Engage with, listen and seek to understand the needs and expectations of the customer/resident
INNOVATION	<p>I will:</p> <ul style="list-style-type: none"> ■ Explore and act on better ways of doing things ■ Be open minded and encourage new ideas from others ■ Actively learn and develop to improve the work I do for the organisation

CORPORATE PLANNING FRAMEWORK

Hume City Council's corporate planning framework consists of a number of key documents (see figure 10).

Some of these are statutory requirements such as the *Council Plan*, *Strategic Resource Plan*, *Municipal Strategic Statement and Wellbeing Plan*, *Municipal Public Health and Wellbeing Plan*.

Others are considered best practice or strategies required to support the Council Plan. All of Council's corporate planning documents are developed in line with Council's guiding principles of sustainability and social justice.

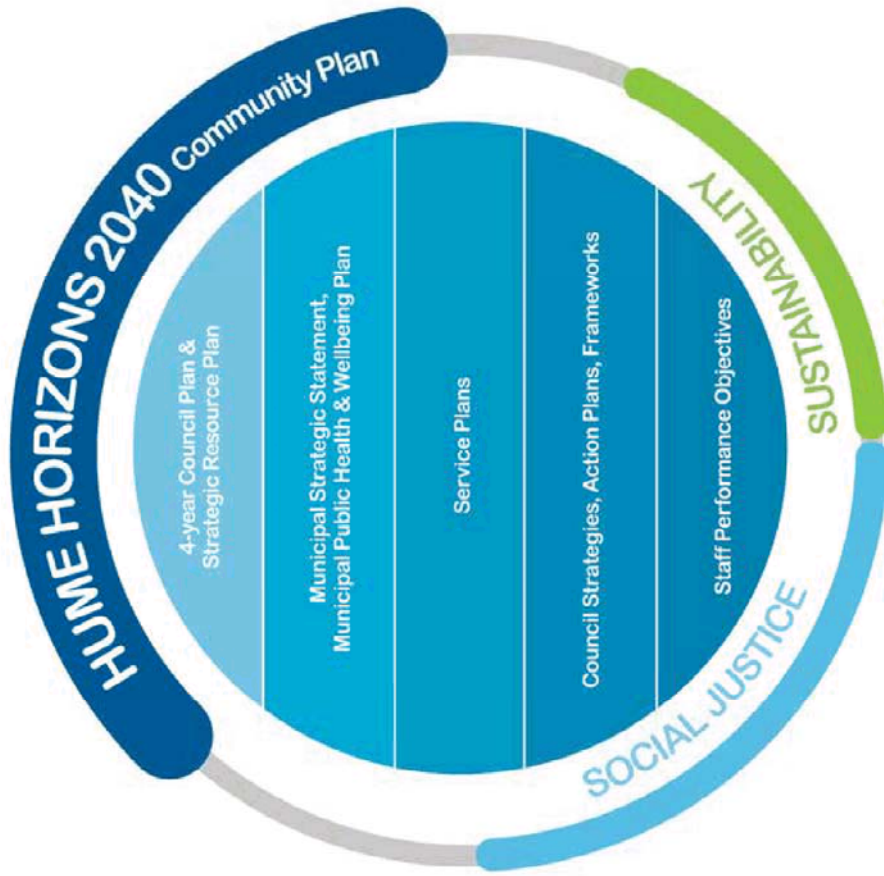


Figure 10

HUME HORIZONS 2040 – OUR COMMUNITY PLAN

Hume City's community plan, *Hume Horizons 2040*, is the foundation of Council's *Corporate Planning Framework* and is a plan for the whole community. Based on extensive community and stakeholder engagement, *Hume Horizons 2040* outlines the long-term vision for Hume City, and clearly states our community's expectations and aspirations for the future.

This plan consists of a number of themes and strategic objectives in response to the community expectations and aspirations captured during consultation. The themes of *Hume Horizons 2040* (and the *Council Plan*) are:



1 A well-educated and employed community



2 A healthy and safe community



3 A culturally vibrant and connected community



4 A sustainably built and well-maintained City with an environmentally aware community



5 A well-governed and engaged community

Each theme is supported by two or three Strategic Objectives and a series of Community Expectations (Strategies) that also outline Council's role in delivering these expectations.

Hume Horizons 2040 provides a clear and consistent long-term vision for Hume City that is operationalised through the development of our four-year *Council Plan*.

THE COUNCIL PLAN

Council Plan 2017–2021 is Council's response to *Hume Horizons 2040*. The document outlines the strategic objectives, strategies and actions Council will be undertaking during the four year Council term in order to achieve the community's vision and aspirations and includes actions as part of Council's *Disability Action Plan* and four year *Strategic Resource Plan*. This *Strategic Resource Plan* outlines how Council intends to resource (financially and non-financially) these strategies and actions over the next four years.

The *Council Plan* is supported by the *Municipal Strategic Statement* and *Municipal Public Health and Wellbeing Plan*. These two documents outline Council's strategic planning for the future health and wellbeing of our community, along with the principles which guide land-use planning and development.

Service Plans and a range of Council Strategies, Action Plans and Frameworks, document how specific services and activities within Council are going to be delivered. These documents outline specific actions which are required to respond to changes in legislation, best practice and changing and evolving community need.

Finally, staff performance objectives outline the key activities and actions Hume City Council's employees will be undertaking in their day-to-day duties in order to fulfil the commitments and actions outlined in all the documents above. This is diagrammatically represented in Figure 10.

Council evaluates performance throughout the year by monitoring and reporting each quarter against the planned actions and budget outlined in the *Council Plan 2017–2021*. These reports will be included in the Council meeting agenda and available on our website, fully disclosing our achievements and actions.

By understanding our achievements and challenges we learn and reflect on our performance and incorporate these learnings into our plans for the future.

Each September we produce an *Annual Report*; this includes our audited financial statements. This report is available via our website.



Sustainability

While sustainability means different things to different people, at its core is a common understanding that our social, financial and environmental resources will be utilised in a fair, responsible, transparent and efficient way.

Our commitment to sustainability will ensure that we are living within the limits of the systems on which we depend and that future generations can also enjoy a good quality of life and fulfil their potential.



Social Justice

Our commitment to social justice seeks to advance a fair and just society and to promote respect for every citizen. With a key focus on reducing disadvantage, increasing community participation and wellbeing will be actively encouraged and strengthened.

Social Justice helps ensure that:

- every effort is made to reduce economic and social inequality;
- all people are guaranteed equal human rights;
- all people are enabled to participate fully in society; and
- a just society which understands that actions and experiences of past and current decisions and activities affect future generations.

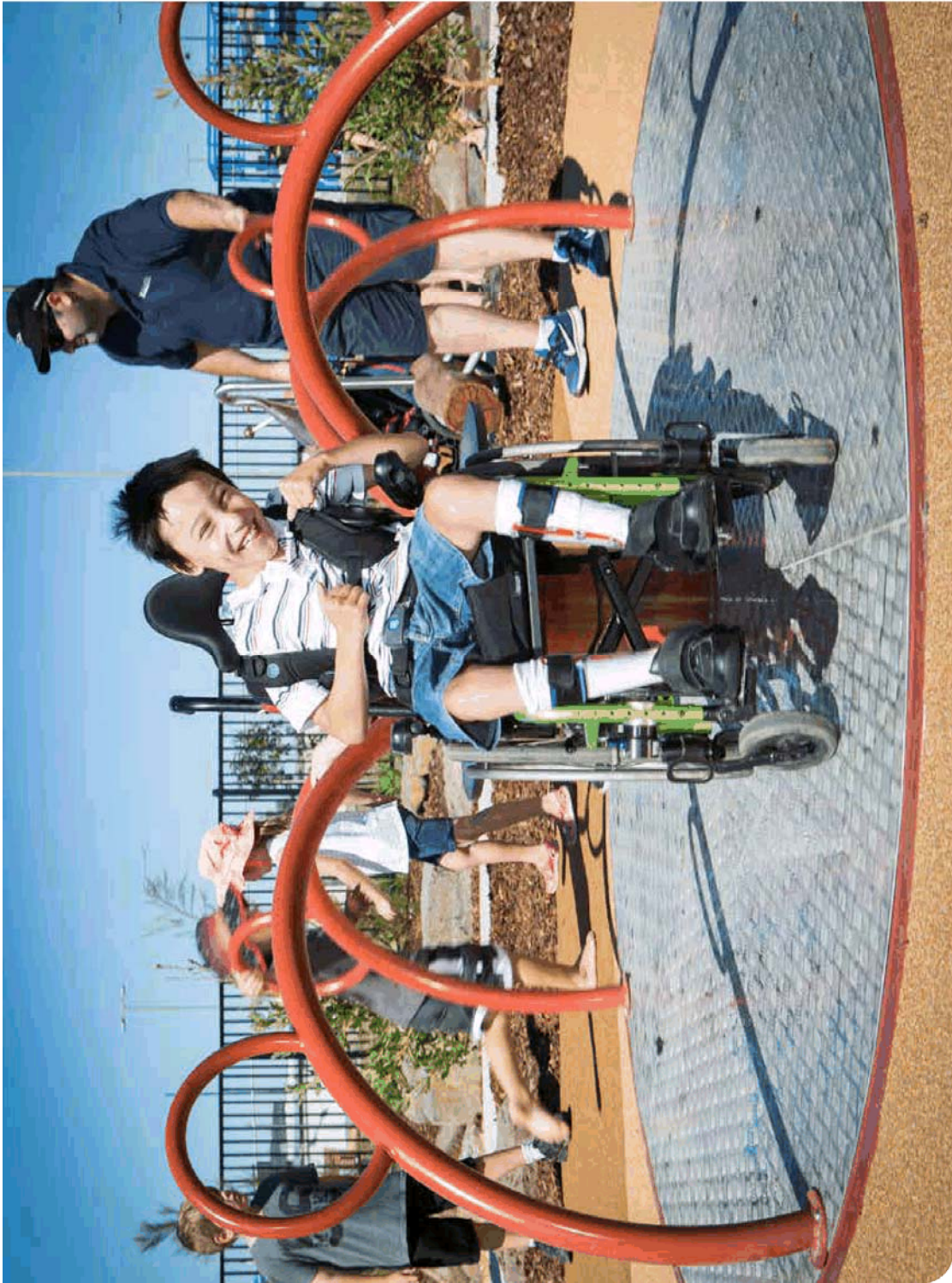
Hume City Council was one of the first governments in Australia to adopt a *Social Justice Charter* in 2001.

This commitment to social justice is a principle which our community expects businesses, service providers and residents to uphold and has been enshrined in the *Hume City Citizen's Bill of Rights*.



Statement of Commitment to Child Safe Standards

Hume City Council is a child safe organisation with zero tolerance for child abuse. Council adheres to the Victorian Child Safe Standards and related legislation. Council acknowledges the cultural safety, participation and empowerment of all children, especially children from Aboriginal and Torres Strait Islander, or culturally and/or linguistically diverse backgrounds and those with a disability.



Hume City Council Council Plan 2017–2021

THE VICTORIAN DISABILITY ACT AND DISABILITY ACTION PLAN

Hume City Council is proud to be advancing the commitment to participation and wellbeing of people with disabilities.

In accordance with the *Victorian Disability Act 2006*, Hume City Council has prepared the *Council Plan 2017–2021* to incorporate the requirements of the Disability Action Plan.

Under Section 38 (1) of the Act, a public sector body must ensure that a Disability Action Plan is prepared for the purpose of:

- (a) reducing barriers to persons with a disability accessing goods, services and facilities;
- (b) reducing barriers to persons with a disability obtaining and maintaining employment;
- (c) promoting inclusion and participation in the community of persons with a disability;
- (d) achieving tangible changes in attitudes and practices which discriminate against persons with a disability.

In accordance with Section 38(5) of the Act, the development of this Council Plan ensures “that the matters referred to in subsection (1) [outlined above] are addressed in the Council Plan prepared under the *Local Government Act 1989*”.

Since the adoption of the *Hume Social Justice Charter* in 2001, Hume City Council has been a leader in promoting access and inclusion for all. Incorporating Disability Action Planning into the *Council Plan 2017–2021* is a commitment to ensure the practical implementation of actions and achievements that can be monitored by Council and the community.

DISABILITY IN HUME CITY

According to the 2011 Census, there were 5,245 Hume City residents aged 0–64 years and 3,672 residents aged 65 years or older, who identified as requiring a need for assistance with core activities.

This equates to 5.3 per cent of Hume residents that have a need for assistance with day to day activities including self-care, mobility and communication because of a disability, long term health condition (lasting six months or more) or old age.

In comparison to other Melbourne Metropolitan Councils, Hume City Council has the highest proportion of residents aged 0–64 years and seventh highest proportion of residents aged 65 years or older who identified as requiring a need for assistance with core activities.

The proportion of Greater Melbourne residents who identified as requiring a need for assistance with core activities is 4.5 per cent (ABS, 2011 Census).

Suburbs within Hume City with the highest proportions of population requiring a need for assistance with core activities are Coolaroo (9.1 per cent), Campbellfield (9 per cent), Dallas (8.5 per cent) and Broadmeadows (8.1 per cent).

While these areas typically have ageing communities, the area of Sunbury/Bulla has the highest proportion of young people (aged 5 to 19 years) with a need for assistance with core activities at 3.9 per cent, compared to 2.6 per cent for Hume City and 2.2 per cent for Metropolitan Melbourne.

The Australian Bureau of Statistics statistical areas (SA2s) of Broadmeadows (also includes Jacana), Campbellfield – Coolaroo (also includes Dallas and Fawkner) and Meadow Heights have the three highest proportions of residents aged 0–64 years identified as requiring a need for assistance with core activities of all SA2s in Metropolitan Melbourne.

At 30 June 2016, Council had issued almost 11,000 Disability Parking Permits. During 2015/16, through Council’s Home and Community Care program, more than 37,000 hours of care (personal, home and respite) was provided to approximately 480 community members with a temporary or permanent disability under the age of 65.

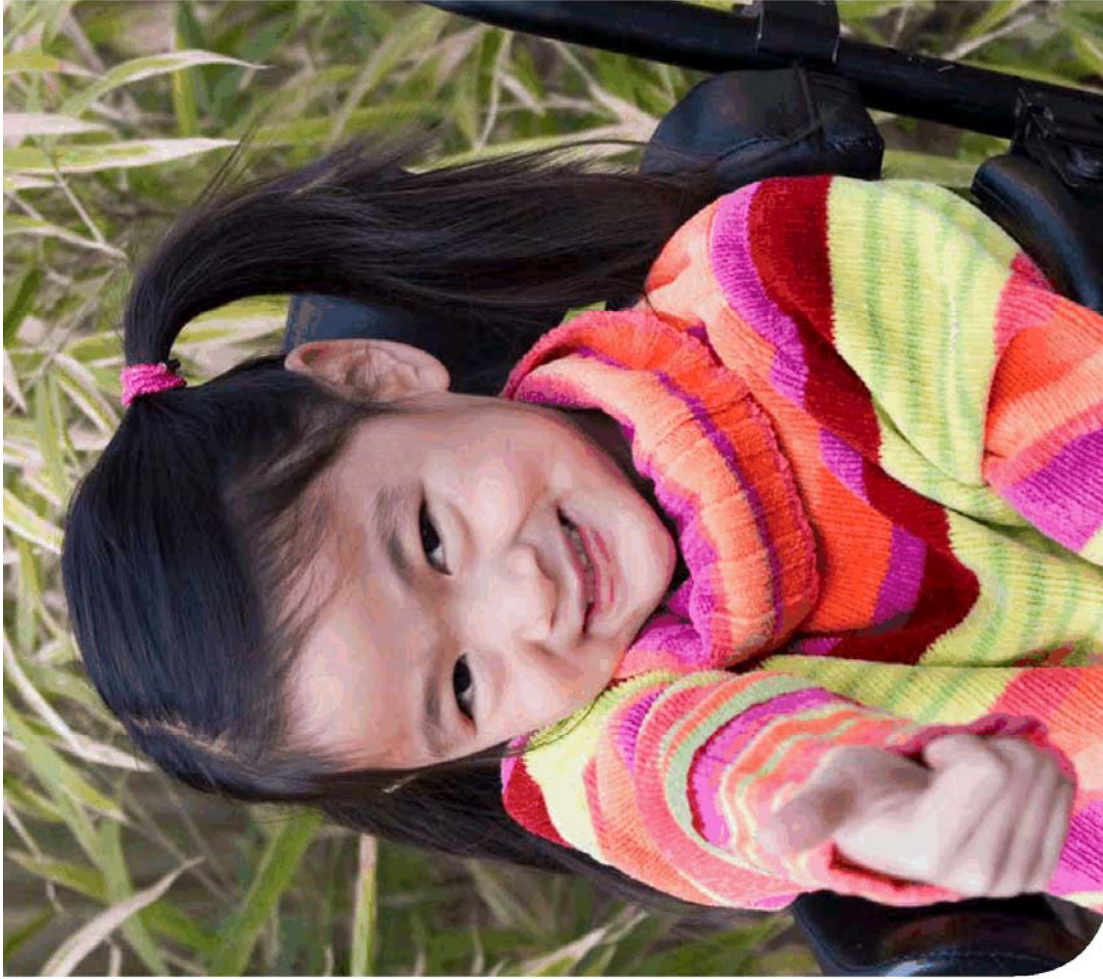
COUNCIL PLAN ACTIONS


It is recognised that all Council activities and services actively consider and comply with the *Victorian Disability Act 2006*. However, the Council Plan provides a number of specific actions that directly target outcomes for people with disabilities. These highlights include:

2017/18 Disability Actions:

- 1.1.2 Promote the participation of children with disabilities across all playgroups.
- 1.1.2 Provide ongoing access and diversity professional development training opportunities to staff across all libraries, childcare and preschool centres.
- 1.1.3 Continue to deliver and enhance Council's range of student employment pathway programs (i.e. work experience, school based apprenticeships and traineeships), including support for those with disabilities.
- 1.1.5 Continue to promote the *Volunteer Gateway Program* and report annually on the program's success.
- 1.2.2 Support local businesses and service providers to employ Hume residents through the *Local Jobs for Local People* program.
- 2.1.1 Establish a community group to support and activate Livvi's Place.

- 2.1.1 In line with a review of community facilities, undertake a Sports Amenity Study (including a needs analysis and lighting provision) to ensure maximum use of Council's facilities and that they respond to current and future needs.
- 2.1.2 Consider wheelchair recharging points along walking paths.
- 2.2.1 Review accessible emergency evacuation information and kits for Visual, Hearing Impaired and CALD community.
- 2.2.2 Review of Council's existing road safety and driver education programs to provide more flexible and accessible programs for people with disabilities to learn to drive.
- 2.2.3 Promote initiatives and programs that address the social needs of people living in Isolation.
- 3.1.1 Continue the *Community Grants Program* and undertake initiatives that promote and support a wide variety of community groups.
- 3.1.1 Provide training and communicate to community groups on how to apply for both Council and non-Council grant opportunities.
- 3.1.1 Investigate the needs of local community groups and consider developing a calendar of events and leadership training programs to build the capacity and governance of local community groups and community leaders.
- 3.1.2 Commence a review of community facilities (in alignment with sporting facilities) to inform a strategic plan for current and future facilities, including utilisation rates, fit-for-purpose, DDA compliance and future needs assessment.
- 3.1.4 Continue undertaking accessibility works of Council facilities.
- 3.1.4 Develop a skills matrix that identifies disability-related training requirements and core competencies for Council staff.
- 3.1.4 Develop a transition plan to assist the smooth transition of clients, community members and Council to the *National Disability Insurance Scheme* (NDIS).
- 3.1.5 Support Hume's Aboriginal and Torres Strait Islander community to be prepared for the rollout of the NDIS in Hume through culturally appropriate channels
- 5.1.4 Develop and deliver targeted cultural and disability awareness training for Council staff.
- 5.2.1 Implement and support programs and advisory committees/reference groups to foster community leadership and increase community capacity in engaging with Council decision making processes including the *Hume Disability Partnerships Network*.
- 5.2.3 Finalise a review of Council's visual and reputational branding and identity.



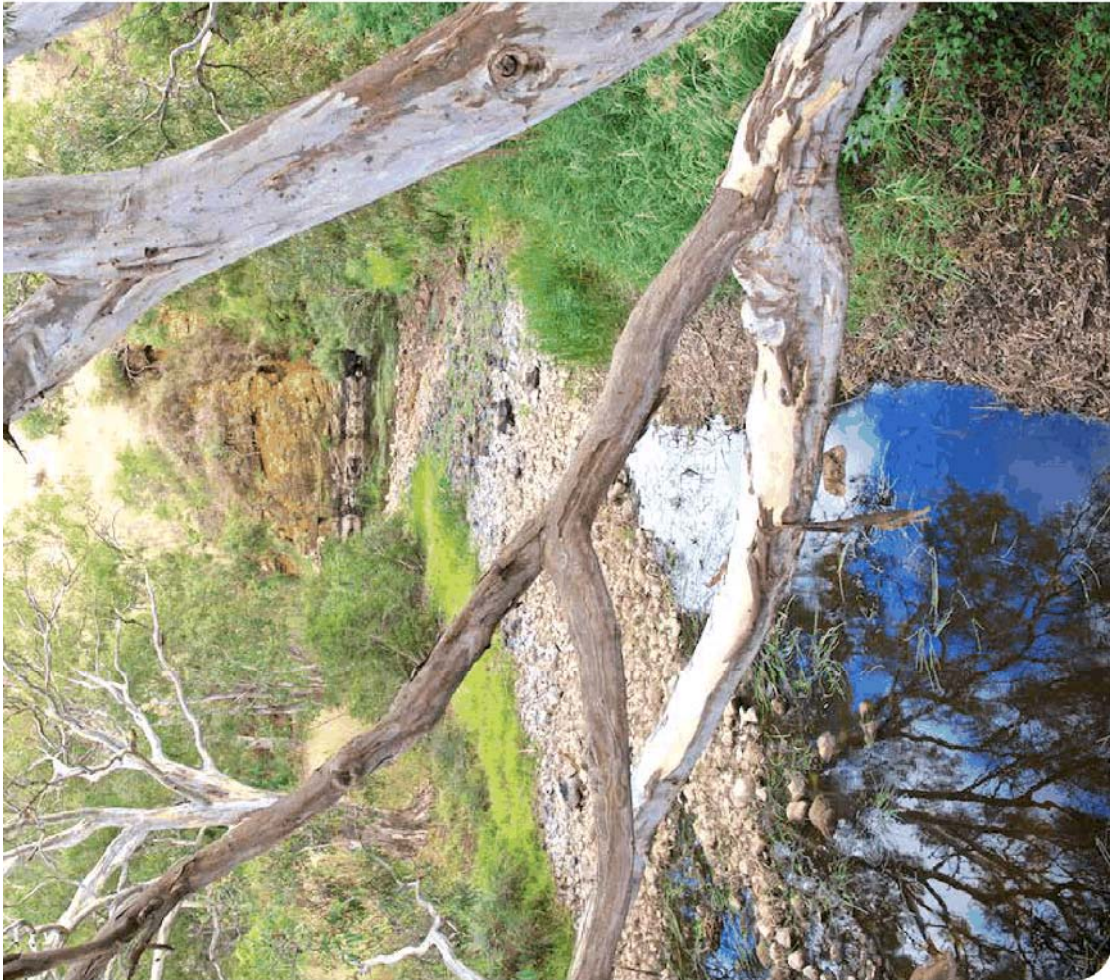
Disability Action Plan priority areas have been highlighted throughout the main body of Council Plan actions. These actions have been denoted with a  symbol.






These actions will be monitored and reviewed, and consistent with the requirements of the Act, progress and outcomes will be recorded through the Hume City Council Annual Report (and through Council Plan Quarterly Reporting).

STRUCTURE OF THE COUNCIL PLAN

The *Local Government Act 1989* requires that within the period of six months after each general election the Council must prepare and approve a Council Plan, which must include the:

- Strategic objectives of the Council,
 - Strategies for achieving the objectives for at least the next four years,
 - Strategic indicators for monitoring the achievement of objectives, and a
 - Strategic Resource Plan.
- The five themes and 12 Strategic Objectives for the *Council Plan 2017–2021* are determined by *Hume Horizons 2040* as follows:



<p>1 THEME</p> 	<p>A well-educated and employed community</p> <p>1.1 Support and enhance skill development and educational opportunities to reduce disadvantage, improve employment prospects and quality of life. 1.2 Create conditions which support business growth and create local jobs for Hume residents.</p>
<p>2 THEME</p> 	<p>A healthy and safe community</p> <p>2.1 Foster a community which is active and healthy. 2.2 Strengthen community safety and respectful behaviour.</p>
<p>3 THEME</p> 	<p>A culturally vibrant and connected community</p> <p>3.1 Foster socially connected and supported communities. 3.2 Strengthen community connections through local community events and the arts.</p>
<p>4 THEME</p> 	<p>A sustainably built and well-maintained City with an environmentally engaged community</p> <p>4.1 Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces. 4.2 Create community pride through a well-designed and maintained City. 4.3 Create a connected community through efficient and effective walking, cycling, public transport and car networks.</p>
<p>5 THEME</p> 	<p>A well-governed and engaged community</p> <p>5.1 Realise the vision and aspirations of Hume's community by implementing <i>Hume Horizons 2040</i>. 5.2 Create a community actively involved in civic life. 5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.</p>

EACH STRATEGIC OBJECTIVE CONSISTS OF THE FOLLOWING:

Strategies	(Referred to as <i>Community Expectations</i>) – These reflect the community's expectations outlined in <i>Hume Horizons 2040</i> . Community Expectations support the Strategic Objective and are progressively implemented during the <i>Council Plan 2017–2021</i> through annual actions.
Council's Role	The role Council has in contributing to the Strategies varies and is defined for each of the community expectations. These can be defined as: Statutory Authority Council has a legislated responsibility under Victorian law to ensure compliance and delivery of services related to these community expectations. Service Provider Council is a leading provider of services which support these community expectations. Responsibility for providing these services is often shared between Council and other government agencies, not-for profit organisations and commercial businesses. Facilitator Council facilitates, partners and plans with other service providers to achieve these community expectations. Advocate Council's primary role is to advocate on behalf of (and represent) the community to other levels of government, service providers and business organisations around these community expectations.
Annual Actions	Are the actions that Council will deliver and report on during 2017/18.
Strategic Indicators	The achievement of the Strategic Objectives will be monitored annually and reported using the Strategic Indicators.

Hume City Council Council Plan 2017–2021



Council Plan Actions

This Council Plan provides four years of actions between 2017–2021. Actions for the 2017/18 financial year have been confirmed and will be resourced through Council's Annual Budget. Actions outlined for the remaining three financial years (2018/19 to 2020/21) are proposed only, and subject to change in order to respond to shifting Council and community priorities.

Council will review these actions as part of the annual Council Plan and Budget review process.

Reporting to the Community

Progress towards achievement of the Strategic Objectives will be reported each quarter to Council. Final progress, with performance against the Strategic Indicators, is also reported annually in the performance statement of the Annual Report.

COMMUNITY CONSULTATION AND ENGAGEMENT

While annual actions for the *Council Plan 2017–2021* have been aligned to *Hume Horizons 2040*, the development and prioritisation of these actions have been informed by a continuous process of community consultation and engagement throughout the year.

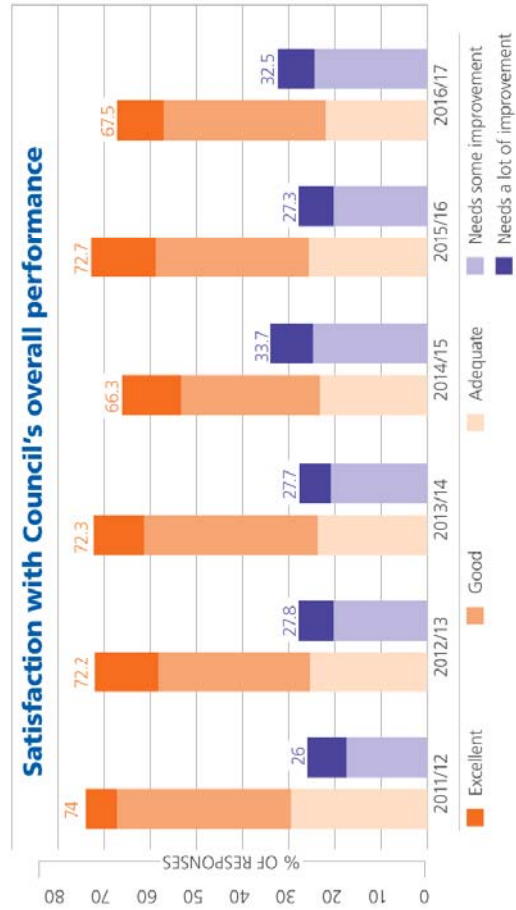
Council interacts and engages with Hume's community on a daily basis, listening to, and responding to a broad range of community needs. These formal and informal conversations help to guide Council Officers in planning for the services we deliver to our community. To further support our daily interactions, Council also undertakes in excess of 30 separate community consultation and engagement activities each year, ranging from community surveys to focus groups, Ward Meetings, to online discussions and face-to-face workshops. Following Council elections in November 2016, Council embarked on an ambitious community consultation and engagement process to inform the development of Council Priorities. This included:

- Three place-based 'Council Priorities' world-café style workshops which focused on the five themes of *Hume Horizons 2040* and included a participative budgeting exercise.
- Three youth-specific workshops at Council's youth centres and a workshop with the Hume Disability Partnership Network.
- Ten pop-up engagement sessions at local shopping centres and a further two pop-up engagement sessions at local community events/festivals.

- Small group/one-on-one discussions with key stakeholders and written submissions from community groups and interested individuals. In addition to these engagement and consultation activities, Council undertakes a Community Survey on an annual basis; either in the form of a Community Satisfaction Survey or Community Indicators Survey (alternated each year). This survey included questions on Council's performance in the last 12 months and future priorities.

This Community Indicators survey was conducted annually between November and December 2016, with 500 residents being randomly selected to participate in a telephone interview. A further 18 residents opted in to the survey by completing a paper-based form which was available from one of Council's many customer contact points, such as Customer Service Centres or libraries, or choose to complete the survey online via Council's website or social media pages.

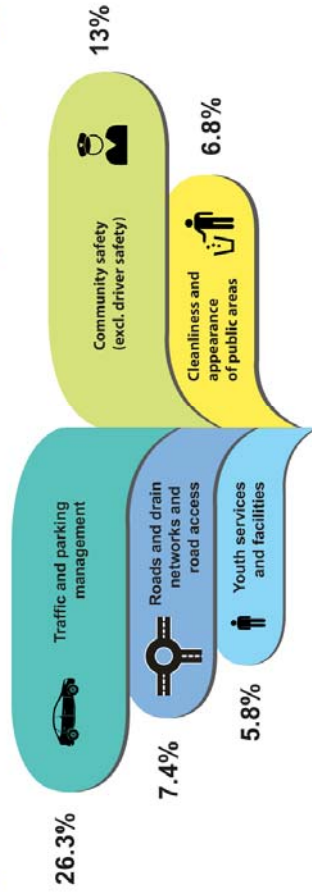
Satisfaction with Council's overall performance



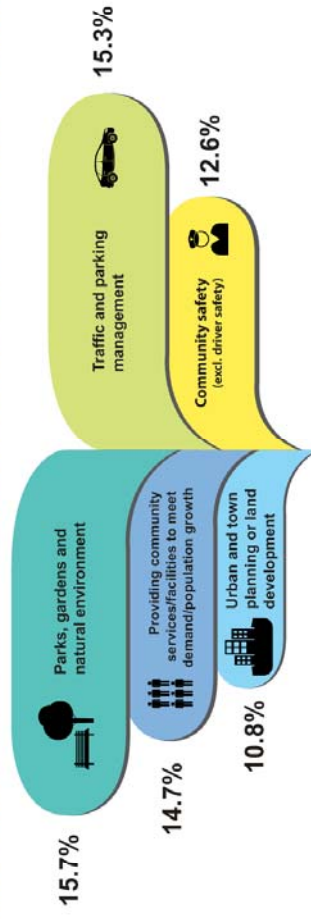
In 2016/17, 518 Hume City residents participated and the results indicate the following short term and long term priorities:

TOP 5:

The top five issues which Council should address at the moment, identified by survey participants are:



The top five long term priorities identified by survey participants to ensure Hume is an enjoyable place to live, work and play are:



ADVOCACY

Hume City Council maintains an active program of advocating to other levels of government, service providers and businesses on behalf of our community. Our advocacy campaigns are driven by feedback that we receive from residents through ongoing consultations and areas identified as priorities by Councillors and Council Officers.

Our community plan, Hume Horizons 2040, acknowledges that Council won't be able to achieve the vision and aspirations of our community on its own. The growth that Hume will experience over the next four years (and beyond) relies on support from other levels of government, service providers and businesses to deliver to meet ever changing and expanding community expectations.

Strong advocacy for further investment and innovative partnerships is required to achieve positive outcomes.

Transport planning and infrastructure are among the top priorities of Council's ongoing advocacy program, which is delivered on behalf of and in partnership with our community.

Council has already invested significantly in Capital Works. The investment of \$78 million (new Capital Works) in the 2017/18 Budget alone will ensure that Council continues to make a positive difference for our residents and build a strong and vibrant community.

Council also continues to advocate for a city that is well-connected, with the road network and local car parking facilities meeting the needs of our growing community, while the design of the City reduces car dependency.

The local public transport network needs to provide a viable alternative to car travel with public transport, bicycle and walking paths connecting all major community and activity centres across Hume. Among Hume's highest priorities is efficient transport planning and systems through support for significant road projects such as the duplication of Craigieburn Road, Mickleham Road and Somerton Road.


Council's ongoing advocacy will also help to ensure infrastructure and service gaps in education, employment, affordable housing options, environmental conservation, health and well-being needs are addressed, and that people from all backgrounds, abilities and cultures feel supported and have access to services.

Council is also working with other levels of government to advocate for other areas such as:

- Increased parking at Craigieburn and Sunbury train stations
- 22 new schools in the northern corridor over the next two decades
- The introduction of the NDIS and advocating for the needs of people with disabilities
- Aged care reforms
- 15 hours preschool and early childhood education
- Employment and economic support
- Health and allied health services
- Gambling and housing/homelessness

Further information about Council's advocacy priorities can be found under each theme of the Council Plan.

THEME 1



A WELL EDUCATED AND EMPLOYED COMMUNITY

Hume is a City that is committed to life-long learning by providing access to education, no matter what stage of life.





Hume City Council Council Plan 2017–2021

WE WILL ADVOCATE FOR

- High quality education facilities and learning programs that are locally accessible for people of all ages.
- A range of training opportunities and employment programs to build a skilled workforce.
- Business and government investment in Hume City to build a resilient and diverse local economy and create employment opportunities.
- Services and programs to support life-long learning and business development in places such as HGLC Sunbury, Hume Multiversity and Broadmeadows Town Hall.

SERVICES PROVIDED

- Early Childhood Education and Care
- Economic Development
- City Development
- Human Resources
- Community and Activity Centre Planning
- Lifelong Learning
- Youth Services

Our community says:

“More jobs growth in the community, encourage more businesses to come to the north.”

Greenvale resident, 55 to 64 years old

Strategic Objective 1.1: Support and enhance skill development and educational opportunities to reduce disadvantage, improve employment prospects and quality of life

Community Expectation 1.1.1: A diverse range of high quality education and learning facilities are provided including locally-accessible University and TAFE institutions

Council's role: Advocate

What we want to do...	How we will do it...		
	2017/18 actions	Proposed 2018/19 actions	Proposed 2019/20 actions Proposed 2020/21 actions
Ensure the timely provision of primary and secondary schools to Hume's community.	<ul style="list-style-type: none"> In line with Council's community facilities planning, continue to advocate to the Department of Education and Training and private education providers for the delivery of new school infrastructure to support growth in the municipality. 	<ul style="list-style-type: none"> In line with Council's community facilities planning, continue to advocate to the Department of Education and Training and private education providers for the timely delivery of new school infrastructure to support growth in the municipality. 	

What we want to do...	How we will do it...		
	2017/18 actions	Proposed 2018/19 actions	Proposed 2019/20 actions
Improve access to and participation in tertiary education.	<ul style="list-style-type: none"> Continue to support and strengthen the Hume Multiversity initiative. Work with the Hume Jobs and Skills Taskforce to identify relevant courses that support local employment pathways. Work with tertiary education providers to develop the Hume Multiversity initiative as part of the HGLC-Sunbury project. 	<ul style="list-style-type: none"> Continue to support and strengthen the Hume Multiversity initiative. Work with the Hume Jobs and Skills Taskforce to identify relevant courses to support local employment pathways. Explore ongoing opportunities and advocate for tertiary education providers to establish a presence in Hume's growth areas. Open a new Hume Multiversity site from the HGLC-Sunbury. 	Proposed 2020/21 actions

Strategic Objective 1.1: Support and enhance skill development and educational opportunities to reduce disadvantage, improve employment prospects and quality of life

Community Expectation 1.1.2: Young children are developed into confident learners from birth and have access to high-quality education

Council's role: Advocate, Facilitator, Service Provider

What we want to do...	How we will do it...		
	2017/18 actions	Proposed 2018/19 actions	Proposed 2019/20 actions Proposed 2020/21 actions
Improve participation in playgroups to support families.	<ul style="list-style-type: none"> Assess existing playgroups to determine if community needs are being met. Promote the importance and range of playgroups available in Hume.  Promote the participation of children with disabilities across all playgroups. 	<ul style="list-style-type: none"> Continue to support the facilitation and provision of playgroups. 	<ul style="list-style-type: none"> Advocate for funding to increase the range of playgroups (e.g. targeted) to respond to community need. Continue to monitor supply/demand and evaluate the provision of playgroups.

What we want to do...	How we will do it...		
	2017/18 actions	Proposed 2018/19 actions	Proposed 2019/20 actions
Support the development and education of young children in our libraries, child care and preschool centres.	<ul style="list-style-type: none"> Continue to deliver a range of early childhood literacy and learning programs including: iTots, makerspace and bilingual story time. Provide ongoing access and diversity professional development and training opportunities to staff across all libraries, childcare and preschool centres. Review and establish a coordinated early childhood education program from libraries and preschools, including integration of social and environmental education programs. 	<ul style="list-style-type: none"> Continue to deliver a range of early childhood literacy and learning programs including: iTots, makerspace and bilingual story time. Provide ongoing access and diversity professional development training opportunities to staff across all libraries, childcare and preschool centres. 	<ul style="list-style-type: none"> Continue to deliver a range of early childhood literacy and learning programs including: iTots, makerspace and bilingual story time. Continue to enhance and expand pathways and connections between early year's services and other Council programs.

What we want to do...	How we will do it...		
	2017/18 actions	Proposed 2018/19 actions	Proposed 2019/20 actions
Support and expand the National Community Hubs (NCH) program in Hume.	<ul style="list-style-type: none"> Continue to facilitate partnerships between early childhood services and local primary schools, including the expansion of the NCH program into an additional three schools in areas with high numbers of recently arrived migrants. 	<ul style="list-style-type: none"> Continue to facilitate partnerships between early childhood services and local primary schools and identify further opportunities for funding. 	<ul style="list-style-type: none"> Continue to facilitate partnerships between early childhood services and local primary schools and identify further opportunities for funding.
	<ul style="list-style-type: none"> Continue to support program delivery in the NCH. 	<ul style="list-style-type: none"> Continue to support program delivery in the NCH. 	<ul style="list-style-type: none"> Continue to support program delivery in the NCH.
	<ul style="list-style-type: none"> Continue to support local learning and volunteering opportunities within school settings. 	<ul style="list-style-type: none"> Continue to support local learning and volunteering opportunities within school settings. 	<ul style="list-style-type: none"> Continue to support local learning and volunteering opportunities within school settings.
	<ul style="list-style-type: none"> Participate in the <i>National Governance Structure</i> and provide local representation. 	<ul style="list-style-type: none"> Participate in the <i>National Governance Structure</i> and provide local representation. 	<ul style="list-style-type: none"> Participate in the <i>National Governance Structure</i> and provide local representation.

Strategic Objective 1.1: Support and enhance skill development and educational opportunities to reduce disadvantage, improve employment prospects and quality of life

Community Expectation 1.1.3: Young people are supported to achieve their goals with improved educational and employment pathways and active participation in community life

Council's role: Advocate, Facilitator

What we want to do...	How we will do it		
	Proposed 2017/18 actions	Proposed 2018/19 actions	Proposed 2019/20 actions
Support the development of employment pathways via placements at Hume City Council.	<ul style="list-style-type: none"> Continue to deliver and enhance Council's range of student employment pathway programs (i.e. work experience, school based apprenticeships and traineeships), including support for those with disabilities. Build the capacity of Council's leadership group to support meaningful employment outcomes for young people. 	<ul style="list-style-type: none"> Continue to deliver and enhance Council's range of student employment pathway programs (i.e. work experience, school based apprenticeships and traineeships), including support for those with disabilities. 	

What we want to do...	How we will do it		
	2017/18 actions	Proposed 2018/19 actions	Proposed 2019/20 actions
Continue to provide and support services for youth.	<ul style="list-style-type: none"> ■ Continue to deliver a range of targeted programs to engage and support young people. ■ Implement year one of actions following a service review including transition from existing models of service provision to reflect review outcomes. ■ Review Council's current role in Youth networks and undertake service mapping to identify opportunities to strengthen Council's leadership and advocacy. 	<ul style="list-style-type: none"> ■ Implement actions arising from Youth Services Service Plan. 	Proposed 2020/21 actions

Strategic Objective 1.1: Support and enhance skill development and educational opportunities to reduce disadvantage, improve employment prospects and quality of life

Community Expectation 1.1.4: The learning, economic, social and recreational aspirations of all residents are supported, including the provision of high-quality libraries and learning centres

Council's role: Service Provider, Advocate

What we want to do...	How we will do it...		
	2017/18 actions	Proposed 2018/19 actions	Proposed 2019/20 actions
Deliver a new Hume Global Learning Centre in Sunbury (HGLC-Sunbury).	<ul style="list-style-type: none"> Complete the design and commence construction of the HGLC-Sunbury, including ongoing engagement with key stakeholders. 	<ul style="list-style-type: none"> Open the HGLC-Sunbury. Develop a range of programs and activities to activate the HGLC-Sunbury. 	<ul style="list-style-type: none"> Continue the delivery of a range of programs and activities in the HGLC-Sunbury which are responsive to local community needs.
Ensure Council's learning programs continue to reflect local needs and aspirations.	<ul style="list-style-type: none"> No action proposed for 2017/18. 	<ul style="list-style-type: none"> Commence development of Council's <i>Lifelong Learning Service Plan</i> and review the existing <i>Learning Together 2030 Strategy</i>. 	<ul style="list-style-type: none"> Finalise completion of Council's <i>Lifelong Learning Service Plan</i> and commence implementation. Continue the implementation of actions arising from the <i>Lifelong Learning Service Plan</i>.

Strategic Objective 1.1: Support and enhance skill development and educational opportunities to reduce disadvantage, improve employment prospects and quality of life

Community Expectation 1.1.5: Local employment pathways are developed through accessible training and learning opportunities

Council's role: Facilitator, Advocate

What we want to do...	How we will do it...		
	2017/18 actions	Proposed 2018/19 actions	Proposed 2019/20 actions
Connect students to employment pathways.	<ul style="list-style-type: none"> Working with the <i>Hume Jobs and Skills Taskforce</i>, develop an <i>Employment Pathways Action Plan</i> to strengthen student employment pathways. 	<ul style="list-style-type: none"> Implement activities developed from the <i>Employment Pathways Action Plan</i>. 	<ul style="list-style-type: none"> Finalise and evaluate actions developed from the <i>Employment Pathways Action Plan</i>.
Promote volunteering in Hume.	<ul style="list-style-type: none"> Continue to promote the <i>Volunteer Gateway Program</i> and report annually on the program's success. Report to Council on the outcomes of the <i>Volunteer Forum</i> (May 2017) and investigate opportunities to strengthen support for volunteering in Hume. 	<ul style="list-style-type: none"> Continue to promote the <i>Volunteer Gateway Program</i> and report annually on the program's success. 	

Strategic Objective 1.2: Create conditions that support business growth and create local jobs for Hume residents

Community Expectation 1.2.1: Hume is an attractive place to do business with a diverse range of industries providing local jobs for local residents

Council's role: Facilitator

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Facilitate economic and job growth through the appropriate development of Council land holdings.	<ul style="list-style-type: none"> Undertake a market readiness and prioritisation assessment of Council landholdings for potential employment development. 	<ul style="list-style-type: none"> Prepare an infrastructure development plan to unlock development sites, based on the market readiness assessment. Commence development of site specific concept plans. 	<ul style="list-style-type: none"> Continue development of site specific concept plans. Commence implementation of site specific concept plans.
Support home-based and start-up businesses.	<ul style="list-style-type: none"> Review the Hume Investment Attraction Framework. Continue planning for the development of a business incubator and co-working space in the redevelopment of the Broadmeadows Town Hall and the development of the HGLC-Sunbury. Explore opportunities and facilitate connections between local start-up businesses and seed-funding opportunities. 	<ul style="list-style-type: none"> Continue the implementation of the Hume Investment Attraction Framework. Activate the HGLC-Sunbury business hub and provide local business support. Commence operation of the incubator and co-working space at the Broadmeadows Town Hall and activate the hub and provide local business support. 	<ul style="list-style-type: none"> Continue implementation of site specific concept plans. Commence construction or property sale of first development site.

Strategic Objective 1.2: Create conditions that support business growth and create local jobs for Hume residents

Community Expectation 1.2.2: Hume businesses are supported to be prosperous and resilient to changes in the local economy

Council's role: Facilitator

What we want to do...	How we will do it...			
	2017/18 actions	Proposed 2018/19 actions	Proposed 2019/20 actions	
Provide training and networking opportunities to businesses.	<ul style="list-style-type: none"> Continue to facilitate the Business Efficiency Network, assisting local businesses to improve resource efficiency and reduce environmental impacts. Deliver a suite of industry training opportunities and support programs. 	<ul style="list-style-type: none"> Investigate a regionalised approach for selected economic development activities for Melbourne's north. 	<ul style="list-style-type: none"> Where appropriate, implement a regionalised approach of selected economic development activities training and networking activities for Melbourne's north including delivery of high value forums/workshops/events to support business growth. 	Proposed 2020/21 actions

What we want to do...	How we will do it...		
	Proposed 2017/18 actions	Proposed 2018/19 actions	Proposed 2019/20 actions
Support our local businesses.	<ul style="list-style-type: none"> Support local businesses and service providers to employ Hume residents through the Local People program. Develop and deliver a program of both formal and informal business networking events, training and programs to support local business, including small businesses and start-up businesses. Participate in local visitor economy development programs, such as the Visiting Friends and Relatives campaign – Discover Your Own Backyard in partnership with Destination Melbourne. As part of the Melbourne's Northern Region Council's Group, provide regional representation in development of a Destination Visitors Management Plan to support the development of the visitor economy. 	<ul style="list-style-type: none"> Support local businesses and service providers to employ Hume residents through the Local People program. Investigate the provision of a Customer Relationship Management (CRM) system that supports engagement with Hume businesses and broader stakeholders. Increase the focus on supporting export growth of existing businesses. Investigate a regionalised approach for selected economic development activities for Melbourne's north. 	<ul style="list-style-type: none"> Implement a regionalised approach of selected economic development activities for Melbourne's north including: <ul style="list-style-type: none"> Investment Attraction A Destination Visitors Management Plan to support the visitor economy Transition of Plenty Food Group into a Melbourne's North Food Group (in conjunction with NORTH Link and Northern Melbourne Regional Development Australia). Delivery of high value forums/workshops/training to support business growth. Development of a regional online talent community.
			<ul style="list-style-type: none"> Deliver export readiness and market access support for Hume businesses with a focus on food industry and North Asian markets.

Strategic Objective 1.2: Create conditions that support business growth and create local jobs for Hume residents

Community Expectation 1.2.3: Hume City fulfils its regional responsibilities in supporting Melbourne Airport to remain curfew-free and leverages off the economic benefits the airport brings to the local community

Council's role: Advocate

What we want to do...	How we will do it...		
	2017/18 actions	Proposed 2018/19 actions	Proposed 2019/20 actions
Support appropriate development of Melbourne Airport.	<ul style="list-style-type: none"> Contribute to the assessment and approval process related to the development of a third runway at Melbourne Airport. Recognise and support the unique economic potential of Melbourne Airport by seeking to ensure that airport land is developed and occupied by businesses that support and truly benefit from proximity to the Airport. 	<ul style="list-style-type: none"> Recognise and support the unique economic potential of Melbourne Airport by seeking to ensure that airport land is developed and occupied by businesses that support and truly benefit from proximity to the Airport. 	<ul style="list-style-type: none"> Recognise and support the unique economic potential of Melbourne Airport by seeking to ensure that airport land is developed and occupied by businesses that support and truly benefit from proximity to the Airport.
	<ul style="list-style-type: none"> Continue to develop and promote the Melbourne Airport Joblink and encourage local employment. Explore opportunities to promote Hume's visitor economy via the Airport. 		

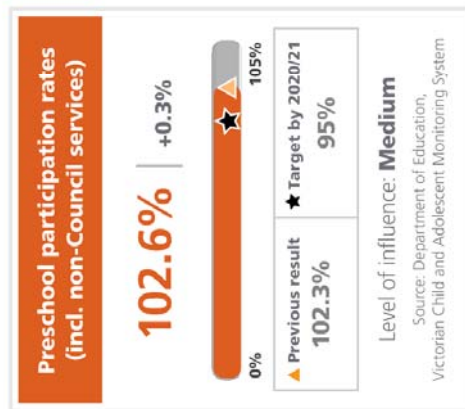
Strategic Objective 1.2: Create conditions that support business growth and create local jobs for Hume residents

Community Expectation 1.2.4: Local shopping and entertainment precincts support a sense of local identity, social cohesion and employment

Council's role: Facilitator

What we want to do...	How we will do it...			
	2017/18 actions	Proposed 2018/19 actions	Proposed 2019/20 actions	Proposed 2020/21 actions
Continue to enhance shopping and dining experiences.	<ul style="list-style-type: none"> Continue to support outdoor dining through the ongoing implementation of the <i>Outdoor Dining Guide</i>. Work with local traders to implement the State Government's reforms to smoke-free outdoor dining areas. 	<ul style="list-style-type: none"> Continue to support outdoor dining through the ongoing implementation of the <i>Outdoor Dining Guide</i>. Continue implementation of the Sunbury Streetscape Project. 	<ul style="list-style-type: none"> Explore and identify other suitable locations to cultivate outdoor dining experiences. 	<ul style="list-style-type: none"> Work in partnership with traders to introduce attractive outdoor dining experiences.
Explore options to encourage local markets.	<ul style="list-style-type: none"> Undertake a feasibility study for establishing local trader markets, including at cultural festivals. 	<ul style="list-style-type: none"> Subject to the outcomes of the feasibility study, undertake initiatives to support the establishment of local markets. 	<ul style="list-style-type: none"> Continue to support the development of local markets across Hume City. 	
Progress delivery of the revitalisation of the Broadmeadows Town Hall to deliver space for new professional offices, business start-ups and community uses to expand business opportunities and activity in the Broadmeadows Town Centre.	<ul style="list-style-type: none"> Finalise the tender and commence construction of the Broadmeadows Town Hall redevelopment. Complete a business plan for business incubator operations. 			

Strategic Indicators

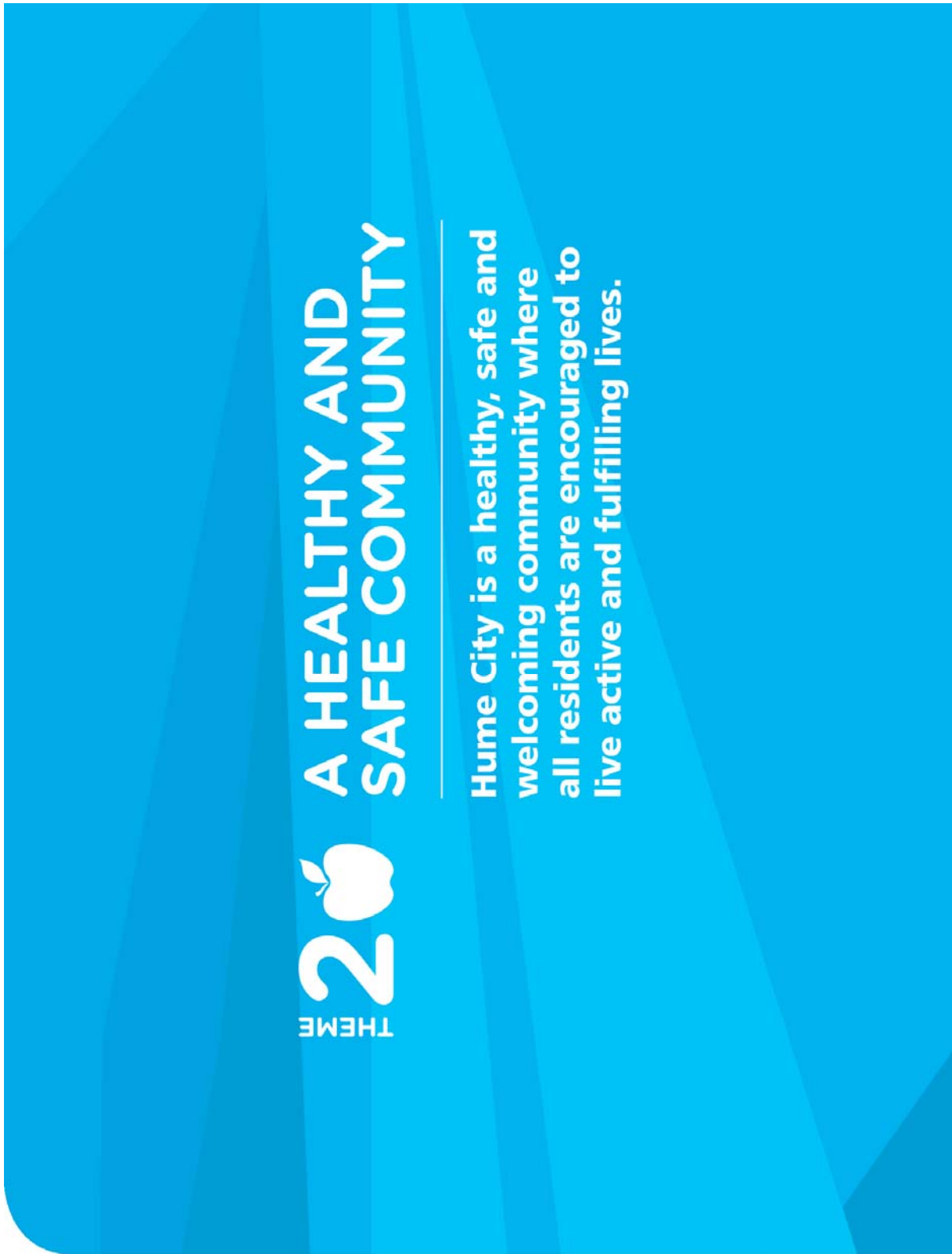


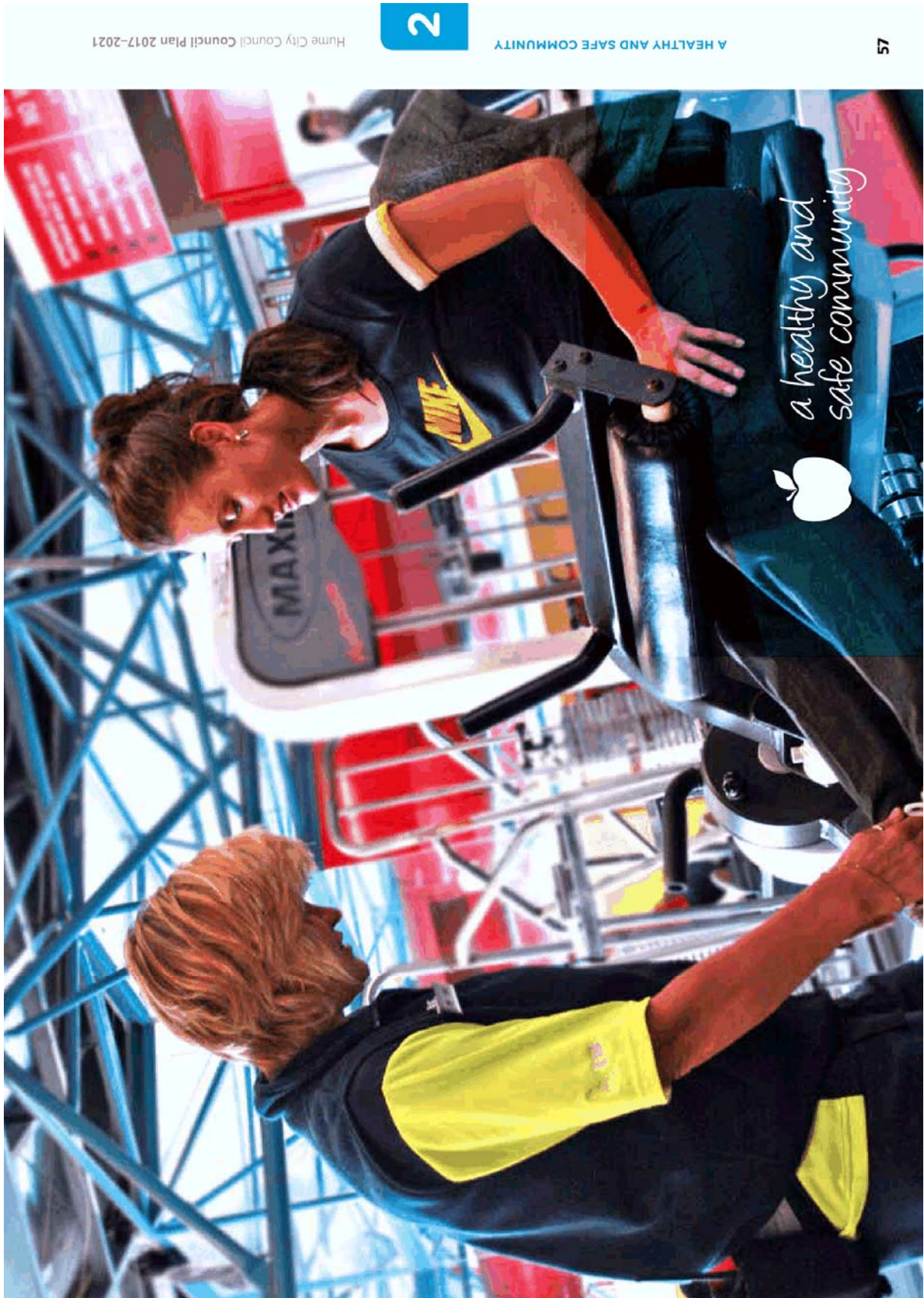
Level of influence:

- High Council can directly influence this result
- Medium Council can influence this result, however external factors outside of Council's control may also influence the result.
- Low Council's level of influence on this result is limited but monitoring this indicator assists in planning and guiding Council's priorities.

Supporting Strategic Plans

- Economic Development Strategy 2030
- Hume Early Years Framework and Action Plan
- Insight – Hume City Council Youth Strategy 2015-2019
- Investment Attraction Framework
- Learning Together 2030







Hume City Council Council Plan 2017–2021

WE WILL ADVOCATE FOR

- Facilities and spaces that provide formal and informal leisure and recreation opportunities for people of all ages and abilities.
- The provision of local health and social support services and facilities.
- The promotion of healthy, safe and sustainable living practices and programs.
- World-class sporting and leisure facilities to meet demand in growth areas.

SERVICES PROVIDED

- Aged Support Services
- Community Safety
- Community Development
- Family Support and Health
- Leisure, Health and Wellbeing
- Parks and Open Space
- Transport, Roads and Drainage
- Waste Management

Our community says:

"Council needs to promote health and exercise more."

Craigieburn resident, 16–24 years

Strategic Objective 2.1: Foster a community which is active and healthy

Community Expectation 2.1.1: The health and wellbeing of residents is supported through an accessible and affordable range of formal and informal leisure options that address local needs

Council's role: Service Provider

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Promote affordable low-cost/no-cost leisure (physical and social) activities.	<ul style="list-style-type: none"> Map the services, programs, assets and spaces for leisure (physical, social, passive or active) activities to promote increased usage. Review fees and charges for leisure programs. Explore opportunities for a Hume Get Active app. 	<ul style="list-style-type: none"> Continue to promote affordable low-cost/no-cost leisure (physical and social, passive or active) activities. Explore opportunities to partner with State Government and other stakeholders on a local social marketing campaign to change behaviours and improve physical activity. 	<ul style="list-style-type: none"> Promote the local social marketing campaign to change behaviours and improve physical activity.
Open SPLASH Aqua Park and Leisure Centre and Craigieburn ANZAC Park.	<ul style="list-style-type: none"> Prepare for, and open SPLASH, including a marketing and promotional campaign and implementing a membership drive to encourage a broad demographic mix of members. Establish a community group to support and activate Liwi's Place. 	<ul style="list-style-type: none"> Continue to offer a range of health and wellness programs and services from SPLASH to meet community needs and expectations. Deliver four storytime activities from Liwi's Place during summer. 	<ul style="list-style-type: none"> Deliver a range of community events from ANZAC Park including the Craigieburn Festival.

What we want to do...	How we will do it...			
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action	Proposed 2020/21 action
Provide high quality sporting facilities.	<ul style="list-style-type: none"> Identify, develop and commence implementation of actions arising from the Sports Amenity Study and review of community facilities. 	<ul style="list-style-type: none"> Identify, develop and commence implementation of actions arising from the Sports Amenity Study and review of community facilities. 	<ul style="list-style-type: none"> Identify, develop and commence implementation of actions arising from the Sports Amenity Study and review of community facilities. 	<ul style="list-style-type: none"> Identify, develop and commence implementation of actions arising from the Sports Amenity Study and review of community facilities.
Provide high quality active and passive recreation spaces	<ul style="list-style-type: none"> Continue the development and implementation of recreation and open-space master plans and management plans, including: <ul style="list-style-type: none"> Greenvale Recreation Reserve Craigieburn Gardens Seabrook Reserve McMahon Recreation Reserve Willowbrook Recreation Reserve D.S. Aitken Recreation Reserve Broadmeadows Valley Park Bolinda Road Jack Roper Reserve. 	<ul style="list-style-type: none"> Continue the development and implementation of recreation and open-space master plans and management plans, including: <ul style="list-style-type: none"> Greenvale Recreation Reserve Craigieburn Gardens Broadmeadows Town Park Sunbury Park Bulla Recreation Reserve McMahon Recreation Reserve Willowbrook Recreation Reserve D.S. Aitken Recreation Reserve Broadmeadows Valley Park Bolinda Road Jack Roper Reserve. 	<ul style="list-style-type: none"> Continue the development and implementation of recreation and open-space master plans and management plans, including: <ul style="list-style-type: none"> Greenvale Recreation Reserve Craigieburn Gardens Sunbury Park Bulla Recreation Reserve McMahon Recreation Reserve Seabrook Reserve Willowbrook Recreation Reserve D.S. Aitken Recreation Reserve Bolinda Road Jack Roper Reserve. 	<ul style="list-style-type: none"> Continue the development and implementation of recreation and open-space master plans and management plans, including: <ul style="list-style-type: none"> Greenvale Recreation Reserve Craigieburn Gardens Sunbury Park Bulla Recreation Reserve McMahon Recreation Reserve Willowbrook Recreation Reserve D.S. Aitken Recreation Reserve Bolinda Road Jack Roper Reserve.

Strategic Objective 2.1: Foster a community which is active and healthy

Community Expectation 2.1.2: Well-connected commuter and recreational cycling and pedestrians networks and amenities encourage active lifestyles and lower costs of living

Council's role: Service Provider, Advocate

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
<p>Improve walking and cycling networks to encourage active lifestyles.</p>	<ul style="list-style-type: none"> ▪ Continue to implement Hume's Bicycle Network Plan. ▪ Review and document missing links in the walking and cycling networks and develop a priority list of works. ▪  Consider wheelchair recharging points along walking paths. ▪ Complete construction of stage 1 of the Meadowlink open space connection (from Seabrook Reserve to Railway Crescent). ▪ Continue to progress the Northern Regional Trails Strategy. 	<ul style="list-style-type: none"> ▪ Continue works to address improvements and priority links identified in Council's walking and cycling networks. 	



Hume City Council Council Plan 2017-2021

Strategic Objective 2.1: Foster a community which is active and healthy

Community Expectation 2.1.3: The health and wellbeing of residents are supported through accessible and affordable health and social support services, including the provision of a hospital which responds to regional growth

Council's role: Service Provider, Advocate, Facilitator

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Increase accessibility and utilisation of Maternal Child Health (MCH) Services.	<ul style="list-style-type: none"> Undertake initiatives to further support newly arrived migrants, including: <ul style="list-style-type: none"> Exploring options to expand MCH home visitations. Strengthening referrals and engagement with early year's services. Develop a plan to improve participation in Key Age and Stages (KAS) visits for 18 month, 2 year and 3.5 year and trial in two of the more vulnerable community areas. 	<ul style="list-style-type: none"> Expand the KAS Participation plan across Hume City. Review the effectiveness of previous initiatives aimed at improving the engagement of CALD and ATSI clients in the MCH Service and consider their application across other vulnerable groups. 	

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Plan and provide actions for improving the long term health and wellbeing of the Hume community.	<ul style="list-style-type: none"> Develop and adopt the <i>Hume Health and Wellbeing Plan 2017–2021</i> by 22 October 2017 and commence implementation. Continue to develop local partnerships to support positive health and wellbeing. Explore opportunities to establish a program of community-led initiatives targeting health and wellbeing. 	<ul style="list-style-type: none"> Implement: actions of the <i>Hume Health and Wellbeing Plan 2017–2021</i>. 	
Minimise harm caused by Electronic Gaming Machines.	<ul style="list-style-type: none"> Implement Council's Gaming Policy including assessment of applications for Electronic Gaming Machines (EGMs), and support of gambling-related harm reduction initiatives. 	<ul style="list-style-type: none"> Implement: Council's <i>Responsible Gaming Policy</i> including assessment of applications for EGMs. 	<ul style="list-style-type: none"> Review Council's policy in response to gaming issues and strengthen strategic advocacy partnerships.

Strategic Objective 2.1: Foster a community which is active and healthy

Community Expectation 2.1.4: Residents are supported to age in place through affordable and appropriate housing and locally accessible health and social support services

Council's role: Service Provider, Advocate

What we want to do...	How we will do it...		
	Proposed 2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Undertake further initiatives to support senior citizens.	<ul style="list-style-type: none"> Develop Council's response to the Aged Care sector reforms (and the provision of residential support services) that will take effect in 2018/19. Continue to implement, monitor and review the <i>Positive Ageing Strategy 2014–2024</i> including: <ul style="list-style-type: none"> Deliver a skill development program to support older residents in their caring role of young grandchildren Identify a suitable location to install and trial an older adult's exercise station to support and improve the strength and mobility of older residents. Establish an older person's reference group to provide a voice to older residents and to guide Council policy and decisions affecting older persons. 	<ul style="list-style-type: none"> Implement Council's response to the Aged Care sector reforms. Continue to implement, monitor and review the <i>Positive Ageing Strategy 2014–2024</i> including undertaking a review of the older persons exercise station and providing recommendations for further expansion to Council. Explore the feasibility of a <i>Senior Citizen of the Year Award</i> that recognises and celebrates the contribution of older residents. Continue operation of the older person's reference group to provide a voice to older residents and to guide Council policy and decisions affecting older persons. 	<ul style="list-style-type: none"> Continue to implement, monitor and review the <i>Positive Ageing Strategy 2014–2024</i>. Conduct an audit of Senior Citizens centres detailing usage and availability of assets and maintenance standards and opportunities for improvement. Conduct a review of the older person's reference group and its role in guiding Council policy and decisions that affect older persons. Continue operation of the older person's reference group to provide a voice to older residents and to guide Council policy and decisions affecting older persons.

Strategic Objective 2.1: Foster a community which is active and healthy

Community Expectation 2.1.5: Healthy lifestyles are encouraged, and the cost of living minimised through local food production, community gardens and kitchens and other sustainable living practices


Council's role: Service Provider, Advocate

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Review the role and use of community gardens.	<ul style="list-style-type: none"> ▪ Review the provision, management and governance of community gardens including: <ul style="list-style-type: none"> ▪ Role, purpose and objectives ▪ Utilisation and level of Council support ▪ Capacity building of user groups. 	<ul style="list-style-type: none"> ▪ Implement outcomes of the review of community gardens. 	
			Proposed 2020/21 action

Strategic Objective 2.2: Strengthen community safety and respectful behaviour

Community Expectation 2.2.1: The safety and wellbeing of people and property is enhanced through well designed buildings and public spaces and safe, respectful behaviour with Hume’s community


Council’s role: Statutory Authority, Service Provider, Facilitator

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Be prepared and support the community during emergencies.	<ul style="list-style-type: none"> Undertake a review and audit of the <i>Municipal Emergency Management Plan (MEMP)</i> and sub-plans. Undertake a range of initiatives to build community capacity to be prepared for, respond to and recover from emergencies, including development of training packages for the CALD community and a forum with businesses located around fire risk areas.  Review accessible emergency evacuation information and kits for Visual, Hearing Impaired and CALD community. 	<ul style="list-style-type: none"> Undertake initiatives, promotion and community engagement for emergency preparedness for emergencies such as <i>Fire Action Week</i> and heat waves. Review the <i>Municipal Fire Management Plan</i>. Review and implement changes from the <i>Emergency Management Planning Bill</i> and <i>Emergency Management Ministerial Guidelines</i>. 	<ul style="list-style-type: none"> Promotions and community engagement such as <i>Fire Action Week</i> and heat waves. Conduct an MEMP audit.
Undertake initiatives to prevent graffiti.	<ul style="list-style-type: none"> Continue implementation and review of the program of mural commissioning in high graffiti sites to minimise future occurrences of graffiti, including at the Sunbury Rotary Park and Riddell Road underpass. 	<ul style="list-style-type: none"> Continue implementation of the program of mural commissioning in high graffiti sites to minimise future occurrences of graffiti, including an additional mural project with a school in the east corridor of the City. 	<ul style="list-style-type: none"> Continue implementation of the program of mural commissioning in high graffiti sites to minimise future occurrences of graffiti at a further two sites.

Strategic Objective 2.2: Strengthen community safety and respectful behaviour

Community Expectation 2.2.2: Road and pedestrian safety is enhanced, and initiatives are undertaken to reduce dangerous hoon driving and speeding in local streets

Council's role: Statutory Authority, Service Provider, Facilitator

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Support young people to be responsible drivers.	<ul style="list-style-type: none"> Review Council's existing road safety and driver education programs / partnerships including: <ul style="list-style-type: none"> L2P Program Fit to Drive  Providing more flexible and accessible programs for people with disabilities to learn to drive. 	<ul style="list-style-type: none"> Subject to the outcome of Council's review, implement road safety and driver education programs / partnerships. 	
Undertake initiatives that discourage dangerous driving.	<ul style="list-style-type: none"> Implement and monitor road surface treatments at five pilot sites to discourage dangerous driving and speeding on local streets. <ul style="list-style-type: none"> Continue to work with Victoria Police to develop strategies to address dangerous driving practices, including hoon driving and trail bikes. 	<ul style="list-style-type: none"> Monitor and review road surface treatments at five pilot sites to determine the impact on discouraging dangerous driving and speeding on local streets. 	<ul style="list-style-type: none"> Implement and monitor further trials or road surface treatments.

Strategic Objective 2.2: Strengthen community safety and respectful behaviour

Community Expectation 2.2.3: The safety and wellbeing of all residents are protected through initiatives which promote respectful relationships and address issues of violence within the family and broader community.

Council's role: Facilitator, Advocate

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Encourage respectful relationships and address family violence.	<ul style="list-style-type: none"> Continue to implement initiatives that raise awareness of the impact of family violence and encourage respectful relationships, including working with: <ul style="list-style-type: none"> Sporting Groups Young People Cultural / Community Groups Faith leaders. 	<ul style="list-style-type: none"> Continue to implement initiatives that raise awareness around the incidence and impact of family violence. 	
Support safe communities	<ul style="list-style-type: none"> Implement actions of the <i>Hume Community Safety Action Plan</i> including: <ul style="list-style-type: none"> Promote and facilitate Community Safety Month (October) by encouraging local communities, groups, schools, businesses and agencies to build community safety partnerships through organising safety activities with other groups. Promote initiatives and programs that address the social needs of people living in isolation. 	<ul style="list-style-type: none"> Continue to implement actions of the <i>Hume Community Safety Action Plan</i>. 	<ul style="list-style-type: none"> Review and update the <i>Hume Community Safety Action Plan</i>. Continue to implement actions of the <i>Hume Community Safety Action Plan</i>.

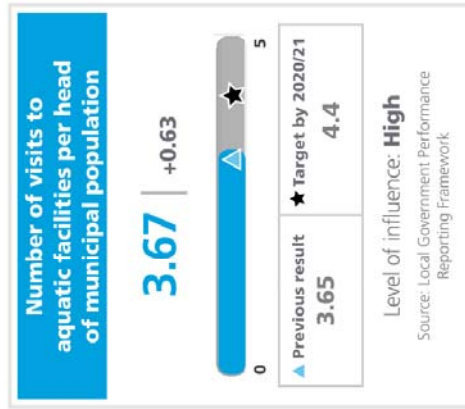
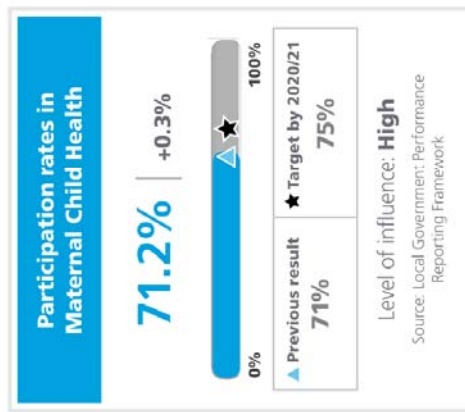
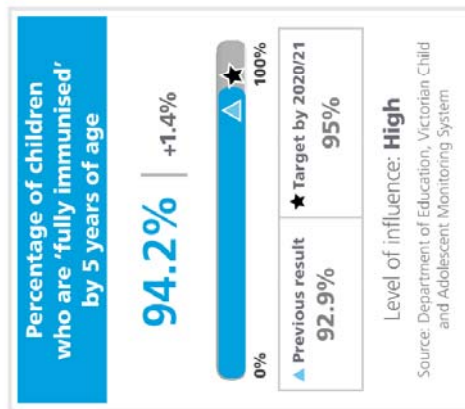
Strategic Objective 2.2: Strengthen community safety and respectful behaviour

Community Expectation 2.2.4: The health and safety of Hume residents, pets and fauna are protected through responsible and considerate animal management

Council's role: Statutory Authority, Advocate

What we want to do...	How we will do it...		
	Proposed 2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Improve responsible animal management.	<ul style="list-style-type: none"> Finalise the <i>Domestic Animal Management Plan 2017-2021</i> and commence implementation. Investigate options for improving animal registrations and management including: <ul style="list-style-type: none"> Registration when animals are microchipped Free registration periods to increase registration rates Community engagement/ education on responsible pet ownership Considering Council's position on cat-curfews. Consider options for reducing the number of feral cats in Hume City to protect local flora and fauna. (E.g. trapping). Explore opportunities to partner with surrounding councils for the provision of a regional animal shelter, including for non-domestic animals. 	<ul style="list-style-type: none"> Implement and monitor initiatives to improve animal registration, desexing and microchipping. Continue to explore opportunities to partner with surrounding councils for the provision of a regional animal shelter, including for non-domestic animals. 	<ul style="list-style-type: none"> Review the <i>Domestic Animal Management Plan 2017-2021</i>.

Strategic Indicators

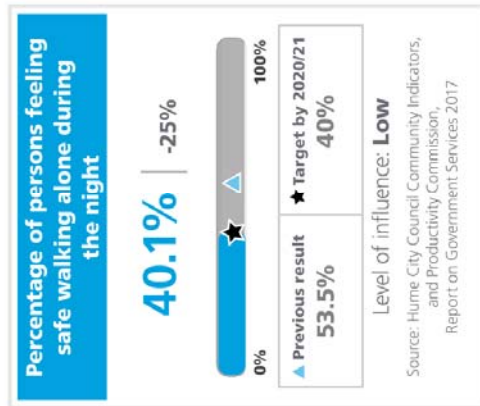
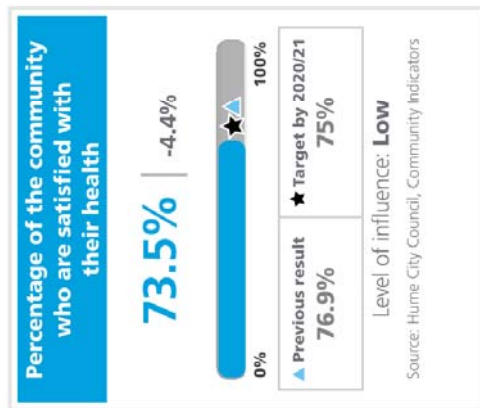


Level of influence:

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- Low Council's level of influence on this result is limited but monitoring this indicator assists in planning and guiding Council's priorities.

Strategic Indicators

Hume City Council Plan 2017–2021



Level of influence:

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- Medium Council can influence this result, however external factors outside of Council's control may also influence the result.
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Supporting Strategic Plans

- Domestic Animal Management Plan
- Hume Bicycle Network Plan
- Hume Community Safety Action Plan 2015-2019
- Hume North Growth Corridor Health Infrastructure Plan
- Leisure Strategy 2013-2018
- Municipal Emergency Management Plan
- Municipal Fire Prevention Plan
- Municipal Public Health and Wellbeing Plan
- Playspace Planning Framework and Reference Guide
- Positive Ageing Strategy 2014-2024
- Responsible Gaming Policy
- Graffiti Management Strategy Plan
- Open Space Master Plans (various)



A CULTURALLY VIBRANT AND CONNECTED COMMUNITY

Hume is a City of great cultural diversity and a leading example of how people can work together to celebrate what makes them different and foster a sense of belonging for all.





Hume City Council Council Plan 2017–2021

WE WILL ADVOCATE FOR

- Social justice, respect and equitable opportunities for people of all backgrounds. Events and activities that bring people together to create and celebrate civic pride and build social capacity and cohesion within the community.

- Arts and cultural facilities and programs to promote creative expression and participation in the arts.
- Support for community groups to access local facilities and funds to develop capacity building and leadership skills.
- Support for vulnerable groups such as refugees, newly arrived, people with disabilities and Aboriginal and Torres Strait Islanders.

SERVICES PROVIDED

- Arts and Culture
- Communications and Advocacy
- Community Development
- Disability Support Services
- Facility Management/Facilities Hire
- Indigenous Support

Strategic Objective 3.1: Foster socially connected and supported communities

Community Expectation 3.1.1: Social cohesion and community connectedness is strengthened by supporting and building the capacity of local community groups

Council's role: Facilitator


What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Provide grant funding to support the development of local community groups.	<ul style="list-style-type: none"> Continue the <i>Community Grants Program</i> and undertake initiatives that promote and support a wide variety of community groups. Expand the use and integration of <i>Smarty Grants</i> for all Council grants programs (where appropriate) to improve awareness and accessibility of grant programs. Provide training and promotions to community groups on how to apply for both Council and non-Council grant opportunities. As part of the annual community grants review process, consider opportunities for improving the <i>Activity Grants</i> and improve access and eligibility for community groups. 	<ul style="list-style-type: none"> Continue the delivery of a range of grants programs to support local community groups and consider the feasibility of developing priority focus areas. 	<ul style="list-style-type: none"> Continue the delivery of a range of grants programs to support local community groups.

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Enhance the capacity, leadership and management of local community groups.	<ul style="list-style-type: none"> Investigate the needs of local community groups and consider developing a calendar of events and leadership training programs to build the capacity and governance of local community groups and community leaders. Pilot and evaluate a program of three place-based community group forums to foster greater awareness and capacity building. 	<ul style="list-style-type: none"> Continue to deliver a range of leadership training programs to build the capacity and governance of local community groups and community leaders. Subject to the evaluation, continue to deliver three place-based community group forums to foster greater awareness and capacity building. 	<ul style="list-style-type: none"> Continue to deliver a range of leadership training programs to build the capacity and governance of local community groups and community leaders.
Provide targeted support for Hume's rural community and environmental groups and leaders.	<ul style="list-style-type: none"> Continue the <i>Enviro Champions</i> program and other initiatives which support local environmentally-focused community groups and leaders. Undertake initiatives that support rural community groups and landowners and deliver the <i>Rural Community Engagement Program</i> including: <ul style="list-style-type: none"> Continue support for the <i>Sunbury Rabbit Action Group</i> Conduct a range of workshops, field days and training sessions for rural landowners Investigate the establishment of a second issues based rural action group. 	<ul style="list-style-type: none"> Undertake a range of initiatives which support leadership in environmentally sustainable practice, including the <i>Enviro Champions</i> program and support environmentally-focused community groups and leaders. 	<ul style="list-style-type: none"> Undertake a range of initiatives which support leadership in environmentally sustainable practice, including the <i>Enviro Champions</i> program and support environmentally-focused community groups and leaders. Undertake initiatives and programs that support rural community groups and landowners including the <i>Rural Community Engagement Program</i>.

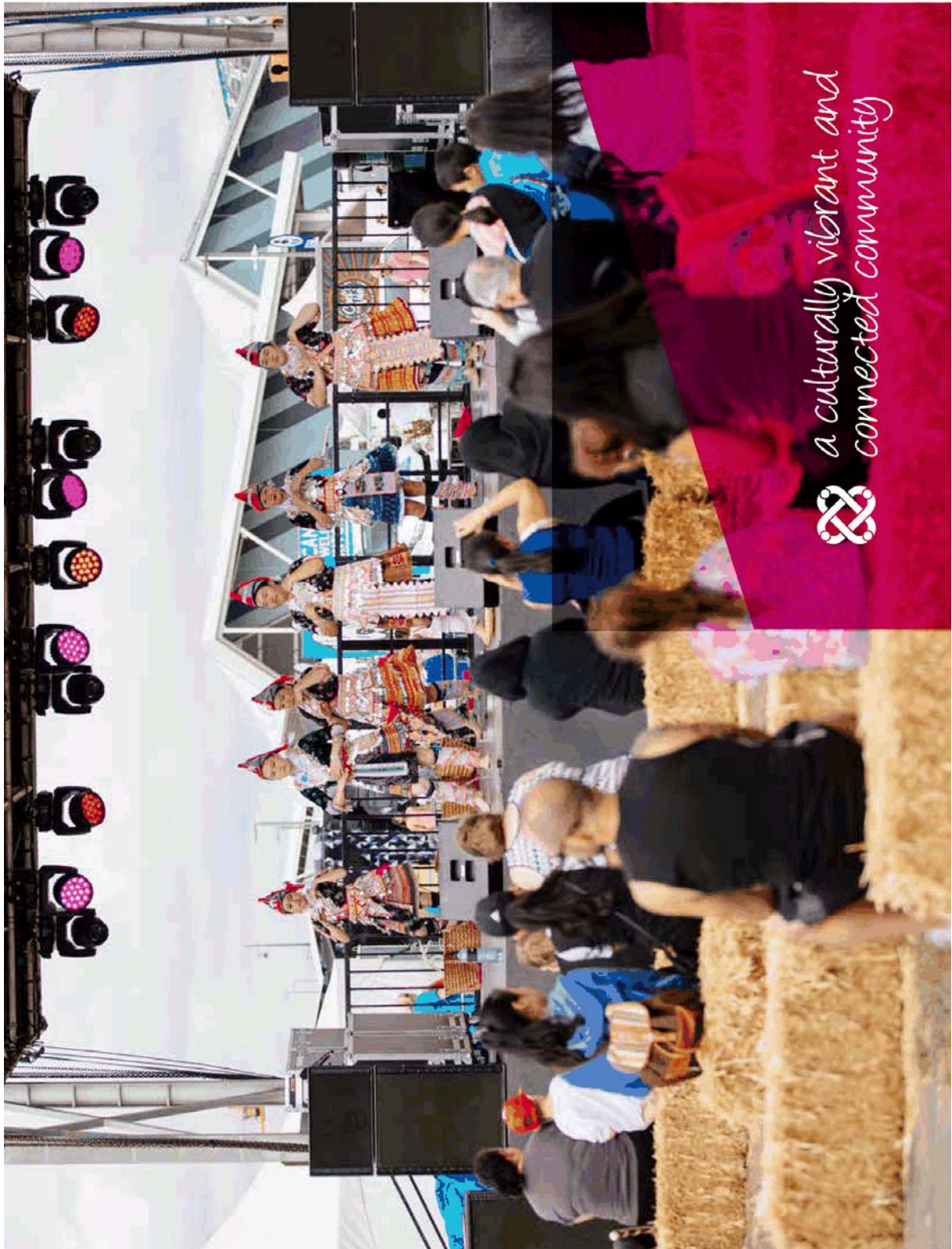
Strategic Objective 3.1: Foster socially connected and supported communities

Community Expectation 3.1.2: Local community groups are supported through the provision of accessible, inclusive and affordable community infrastructure, places and spaces

Council's role: Service Provider, Facilitator

What we want to do...	How we will do it...		
	Proposed 2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
<p>Improve the provision and management of community facilities and spaces to support community activities.</p>	<ul style="list-style-type: none"> ▪ Implement Council's review of fees and charges relating to community facilities. ▪  Commence a review of community facilities (in alignment with sporting facilities) to inform a strategic plan for current and future facilities, including utilisation rates, fit-for-purpose, DDA compliance and future needs assessment. ▪ Commence implementation of a new facilities management system (Envibe) and make improvements to booking processes, including online options. 	<ul style="list-style-type: none"> ▪  Finalise the review of community facilities and commence a phased implementation of actions to maximise use of existing community facilities, ensuring equitable and appropriate access. 	<ul style="list-style-type: none"> ▪  Continue to implement the findings from the community facilities review.

What we want to do...	How we will do it...			
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action	Proposed 2020/21 action
Build community facilities to support Hume's growing community.	<ul style="list-style-type: none"> Continue to develop, design and plan for the delivery of community centres including: <ul style="list-style-type: none"> Aitken Hill (construct) Greenvale West (design) Merrifield North (plan). 	<ul style="list-style-type: none"> Continue to develop, design and plan for the delivery and activation of community centres including: <ul style="list-style-type: none"> Aitken Hill (activate) Greenvale West (construct) Merrifield North (design). 	<ul style="list-style-type: none"> Continue to develop, design and plan for the delivery and activation of community centres including: <ul style="list-style-type: none"> Greenvale West (activate) Merrifield North (construct). 	<ul style="list-style-type: none"> Continue to develop plans for the delivery of community centres including: <ul style="list-style-type: none"> Lockerbie (plan).
Review Council's support to Neighbourhood Houses and Men's Sheds.	<ul style="list-style-type: none"> Progress the findings from the feasibility study of the <i>Tullamarine Men's Shed</i>. Develop a criteria to access the functionality of Neighbourhood Houses to meet service needs, and undertake an assessment of: <ul style="list-style-type: none"> Goonawarra Neighbourhood House Craigieburn Education and Community Centre (Selwyn House). 	<ul style="list-style-type: none"> Continue an assessment of the functionality of Neighbourhood Houses in Council Buildings to meet service needs. Undertake a strategic review of the function and needs of Men's Sheds across Hume to inform future provision and support. 	<ul style="list-style-type: none"> Subject to the outcomes of the review, implement actions to further support Neighbourhood Houses and Men's Sheds, including consideration of capital works and infrastructure support. 	<ul style="list-style-type: none"> Continue to support the delivery of Neighbourhood Houses and Men's Sheds.



Strategic Objective 3.1: Foster socially connected and supported communities

Community Expectation 3.1.3: Hume’s rich and diverse cultural heritage is celebrated, creating a vibrant and inclusive community that values and welcomes people from all backgrounds and faiths

Council’s role: Service Provider, Facilitator

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Support our culturally diverse community.	<ul style="list-style-type: none"> Support the three Community Hubs in schools to build partnerships with organisations that provide specialist support to newly-arrived migrants and refugees. Continue the implementation of the Hume <i>Multicultural Action Plan</i> (MAP) including: <ul style="list-style-type: none"> In partnership with the MAP working group, scope and develop a storytelling project that records and exhibits stories Continue to support and promote the <i>Hume Interfaith Network</i> and its activities. Develop an advocacy approach to supporting refugees and newly arrived migrants, particularly those from Syria and Iraq. 	<ul style="list-style-type: none"> Continue the implementation and review of the <i>Hume Multicultural Action Plan</i> to support social justice and community cohesion. 	<ul style="list-style-type: none"> Continue the implementation of the <i>Hume Multicultural Action Plan</i>.
		<ul style="list-style-type: none"> Continue to implement Council’s advocacy around refugees and newly arrived migrants. 	

Strategic Objective 3.1: Foster socially connected and supported communities

Community Expectation 3.1.4: A strong sense of social justice is maintained, ensuring a respectful and non-discriminatory community which values the contribution of all

Council's role: Facilitator

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Support people with disabilities and additional needs.	<ul style="list-style-type: none"> Continue undertaking accessibility works at Council facilities. Develop a skills matrix that identifies disability-related training requirements and core competencies for Council staff. Develop a transition plan to assist the smooth transition of clients, community members and Council to the National Disability Insurance Scheme. 	<ul style="list-style-type: none"> Continue undertaking accessibility works at Council facilities. Review Council's recruitment strategy to identify areas that could be enhanced to support the recruitment of people with a disability. Informed by the skills matrix, commence delivery of targeted disability training. 	<ul style="list-style-type: none"> Embed inclusive playspace principles into the future planning, design and development of regional and district playspaces.

Strategic Objective 3.1: Foster socially connected and supported communities

Community Expectation 3.1.5: Undertake initiatives which acknowledge Aboriginal and Torres Strait Islander's living culture and unique role in the region and continue the journey towards reconciliation

Council's role: Facilitator

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Implement the Hume Reconciliation Action Plan.	<ul style="list-style-type: none"> Finalise a review of and implement the <i>Aboriginal and Torres Strait Islander Recognition Policy</i>. Commence a review and redevelopment of the <i>Reconciliation Action Plan</i>. Support community led events and projects that promote awareness and understanding of Aboriginal and Torres Strait Islander culture including celebrations for: <ul style="list-style-type: none"> NAIDOC Week Reconciliation Week. Incorporate <i>Welcome to Country</i> as part of Council's meeting procedures. Conduct the annual <i>Welcome Baby to Country</i> event. Support Hume's Aboriginal and Torres Strait Islander Community to be prepared for the rollout of the NDIS in Hume through culturally appropriate channels. 	<ul style="list-style-type: none"> Implement the <i>Aboriginal and Torres Strait Islander Recognition Policy</i>. Coordinate projects that promote awareness and understanding of Aboriginal and Torres Strait Islander culture. 	<ul style="list-style-type: none"> Proposed 2020/21 action

Strategic Objective 3.2: Strengthen community connections through local community events and the arts

Community Expectation 3.2.1: Social cohesion is supported and strengthened through participation and interaction in the arts, cultural activity, and community events

Council's role: Service Provider, Facilitator

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Facilitate a range of small-scale neighbourhood events and activities.	<ul style="list-style-type: none"> Establish guidelines for neighbourhood events/activities. Deliver and evaluate the <i>Summer Sessions</i> movies and music program. 	<ul style="list-style-type: none"> Implement a program of neighbourhood events/activities. 	<ul style="list-style-type: none"> Implement and review a program of neighbourhood events/activities.
Support, develop and deliver major events and festivals to ensure that they remain targeted and appropriate to the community.	<ul style="list-style-type: none"> Deliver a range of Council major events and festivals including the <i>Hume Carols by Candlelight</i>, the <i>Craigieburn Festival</i> and <i>Broadmeadows Street Festival</i>. Continue to participate in, and provide sponsorship and support to community-led events in Sunbury, including SunFest, Streetlife, Sunbury Carols and the Sunbury Agricultural Show. Continue to review and evaluate Councils provision and support of major festivals and events. 	<ul style="list-style-type: none"> Continue to deliver and evaluate Council's major events and festivals. Continue to participate in, and provide sponsorship and support to community-led events in Sunbury, including SunFest, Streetlife, Sunbury Carols and the Sunbury Agricultural Show. Continue to review and evaluate Councils provision and support of major festivals and events. 	

What we want to do...	How we will do it...			
Support local artists and arts groups.	<p>2017/18 action</p> <ul style="list-style-type: none"> Deliver the <i>Hume Arts Awards</i> program. 	<p>Proposed 2018/19 action</p> <ul style="list-style-type: none"> Deliver a range of master classes to support local artists. Investigate options to enhance and support community arts, including street art, murals and performance art. 	<p>Proposed 2019/20 action</p> <ul style="list-style-type: none"> Deliver the <i>Hume Arts Awards</i> program. 	<p>Proposed 2020/21 action</p> <ul style="list-style-type: none"> Deliver a range of master classes to support local artists.

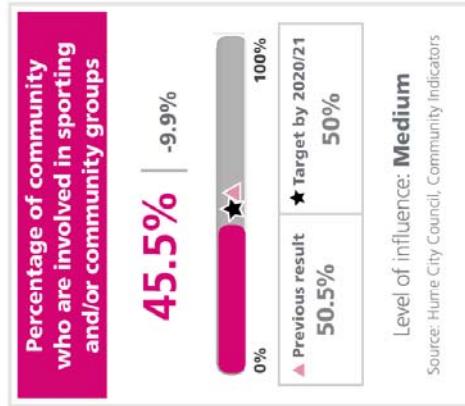
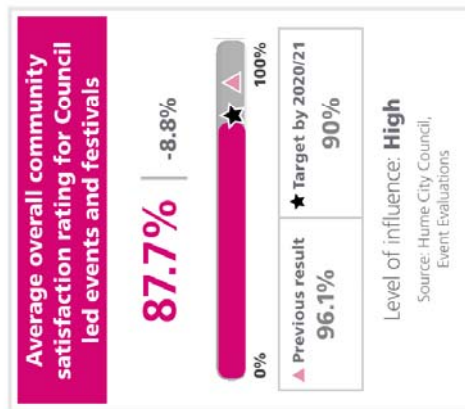
Strategic Objective 3.2: Strengthen community connections through local community events and the arts

Community Expectation 3.2.2: Cultural expression and the arts are supported through the enhancement of appropriate places and spaces, including the development of local arts precincts

Council's role: Service Provider, Facilitator, Advocate

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Provide spaces to promote local arts and cultural expression.	<ul style="list-style-type: none"> Incorporate local identity, culture and arts into the design and delivery of the HGLC-Sunbury. Continue the delivery of exhibitions at the Craigieburn Gee Lee-Wik Doleen Gallery. Continue the implementation of the <i>Arts in Public Places</i> Policy, including for the Broadmeadows Town Hall Redevelopment and HGLC-Sunbury. 	<ul style="list-style-type: none"> Continue the delivery of art exhibitions at the Craigieburn Gee Lee-Wik Doleen Gallery. Continue the implementation of the <i>Arts in Public Places</i> Policy, including for the Broadmeadows Town Hall Redevelopment and HGLC-Sunbury. 	<ul style="list-style-type: none"> Continue the delivery of arts exhibitions across Hume City. Continue the implementation of the <i>Arts in Public Places</i> Policy.

Strategic Indicators

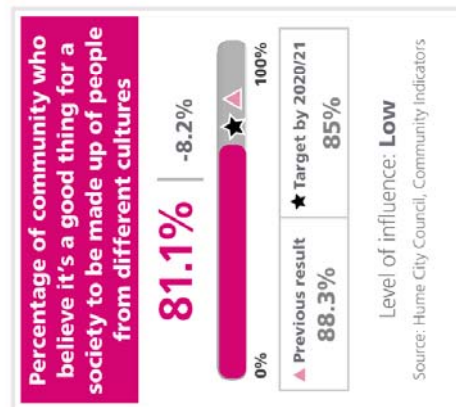



Supporting Strategic Plans


- Arts in Public Places Policy
- Multicultural Action Plan 2014-2018
- Reconciliation Action Plan 2013-2017
- Social Justice Charter

Level of influence:

- High Council can directly influence this result
- Medium Council can influence this result, however external factors outside of Council's control may also influence the result.
- Low Council's level of influence on this result is limited but monitoring this indicator assists in planning and guiding Council's priorities.

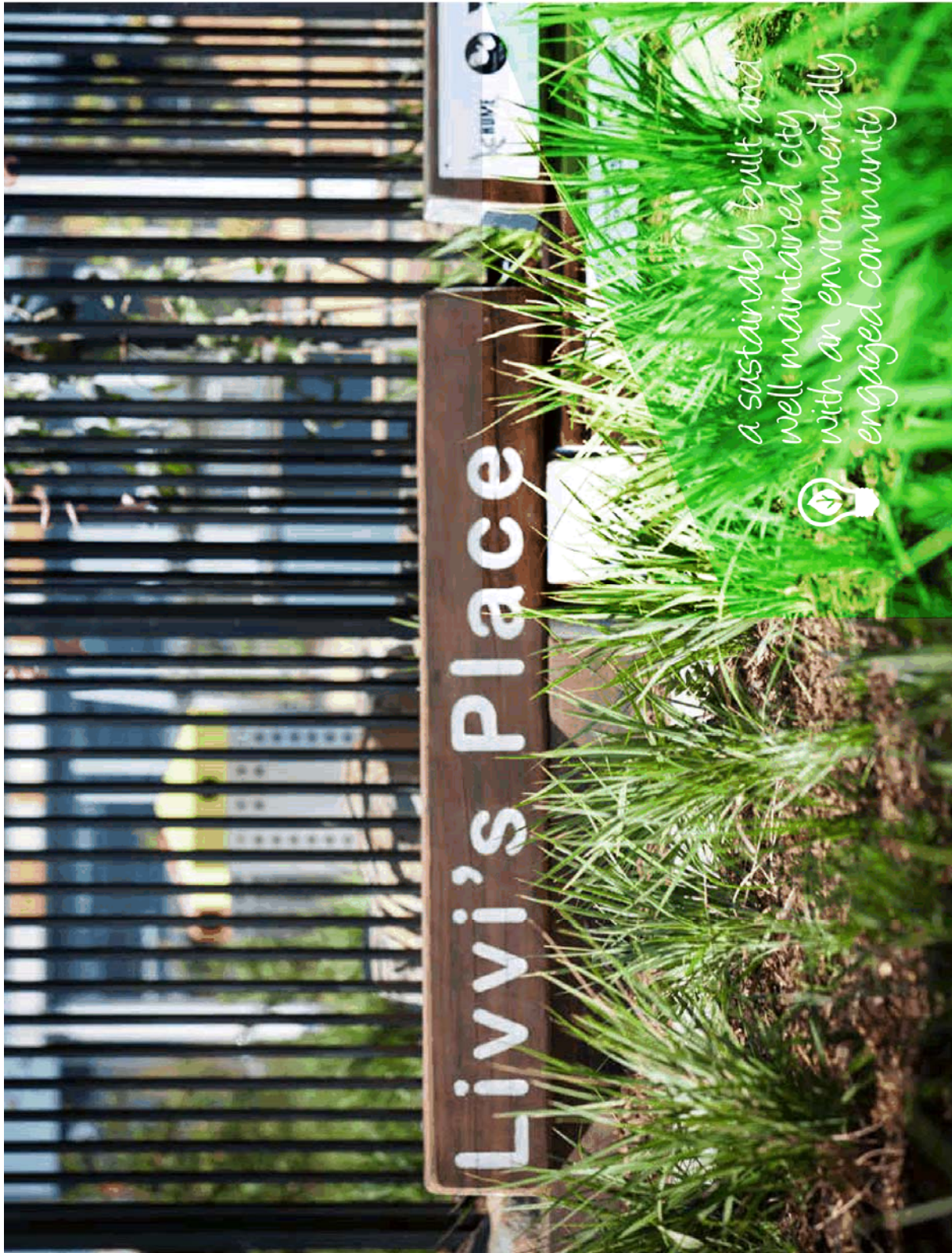




4 
THEME

**A SUSTAINABLY
BUILT AND WELL
MAINTAINED CITY WITH
AN ENVIRONMENTALLY
ENGAGED COMMUNITY**

Thoughtful planning, innovative design
and timely and sustainable provision
of physical and social infrastructure are
central in developments across Hume City.





Hume City Council Council Plan 2017-2021

WE WILL ADVOCATE FOR

- A range of affordable and appropriate housing options to cater for a growing and diverse community.
- Well designed and maintained public areas and infrastructure that promote pride and liveability.
- Transport options – road networks, public transport, walking and cycling.
- Environmentally sustainable infrastructure and practices that promote energy and resource efficiency, waste reduction and preservation of natural heritage areas.
- Coordinated approaches to land use planning and development for future growth of the city.

SERVICES PROVIDED

- Asset Management and Infrastructure Development
- City Development
- Communications and Advocacy
- Parks and Open Space
- Transport, Roads and Drainage
- Waste and Amenity

Our community says:

“Ensure there are adequate open spaces/we are blessed with open spaces but these could be encroached upon.”

Sunbury resident, 65 years or older

Strategic Objective 4.1: Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces

Community Expectation 4.1.1: Housing needs for all ages and stages of life are supported through the provision of a diverse range of appropriate housing options and residential development

Council's role: Facilitator, Advocate

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Develop and implement a housing diversity strategy.	<ul style="list-style-type: none"> Develop a draft <i>Housing Diversity Strategy</i> for community consultation. 	<ul style="list-style-type: none"> Finalise and adopt a <i>Housing Diversity Strategy</i>. 	<ul style="list-style-type: none"> Undertake appropriate amendments to the planning scheme to introduce controls to support diversification in housing stock.
Advocate for improved crisis accommodation and social housing.	<ul style="list-style-type: none"> Continue advocacy for the provision of local social/public housing including the exploration of a pilot project at a former school site (such as the former Broadmeadows Primary School site). 	<ul style="list-style-type: none"> Continue advocacy for the provision of local social/public housing. 	<ul style="list-style-type: none"> Monitor the ongoing implementation of the <i>Housing Diversity Strategy</i>.
Provide a leading edge Statutory Planning service.	<ul style="list-style-type: none"> Undertake a review of processes and procedures relevant to planning and subdivision application decision-making. 	<ul style="list-style-type: none"> Implement priority actions from the review of statutory planning processes and procedures. 	<ul style="list-style-type: none"> Finalise any outstanding actions from the review of statutory planning processes and procedures. Monitor the ongoing implementation of statutory planning processes and procedures.

Strategic Objective 4.1: Facilitate appropriate urban development while protecting and enhancing the City’s environment, natural heritage and rural spaces

Community Expectation 4.1.2: Accessible and affordable housing options are available across the City and are located in close proximity to shopping and public transport hubs.

Council’s role: Advocate

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Housing is located in close proximity to shopping, public transport and activity centres.	<ul style="list-style-type: none"> Continue to implement the <i>Hume Corridor and Sunbury HIGAPs</i> and undertake planning for relevant <i>Precinct Structure Plans</i> (PSPs) including Sunbury South, Lancefield Road and Lindum Vale. Progress implementation of the <i>Greater Broadmeadows Framework Plan</i> identifying sites for the delivery of new and diverse housing in partnership with the private sector and housing associations on surplus Government and Council land holdings. Progress implementation of <i>Seabrook Reserve Design Framework</i>, securing rezoning and development of surplus Council landholdings to deliver new private housing and better activate this underutilised and low amenity precinct. 	<ul style="list-style-type: none"> Continue to implement the <i>Hume Corridor and Sunbury HIGAPs</i> including the Craigieburn West PSP and review of Lockerbie PSP. 	<ul style="list-style-type: none"> Continue to implement the <i>Hume Corridor and Sunbury HIGAPs</i> including the review of the Greenvale Central and Greenvale West PSPs.

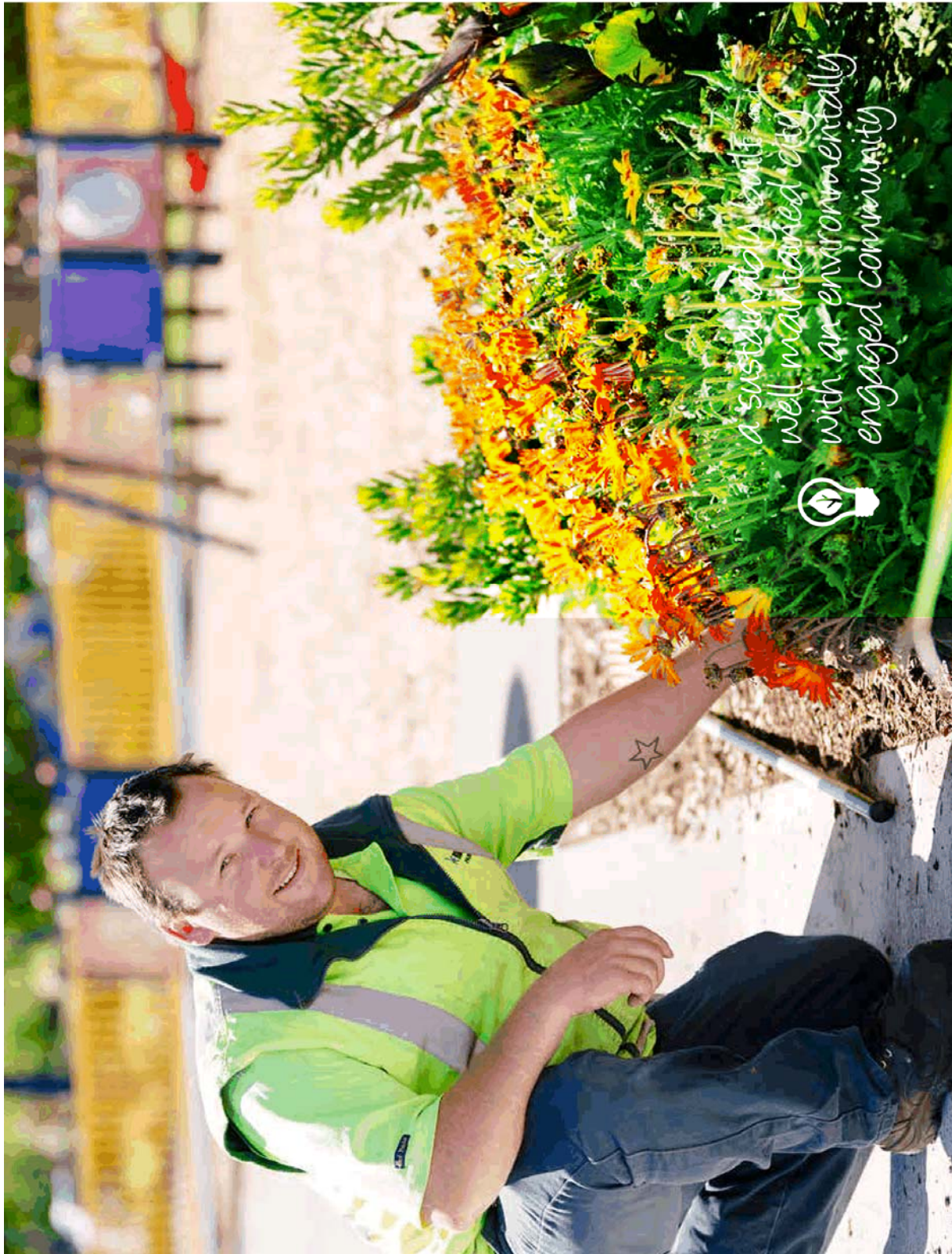
Strategic Objective 4.1: Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces

Community Expectation 4.1.3: The City's natural heritage, environment and rural spaces are protected, enhanced, maintained and valued

Council's role: Service Provider, Facilitator, Advocate

What we want to do...	How we will do it...		
	Proposed 2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Develop and implement a <i>Rural Hume Integrated Growth Area Plan</i> (HIGAP).	<ul style="list-style-type: none"> Complete the landscape connectivity plan. Release discussion paper on emerging issues and considerations for consultation on the Rural HIGAP. 	<ul style="list-style-type: none"> Develop sub-regional management plans for priority areas. Finalise and adopt the Rural HIGAP. 	<ul style="list-style-type: none"> Continue to develop and implement sub-regional management plans for priority areas. Update the MSS and planning scheme. Review and update existing HIGAPs to incorporate any further findings from the Rural HIGAP. Continue the implementation of HIGAPs.
Continue to implement Council's Live Green Program.	<ul style="list-style-type: none"> Implement the 2017/18 actions of the <i>Live Green Plan</i> including the sustainability workshop program, <i>Urban Biodiversity Program</i>, <i>Urban Biodiversity Program</i>, partnerships and targeted engagement activities for people living on low incomes and Multicultural communities. Review the <i>Urban Biodiversity Program</i>. 	<ul style="list-style-type: none"> Implement the 2018/19 actions of the <i>Live Green Plan</i> including the sustainability workshop program, <i>Urban Biodiversity Program</i>, partnerships and targeted engagement activities for people living on low incomes and Multicultural communities. Consider and implement the recommendations of the <i>Urban Biodiversity Program</i>. 	<ul style="list-style-type: none"> Review and consider redeveloping the <i>Live Green Plan</i>. Implement the 2019/20 actions of the <i>Live Green Plan</i> including the sustainability workshop program, <i>Urban Biodiversity Program</i>, partnerships and targeted engagement activities for people living on low incomes and Multicultural communities. Implement the recommendations of the <i>Urban Biodiversity Program</i>.

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Continue to implement programs to assist rural landowners.	<ul style="list-style-type: none"> Implement sustainable land management programs for rural landowners including <i>Conserving our Rural Environment</i> grants. Conduct a review of the <i>Agricultural Land Use Rebate</i>. 	<ul style="list-style-type: none"> Implement sustainable land management programs for rural landowners including <i>Conserving our Rural Environment</i> grants. Consider and implement the recommendations of the <i>Agricultural Land Use Rebate</i> review. 	<ul style="list-style-type: none"> Implement the recommendations of the <i>Agricultural Land Use Rebate</i> review.
	<ul style="list-style-type: none"> Implement conservation management and monitoring programs including a <i>Conservation Management Program</i>, <i>Conservation Reserves Monitoring</i>, and <i>Integrated Pest Animal Management Program</i>. 	<ul style="list-style-type: none"> Implement conservation management and monitoring programs including a <i>Conservation Management Program</i>, <i>Conservation Reserves Monitoring</i>, and <i>Integrated Pest Animal Management Program</i>. 	
Continue to manage and monitor conservation sites on Council managed land.	<ul style="list-style-type: none"> Implement conservation management and monitoring programs including a <i>Conservation Management Program</i>, <i>Conservation Reserves Monitoring</i>, and <i>Integrated Pest Animal Management Program</i>. 		



Strategic Objective 4.1: Facilitate appropriate urban development while protecting and enhancing the City’s environment, natural heritage and rural spaces

Community Expectation 4.1.4: Improve environmental sustainability and resilience to climate change by pursuing high environmental standards and supporting sustainability as a focus of the planning and development process

Council’s role: Service Provider, Facilitator, Advocate

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Ensure activities are conducted in compliance with the Hume Planning Scheme and develop local planning instruments to achieve and improve environmental protection through the planning and development process.	<ul style="list-style-type: none"> Undertake compliance activities for the <i>Hume Planning Scheme</i> including native vegetation, industrial stormwater compliance and education, <i>Construction Environmental Management Plans</i> and landfill investigations. 	<ul style="list-style-type: none"> Undertake compliance activities for the <i>Hume Planning Scheme</i> including native vegetation regulations, industrial stormwater compliance and education, <i>Construction Environmental Management Plans</i> and landfill investigations. 	<ul style="list-style-type: none"> Undertake compliance activities for the <i>Hume Planning Scheme</i> including native vegetation regulations, industrial stormwater compliance and education, <i>Construction Environmental Management Plans</i> and landfill investigations.
Ensure sustainability outcomes through planning and development processes.	<ul style="list-style-type: none"> Investigate and pursue sustainability outcomes in precinct level planning and development (for example, Hume Central). 	<ul style="list-style-type: none"> Investigate and pursue sustainability outcomes in precinct level planning and development. 	<ul style="list-style-type: none"> Investigate and pursue sustainability outcomes in precinct level planning and development.

Strategic Objective 4.1: Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces

Community Expectation 4.1.5: Carbon and environmental impacts are minimised through strong leadership in the uptake of renewable energy, waste reduction, efficient use of resources and sustainable practices of Council activities and services.

Council's role: Service Provider, Advocate

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Increase re-use and recycling of waste to reduce landfill.	<ul style="list-style-type: none"> Finalise the <i>Waste and Amenity Service Plan</i> including: <ul style="list-style-type: none"> Review community education programs Develop a waste and resource recovery plan Consideration of <i>Metropolitan Waste and Resource Recovery Group</i> strategic plans. 	<ul style="list-style-type: none"> Continue implementation of the <i>Waste and Amenity Service Plan</i>. 	
Create energy savings and minimise environmental impacts in Council operations.	<ul style="list-style-type: none"> Provide leadership in the uptake of renewable energies, integrated water management, efficient use of resources and sustainable practices. Complete the review of the <i>Greenhouse Action Plan</i>. 	<ul style="list-style-type: none"> Provide leadership in the uptake of renewable energies, integrated water management, efficient use of resources and sustainable practices. Implement the 2018/19 actions of the <i>Greenhouse Action Plan</i>. 	<ul style="list-style-type: none"> Implement the 2020/21 actions of the <i>Integrated Water Management Plan</i>. Conduct a review of the <i>Integrated Water Management Plan</i>. Review and consider redeveloping the <i>Integrated Water Management Plan</i>.

		How we will do it...		
What we want to do...	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action	Proposed 2020/21 action
Increase tree canopy coverage in Hume City.	<ul style="list-style-type: none"> Commence and finalise the <i>Parks and Open Space Service Plan</i> including consideration of developing an <i>Urban Forest Strategy</i> to increase canopy coverage of street and reserve trees. 	<ul style="list-style-type: none"> Continue implementation of the <i>Parks and Open Space Service Plan</i>. 		

Hume City Council Plan 2017-2021

Strategic Objective 4.2: Create community pride through a well-designed and maintained City

Community Expectation 4.2.1: The urban design of Hume City is enhanced to create a strong sense of place, community pride and liveability

Council's role: Statutory Authority, Service Provider, Advocate

What we want to do...	How we will do it...		
	Proposed 2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Reduce unsightly properties in residential and industrial areas.	<ul style="list-style-type: none"> Finalise and commence the <i>Waste and Amenity Service Plan</i> including: <ul style="list-style-type: none"> Consideration for the establishment of a strategic compliance group to address unsightly properties Investigating options for community pride initiatives to improve residential areas. 	<ul style="list-style-type: none"> Implement the <i>Waste and Amenity Service Plan</i> including: <ul style="list-style-type: none"> Implement a program of community pride initiatives to improve residential areas Proactively manage and enforce unsightly residential and industrial properties. 	Proposed 2020/21 action

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Resolve the former Victoria University site at Jacksons Hill in Sunbury.	<ul style="list-style-type: none"> Continue working with the Victorian Planning Authority (VPA) on the development of a Master Plan for the former Victoria University site in Sunbury. 	<ul style="list-style-type: none"> Continue working with the VPA on the implementation of the Master Plan for the former Victoria University site in Sunbury. 	
Undertake initiatives to regenerate activity centres.	<ul style="list-style-type: none"> Undertake a rolling program of urban design assessments and implement <i>Place Frameworks</i> for key sites, corridors and activity centres including: <ul style="list-style-type: none"> Dallas – implement Jacana - implement Gladstone Park - prepare. Implement the <i>Greater Broadmeadows Framework Plan</i> and associated planning controls in partnership with the VPA including a development contributions regime needed to progress renewal in Broadmeadows, east of the Craigieburn rail line. 	<ul style="list-style-type: none"> Implement <i>Place Frameworks</i> for key sites, corridors and activity centres including: <ul style="list-style-type: none"> Jacana implement Gladstone Park - implement Craigieburn Plaza and station – prepare. Develop a schedule for future <i>Place Framework</i> sites 	<ul style="list-style-type: none"> Implement <i>Place Frameworks</i> for key sites, corridors and activity centres.

Strategic Objective 4.2: Create community pride through a well-designed and maintained City

Community Expectation 4.2.2: Health and safety, local amenity and community pride are protected and enhanced through well-designed and maintained public realm, streetscapes, spaces and places which meet community needs.

Council's role: Service Provider

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Improve utilisation of Council's hard rubbish services and reduce dumped household rubbish.	<ul style="list-style-type: none"> Continue implementation of the Waste and Amenity Service Plan. Develop and implement strategies and promotional campaigns to increase community awareness of Council's hard rubbish service, particularly for rental properties. 	<ul style="list-style-type: none"> Continue implementation of the Waste and Amenity Service Plan. 	
Reduce litter and improve amenity in public places.	<ul style="list-style-type: none"> Complete the Waste and Amenity and Parks and Open Space Service Plans including consideration of: <ul style="list-style-type: none"> Establishing Service Level Agreements for the quick removal of litter in public spaces Promoting community reporting of litter via the Hume App and other channels Enhancing Council Officer reporting of litter and dumped rubbish. Continue to improve litter response, including greater vigilance on rubbish dumping and shopping trolley abandonment. 	<ul style="list-style-type: none"> Implement the Waste and Amenity and Parks and Open Space Service Plans including: <ul style="list-style-type: none"> Monitoring and evaluating Service Level Agreements for litter removal. 	

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Provide CCTV in public hotspots.	<ul style="list-style-type: none"> Implement the CCTV Policy for the protection of Council infrastructure. Continue to use mobile cameras to monitor dumped rubbish and graffiti hotspots and undertake enforcement actions as required. 	<ul style="list-style-type: none"> Implement the CCTV Policy for the protection of Council infrastructure. Continue to use mobile cameras to monitor dumped rubbish and graffiti hotspots, and undertake enforcement actions as required. 	
Provide well designed and maintained parks, open spaces and public amenities.	<ul style="list-style-type: none"> Complete the <i>Parks and Open Space Service Plan</i> including consideration of: <ul style="list-style-type: none"> The provision of open space and parks The provision of play-spaces and local amenities including public toilets and drinking fountains The mowing of nature strips and reserves that Council is responsible for Service Level Agreements for maintenance. 	<ul style="list-style-type: none"> Implement the <i>Parks and Open Space Service Plan</i>. 	

Hume City Council Council Plan 2017-2021

Strategic Objective 4.2: Create community pride through a well-designed and maintained City

Community Expectation 4.2.3: Healthy and active communities are encouraged by providing high quality and well-maintained streetscapes, public parks and open spaces

Council's role: Service Provider, Advocate

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Continue upgrading and improving Council parks and open space amenities.	<ul style="list-style-type: none"> Undertake playspace and amenity upgrades at Council parks and reserves including: <ul style="list-style-type: none"> Peterlee Court Reserve, Craigieburn Overton Close Reserve, Greenvale Neil Street Reserve, Sunbury Tangemere Avenue Reserve, Tullamarine Eyre Street Reserve, Westmeadows Kevin DeLaine Reserve, Dallas. 	<ul style="list-style-type: none"> Continue implementation of the Broadmeadows Town Park upgrade. Continue to undertake playspace and amenity upgrades at Council parks and reserves including: <ul style="list-style-type: none"> Elmhurst Park, Gladstone Park Greenvale Reserve, Greenvale Progress Reserve, Coolaroo. 	<ul style="list-style-type: none"> Undertake playspace and amenity upgrades at Council parks and reserves.

Strategic Objective 4.3: Create a connected community through efficient and effective walking, cycling, public transport and car networks

Community Expectation 4.3.1: Communities are connected, car dependency is minimised and access to services and facilities is enhanced through accessible, integrated and efficient walking, cycling and public transport options

Council's role: Facilitator, Advocate

What we want to do...	How we will do it...		
	Proposed 2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Advocate for improvements to public transport in Hume City.	<ul style="list-style-type: none"> Continue to advocate to State and Federal Government for funding and implementation of public transport projects identified in the <i>Transport Advocacy Plan</i> including consideration of: <ul style="list-style-type: none"> Park and ride facilities Feeder buses Bus rapid transport Improvement to the appearance/ redevelopment of the Broadmeadows Train Station. Provision and improvements to bus shelters. 	<ul style="list-style-type: none"> Continue to advocate to State and Federal Government for funding and implementation of public transport projects identified in the <i>Transport Advocacy Plan</i>. 	

Strategic Objective 4.3: Create a connected community through efficient and effective walking, cycling, public transport and car networks

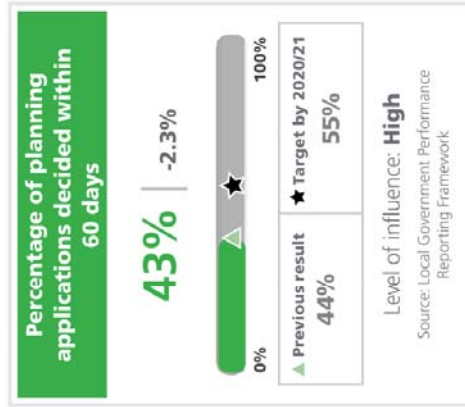
Community Expectation 4.3.2: Communities are connected and business and employment options are enhanced through improvements to local road infrastructure, traffic management and local parking

Council's role: Service Provider, Advocate

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Advocate to State Government for improvements to major roads and highways.	<ul style="list-style-type: none"> Develop and adopt the <i>Transport Advocacy Plan</i>. Continue to advocate to State and Federal Government for funding and implementation of road projects identified in the <i>Transport Advocacy Plan</i> including: <ul style="list-style-type: none"> Craigieburn Road Somerton Road Mickleham Road Bulla Bypass/ Sunbury Road Loop Road Broadmeadows Third road rail-crossing in Sunbury Use findings from traffic modelling assessment of the Greater Broadmeadows area (currently in progress) to identify and advocate for investment in improved pedestrian, cycle and road connections to unlock the renewal potential of the Meadowlink Strategic Priority Area (North and Eastmeadows). 	<ul style="list-style-type: none"> Continue to advocate to State and Federal Government for funding and implementation of road projects identified in the <i>Transport Advocacy Plan</i>. 	
Advocate for local roads blackspot funding and implement the <i>Local Area Traffic Management program (LATM)</i> .	<ul style="list-style-type: none"> Undertake LATM studies in: <ul style="list-style-type: none"> Gladstone Park Sunbury Town Centre. 	<ul style="list-style-type: none"> Undertake LATM studies in: <ul style="list-style-type: none"> Craigieburn East Craigieburn West. 	<ul style="list-style-type: none"> Undertake LATM studies in: <ul style="list-style-type: none"> Somerton Industrial Sunbury West. Undertake LATM studies in: <ul style="list-style-type: none"> Attwood Goonawarra (Sunbury).
Improve parking on narrow streets	<ul style="list-style-type: none"> Progressively implement a program of indented parking in narrow streets. 		

Strategic Indicators

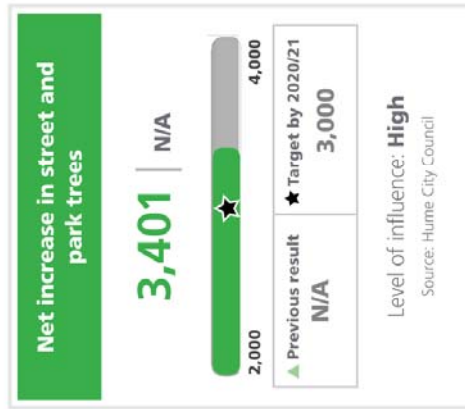
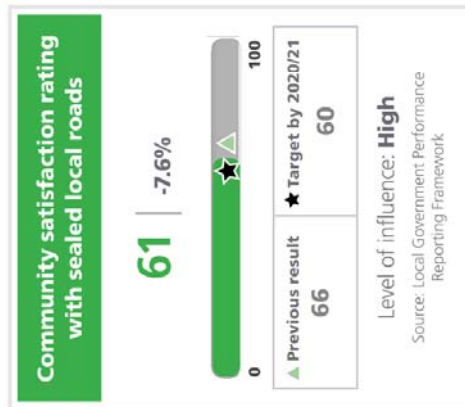
Hume City Council Plan 2017-2021



Level of influence:

- High Council can directly influence this result
- Medium Council can influence this result, however external factors outside of Council's control may also influence the result.
- Low Council's level of influence on this result is limited but monitoring this indicator assists in planning and guiding Council's priorities.

Strategic Indicators



Supporting Strategic Plans

- Municipal Strategic Statement
- Hume Integrated Land Use and Transport Strategy 2011-2020
- Greenhouse Action Plan
- Land and Biodiversity Plan 2015-2019
- Live Green Plan 2015-2019
- Pathways to Sustainability Framework 2015-2019
- Road Management Plan
- Hume Corridor HIGAP
- Sunbury HIGAP
- Construction Environmental Management Plans
- Hume Places and Place Frameworks (various)
- Stormwater Management Plan
- Hume Development Goals

THEME
5 

**A WELL-GOVERNED
AND ENGAGED
COMMUNITY**

The community is well-informed and engaged in decision making, helping to create a community that is highly engaged and well-connected.





Hume City Council Council Plan 2017–2021

WE WILL ADVOCATE FOR

- Community engagement, participation and representation in decision making and on issues of local significance.
- The timely provision of sustainable services and physical and social infrastructure to meet community needs.
- Innovative partnerships between all levels of government, business, service providers and the community.
- A skilled and diverse workforce to lead innovation across Council.

- Planned and targeted advocacy activities seeking support and partnership from government and business to ensure quality services and infrastructure for the community.

SERVICES PROVIDED

- Asset Management and Infrastructure Development
- Communications and Advocacy
- Community Development
- Council and Service Planning
- Customer Service
- Finance and Procurement Services
- Governance and Associated Statutory Services
- Human Resources
- Information Technology
- Organisation and Community Intelligence

Strategic Objective 5.1: Realise the vision and aspirations of Hume’s community by implementing Hume Horizons 2040

Community Expectation 5.1.1: The vision and aspirations of *Hume Horizons 2040* are supported through the alignment of Council’s financial and strategic service planning processes and systems

Council’s role: Service Provider

What we want to do...	How we will do it...		
	Proposed 2018/19 action	Proposed 2019/20 action	Proposed 2020/21 action
Enhance customer service through improved online and digital services.	<ul style="list-style-type: none"> Develop a <i>Digital Experience Strategy</i> to improve online customer transactions. Implement a process for online rates notices. Review and implement improvements to Council’s online forms and payment capabilities. Continue to implement the <i>single-view of customer’s</i> project to provide more efficient interactions with customers across Council services. 	<ul style="list-style-type: none"> Improve WiFi access for Council facilities. Prepare and implement a website upgrade to improve mobile responsive design and capacity to complete online transactions. Implementation of the <i>Digital Experience Strategy</i>. 	<ul style="list-style-type: none"> Continue to implement the <i>single-view of customer’s</i> project to provide more efficient interactions with customers across Council services. Continue development of Council’s website to improve online transactions and communications. Review and evaluate the development of Council’s website to determine whether it has improved online transactions and communications.
Continue implementation of the <i>Asset Management System</i> .	<ul style="list-style-type: none"> Complete <i>Asset Management System</i> implementation for open space, buildings and drainage modules. 	<ul style="list-style-type: none"> Confirm the requirement for a <i>Strategic Asset Management</i> module. Further develop the link between <i>Asset Management System</i> and <i>MERIT</i> to improve customer service and close-the-loop on requests. 	<ul style="list-style-type: none"> Continue the ongoing implementation and development of the <i>Asset Management System</i>.

Strategic Objective 5.1: Realise the vision and aspirations of Hume’s community by implementing Hume Horizons 2040

Community Expectation 5.1.2: Hume’s community is informed of the progress of *Hume Horizons 2040* through the establishment of systems for measuring and reporting the community’s progress in achieving *Hume Horizons 2040* objectives

Council’s role: Service Provider

What we want to do...	How we will do it...		
	Proposed 2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Measure the progress of implementing the <i>Hume Horizons 2040</i> community plan.	<ul style="list-style-type: none"> Continue to develop and implement community indicators to measure the progress of <i>Hume Horizons 2040</i> including updating indicators based on the 2016 Census. Improve community reporting of the <i>Council Plan</i> to promote how Council is responding to the community expectations outlined in <i>Hume Horizons 2040</i>. 	<ul style="list-style-type: none"> Continue to develop and implement community indicators to measure the progress of <i>Hume Horizons 2040</i>. Undertake the biennial <i>Community Indicators Survey</i>. 	<ul style="list-style-type: none"> Undertake the biennial <i>Community Indicators Survey</i>.

Strategic Objective 5.1: Realise the vision and aspirations of Hume’s community by implementing Hume Horizons 2040

Community Expectation 5.1.3: The community’s vision and emerging aspirations continue to be reflected in Hume’s long-term community plan (*Hume Horizons 2040*) by reviewing the plan every four years, following Council elections

Council’s role: Facilitator

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Continue to reflect the visions of the Hume community through the development and implementation of a community plan.	<ul style="list-style-type: none"> No actions proposed - action not required until 2020/2021. 		<ul style="list-style-type: none"> Proposed 2020/21 action <ul style="list-style-type: none"> Commence planning for a major review of <i>Hume Horizons 2040</i>.

Strategic Objective 5.1: Realise the vision and aspirations of Hume’s community by implementing Hume Horizons 2040

Community Expectation 5.1.4: The vision and aspirations of *Hume Horizons 2040* will be supported by Council through a highly engaged workforce equipped with the skills and resources to meet community need

Council’s role: Service Provider

Hume City Council Council Plan 2017–2021

What we want to do...	How we will do it...		
	Proposed 2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Develop Council’s knowledge management and learning capacity.	<ul style="list-style-type: none"> Finalise and commence implementation of the <i>Organisation and Community Intelligence Service Plan</i> and review Council’s human, cultural and information technology systems to support knowledge management. Commence upgrade to Council’s intranet (stage 1) to enhance service delivery and collaboration. Continue implementation of Humepedia to all customer interacting services across Council. 	<ul style="list-style-type: none"> Continue implementation of the <i>Organisation and Community Intelligence Service Plan</i>. Continue development of Council’s intranet to enhance knowledge management and service efficiencies (stage 2). 	<ul style="list-style-type: none"> Continue development of Council’s intranet to enhance knowledge management and service efficiencies (stage 3). Review development of Council’s intranet to evaluate whether it has enhanced knowledge management and service efficiencies and implement improvements as necessary.

What we want to do...	How we will do it...			
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action	Proposed 2020/21 action
Enhance the leadership skills and capacity of Council's workforce.	<ul style="list-style-type: none"> ▪ Implement Council's <i>Leadership Development Program</i> (LDP), building capacity of existing leaders, initially focusing on Bands 7 and above. ▪ Identify potential emerging leaders for an emerging leaders program. ▪ Explore options for a digital technology platform to enhance leadership development. ▪  Develop and deliver targeted cultural and disability awareness training for Council staff. 	<ul style="list-style-type: none"> ▪ Evaluate the 2017/18 LDP and continue program delivery. ▪ Implement an emerging leaders program across the organisation. 	<ul style="list-style-type: none"> ▪ Evaluate the 2018/19 LDP and continue program delivery. ▪ Review outcomes of LDP in improving organisational culture. 	<ul style="list-style-type: none"> ▪ Evaluate the 2019/20 LDP and continue program delivery.

Strategic Objective 5.2: Create a community actively involved in civic life

Community Expectation 5.2.1: Community and stakeholders are actively encouraged and empowered to be involved and participate in decision making processes at Local, State and Federal government levels

Council's role: Advocate, Facilitator

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Support engagement between Councillors and Hume's community.	<ul style="list-style-type: none"> Explore opportunities to increase engagement between Councillors and the broader community through a variety of means including online consultation and engagement, social media and community meetings/forums. 	<ul style="list-style-type: none"> Further implement engagement activities with community and Councillors, including both face-to-face and online. 	<ul style="list-style-type: none"> Proposed 2020/21 action
Further enhance meaningful engagement between Council and the community.	<ul style="list-style-type: none"> Investigate and pilot an online participatory budgeting process to inform future Council priorities and budget development. Increase community awareness and understanding of Council services, budgeting processes and capital works planning. Enhance online two-way communication and engagement via online tools including social media. Review and undertake the biennial <i>Community Satisfaction Survey</i>. 	<ul style="list-style-type: none"> Continue to enhance online two-way communication and engagement via online tools including social media. Deliver training to Council Officers on deliberative engagement. Following State Government proposed amendments to the <i>Local Government Act, Local Government Act, Council's Community Engagement Framework</i>. 	<ul style="list-style-type: none"> Implement the <i>Community Engagement Framework</i> incorporating any changes to the <i>Local Government Act</i>. Undertake the biennial <i>Community Satisfaction Survey</i>.

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Develop and support advisory and reference groups to support Council decision making.	<ul style="list-style-type: none"> Implement and support programs and advisory committees/reference groups to foster community leadership and increase community capacity in engaging with Council decision making processes including: <ul style="list-style-type: none"> Children's Services Reference Group Hume Sustainability Taskforce Hume Interfaith Network Hume Community Safety Advisory Committee Hume Multicultural Action Plan Working Group Hume Disability Partnerships Network Aboriginal Partnerships Working Group Hume Jobs and Skills Task Force. 	<ul style="list-style-type: none"> Implement and support programs and advisory committees/reference groups to foster community leadership and increase community capacity in engaging with Council decision making processes. 	<ul style="list-style-type: none"> Proposed 2020/21 action

Strategic Objective 5.2: Create a community actively involved in civic life

Community Expectation 5.2.2: Community capacity to participate in decision making processes is enhanced through improved community education and awareness of key topics

Council's role: Service Provider, Facilitator

What we want to do...	How we will do it...		
	Proposed 2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Encourage the community to get involved in advocacy campaigns.	<ul style="list-style-type: none"> Explore opportunities to improve community awareness and understanding of key advocacy topics through Council's communication tools such as the website and social media. 		

Strategic Objective 5.2: Create a community actively involved in civic life

Community Expectation 5.2.3: Hume's community is empowered and engaged in community life through the timely communication of information about services and key topics

Council's role: Service Provider, Facilitator

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Continue to deliver timely and effective communications about Council services and activities.	<ul style="list-style-type: none"> Implement the outcomes of the <i>Communications and Advocacy Service Plan</i> including the review of Council publications. Finalise a review of Council's branding. 	<ul style="list-style-type: none"> Implement the outcomes of the <i>Communications and Advocacy Service Plan</i>. Finalise the audit and review of Council's external signage. 	<ul style="list-style-type: none"> Review and evaluate the <i>Communications and Advocacy Service Plan</i>.
To effectively inform and promote services to Hume's community and stakeholders.	<ul style="list-style-type: none"> Review and update service-specific strategic communications plans for the year ahead including: <ul style="list-style-type: none"> Roads Waste Pets. 	<ul style="list-style-type: none"> Determine and develop service-specific strategic communication plans for the year ahead. 	

How we will do it...			
What we want to do...	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Partner with Council departments to develop strategic communication plans to support key Council projects, services, programs, events and activities.	<ul style="list-style-type: none"> Review and update service-specific strategic communications plans for the year ahead. 	<ul style="list-style-type: none"> Review and update service-specific strategic communications plans for the year ahead. 	<ul style="list-style-type: none"> Review and update service-specific strategic communications plans for the year ahead.

Hume City Council Council Plan 2017-2021

Strategic Objective 5.3: Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs

Community Expectation 5.3.1: The needs and interests of Hume’s community are represented through strong advocacy and leadership from Council and locally elected members of State and Federal parliaments

Council’s role: Advocate

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Develop a best practice strategic plan for advocacy.	<ul style="list-style-type: none"> Provide Council leadership and advocacy to support the Hume community including: <ul style="list-style-type: none"> Meetings with State and Federal MPs Working with government agencies and departments Regional advocacy through representation at Northern Metro Councils, Interface Councils and Melbourne Airport Group Primer’s Jobs and Investment Panel. Develop and commence implementation of a four-year <i>Advocacy Plan</i> and seek grant funding to support Council’s Capital Works Program and service delivery. 	<ul style="list-style-type: none"> Implement the four-year <i>Advocacy Plan</i> with specific campaigns to engage the community and focus on priorities. Develop and undertake advocacy in the lead up to the November 2018 State election. 	<ul style="list-style-type: none"> Develop and undertake advocacy in the lead up to the 2019 Federal election.

Strategic Objective 5.3: Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs

Community Expectation 5.3.2: Community needs and priorities are addressed through the timely and ongoing provision and delivery of financially sustainable services, assets and physical and social infrastructure

Council's role: Service Provider, Advocate

What we want to do...	How we will do it...		
	Proposed 2018/19 action	Proposed 2019/20 action	Proposed 2020/21 action
Ensure the timely provision of education, health and community infrastructure.	<ul style="list-style-type: none"> Continue to work with the State and Federal Government for the timely provision of services and infrastructure, including: <ul style="list-style-type: none"> Participating in State Government planning for school provision Health services and facilities in the Hume North Growth Corridor. Continue to explore opportunities to work with and advocate to private, independent and community education providers to enhance the planning of school provision. 	<ul style="list-style-type: none"> Continue to work with and advocate to both the State and Federal Government for the timely provision of services and infrastructure, including: <ul style="list-style-type: none"> Participating in State Government planning for school provision Health services and facilities in the Hume North Growth Corridor. Continue to explore opportunities to work with and advocate to private, independent and community education providers to enhance the planning of school provision. 	

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Sustainably plan for and manage Council assets and infrastructure.	<ul style="list-style-type: none"> Commence implementation of the <i>Road Management Plan</i>, including community consultation on service levels. Complete the review of <i>Drainage and Buildings Asset Management Plans</i>. 	<ul style="list-style-type: none"> Review asset management plans in line with legislation and the MAV STEP program. Review <i>National Asset Management Assessment Framework</i> requirements for ongoing progress of asset management. 	
Undertake effective service planning of Council services, consistent with the MAV STEP program, VAGO recommendations and the State Government's Fair Go Rates system.	<ul style="list-style-type: none"> Finalise the 2017 program of service plans for: <ul style="list-style-type: none"> Waste and Amenity Services Parks and Open Space Customer Service Organisational and Community Intelligence Aged care and support Governance City Development. Complete annual reviews of existing service plans. Commence the 2018 program of service plans. Establish <i>Post-Implementation Reviews (PIR)</i> for the completion of community facilities. 	<ul style="list-style-type: none"> Continue the implementation of eight service plans per year. Complete annual reviews of existing service plans. Establish a business case process to support planning for community facilities. 	<ul style="list-style-type: none"> Pilot the draft business case process for one selected project. Review Council's <i>Service Planning Policy</i>. Evaluate and finalise the business case process. Undertake the PIR for completed community facilities.

Strategic Objective 5.3: Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs

Community Expectation 5.3.3: Services continue to meet the needs of the community through the provision of innovative partnership models between all levels of government, business and service providers

Council's role: Service Provider, Facilitator, Advocate

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Work with our partners to enhance service delivery.	<ul style="list-style-type: none"> As part of the four-year <i>Advocacy Plan</i>, develop opportunities for innovative partnerships with local service providers. 	<ul style="list-style-type: none"> In line with the four-year <i>Advocacy Plan</i>, continue to develop opportunities for innovative partnerships with local service providers. 	Proposed 2020/21 action

Strategic Objective 5.3: Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs

Community Expectation 5.3.4: The long term sustainability of Hume City Council is maintained through open and transparent governance practices and prudent financial management

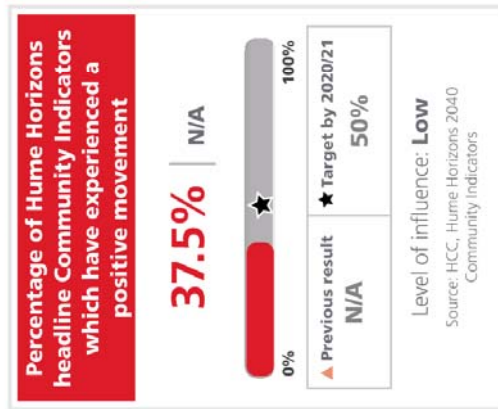
Council's role: Service Provider

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action
Improve transparency of Council decisions.	<ul style="list-style-type: none"> Review Council meeting procedures including: <ul style="list-style-type: none"> Reducing the number of confidential reports, including options of splitting reports into public and confidential sections Reporting quarterly contract and tendering decisions Investigating options for live streaming of Council Meetings Reducing reliance on hard copy agendas and documentation and providing digital by default. Implement and review changes to the Council Meeting cycle to provide greater efficiency, flexibility and transparency in decision-making. Implement options for communicating Council decision-making processes. 	<ul style="list-style-type: none"> Following State Government proposed amendments to the <i>Local Government Act</i>, undertake a review of Council Meeting procedures and implement changes as required. 	

What we want to do...	How we will do it...		
	2017/18 action	Proposed 2018/19 action	Proposed 2019/20 action Proposed 2020/21 action
Continue to exercise prudent financial management to ensure long term financial sustainability.	<ul style="list-style-type: none"> Continue to exercise prudent financial management to reduce the reliance on rates revenue including through: <ul style="list-style-type: none"> Further investigation of shared services or partnerships with other neighbouring Councils Council's procurement policies and procedures Continual reviewing of Council landholdings and property management Implement and maintain a Ten-Year Financial Plan. 	<ul style="list-style-type: none"> Continue to exercise prudent financial management to reduce the reliance on rates revenue including through: <ul style="list-style-type: none"> Further investigation of shared services or partnerships with other neighbouring Councils Council's procurement policies and procedures Continual reviewing of Council landholdings and property management Implement and maintain a Ten-Year Financial Plan. 	<ul style="list-style-type: none"> Following State Government proposed amendments to the <i>Local Government Act</i>, undertake a review of Council's financial management processes and implement changes as required.

Hume City Council Council Plan 2017-2021

Strategic Indicators

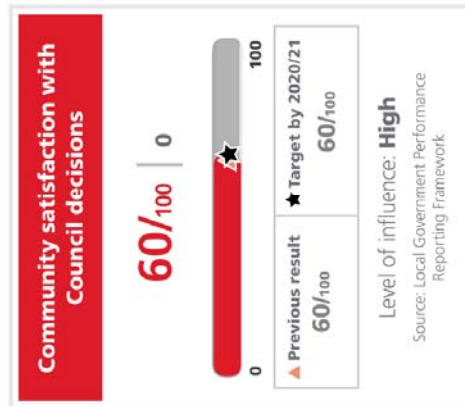


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Strategic Indicators

Hume City Council Council Plan 2017–2021

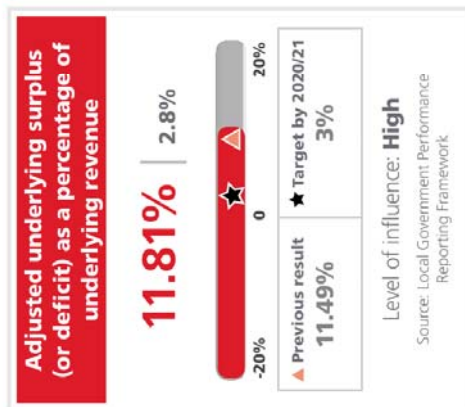


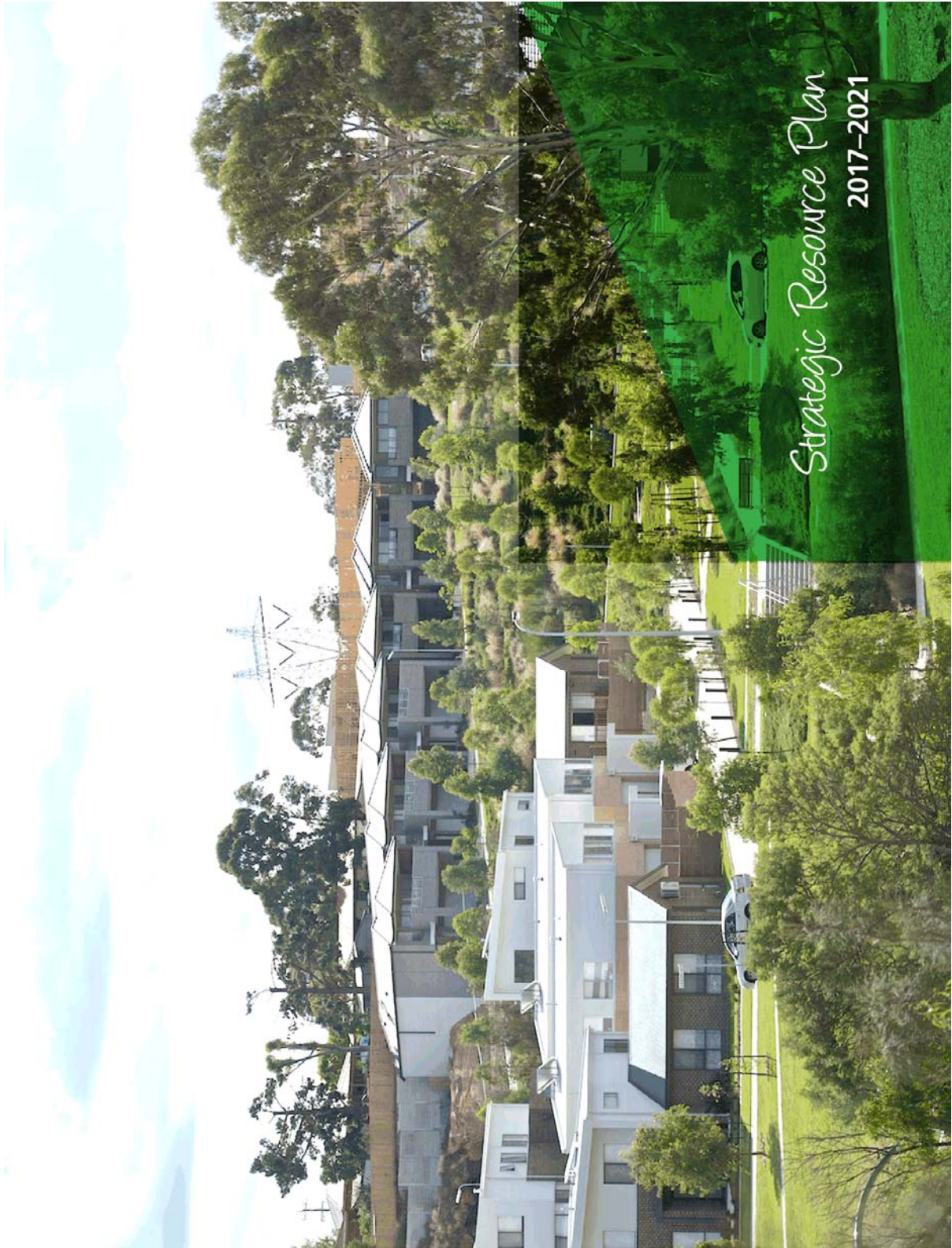
Level of influence:

- High Council can directly influence this result
- Medium Council can influence this result, however external factors outside of Council's control may also influence the result.
- Low Council's level of influence on this result is limited but monitoring this indicator assists in planning and guiding Council's priorities.

Supporting Strategic Plans

- Asset Management Policy and Strategy
- Asset Management Plans (various)
- Business Continuity Plan
- Community Engagement Framework and Planning Guide
- Hume Horizons 2040
- Information Technology Strategy
- Risk Management Strategy
- Service Plans (various)
- 5 Year Financial Plan





Hume City Council Council Plan 2017-2021



STRATEGIC RESOURCE PLAN 2017 - 2021

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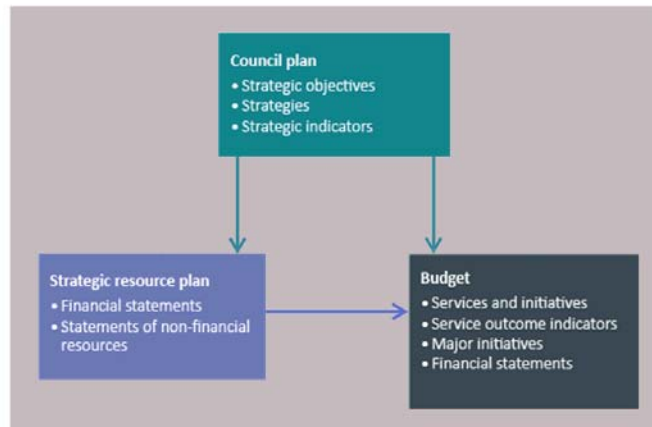
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Hume City Council – SRP 2017 - 2021

Background

The *Local Government Act 1989* (the Act) requires council to prepare a strategic resource plan (SRP) for at least the next four financial years that describes both the financial and non-financial resources required to achieve the strategic objectives in the council plan. In preparing the SRP, council must take into account services and initiatives contained in any plan adopted or proposed to be adopted by council.

Council has prepared a SRP for the four years 2017/18 to 2020/21 as part of its integrated planning framework as set out below.



The council plan includes the strategic objectives, strategies for achieving these for at least the next four years and strategic indicators for monitoring achievement of the strategic objectives. The SRP informs the preparation of the budget which is a plan that describes the services and initiatives to be funded and how they will contribute to achieving the strategic objectives in the council plan.

Objectives of the plan

The overall objective of the SRP is financial sustainability in the medium to long term, while still providing sufficient resources to achieve the council plan strategic objectives. The key objectives which underpin the SRP over the next four years are:

- achieve an underlying surplus of 3% over the four year SRP period;
- achieve a balanced budget on a cash basis;
- maintain existing service levels;
- meet council's asset renewal requirements; and
- not rely on debt to fund future infrastructure.

In preparing the SRP, council has also been mindful of the need to comply with the principles of sound financial management in the Act which requires council to:

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

Hume City Council – SRP 2017 - 2021

How the plan was developed

This SRP has been developed through a rigorous process and is based on the following key information:

- audited financial statements as at 30 June 2016;
- assumptions provided by Council service providers about changes in future income and expenditure;
- assumptions provided by Council capital works expenditure providers about requirements for future asset renewal, expansion, upgrade and new assets;
- assumptions provided by Finance regarding future changes in assets, liabilities and equity; and
- information provided by the Executive Management Team and Council.

The financial projections included in the SRP have been developed using a 'four-way' budget model. This methodology is a computer based model, which enables the linking of the comprehensive income statement, balance sheet, statement of cash flows and statement of capital works.

Assessment of Council's current financial position

An assessment has been undertaken of Council's current financial position to identify any significant matters which may impact on the SRP. A summary of the budgeted and forecast financial results for the 2016/17 year are in the following table.

Result	Adopted	Forecast	Variance
	Budget	Actual	Fav/ (Unfav)
	2017	2017	(Unfav)
	\$'000	\$'000	\$'000
Surplus for the year	117,787	142,062	24,275
Cash and investments	94,108	147,067	52,959
Capital works expenditure	88,920	78,937	(9,983)

A surplus of \$142.06 million is forecast to be achieved, compared with an original budgeted surplus of \$117.8 million. The forecast \$24.3 million favourable variance is primarily due to a higher level of contributed assets than budgeted, additional funding for capital works projects from government and developers and additional rates income.

Cash and investments are forecast to be \$147.1 million compared with an original budget of \$94.1 million. The forecast \$53 million favourable variance is primarily due to \$26.7 million of capital works expenditure which is forecast to be incomplete at the end of the 2016/17 year and will be carried forward for completion in the 2017/18 year and a favourable surplus for the year.

Capital works expenditure is forecast to be \$78.9 million compared with an original budget of \$88.9 million. The forecast \$10 million unfavourable variance is due to incomplete works forecast to be carried forward to the 2017/18 year for completion.

Significant matters arising from the assessment of council's current financial position, which are expected to impact on the SRP includes:

- the receipt of capital grants to fund the construction of the new Global Learning Centre in Sunbury, the Craigieburn Park development which includes the Hume Regional Aquatic Centre (SPLASH) and Athletics Centre (SPRINT), the Broadmeadows Town Hall redevelopment, Meadowlink walking and cycling path, the Aitken Hill Community Centre in Craigieburn, a pavilion and landscaping at Aston Fields District Recreation Reserve Craigieburn, reconstruction of Malmsbury Drive Meadow Heights; and
- capital works expenditure totalling \$26.7 million will be carried forward for completion in the 2017/18 year.

Hume City Council – SRP 2017 - 2021

Key assumptions

There are a number of assumptions underlying the forecasts for income, expenditure, assets, liabilities, equity, cash, capital works expenditure and human resources included in the SRP. These assumptions have been derived from the following sources:

- assessment of the current financial position;
- scan of the external economic environment;
- forecast changes in population and demographics;
- advice from officers responsible for service and capital works planning and delivery; and
- services and initiatives contained in plans adopted or proposed to be adopted by council.

The key assumptions underlying the SRP are set out below.

General operating

The general assumptions affecting all operating income and expenditure are included in the following table.

	2018	2019	2020	2021
	%	%	%	%
Rate cap	2.0	2.0	2.0	2.0
Utility costs	6.0	6.0	6.0	6.0
Materials and services	3.4	3.4	3.4	3.4
Property growth	2.61	2.64	2.65	2.66
Population growth	2.42	2.52	2.48	2.49
Employee costs*	5.67	5.33	5.38	5.38
Grants (operating)	1.5	1.5	1.5	1.5
Statutory fees	0.5	0.5	0.5	0.5
Investment return	2.5	2.5	2.5	2.5

* The current EBA expires on 30 June 2017 and the forecasts are indicative only and are subject to change. The increases represent estimated salary increases, growth, end of band payments and banding increases.

Rate cap

The Victorian Government established the Fair Go Rates System (FGRS), which is a framework limiting the maximum amount councils may increase rates in a year without seeking additional approval. The Minister for Local Government set a rate cap of 2% for all Councils for the 2017/18 year and based on the state-wide CPI projections is likely to remain at this level for the SRP period.

Depending on the level at which rates are capped in future years, Council may need to review the level of services and capital works expenditure which are delivered in future years and/or apply for a higher cap. Hume City Council did not apply for a variation to the rate cap of 2% for the 2017/18 year.

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Utility costs

Utility costs include electricity, gas and water rates and are forecast to increase by an estimated 6% per annum over the SRP period.

Materials and services

Materials and services include the purchase of consumables and payments to contractors for the provision of services and are expected to increase by 3.4% per annum over the SRP period in accordance with the latest Local Government Cost Index published by the Municipal Association of Victoria.

Property and population growth

The municipality is expected to continue growing over the four year period based on current trends in property development including the effects of major property developments in the northern corridor of Hume. The property growth rate has been forecast to increase on average by 2.6% per annum and the population growth rate by 2.5% over the four year SRP period.

Employee benefits

The current Enterprise Bargaining Agreement (EBA) expires on 30 June 2017 and the forecasts included over the SRP period are indicative only and are subject to change. The increases represent estimated salary increases, growth, end of band payments and banding increases.

Grants (operating)

Council expects to receive in excess of \$40 million annually in operating grants over the SRP period from State and Commonwealth sources for the purposes of funding the delivery of services to ratepayers. This includes \$13.6 million for the 2017/18 year in financial assistance grants. Future increases in operating grants excluding financial assistance grants have been set at 1.5% over the SRP period.

Statutory fees

Council raises approximately \$12 million in fees and fines which are imposed in line with legislation governing local government activities such as animal registrations and parking fines. Future increases in statutory fees have been set at 0.5% over the SRP period.

Investment return

The Reserve Bank has left the official cash rate on hold at a record low of 1.5 % for the eighth month in a row. The RBA last cut the cash rate in August 2016 to 1.5 %, following an earlier cut to 1.75 % in May 2016. The last time the official cash rate increased was November 2010. The Reserve Bank Governor has said the cash rate is likely to remain on hold, at least for the rest of the year. Council has set its investment return at 2.5% from 2017/18 onwards.

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Other operating

Other assumptions affecting operating income and expenditure which cannot be directly attributed to specific services are included in the following table.

	2018	2019	2020	2021
	\$'000	\$'000	\$'000	\$'000
Supplementary rates	1,850	1,750	1,750	1,750
Contributions – cash	23,311	22,456	22,646	23,932
Contributions - non-monetary assets	65,816	68,400	70,309	72,529
Contributions – capital (non-recurrent)	85	3,054	50	2,045
Grants - capital	15,134	6,460	3,260	3,071
Asset sales (proceeds)	800	800	800	800
Net gain on property development	4,963	-	-	-

Supplementary rates

The municipality is expected to continue growing over the four year period based on current trends in property development including the effects of major property developments in the northern corridor of Hume. The growth rate has been forecast to increase on average by 2.6% per annum. This growth is expected to contribute on average \$1.8 million per annum in rate revenue from supplementary rates over the SRP period.

Contributions - cash

Contributions are levied on developers for the purpose of offsetting future costs associated with the creation of open space and new community infrastructure. Based on the forecast property growth, the annual level of contributions is expected to exceed \$22 million over the SRP period.

Contributions - non-monetary assets

Council regularly receives infrastructure assets from developers at no cost which are recognised as income in the comprehensive income statement. This normally occurs following the completion of a property development, where the developer agrees to construct the required infrastructure including roads, footpaths and drains. At the conclusion of the development, these assets are handed over to council. It is expected that council will receive infrastructure assets during the four year period as major property developments in the northern corridor of Hume continue. The value of the assets is expected to be in excess of \$65 million per annum over the SRP period which will significantly impact future operating results.

Grants – capital (non-recurrent)

Council receives both recurrent and non-recurrent government funding for capital works projects. Significant capital grants will be received in the 2017/18 and 2018/19 years to fund the new Global Learning Centre in Sunbury, the Craigieburn Park development which includes the Hume Regional Aquatic Centre (SPLASH) and Athletics Centre (SPRINT), the Broadmeadows Town Hall redevelopment, Meadowlink walking and cycling path, the Aitken Hill Community Centre in Craigieburn, a pavilion and landscaping at Aston Fields District Recreation Reserve Craigieburn and for the reconstruction of Malmsbury Drive Meadow Heights. Capital grants will reduce to more normal levels from the 2019/20 year onwards.

Asset sales (proceeds)

Council has in the past disposed of surplus assets to partially fund its capital needs as well as replace existing light and heavy vehicle fleet in accordance with the plant replacement program. An amount of \$0.8 million per annum has been forecast over the SRP period for the expected proceeds arising from the sale of plant.

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Net gain on property development

The net gain on property development relates to the development of a parcel of land at Racecourse Rd, Sunbury. This project is expected to be completed by the end of 2018.

General balance sheet

The general assumptions affecting assets, liabilities and equity balances are set out below:

- 99 per cent of the total new rates and charges raised, is expected to be collected;
- Trade creditors to be based on total capital and operating expenditure. Payment cycle is 30 days;
- other debtors and creditors are expected to remain consistent with 2016/17 levels allowing for a CPI increase;
- The implementation of the terms of the EBA which will result in an increase from July 2017. The amount of the increase is currently unknown. In addition, in the 2014/15 Federal Budget, the Treasurer announced the government's intention to change the schedule for increasing the super guarantee (SG) rate to 12%. The SG rate increased from 9.25% to 9.5% from 1 July 2014 as currently legislated. The Government amendments to the legislation mean that the rate will remain at 9.5% until 30 June 2021 and then increase by 0.5 percentage points each year until it reaches 12%; and
- Total capital expenditure for 2017/18 including the carried forward component of the 2016/17 program is budgeted to be \$106.3 million.

Other balance sheet

The assumptions affecting specific balance sheet items are set out below.

Borrowings

No new borrowings are budgeted for during the SRP period with all borrowings projected to be repaid in full in 2019.

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Capital works

The assumptions affecting asset renewal, expansion, upgrade and new assets are set out below.

Asset renewal

Council has developed an infrastructure strategy based on the knowledge provided by asset management plans, which set out the capital expenditure requirements of Council for the next 20 years by class of asset. The strategy predicts infrastructure consumption, renewal needs and other infrastructure needs to meet future community service expectations. A key objective of the strategy is to renew existing assets in line with asset management plans to ensure they are maintained at the desired condition levels. If sufficient funds are not allocated to asset renewal then council's investment in those assets will reduce, along with the capacity to maintain delivery of services to the community.

Council has committed to providing a sufficient level of annual funding to meet the ongoing asset renewal needs in order to minimise gaps between the proposed renewal expenditure and the predicted renewal requirements and therefore eliminate any backlog. Backlog is the renewal works that council has not been able to fund over the past years and is equivalent to the accumulated asset renewal gap. Asset condition data was performed in June 2014 which identified annual asset renewal funding needs. At the beginning of the 2017/18 year no backlog exists which is reflective of the age and condition of Council's infrastructure assets.

Capital expenditure program

In developing the capital expenditure program for the next four years, the following matters have had a significant impact:

- In order for Council to achieve a sustainable financial position over the long term, a set of key financial performance targets have been established to determine the level of funds available for the future capital works program. The following table lists the Key financial performance indicators and targets:

Indicator	Target
Adjusted underlying result	>3% of underlying revenue
Working capital	> 120%
Loans and borrowings	< 60% of total rates revenue

The results of these indicators appear in the "Key financial performance indicators" table below.

- Meet Council's asset renewal requirements based on an assessment of the condition of Council's assets.
- Growth related funding from developer contributions and government grants.
 - Renewal requirements identified from condition audits and Asset Management Plans.
 - Changes in EPA legislation affecting Council's landfill sites.

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The following table summarises the forecast capital works expenditure including funding sources for the next four years.

Year	Total Capital Program \$'000	Summary of funding sources			
		Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
2018	106,290	15,134	85	91,071	-
2019	68,928	6,460	3,054	59,414	-
2020	56,817	3,260	50	53,507	-
2021	54,265	3,071	2,045	49,149	-

Human resources

The assumptions affecting the level of human resources are set out in the following table.

	2018	2019	2020	2021
Employee benefits	5.67	5.33	5.38	5.38
Employee numbers growth (FTE)	23.5	22.8	21	21

Employee benefits

The current EBA expires on 30 June 2017 and the forecasts are indicative only and are subject to change. The increases represent salary increases, growth, end of band payments and banding increases.

Employee numbers

The 2018 growth in employee numbers is due mainly to the Craigieburn Park development which includes the Hume Regional Aquatic Centre, Athletics Centre and parklands opening in 2017/18. A key objective of the SRP is maintaining existing service levels, however this needs to be balanced against the introduction of rate capping from the 2016/17 year onwards which will result in downward pressure being placed on employee costs. Staff numbers are forecast to increase only marginally over the four year period from 1,099.5 FTE to 1,164.3 FTE. This level of growth is a reduction in real terms when compared to forecast property growth and the associated increase in service demand over the same period.

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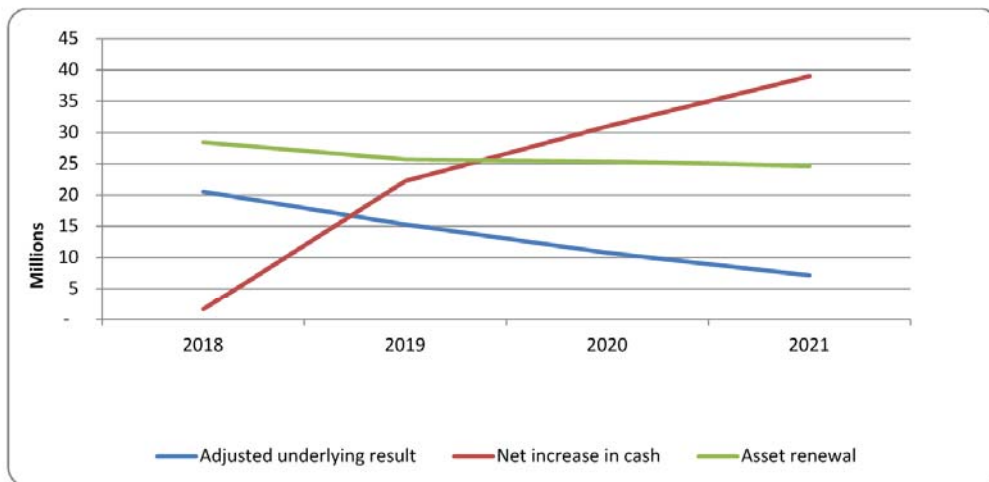
Financial results

The following financial results, graph and indicators summarise the key financial outcomes for the next four years as set out in the SRP for the 2018-21 years. The attached Appendix includes the financial statements and other financial disclosures required by the Act and regulations.

Result	2018 \$'000	2019 \$'000	2020 \$'000	2021 \$'000	Trend +/-
Adjusted underlying result	20,740	15,296	10,734	7,614	-
Net increase in cash	1,816	22,200	30,890	39,343	+
Asset renewal	28,458	25,702	25,334	24,676	-

Key to Forecast Trend:

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



The adjusted underlying result which excludes items of a capital or non-recurrent nature, is reducing over the SRP period predominantly due to the impact of deprecation expenses which are of a non-cash nature. Therefore, the net increase in cash is increasing over the SRP period even though the underlying result is reducing over this same period.

The depreciation expense, being an indicator of reduction in the value of assets over a period of time, is calculated based on a straight-line method in accordance with accounting standards. However, the straight-line depreciation method is different to the assets life consumption pattern which determines the timing of the asset renewal requirements.

Council receives a significant amount of contributed assets due to the continuing growth in the municipality. Many of these assets are long-lived assets with useful lives ranging between 25 to 100 years and still have a significant amount of time until renewal intervention is required. This means that the need for much larger renewal expenditure in the capital works program will be required in the future well beyond the current SRP period as those assets approach the end of their useful lives.

Therefore, it is important that the cash balance is sufficient in order to ensure that the future long-term renewal requirements can be met and financial sustainability is achieved.

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Key financial performance indicators					
Indicator / Measure / [Computation]	2018	2019	2020	2021	Trend +/-
Operating position					
Adjusted underlying result					
<i>[Adjusted underlying surplus (deficit) / Adjusted underlying income]</i>	8%	6%	4%	3%	-
Liquidity					
Working capital					
<i>[Current assets / current liabilities]</i>	312%	383%	448%	505%	+
Unrestricted cash					
<i>[Unrestricted cash / current liabilities]</i>	132%	177%	216%	255%	+
Obligations					
Loans and borrowings					
<i>[Interest bearing loans and borrowings / rate revenue]</i>	0.33%	0.00%	0.00%	0.00%	-
Loans and borrowings					
<i>[Interest and principal repayments on interest bearing loans and borrowings / rate revenue]</i>	0.34%	0.32%	0.00%	0.00%	-
Indebtedness					
<i>[Non-current liabilities / own source revenue]</i>	13%	13%	12%	12%	-
Asset renewal					
<i>[Asset renewal expenses / asset depreciation]</i>	64%	54%	49%	45%	-
Stability					
Rates concentration					
<i>[Rate revenue / adjusted underlying revenue]</i>	67%	67%	68%	68%	+
Rates effort					
<i>[General rate revenue / CIV of rateable properties in the municipality]</i>	0.43364%	0.42943%	0.43802%	0.43377%	o
Efficiency					
Expenditure level					
<i>[Total expenses/ no. of property assessments]</i>	\$2,794	\$2,908	\$3,005	\$3,104	+
Revenue level					
<i>[Residential rate revenue / No. of residential property assessments]</i>	\$1,582	\$1,613	\$1,646	\$1,678	+
Workforce turnover					
<i>[No. of permanent staff resignations & terminations / average no. of permanent staff for the financial year]</i>	2%	2%	2%	2%	o

Key to Forecast Trend:

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

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Non-financial

The following table summarises the key non-financial outcomes for the next four years as set out in the SRP for years 2018-21. The attached Appendix includes the non-financial statements and other non-financial disclosures required by the Act and Local Government (Planning and Reporting) Regulations 2014.

	2018	2019	2020	2021
Employee cost growth (%)	5.67	5.33	5.38	5.38
Employee numbers growth	23.5	22.8	21	21
Employee costs (\$)	109,384	115,214	121,408	127,942

Achievement of SRP objectives

The overall objective of the SRP is financial sustainability in the medium to long term, while still providing sufficient resources to achieve the council plan strategic objectives. The financial outcomes of the SRP are set out below under each of the key objectives which underpin the SRP over the next four years.

1. Achieve an adjusted underlying result of 3% or more of underlying revenue (objective: achieved)

The adjusted underlying result is a surplus reducing over the four year period. An underlying result above 3% is expected for the first three years of the SRP period, reducing to 3% in the fourth year (measure: adjusted underlying result).

2. Achieve a balanced budget on a cash basis (objective: achieved)

The net change in cash is forecast to be positive throughout the four year SRP period, which indicates a balanced budget on a cash basis in those years (measure: net change in cash and unrestricted cash).

3. Meet council's asset renewal requirements (objective: achieved)

Asset renewal expenditure provided in the capital works program is sufficient to meet the renewal requirement over the four year SRP period. The renewal requirement is based on the age and condition of Council's assets. (measure: asset renewal)

4. Debt to be maintained to a low to moderate level to allow capacity to fund future infrastructure (objective: achieved)

A small amount of debt exists for finance leases; however this is expected to reduce to zero by 2018/19 when the finance leases expire. Beyond 2018/19, an allowance for the replacement of plant items which were previously acquired under a finance lease is contained within the capital works program. (Measure: loans and borrowings).

Overall the SRP shows that council is financially sustainable in the medium to long term, while still providing sufficient resources to achieve the council plan strategic objectives.

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Appendix A

Comprehensive Income Statement

For the four years ending 30 June 2021

	2018 \$'000's	2019 \$'000's	2020 \$'000's	2021 \$'000's
Income				
Rates and charges	169,361	176,789	184,713	193,007
Statutory fees and fines	12,595	12,362	12,230	12,731
User fees	25,449	26,976	27,902	30,016
Grants - operating	40,030	41,639	43,295	45,023
(recurrent) Property rental	1,732	1,758	1,784	1,811
Interest income	2,640	2,640	2,640	2,640
Total income	251,807	262,164	272,564	285,228
Expenses				
Employee costs	109,384	115,214	121,408	127,942
Materials and services	63,967	69,371	73,974	78,940
Utility costs	5,897	6,416	6,982	7,592
Grants, contributions and donations	4,881	5,030	5,183	5,338
Depreciation and amortisation	44,142	47,928	51,210	54,551
Finance costs	248	205	200	200
Other expenses	2,548	2,706	2,874	3,051
Total expenses	231,067	246,868	261,831	277,614
Underlying surplus	20,740	15,296	10,734	7,614
Fair value adjustments for investment property	628	640	652	665
Net gain on property development	4,963	-	-	-
Contributions - capital (non-recurrent)	85	3,054	50	2,045
Grants - capital (non-recurrent)	15,134	6,460	3,260	3,071
Contributions - non-monetary assets	65,816	68,400	70,309	72,529
Contributions - cash	23,311	22,456	22,646	23,932
Surplus for the year	130,677	116,306	107,650	109,856
Other comprehensive income				
Net asset revaluation increment	47,413	19,536	53,857	21,394
Comprehensive result	178,090	135,842	161,509	131,250

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Appendix B

Balance Sheet

For the four years ending 30 June 2021

	2018	2019	2020	2021
	\$'000's	\$'000's	\$'000's	\$'000's
Assets				
Current assets				
Cash and cash equivalents	148,883	171,083	201,973	241,316
Trade and other receivables	23,806	25,081	26,432	27,863
Other assets	2,330	2,409	2,491	2,575
Total current assets	175,019	198,573	230,896	271,754
Non-current assets				
Trade and other receivables	306	306	306	306
Financial assets	310	310	310	310
Property, plant, equipment and infrastructure	2,558,562	2,666,697	2,793,986	2,886,825
Investment property	32,618	33,258	33,911	34,576
Total non-current assets	2,591,796	2,700,571	2,828,513	2,922,017
Total assets	2,766,815	2,899,144	3,059,409	3,193,771
Liabilities				
Current liabilities				
Trade and other payables	23,185	18,188	16,486	17,351
Trust funds and deposits	6,743	6,743	6,743	6,743
Provisions	25,637	26,927	28,287	29,720
Interest-bearing loans and borrowings	559	-	-	-
Total current liabilities	56,124	51,858	51,516	53,814
Non-current liabilities				
Trust funds and deposits	1,556	1,556	1,556	1,556
Provisions	26,834	27,587	26,687	27,501
Total non-current liabilities	28,390	29,143	28,243	29,057
Total liabilities	84,514	81,001	79,759	82,871
Net assets	2,682,301	2,818,143	2,979,650	3,110,900
Equity				
Accumulated surplus	1,551,892	1,652,699	1,747,829	1,843,307
Asset revaluation reserve	1,053,122	1,072,658	1,126,515	1,147,909
Other reserves	77,287	92,786	105,306	119,684
Total equity	2,682,301	2,818,143	2,979,650	3,110,900

Hume City Council - SRP 2017 - 2021

Appendix C

Statement of Changes in Equity

For the four years ending 30 June 2021

	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2018				
Balance at beginning of the financial year	2,504,211	1,437,019	1,005,709	61,483
Surplus for the year	130,677	130,677	-	-
Net asset revaluation increment	47,413	-	47,413	-
Transfer to reserves	-	(25,631)	-	25,631
Transfer from reserves	-	9,827	-	(9,827)
Balance at end of the financial year	2,682,301	1,551,892	1,053,122	77,287
2019				
Balance at beginning of the financial year	2,682,301	1,551,892	1,053,122	77,287
Surplus for the year	116,306	116,306	-	-
Net asset revaluation increment	19,536	-	19,536	-
Transfer to reserves	-	(22,456)	-	22,456
Transfer from reserves	-	6,957	-	(6,957)
Balance at end of the financial year	2,818,143	1,652,699	1,072,658	92,786
2020				
Balance at beginning of the financial year	2,818,143	1,652,699	1,072,658	92,786
Surplus for the year	107,650	107,650	-	-
Net asset revaluation increment	53,857	-	53,857	-
Transfer to reserves	-	(22,646)	-	22,646
Transfer from reserves	-	10,126	-	(10,126)
Balance at end of the financial year	2,979,650	1,747,829	1,126,515	105,306
2021				
Balance at beginning of the financial year	2,979,650	1,747,829	1,126,515	105,306
Surplus for the year	109,856	109,856	-	-
Net asset revaluation increment	21,394	-	21,394	-
Transfer to reserves	-	(23,932)	-	23,932
Transfer from reserves	-	9,554	-	(9,554)
Balance at end of the financial year	3,110,900	1,843,307	1,147,909	119,684

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Appendix D

Statement of Cash Flows

For the four years ending 30 June 2021

	2018	2019	2020	2021
	\$'000's	\$'000's	\$'000's	\$'000's
Cash flows from operating activities				
Rates and charges	167,821	175,180	183,029	191,245
Grants - operating (recurrent)	40,030	41,639	43,295	45,023
Grants - capital (non-recurrent)	15,134	6,460	3,260	3,071
User fees	25,563	27,089	28,015	30,128
Statutory fees and fines	12,664	12,431	12,299	12,799
Property rental	1,732	1,758	1,784	1,811
Interest	2,640	2,640	2,640	2,640
Contributions - recurrent	23,464	22,608	22,797	24,082
Contributions - capital (non-recurrent)	85	3,054	50	2,045
Employee costs	(110,092)	(113,370)	(119,465)	(125,194)
Materials and services	(64,260)	(68,842)	(73,941)	(78,478)
Grants, contributions and donations	(4,881)	(5,030)	(5,183)	(5,338)
Utilities	(5,897)	(2,706)	(2,874)	(3,051)
Other expenses	(2,548)	(6,416)	(6,982)	(7,592)
Net cash provided by operating activities	101,455	96,495	88,724	93,191
Cash flows from investing activities				
Payments for property, plant, equipment and infrastructure	(102,187)	(74,531)	(58,634)	(54,648)
Proceeds from sales of property, plant, equipment and infrastructure	800	800	800	800
Proceeds from property development	2,320	-	-	-
Net cash used in investing activities	(99,067)	(73,731)	(57,834)	(53,848)
Cash flows from financing activities				
Finance costs	(48)	(5)	-	-
Repayment of interest-bearing loans and borrowings	(524)	(559)	-	-
Net cash used in financing activities	(572)	(564)	-	-
Net increase in cash and cash equivalents	1,816	22,200	30,890	39,343
Cash and cash equivalents at the beginning of the financial year	147,067	148,883	171,083	201,973
Cash and cash equivalents at the end of financial year	148,883	171,083	201,973	241,316

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Appendix E

Statement of Capital Works

For the four years ending 30 June 2021

	2018 \$'000	2019 \$'000	2020 \$'000	2021 \$'000
Property				
Land	7,400	-	-	-
Land improvements	20,750	15,078	17,207	16,361
Buildings	48,126	27,456	13,540	5,273
Total Property	76,276	42,534	30,747	21,634
Plant and Equipment				
Heritage	95	75	75	75
Plant and equipment	4,845	4,869	4,902	5,199
Furniture and equipment	3,600	2,622	2,756	2,472
Total Plant and Equipment	8,540	7,566	7,733	7,746
Infrastructure				
Roads	13,007	12,282	12,702	19,445
Bridges	155	88	330	36
Footpaths and cycleways	5,238	3,396	3,558	3,689
Car parks	912	1,945	574	484
Drainage	2,162	1,117	1,173	1,231
Total Infrastructure	21,474	18,828	18,337	24,885
Total Capital Works Expenditure	106,290	68,928	56,817	54,265
Represented by:				
New asset expenditure	38,868	24,402	23,381	21,246
Asset renewal expenditure	28,458	25,702	25,334	24,676
Asset expansion expenditure	19,044	8,682	45	3,000
Asset upgrade expenditure	19,920	10,142	8,057	5,343
Total Capital Works Expenditure	106,290	68,928	56,817	54,265

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Appendix E

Other information

For the four years ending 30 June 2021

Summary of planned capital works expenditure

	Total		Asset Expense Type			Funding Sources				
	\$'000	\$'000	New	Renewal	Expansion	Upgrade	Total	Grants	Contributions	Council Cash
			\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
2018										
Property										
Land	7,400	7,400	-	-	-	-	7,400	-	-	7,400
Land improvements	20,750	7,825	1,708	-	-	11,217	20,750	110	55	20,585
Total land	28,150	15,225	1,708	-	-	11,217	28,150	110	55	27,985
Buildings	48,126	18,675	3,688	18,830	18,830	6,933	48,126	12,015	30	36,081
Total Property	76,276	33,900	5,396	18,830	18,830	18,150	76,276	12,125	85	64,066
Plant and Equipment										
Heritage	95	95	-	-	-	-	95	-	-	95
Plant and equipment	4,845	75	4,770	-	-	-	4,845	-	-	4,845
Furniture and equipment	3,600	225	3,247	-	-	128	3,600	28	-	3,572
Total Plant and Equipment	8,540	395	8,017	-	-	128	8,540	28	-	8,512
Infrastructure										
Roads	13,007	1,535	10,928	214	214	330	13,007	981	-	12,026
Bridges	155	-	155	-	-	-	155	-	-	155
Footpaths and cycleways	5,238	2,638	2,600	-	-	-	5,238	2,000	-	3,238
Car parks	912	400	227	-	-	285	912	-	-	912
Drainage	2,162	-	1,135	-	-	1,027	2,162	-	-	2,162
Total Infrastructure	21,474	4,573	15,045	214	214	1,642	21,474	2,981	-	18,493
Total Capital Works Expenditure	106,290	38,868	28,458	19,044	19,044	19,920	106,290	15,134	85	91,071

Hume City Council - SRP 2017 - 2021

Appendix E

Other information

For the four years ending 30 June 2021

Summary of planned capital works expenditure (continued)

	Total			Asset Expenditure Type			Upgrade	Total	Funding Sources		Council Cash
	\$'000	New	Renewal	Expansion	\$'000	\$'000			\$'000	Grants	
2019											
Property											
Land	-	-	-	-	-	-	-	-	-	-	-
Land improvements	15,078	4,063	2,508	-	-	8,507	-	15,078	650	20	14,408
Total land	15,078	4,063	2,508	-	-	8,507	-	15,078	650	20	14,408
Buildings	27,456	16,493	980	8,682	-	1,301	-	27,456	4,800	3,000	19,656
Total Property	42,534	20,556	3,488	8,682	-	9,808	-	42,534	5,450	3,020	34,064
Plant and Equipment											
Heritage	75	75	-	-	-	-	-	75	-	-	75
Plant and equipment	4,869	75	4,794	-	-	-	-	4,869	-	-	4,869
Furniture and equipment	2,622	130	2,463	-	-	29	-	2,622	29	-	2,593
Total Plant and Equipment	7,566	280	7,257	-	-	29	-	7,566	29	-	7,536
Infrastructure											
Roads	12,282	1,154	11,128	-	-	-	-	12,282	981	-	11,301
Bridges	88	-	88	-	-	-	-	88	-	34	54
Footpaths and cycleways	3,396	705	2,691	-	-	-	-	3,396	-	-	3,396
Car parks	1,945	1,707	238	-	-	-	-	1,945	-	-	1,945
Drainage	1,117	-	812	-	-	305	-	1,117	-	-	1,117
Total Infrastructure	18,828	3,566	14,957	-	-	305	-	18,828	981	34	17,813
Total Capital Works Expenditure	68,928	24,402	25,702	8,682	-	10,142	-	68,928	6,460	3,054	59,414

Hume City Council - SRP 2017 - 2021

Appendix E

Other information

For the four years ending 30 June 2021

Summary of planned capital works expenditure (continued)

2020	Total \$'000	Asset Expenditure Type			Upgrade \$'000	Total \$'000	Funding Sources			
		New \$'000	Renewal \$'000	Expansion \$'000			Grants \$'000	Contributions \$'000	Council Cash \$'000	
Property										
Land	-	-	-	-	-	-	-	-	-	-
Land improvements	17,207	9,119	1,796	-	6,292	17,207	2,250	50	14,907	
Total land	17,207	9,119	1,796	-	6,292	17,207	2,250	50	14,907	
Buildings	13,540	11,996	194	-	1,350	13,540	-	-	13,540	
Total Property	30,747	21,115	1,990	-	7,642	30,747	2,250	50	28,447	
Plant and Equipment										
Heritage	75	75	-	-	-	75	-	-	75	
Plant and equipment	4,902	-	4,902	-	-	4,902	-	-	4,902	
Furniture and equipment	2,756	10	2,716	-	30	2,756	30	-	2,726	
Total Plant and Equipment	7,733	85	7,618	-	30	7,733	30	-	7,703	
Infrastructure										
Roads	12,702	1,194	11,508	-	-	12,702	980	-	11,722	
Bridges	330	-	330	-	-	330	-	-	330	
Footpaths and cycleways	3,558	773	2,785	-	-	3,558	-	-	3,558	
Car parks	574	214	250	45	65	574	-	-	574	
Drainage	1,173	-	853	-	320	1,173	-	-	1,173	
Total Infrastructure	18,337	2,181	15,726	45	385	18,337	980	-	17,357	
Total Capital Works Expenditure	56,817	23,381	25,334	45	8,057	56,817	3,260	50	53,507	

Hume City Council - SRP 2017 - 2021

Appendix E

Other information

For the four years ending 30 June 2021

Summary of planned capital works expenditure (continued)

2021	Property	Total \$'000	Asset Expenditure Type			Total \$'000	Funding Sources				
			New \$'000	Renewal \$'000	Expansion \$'000		Upgrade \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	
	Land	-	-	-	-	-	-	-	-	-	-
	Land improvements	16,361	11,518	1,261	-	16,361	60	-	-	-	16,301
	Total land	16,361	11,518	1,261	-	16,361	60	-	-	-	16,301
	Buildings	5,273	3,878	-	1,395	5,273	2,000	-	-	-	3,273
	Total Property	21,634	15,396	1,261	-	21,634	2,060	-	-	-	19,574
	Plant and Equipment										
	Heritage	75	75	-	-	75	-	-	-	-	75
	Plant and equipment	5,199	-	5,199	-	5,199	-	-	-	-	5,199
	Furniture and equipment	2,472	10	2,431	-	2,472	30	-	-	-	2,441
	Total Plant and Equipment	7,745	85	7,630	-	7,745	30	-	-	-	7,715
	Infrastructure										
	Roads	19,445	4,736	11,709	3,000	19,445	981	-	-	2,045	16,419
	Bridges	36	-	36	-	36	-	-	-	-	36
	Footpaths and cycleways	3,689	807	2,883	-	3,690	-	-	-	-	3,690
	Car parks	484	222	262	-	484	-	-	-	-	484
	Drainage	1,231	-	895	-	1,231	-	-	336	-	1,231
	Total Infrastructure	24,886	5,765	15,785	3,000	24,886	981	-	336	-	21,860
	Total Capital Works Expenditure	54,265	21,246	24,676	3,000	54,265	3,071	2,045	5,343	2,045	49,149

Hume City Council - SRP 2017 - 2021

Appendix F

Statement of Human Resources

For the four years ended 30 June 2021

	2018	2019	2020	2021
	\$'000	\$'000	\$'000	\$'000
Employee expenditure				
Employee costs	109,384	115,214	121,408	127,942
Total employee expenditure	109,384	115,214	121,408	127,942

Employee numbers	FTE	FTE	FTE	FTE
Employees	1,099.5	1,122.3	1,143.3	1,164.3
Total employee numbers	1,099.5	1,122.3	1,143.3	1,164.3

Hume City Council - SRP 2017 - 2021

Appendix F

Summary of planned human resources

Department	Budget 2017/18			Budget 2018/19			Budget 2019/20			Budget 2020/21		
	FTE	Full Time/ Part Time	Casuals	FTE	Full Time/ Part Time	Casuals	FTE	Full Time/ Part Time	Casuals	FTE	Full Time/ Part Time	Casuals
Assets	47.9	47.6	0.3	47.9	47.6	0.3	47.9	47.6	0.3	47.9	47.6	0.3
Capital Works and Building Maintenance	24.6	24.6	-	24.6	24.6	-	24.6	24.6	-	24.6	24.6	-
Chief Executive Officer	3.0	3.0	-	3.0	3.0	-	3.0	3.0	-	3.0	3.0	-
Communications and Events	16.0	16.0	0.1	16.1	16.0	0.1	16.1	16.0	0.1	16.1	16.0	0.1
Communications, Engagement and Advocacy	1.9	1.9	-	1.9	1.9	-	1.9	1.9	-	1.9	1.9	-
Community and Activity Centre Planning	14.6	14.6	-	14.6	14.6	-	14.6	14.6	-	14.6	14.6	-
Community Development and Learning	80.5	74.2	6.3	93.0	84.2	8.8	99.0	90.2	8.8	105.0	94.2	10.8
Community Services	2.0	2.0	-	2.0	2.0	-	2.0	2.0	-	2.0	2.0	-
Corporate Services	3.0	3.0	-	3.0	3.0	-	3.0	3.0	-	3.0	3.0	-
Customer Service	26.4	26.4	-	26.4	26.4	-	27.4	27.4	-	28.4	28.4	-
Economic Development	11.4	11.0	0.4	11.4	11.0	0.4	11.4	11.0	0.4	11.4	11.0	0.4
Family, Youth and Children Services	218.1	212.3	5.8	218.1	212.3	5.8	221.1	215.3	5.8	224.1	218.3	5.8
Finance and Property Development	33.3	33.3	-	33.3	33.3	-	33.3	33.3	-	33.3	33.3	-
Government	37.2	37.1	0.1	37.2	37.1	0.1	37.2	37.1	0.1	37.2	37.1	0.1
Health and Community Wellbeing	161.0	159.2	1.8	162.5	160.7	1.8	163.5	161.7	1.8	165.5	163.7	1.8
Human Resources	30.5	30.5	-	30.5	30.5	-	30.5	30.5	-	30.5	30.5	-
Information and Technology	26.3	26.3	-	26.3	26.3	-	27.3	27.3	-	27.3	27.3	-
Leisure Services	115.0	78.5	36.5	123.7	85.5	38.2	126.7	86.5	40.2	129.7	87.5	42.2
Organisational Performance and Engagement	8.5	8.5	-	8.5	8.5	-	8.5	8.5	-	8.5	8.5	-
Parks	61.2	61.2	-	61.2	61.2	-	64.2	64.2	-	67.2	67.2	-
Planning and Development	2.1	2.1	-	2.1	2.1	-	2.1	2.1	-	2.1	2.1	-
Statutory Planning and Building Control Services	45.4	44.8	0.6	45.4	44.8	0.6	46.4	45.8	0.6	47.4	46.8	0.6
Strategic Planning	12.6	12.6	-	12.6	12.6	-	12.6	12.6	-	12.6	12.6	-
Subdivisional Development	20.0	20.0	-	20.0	20.0	-	20.0	20.0	-	20.0	20.0	-
Sustainable Environment	21.8	21.8	-	21.8	21.8	-	21.8	21.8	-	21.8	21.8	-
Sustainable Infrastructure and Services	2.0	2.0	-	2.0	2.0	-	2.0	2.0	-	2.0	2.0	-
Waste	73.2	72.8	0.4	73.2	72.8	0.4	75.2	74.8	0.4	77.2	76.8	0.4
Total employee FTE	1,099.5	1,047.3	52.3	1,122.3	1,065.8	56.5	1,143.3	1,094.8	58.5	1,164.3	1,101.8	62.5

Hume City Council - SRP 2017 - 2021

Appendix F

Summary of planned human resources expenditure

Department	Budget 2017/18		Permanent Full Time/Part Time		Casuals		Budget 2018/19		Permanent Full Time/Part Time		Casuals		Budget 2018/19		Permanent Full Time/Part Time		Casuals	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Assets	5,058	5,044	14	5,233	15	5,248	5,248	5,444	5,429	15	5,649	5,633	16	5,649	5,633	16	5,649	5,633
Capital Works and Building Maintenance	2,896	2,896	-	3,005	-	3,005	3,005	3,117	3,117	-	3,234	3,234	-	3,234	3,234	-	3,234	3,234
Chief Executive Officer	704	704	-	730	-	730	730	768	758	-	786	786	-	786	786	-	786	786
Communications and Events	1,866	1,865	1	1,936	1	1,935	1,935	2,008	2,007	1	2,084	2,083	1	2,084	2,083	1	2,084	2,083
Communications, Engagement and Advocacy	412	412	-	427	-	427	427	443	443	-	460	460	-	460	460	-	460	460
Community and Activity Centre Planning	1,727	1,727	-	1,792	-	1,792	1,792	1,859	1,859	-	1,929	1,929	-	1,929	1,929	-	1,929	1,929
Community Development and Learning	7,997	7,542	455	8,580	670	9,250	8,580	10,162	9,467	695	11,032	10,269	763	11,032	10,269	763	11,032	10,269
Community Services	407	407	-	422	-	422	422	438	438	-	455	455	-	455	455	-	455	455
Corporate Services	569	569	-	590	-	590	590	612	612	-	635	635	-	635	635	-	635	635
Customer Service	2,652	2,652	-	2,751	-	2,751	2,751	2,949	2,949	-	3,171	3,171	-	3,171	3,171	-	3,171	3,171
Economic Development	1,308	1,273	35	1,321	36	1,357	1,321	1,408	1,370	38	1,461	1,422	39	1,461	1,422	39	1,461	1,422
Family, Youth and Children Services	17,515	17,054	463	17,697	480	18,177	17,697	19,138	18,640	498	20,187	19,670	517	20,187	19,670	517	20,187	19,670
Finance and Property Development	3,799	3,799	-	3,941	-	3,941	3,941	4,089	4,089	-	4,243	4,243	-	4,243	4,243	-	4,243	4,243
Governance	3,934	3,924	11	4,071	11	4,082	4,071	4,236	4,224	12	4,394	4,382	12	4,394	4,382	12	4,394	4,382
Health and Community Wellbeing	16,173	16,055	118	16,770	122	16,892	16,770	17,624	17,497	127	18,509	18,377	132	18,509	18,377	132	18,509	18,377
Human Resources	3,254	3,254	-	3,376	-	3,376	3,376	3,503	3,503	-	3,634	3,634	-	3,634	3,634	-	3,634	3,634
Information and Technology	2,880	2,880	-	2,988	-	2,988	2,988	3,194	3,194	-	3,314	3,314	-	3,314	3,314	-	3,314	3,314
Leisure Services	10,640	7,786	2,854	8,606	3,094	11,700	8,606	12,315	9,023	3,292	12,930	9,473	3,457	12,930	9,473	3,457	12,930	9,473
Organisational Performance and Engagement	990	990	-	1,027	-	1,027	1,027	1,066	1,066	-	1,106	1,106	-	1,106	1,106	-	1,106	1,106
Parks	5,720	5,720	-	5,935	-	5,935	5,935	6,440	6,440	-	7,016	7,016	-	7,016	7,016	-	7,016	7,016
Planning and Development	419	419	-	435	-	435	435	451	451	-	468	468	-	468	468	-	468	468
Statutory Planning and Building Control Services	4,827	4,776	51	4,955	53	5,008	4,955	5,290	5,235	55	5,600	5,543	57	5,600	5,543	57	5,600	5,543
Strategic Planning	1,521	1,521	-	1,578	-	1,578	1,578	1,637	1,637	-	1,699	1,699	-	1,699	1,699	-	1,699	1,699
Subdivisional Development	2,175	2,175	-	2,257	-	2,257	2,257	2,341	2,341	-	2,429	2,429	-	2,429	2,429	-	2,429	2,429
Sustainable Environment	2,293	2,293	-	2,379	-	2,379	2,379	2,468	2,468	-	2,561	2,561	-	2,561	2,561	-	2,561	2,561
Sustainable Infrastructure and Services	398	398	-	413	-	413	413	428	428	-	444	444	-	444	444	-	444	444
Waste	7,247	7,213	34	7,483	35	7,518	7,483	7,990	7,953	37	8,512	8,474	38	8,512	8,474	38	8,512	8,474
Total employee costs	109,384	105,348	4,036	110,697	4,517	115,214	110,697	121,408	116,638	4,770	127,942	122,910	5,032	127,942	122,910	5,032	127,942	122,910





**We welcome
 your feedback**

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Submission received from Mr. Peter Hansen

The submission provides feedback on the Draft Council Plan 2017-2021.

A visual is provided in the submission that is taken from page 36 of the Draft Council Plan and details the 2016 Community Indicators Survey results. These results include the top five issues Hume City Council should address at the moment and the top five long term priorities to ensure Hume is an enjoyable place to live, work and play

To address these priorities, the submission provides that Council's focus needs to be:

- The Broadmeadows CBD – Request for a 'Strategic Plan for the Broadmeadows CBD' that addresses transport, parking, parks, roads and planning.
- Public areas, respect and cleanliness - Request for trader, industrial and corporate accountability and addressing litter, multi-government responsibility and surveillance.
- Jobs and business start-ups.

Response

Having considered the written submission from Mr Peter Hansen, Council notes the feedback and provides the following comments in relation to the Council Plan.

The short term and long term priorities identified through Council's community consultation and engagement activities (including the Community Indicators Survey) have been considered in developing the actions of the Council Plan 2017-2021. The Council Plan outlines a significant number of actions which aim to address these issues. Further details are outlined below:

The Broadmeadows CBD

Hume City Council has been working with the Victorian Planning Authority (VPA) to prepare the *Greater Broadmeadows Framework Plan* which builds on the *Broadmeadows Activities Area Structure Plan* adopted by Council in March 2012. The VPA released a Draft Framework for public comment from mid-April to the end of May 2017.

In addition to the preparation of this Framework by the VPA, the Council Plan outlines a number of actions (which are listed below with numbers according to Council Plan Community Expectation) to improve the Broadmeadows area, including:

- 1.2.1 Continue planning for the development of a business incubator and co-working space in the redevelopment of the Broadmeadows Town Hall and the development of the HGLC Sunbury.
- 1.2.4 Finalise the tender and commence construction of the Broadmeadows Town Hall redevelopment.
- 2.1.1 Continue the development and implementation of recreation and open space master plans and management plans, including:
 - Broadmeadows Town Park

- 3.2.1 Deliver a range of Council major events and festivals including the Hume Carols by Candlelight, the Craigieburn Festival and Broadmeadows Street Festival
- 3.2.2 Continue the implementation of the Arts in Public Places Policy, including for the Broadmeadows Town Hall Redevelopment and HGLC Sunbury.
- 4.1.2 Progress implementation of the Greater Broadmeadows Framework Plan identifying sites for the delivery of new and diverse housing in partnership with the private sector and housing associations on surplus Government and Council land holdings.
- 4.2.1 Implement the Greater Broadmeadows Framework Plan and associated planning controls in partnership with the VPA including a development contributions regime needed to progress renewal in Broadmeadows, east of the Craigieburn rail line.
- 4.2.3 Continue implementation of the Broadmeadows Town Park upgrade (2018/19 action)
- 4.3.2 Use findings from traffic modelling assessment of the Greater Broadmeadows area (currently in progress) to identify and advocate for investment in improved pedestrian, cycle and road connections to unlock the renewal potential of the Meadowlink Strategic Priority Area (North and Eastmeadows).
- 4.3.2 Continue to advocate to State and Federal Government for funding and implementation of road projects identified in the Transport Advocacy Plan including:
 - Loop Road Broadmeadows
- 4.3.1 Continue to advocate to State and Federal Government for funding and implementation of public transport projects identified in the Transport Advocacy Plan including consideration of:
 - Improvement to the appearance/redevelopment of the Broadmeadows Train Station.

Public areas, respect and cleanliness

The appearance and amenity of public areas (including respect and cleanliness) is currently and will continue to be addressed by Council through a number of services, programs and initiatives. Some of the Council Plan Actions (which are listed below with numbers according to Council Plan Community Expectation) that highlight this commitment are:

- 2.2.1 Continue implementation and review of the program of mural commissioning in high graffiti sites to minimise future occurrences of graffiti, including at the Sunbury Rotary Park and Riddell Road underpass.
- 4.1.4 Undertake compliance activities for the Hume Planning Scheme including native vegetation regulations, industrial stormwater compliance and education, Construction Environmental Management Plans and landfill investigations.
- 4.1.5 Finalise the Waste and Amenity Service Plan including:
 - Review community education programs
 - Develop a waste and resource recovery plan

- Consideration of Metropolitan Waste and Resource Recovery Group strategic plans.
- 4.2.1 Finalise and commence the Waste and Amenity Service Plan including:
- Consideration for the establishment of a strategic compliance group to address unsightly properties
 - Investigating options for community pride initiatives to improve residential areas.
- 4.2.2 Develop and implement strategies and promotional campaigns to increase community awareness of Council's hard rubbish service, particularly for rental properties.
- 4.2.2 Complete the Waste and Amenity and Parks and Open Space Service Plans including consideration of:
- Establishing Service Level Agreements for the quick removal of litter in public spaces
 - Promoting community reporting of litter via the Hume App and other channels
 - Enhancing Council Officer reporting of litter and dumped rubbish
 - Continue to improve litter response, including greater vigilance on rubbish dumping and shopping trolley abandonment.
- 4.2.2 Continue to use mobile cameras to monitor dumped rubbish and graffiti hotspots and undertake enforcement actions as required.
- 4.2.2 Complete the Parks and Open Space Service Plan including consideration of:
- The provision of open space and parks
 - The provision of play-spaces and local amenities including public toilets and drinking fountains
 - The mowing of nature strips and reserves that Council is responsible for
 - Service Level Agreements for maintenance.
- 4.2.3 Undertake playspace and amenity upgrades at Council parks and reserves including:
- Peterlee Court Reserve, Craigieburn
 - Overton Close Reserve, Greenvale
 - Neil Street Reserve, Sunbury
 - Tangemere Avenue Reserve, Tullamarine
 - Eyre Street Reserve, Westmeadows
 - Kevin DeLaine Reserve, Dallas.

Jobs and business start-ups

Strategic Objective 1.2 of the Council Plan 2017-2021 focuses on support for business growth (including start-ups) and the creation of jobs in Hume City. This is reflected by a number of Council Plan Actions (which are listed below with numbers according to Council Plan Community Expectation) including:

- 1.1.1 Work with the Hume Jobs and Skills Taskforce to identify relevant courses that support local employment pathways.
- 1.1.5 Working with the Hume Jobs and Skills Taskforce, develop an Employment Pathways Action Plan to strengthen student employment pathways.
- 1.2.1 Explore opportunities and facilitate connections between local start-up businesses and seed funding opportunities.
- 1.2.2 Support local businesses and service providers to employ Hume residents through the Local Jobs for Local People program.
- 1.2.2 Develop and deliver a program of both formal and informal business networking events, training and programs to support local business, including small businesses and start-up businesses
- 1.2.3 Continue to develop and promote the Melbourne Airport Joblink and encourage local employment.

On 3 May 2017, Council held a 'Mayor's Industry and Education Leaders Forum' to discuss how local businesses could be supported and explore opportunities to strengthen employment pathways for Hume residents. The Hume Jobs and Skills Taskforce is in the process of reviewing and considering the outcomes of this forum in order to develop future actions (refer to item 1.1.5 above). The suggestion of a specific action regarding a business start-up summit in Hume will be referred for consideration in the 2018/19 actions (under Strategic Objective 1.2) of the Council Plan 2017-2021 following the outcomes of this work.

Further information raised on 19 June 2017

Mr Hansen spoke to his submission at the Committee of the Whole of Council on 19 June 2017 and also raised the issues of:

- Connected walking/cycling paths in and around the Broadmeadows area
- Loss of green space in relation to proposed developments and works on the site of the Loop Road in Broadmeadows.

Connected walking/cycling paths are addressed/ through Council Plan Actions (which are listed below with numbers according to Council Plan Community Expectation) as follows:

- 2.1.2 Continue to implement Hume's Bicycle Network Plan.
- 2.1.3 Review and document missing links in the walking and cycling networks and develop a priority list of works.
- 4.3.2 Use findings from traffic modelling assessment of the Greater Broadmeadows area (currently in progress) to identify and advocate for investment in improved pedestrian, cycle and road connections to unlock the renewal potential of the Meadowlink Strategic Priority Area (North and Eastmeadows).

The provision of 'green space' is addressed by the Council Plan Actions (listed below with numbers according to Council Plan Community Expectation) as follows:

- 4.1.5 Commence and finalise the Parks and Open Space Service Plan including consideration of developing an Urban Forest Strategy to increase canopy coverage of street and reserve trees.
- 4.2.3 Complete the Parks and Open Space Service Plan including consideration of:
- The provision of open space and parks
 - The provision of play-spaces and local amenities including public toilets and drinking fountains
 - The mowing of nature strips and reserves that Council is responsible for
 - Service Level Agreements for maintenance.
- 4.2.3 Continue implementation of the Broadmeadows Town Park upgrade (2018/19 action).

REPORT NO:	GE207
REPORT TITLE:	2017/18 Annual Budget Adoption and Declaration of Rates and Charges
SOURCE:	Fadi Srour, Manager Finance and Property Development
DIVISION:	Corporate Services
FILE NO:	HCC17/205
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENTS:	<ol style="list-style-type: none">1. <i>2017/18 Annual Budget</i>2. <i>Minutes of the committee of the Whole of Council - 19 June 2017</i>3. <i>Budget Submission - Goonawarra Neighbourhood House</i>4. <i>Budget Submission - Mrs Helen Hatzikalas</i>5. <i>Budget Submission - Sunbury Business Association</i>6. <i>Budget Submission - Mr Josh Bull MP</i>7. <i>Budget Submission - Sunbury Lay Ecumenical Committee Inc</i>8. <i>Budget Submission - Sunbury HomeGrown Promotions Inc</i>9. <i>Budget Submission - North West Sew 'n Sews Group</i>10. <i>Budget Submission - Craigieburn Cricket Club Inc.</i>11. <i>Budget Submission - Broadmeadows Turkish Islamic and Cultural Centre</i>12. <i>Budget Submission - Mr Ahmed Elmo</i>13. <i>Budget Submission - Mr Ivor Mendes</i>14. <i>Budget Submission - Broadmeadows Stars SC</i>15. <i>Budget Submission - Greenvale United Soccer Club</i>16. <i>Budget Submission - Hume United Football Club</i>17. <i>Budget Submission - Craigieburn Basketball Association, Craigieburn Netball Association and Landmark Sports Badminton</i>

1. SUMMARY OF REPORT:

- 1.1 In accordance with Section 130 of the *Local Government Act 1989* (the Act), Council is required to formally adopt the 2017/18 Annual Budget (the Budget) by 30 June 2017. As resolved by Council on 8 May 2017, the Budget was placed on public exhibition from 10 May to 7 June 2017 inclusive, calling for submissions as required under Section 223 of the Act. This was advertised in The Age and local newspapers.
- 1.2 Fifteen submissions were received and considered by the Committee of the Whole Council on 19 June 2017.
- 1.3 Having completed all statutory requirements, the Budget can now be adopted.

2. RECOMMENDATION:

- 2.1 **That Council having considered the details of the 2017/18 recurrent and capital budget, attachment 1, which includes:**
 - 2.1.1 **Section 1 - Overview**
 - 2.1.2 **Section 2 – Initiatives and Service Performance Indicators**
 - 2.1.3 **Section 3 – Budget Influences**
 - 2.1.4 **Sections 4 – 7 Analysis of Budget**

REPORT NO: GE207 (cont.)

- 2.1.5 Sections 8 – 9 Long Term Strategies
- 2.1.6 Appendix A – Budgeted Statements
- 2.1.7 Appendix B – Capital Works Program
- 2.1.8 Appendix C – Fees and Charges Schedule
adopts the Budget.
- 2.2 That in accordance with Section 158 of the Act, Council declares a uniform General Rate of 0.43364 cents in the dollar of the Capital Improved Value within the municipal district for all rateable land for the rating period commencing 1 July 2017 and ending 30 June 2018.
- 2.3 That in accordance with Section 169 of the Act, Council grant an Agricultural Land Use Rebate of 23% of the General Rate to those owners who undertake works that address land degradation issues including weed and pest animal control. To be eligible, landowners must be using their land primarily for agricultural land use activities and implement satisfactory land management practices on rural property.
- 2.4 That Council grants an additional pensioner rate rebate of \$35.00 per rateable property to those applicants who qualify for a rate rebate within the meaning of the *State Concessions Act* 2004 over and above that provided by the State Government. This rebate is to be granted on the same terms and conditions that provides for the State Government funded rebate without separate application in accordance with Section 171 of the Act.
- 2.5 That Council declares that all rates for rateable land be determined by multiplying the Capital Improved Value of the rateable land by the relevant General Rate indicated at 2.2 above.
- 2.6 That in accordance Section 167 (1) of the Act, the general rates and service charges are payable by four instalments. The gazetted instalment dates as fixed by the Minister are as follows: 30 September 2017, 30 November 2017, 28 February 2018 and 31 May 2018.
- 2.7 That in accordance with Section 167 (2A) of the Act, Council will not be offering the lump sum payment option.
- 2.8 That in accordance with Section 172 of the Act, Council resolves that a person pay interest at the rate specified in the *Penalty Interest Rates Act* 1983 on any general rates or charges which that person is liable to pay and have not been paid by the date specified for payment as indicated at 2.6 above.
- 2.9 That in accordance with Section 159 of the Act, Council declares that a municipal charge will not be levied against any rateable land on which a municipal charge may be levied for the rating period commencing on 1 July 2017 and ending on 30 June 2018.
- 2.10 That in accordance with Section 162 of the Act, Council declares annual service charges for the disposal of refuse per collection services for rateable and non-rateable properties for the period commencing 1 July 2017 and ending 30 June 2018; where each occupied serviced rateable property is entitled to one 140L garbage service and one 240L recycle service without charge, as follows:

Waste Service Option	Per service
Recycle 140L bin	\$64.25
Recycle 240L bin	\$64.25
Organic 140L bin	\$78.50
Organic 240L bin	\$98.75
Garbage 80L in lieu of 140L standard issue	\$19.00 discount
Garbage 80L bin	\$81.50

REPORT NO: GE207 (cont.)

Garbage 140L bin	\$140.75
Garbage bin upgrade from 140L to 240L	\$106.00
Garbage 240L bin	\$244.75

2.11 That an amount of \$153.96m be declared as the amount Council intends to raise from the general rates and charges for the period from 1 July 2017 to 30 June 2018 as follows:

2.11.1	General Rates	\$ 150,819,574
	Less Agricultural Land Use Rebate	(\$ 552,000)
	Less Council Pension Rebate	(\$ 464,000)
	Total rates	\$ 149,803,574
2.11.2	Service Charge – Recycling & Garbage	\$ 155,000
	Service Charge – Organics	\$ 2,155,000
	Total Rates & Service Charges	\$ 152,113,574
2.11.3	Projected Supplementary Rate Income	\$ 1,850,000
		<u>\$ 153,963,574</u>

2.12 That Council notes that in accordance with Section 158 of the Act and the Local Government (Planning and Reporting) Regulations 2014, detailed information concerning General Rates and Charges is appended to this report.

2.13 That Council endorses the recommendations of the Committee of the Whole Council held on 19 June 2017 which includes funding of \$41k for the planning and design of a concrete standing area and associated drainage works at the Barrymore Reserve Pavilion and \$3k for upgrades to the car parking lighting at Laura Douglas Reserve and that an amount of \$44k be reallocated from the reactive maintenance budget to fund these inclusions.

2.14 That each of the submitters be advised of Council's decision in relation to their submissions as detailed in paragraph 6.4 of the report.

2.15 That in accordance with Section 130 of the Act, Council resolves to notify and place on public notice its adoption of the Budget.

2.16 That in accordance with Section 130 of the Act, Council resolves to send a copy of the Budget to the Minister for Local Government.

3. LEGISLATIVE POWERS:

3.1 Local Government Act 1989:

- Section 127 - "Council must prepare a Budget",
- Section 129 – "Public Notice"
- Section 130 – "Adoption of Budget or Revised Budget"
- Section 223 – "Right to Make Submission"

3.2 Local Government (Planning & Reporting) Regulations 2014:

- Regulation 9
- Regulation 10
- Regulation 11

4. FINANCIAL IMPLICATIONS:

4.1 The budget includes a 2% rate increase across all classes of properties for the 2017/18 year. Being the second year of the valuation cycle, the amount of the rate increase will be consistent across all properties except for those that have been subject to a supplementary valuation for reasons including the construction of new dwellings and improvements.

REPORT NO: GE207 (cont.)

- 4.2 Under the Fair Go Rates System (FGRS) the rate increase is capped and irrespective of being a revaluation year or non-revaluation year, Council is still limited to rate increases in accordance with the cap and does not generate any additional general rate revenue. However, in a revaluation year the amount of rates paid by each ratepayer will vary as the total general rate revenue to be generated by Council is apportioned to each rateable property according to the property's value.
- 4.3 A detailed analysis indicates that on average, residential owners will receive an increase in their rates bill over the 2016/17 year of approximately \$20, industrial \$73 and commercial properties will receive an increase of \$89.
- 4.4 The rate increase will enable Council to deliver a number of key initiatives and projects highlighted in the body of this report. The proposed budget is designed to deliver a recurrent surplus in order to fund capital works and new initiatives to meet the growing population and service requirements of the City. The basis of sound financial management includes the principles for achieving operating surpluses, ensuring liquidity and maintaining long-term solvency. This budget and Council's financial plan achieve this by:
 - 4.4.1 Providing for an operating surplus of \$130.68m
 - 4.4.2 Providing for an underlying surplus of \$20.74m.
- 4.5 Maintaining long-term liquidity and financial capacity while also providing for new capital works expenditure of \$79.56m in 2017/18.
- 4.6 Having considered the submissions, Council has reallocated an amount of \$44k from reactive maintenance to fund the planning and design of a concrete standing area and associated drainage works at the Barrymore Reserve Pavilion and the upgrades to the car parking lighting at Laura Douglas Reserve. There is no financial impact on the budget.

5. COMMUNITY CONSULTATION:

As part of the budget process, Council conducted consultative activities and gave consideration to the results of a range of information gathering forums including:

- 5.1 through Hume Pride, invited residents to identify priorities
- 5.2 Hume Horizons 2040
- 5.3 Annual Community Survey
- 5.4 issues arising from Council's Action Request System MERIT.

6. DISCUSSION:

- 6.1 At its meeting on 8 May 2017, it was resolved to provide public notice advising that submissions could be made in relation to the proposed Budget and Council appointed a Committee of the Whole Council to hear submissions.
- 6.2 Advertisements were placed in The Age and local newspapers stating that the statutory advertising period commenced on 10 May 2017 and closed on 7 June 2017.
- 6.3 Fifteen submissions were received and in accordance with Section 223 of the Act, a Committee of the Whole Council heard the submissions on 19 June 2017.
- 6.4 Council's proposed response to the submissions is provided below:
 - 6.4.1 Referring to the matters raised in the Goonawarra Neighbourhood House budget submission (refer attachment 3):

Response:

Having considered the written submission from the Goonawarra Neighbourhood House, Council resolved the following:

REPORT NO: GE207 (cont.)

Council welcomes the update provided by Goonawarra Neighbourhood House on the essential learning and community capacity building work that they are doing in partnership with the community.

Council acknowledges the contributions made by all Neighbourhood Houses through the Neighbourhood House funding which will this year allocate a total of \$273,000 to Neighbourhood Houses in Hume, and will result in an allocation of \$26,715 to the Goonawarra Neighbourhood House.

Council has further committed resources to Goonawarra Neighbourhood House as per Strategic Objective 3.1.2 in the draft Council Plan which outlines the following action:

- *Develop a criteria to access the functionality of Neighbourhood Houses to meet service needs, and undertake an assessment of Goonawarra Neighbourhood House*

The Hume's Places Program is funded through the capital works budget 'Local Shopping Centre Upgrades/Urban Renewal.' This includes a nominated amount of \$13,000 within the 2017/18 financial year for further public realm improvements for the Goonawarra Neighbourhood Activity Centre precinct.

Council officers will seek feedback from the community and stakeholders on proposed place making upgrades to be implemented in the 2017/18 financial year, including street lighting and new community assets.

Council is also currently reviewing its toilet provision across the municipality and the findings will be considered later in 2017. This review will include investigation of public toilet provision in Goonawarra.

- 6.4.2 Referring to the matters raised in Ms. Helen Hatzikalis budget submission (refer attachment 4):

Response:

Having considered the written submission and Ms. Helen Hatzikalis' presentation to the Committee of the Whole Council, Council resolved the following:

Council welcomes the update provided on the formation of the Hume Community Orchestra. Council looks forward to seeing how the project progresses including the development of a more detailed plan.

Consideration should be given to applying for Council's 2018 Community Grants Program. Submissions for the program open 5 July and close on 2 August 2017. There may also be an opportunity to apply for grant funding from the Lord Mayors Charitable Foundation at www.lmcf.org.au/apply-grant.

- 6.4.3 Referring to the matters raised in the Sunbury Business Association budget submission (refer attachment 5):

Response:

Having considered the written submission from the Sunbury Business Association, Council resolved the following:

Council understands that commuters, residents and traders have a range of concerns, and sometimes conflicting expectations, for parking in Sunbury, including at the train station.

Resolving the parking issue is a complex negotiation, as much of available parking in Sunbury is on private land and there are several historical agreements in place involving different parties.

REPORT NO: GE207 (cont.)

Council is committed to achieving positive outcomes and has been working with all landowners and the State Government to explore all available options. In 2017/18, Council has planned to undertake a parking audit of the Sunbury Town Centre area and will also complete a local area traffic management (LATM) plan for the area. The LATM will give us a better understanding of the traffic management issues within the precinct and will propose treatments that address any safety issues.

Council has also called on the State Government to consider increasing Growth Area Infrastructure Contribution (GAIC) funding to Sunbury to alleviate some pressure given the anticipated growth of the area.

In the long-term, the Sunbury South Precinct Structure Plan (PSP) plans for the future construction of a new Sunbury South Rail Station. Council understands that this station would be primarily a park and ride station that would provide a large number parking space that would relieve some of the demand for long term or commuter parking spaces within the Sunbury Town Centre. The State Government is yet to make a commitment to the delivery of this station, however, Council is advocating for its delivery.

- 6.4.4 Referring to the matters raised in Mr Josh Bull MP's budget submission (refer attachment 6):

Response:

Having considered the written submission from Mr Josh Bull MP, Council resolved the following:

In recognition of the health and wellbeing benefits provided through men's sheds, Council currently supports the proposal for a men's shed in Tullamarine.

In addition, Council has allocated an amount of \$166,500 towards a feasibility study and construction of a men's shed in Tullamarine which is expected to be completed in 2017/18.

- 6.4.5 Referring to the matters raised in the Sunbury Lay Ecumenical Committee Inc. budget submission (refer attachment 7):

Response:

Having considered the written submission from Sunbury Lay Ecumenical Committee Inc., Council resolved the following:

To continue to support the community by increasing sponsorship from \$9,000 to \$14,000 (plus GST) to the Christmas on the Green Festival, through an agreement between Hume City Council and the Sunbury Lay Ecumenical Committee Inc.

- 6.4.6 Referring to the matters raised in the HomeGrown Promotions Inc. budget submission (refer attachment 8):

Response:

Having considered the written submission from the HomeGrown Promotions Inc., Council resolved the following:

To continue to support the community by increasing sponsorship from \$6,500 to \$7,500 (plus GST) to Sunbury StreetLife through an agreement between Hume City Council and HomeGrown Promotions Inc.

- 6.4.7 Referring to the matters raised in the North West Sew 'n Sews Group budget submission (refer attachment 9):

Response:

REPORT NO: GE207 (cont.)

Having considered the written submission from North West Sew 'n Sews Group, Council resolved the following:

As part of its continuing commitment to ensure that all community users and groups have fair and equal opportunity to access Council's facilities a review of fees and charges was recently conducted. This pricing review has resulted in a fair, logical and consistent pricing structure for community facilities across the municipality.

Additionally, a meeting with the group will be set up in order to seek a satisfactory resolution.

- 6.4.8 Referring to the matters raised in the Craigieburn Cricket Club Inc. budget submission (refer attachment 10):

Response:

Having considered the written submission from Craigieburn Cricket Club Inc., Council resolved the following:

The submission on the inclusion of the DS Aitken Master Plan works that have been included in the 2017/18 Annual Budget was well received and duly noted by Council.

Council would like to thank you for your contribution to the budget process, your efforts in preparing a submission and your contribution to sport in Hume.

- 6.4.9 Referring to the matters raised in the Broadmeadows Turkish Islamic and Cultural Centre budget submission (refer attachment 11):

Response:

Having considered the written submission from the Broadmeadows Turkish Islamic and Cultural Centre, Council resolved the following:

With relation to the matters raised in the submission, Council resolved to:

- Include upgrades to the car parking lighting at the reserve as part of the 2017/18 Annual Budget.*
- Note that the parking bays on King Street will be re-linemarked in December 2017.*
- Note that sealing of the informal gravel carpark at Laura Douglas Reserve is a low priority at this time. The expected cost to formalise the gravel area as a carpark with a sealed surface, kerbing and underground drainage is likely to be in the order of \$150,000 to \$200,000.*
- Laura Douglas Reserve contains two sealed car parks and an informal gravel parking area principally for park users. People attending the Centre also use the reserve carparks.*
- The gravel area fills up with cars of people attending the Centre when the Centre is busy because it is close. Usually, however, there are still parking spaces available in the sealed car parks and surround streets when this occurs.*
- The sealed carparks in the reserve appears to be sufficient to cater for the current parking demand of park users.*

- 6.4.10 Referring to the matters raised in Mr. Ahmed Elmo, resident of Broadmeadows budget submission (refer attachment 12):

Response:

Having considered the written submission from Mr. Ahmed Elmo, Council resolved the following:

REPORT NO: GE207 (cont.)

Hume City Council has continued to invest in the development of the Broadmeadows Leisure Centre. Most recently the new 50 metre pool and associated amenities were constructed, including a new entry and revamped kiosk area. This year there are capital works planned to refurbish the change rooms in the 25 metre pool area and carry out works on the ceiling and roof of this area.

Regarding the public toilet issue raised, Council in the 2017/18 Capital Works Program has allocated \$600k for public toilets. A review of public toilets is currently underway and will recommend to Council priority sites for the upgrade of existing and provision of new public toilets.

Council's Walking and Cycling Strategy 2010-2015 identifies the extension of the walking and cycling trail along the Upfield train line as a project to be externally funded by the State Government. Currently the trail terminates south of the Hume municipality at Box Forest Road, Hadfield. In any future review of walking and cycling the Council will continue to advocate for the extension of the trail from Moreland along the Upfield rail corridor north through the Hume municipality.

Regarding the footpath issues raised, the Pascoe Vale Road footpath project is to construct a footpath in Pascoe Vale Rd (eastern side) between the bus stop at Paringa Bvd and the bus stop at Dunkeld St.

- 6.4.11 Referring to the matters raised in Mr. Ivor Mendes, resident of Tullamarine budget submission (refer attachment 13):

Response:

Having considered the written submission from the Mr. Ivor Mendes, Council resolved the following:

The footpaths through the park at the intersection of Mickleham Road and Melrose Drive and nearby sections of Tangemere Avenue and Melrose Drive were inspected on 12 April 2017.

Some footpath defects were identified in line with Council's Road Management Plan. These have been programmed for grinding which should be done by the end of June. Several bays have also been identified for replacement and these will be programmed as part of the 2017/18 footpath renewal program.

In relation to the additional bin at Melrose Drive, this location will be inspected and assessed as to whether the location warrants installation of a bin. If the site requires a bin, it will be installed.

With respect to the Clinic car park, the maintenance of a private car park is an issue for the proprietor of the business. A lack of maintenance of a car park would not normally be a matter where Council would intervene. The only occasion would be where the maintenance caused a breach of the planning permit. The maintenance of a nature strip is not the responsibility of the adjacent owner. Council cannot give the adjacent owner direction as to what standard they must maintain the Council asset that is the nature strip.

- 6.4.12 Referring to the matters raised in the Broadmeadows Stars SC budget submission (refer attachment 14):

Response:

Having considered the written submission and Mr. Yildiz's presentation to the Committee of the Whole Council, Council resolved the following:

- *Note the lighting upgrades to the soccer pitch at Progress Reserve have been included in the 2017/18 Annual Budget Capital Works Program.*

REPORT NO: GE207 (cont.)

- Council notes there are already three lights on the outside of the pavilion at the reserve helping to illuminate the western car park. Council has recently repaired these lights. The upgrade of the sportsground lighting will further illuminate the carpark.
- Review the need for additional car parking lighting at the Reserve when the above works are complete.
- Note that Council is auditing its pavilions in 2017/18, including the pavilion at Progress Reserve. This will help identify and prioritise future pavilion works.
- The pavilion audit will review of existing pavilions and how they perform against standards (adopted standards by various codes or Council) and will include:
 - Change Room sizes
 - Female Change
 - Social space size
 - Other relevant internal spaces
 - Scoreboards
 - Fencing
 - Storage
 - Coaches boxes
- Note that Council will paint the ceiling and walls of the pavilion through its 2017/18 Building Maintenance Program.
- Note that repairs to the pavilion including the replacement of broken hooks in the change rooms, cleaning of the ceilings and removal of the old drinking fountain have been assigned to Council's Building Maintenance Unit for action.
- Investigate the feasibility of constructing a path around the carpark to provide a pedestrian link between the pavilion and the sportsground. If feasible, Council will consider funding the project as part of a future Capital Works Program.
- The planning and design for the sportsground lighting upgrade will commence in July/August 2017 and the club as a major stakeholder will be consulted with as part of this project.

6.4.13 Referring to the matters raised in the Greenvale United Soccer Club's budget submission (refer attachment 15):

Response:

Having considered the written submission and Ms. Elina Eliates' presentation to the Committee of the Whole Council, Council resolved the following:

The Barrymore Reserve Pavilion three tier concrete standing area and associated drainage works will now be undertaken as part of the 2017/18 Annual Budget.

As a major stakeholder the club will be consulted as part of this project. The planning and design for the concrete standing area and drainage will occur in 2017/18.

6.4.14 Referring to the matters raised in the Hume United Football Club's budget submission (refer attachment 16):

REPORT NO: GE207 (cont.)

Response:

Having considered the written submission and Mr Mesut (Max) Ates' presentation to the Committee of the Whole Council, Council resolved the following:

Regarding the sports lighting issues raised, Council will be undertaking a sports lighting audit in 2017/18 and Laura Douglas Reserve will be assessed and considered as part of the program.

The sports lighting audit will review existing sports ground lights including existing infrastructure and how they perform against standards (adopted standards by various codes or Council) and will then include recommendations for Council's future considerations.

- 6.4.15 Referring to the matters raised in the Craigieburn Basketball Association, Craigieburn Netball Association and the Landmark Sports Badminton budget submission (refer attachment 17):

Response:

Having considered the written submission and Mr. Gary Pestrucchi's presentation to the Committee of the Whole Council, Council resolved the following:

In relation to the charges for use of the Craigieburn Leisure Centre sports courts (by the Associations) it is based on a discounted off peak fee for senior use and a scheduled rate for junior use. This discounted rate applies to the clubs that have junior teams, promote women's sport and development opportunities.

The \$65 per hour rate is applied to commercial users of the facilities. Whilst the off peak senior rate is charged at \$43.80 per hour and the junior rate is charged at \$32.70.

In future invoices for use of the courts will include the hourly rate that is charged for usage so that it is clear to users the relevant charge that is made.

A review of existing charges is being carried out to confirm the fees charged to each user group. A meeting will be held with individual user groups to confirm their payment details.

In relation to the use of the stadium out of hours by the Landmark Badminton Club, it must be noted that the Craigieburn Leisure Centre closes at 5 pm on a Sunday.

To allow future access to the centre outside of these times it will require the Badminton club to ensure they have insurance to cover any incident that may occur inside the centre when they are in operation.

The Badminton club will also be required to manage the entry to the site at the times they have booked and be responsible for the lock up of the facility when they have finished their activities.

This booking can be actioned by making contact with the Administration Co-ordinator at the Craigieburn Leisure Centre.

The future management and operation of the Craigieburn Leisure Centre, post the departure of the Leisure Centre operations is being considered as a part of a study that is considering the building capacity and also a recommendation around the future management model.

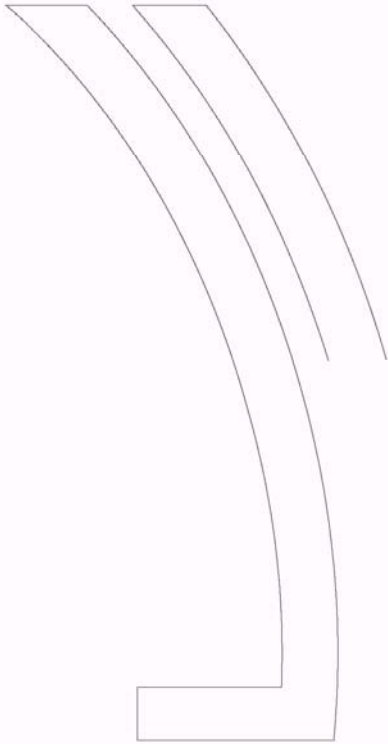
The Centre currently caters for a wide range of user groups that access the facility and this usage will be taken into account in consideration of recommended future management model/s.

REPORT NO: GE207 (cont.)

- 6.5 The Committee of the Whole Council considered these submissions. The minutes of the Committee of the Whole Council regarding the submissions are included as attachment 2 to this report.
- 6.6 The due date for rate payments is 30 September 2017, 30 November 2017, 28 February 2018 and 31 May 2018. This is in accordance with the dates gazetted by the Minister.
- 6.7 Having completed all statutory requirements, it is now appropriate to adopt the Budget.

7. CONCLUSION:

The necessary statutory procedures have been carried out and it is recommended that the Budget be adopted and public notice be given.



HUME CITY COUNCIL ANNUAL BUDGET 2017/18

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The following matters and all documents associated with the discussion of these matters are designated as confidential items pursuant to section 77(2)(c) of the Local Government Act 1989 on the grounds that they are matters that would prejudice the Council or another person (Section 89 (2) (h) of that Act).

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Hume City Council – Budget Report 2017/18

Mayor's Introduction

It gives me great pleasure to present the 2017/18 Budget to the community of Hume City Council.

Council's resources are allocated on the basis of strong governance, financial management, social justice and environmental sustainability, with our annual budget enabling us to deliver on these key platforms.

Hume City continues to be a diverse, growing municipality, and Council acknowledges the need to fund new community initiatives to meet the expectations of its expanding population and our community's dynamic, ever-changing needs, and this Budget delivers both for our community today and in preparation for the future.

Results of Council's Resident Surveys were analysed, along with feedback from Councillors, and community and key stakeholder forums to determine what the community's priorities were for the coming year and beyond.

Council's general rate increase for 2017/18 is 2%. The Victorian Government established the Fair Go Rates System (FGRS), which is a framework limiting the maximum amount councils may increase rates in a year without seeking additional approval. The Minister for Local Government set a rate cap of 2% for all Councils for the 2017/18 year, and Hume works within this rate cap in expanding its facilities while delivering quality services to our community.

The 2017/18 Budget includes total operating income of \$361.75 million and operating expenditure of \$231.07 million, generating an operating surplus of \$130.68 million and an underlying surplus of \$20.74 million. The 2017/18 capital works program is Council's largest ever program and includes \$79.56 million of new works, which will enable Council to respond to the growth in demand across the municipality.

Council's commitment to sustainable development and growth continues through this Budget, with many projects to commence, continue or be completed that will benefit the whole community.

The highlights of the 2017/18 capital works program are as follows:

- Land (\$2.3 million) – for the purchase of land in the Broadmeadows Town Centre for additional car parking.
- Land improvement (\$13.9 million) – including rehabilitation works at the Riddell Road landfill to meet the Environment Protection Authority (EPA) requirements, implementing Master Plans at the McMahon Recreation Reserve in Sunbury, D.S. Aitken Reserve in Craigieburn, Greenvale Recreation Reserve and Willowbrook Recreation Reserve in Westmeadows and open space and playground facilities across the City;
- Buildings (\$36.87 million) – including works on the Broadmeadows Town Hall adaptive re-use, the new Global Learning Centre in Sunbury, the Aitken Hill Community Centre in Craigieburn, the Greenvale Recreation Reserve pavilion 2, Aston Fields District pavilion in Craigieburn and a new social facility at Lakeside Drive Reserve in Roxburgh Park;
- Heritage (\$0.08 million) – for the installation of public art pieces at various Council sites;
- Plant and equipment (\$4.85 million) – including the scheduled replacement of Council's fleet and plant items;

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- Furniture and equipment (\$3.6 million) - including the upgrading of Council facilities, information systems, the replacement of Councils library catalogue and the replacement of and additional kerbside bins;
- Roads (\$12.04 million) – including the reconstruction of Malmsbury Drive in Meadow Heights, Garner Parade in Dallas, Somerset Road in Campbellfield and local road resurfacing and resealing across the city;
- Bridges (\$0.16 million) – including repairs to the pedestrian bridges at Vaughan Street in Sunbury, Bulla-Diggers Rest Road in Bulla and Penryn Place Aitken Creek in Craigieburn;
- Footpaths and cycleways (\$3.24 million) - including footpath rehabilitation works, new footpath works and construction of walking and cycling paths across the city;
- Car parks (\$0.73 million) – including new indented parking bays and resurfacing of existing carparks across the city; and
- Drainage (\$1.8 million) – including the drainage upgrade at Banksia Grove in Tullamarine and the upgrade of drainage infrastructure at various locations.

Please refer to Appendix B for the entire listing of 2017/18 capital works program.

With the introduction of the FGRS Council has had a strong focus on maintaining expenditure at 2016/17 levels where possible and on achieving efficiency gains. This has been achieved while still maintaining and, in many instances, improving service levels.

The Budget delivers an additional \$5.72 million towards the provision of day to day Council services including pre-schools, child care, aged services and leisure services across the municipality and also includes a number of new initiatives that will add to the extensive services already provided by Council as detailed below:

- Continue planning for the development of a business incubator and co-working space in the redevelopment of the Broadmeadows Town Hall and the development of the Global Learning Centre in Sunbury;
- Undertake a market readiness and prioritisation assessment of Council landholdings for potential employment development;
- Work with local traders to implement the State Government’s reforms to smoke-free outdoor dining areas;
- Map the services, programs, assets and spaces for leisure (physical, social, passive or active) activities to promote increased usage;
- Explore opportunities for a Hume Get Active app;
- Review and document missing links in the walking and cycling networks and develop a priority list of works;
- Implement Council’s Gaming Policy including assessment of applications for Electronic Gaming Machines (EGMs), and support of gambling-related harm reduction initiatives;
- Implement actions of the Hume Community Safety Action Plan including:

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- Promote and facilitate Community Safety Month (October) by encouraging local communities, groups, schools, businesses and agencies to build community safety partnerships through organising safety activities with other groups.
- Promote initiatives and programs that address the social needs of people living in isolation.
- Explore opportunities to partner with surrounding councils for the provision of a regional animal shelter, including of non-domestic animals;
- Provide training and communicate to community groups on how to apply for both Council and non-Council grant opportunities;
- Pilot and evaluate a program of three place-based community group forums to foster greater awareness and capacity building;
- Expand the use and integration of Smarty Grants for all Council grants programs (where appropriate) to improve awareness and accessibility of grant programs;
- Develop a criteria to access the functionality of Neighbourhood Houses to meet service needs, and undertake an assessment of:
 - Goonawarra Neighbourhood House in Sunbury; and
 - Craigieburn Education & Community Centre (Selwyn House).
- Continue advocacy for the provision of local social/public housing including the exploration of a pilot project at a former school site (such as the former Broadmeadows Primary School site);
- Commence and finalise the Parks and Open Space Service Plan including consideration of developing an Urban Forest Strategy to increase canopy coverage of street and reserve trees;
- Implement the Greater Broadmeadows Framework Plan and associated planning controls in partnership with the Victorian Planning Authority (VPA) including a development contributions regime needed to progress the urban renewal in Broadmeadows, east of the Craigieburn rail line;
- Implement the CCTV Policy for the protection of Council infrastructure;
- Continue to improve litter response, including greater vigilance on rubbish dumping and shopping trolley abandonment;
- Complete the Asset Management System implementation for open space, buildings and drainage modules; and
- Implement a process for online rates notices.

The 2017/18 Budget continues the principles of prudent and sustainable long-term financial management, developed through a rigorous process of consultation and review, and Council endorses it as financially responsible in delivering the critical services required by our community, now and into the future.

Cr Drew Jessop
Mayor

Hume City Council – Budget Report 2017/18

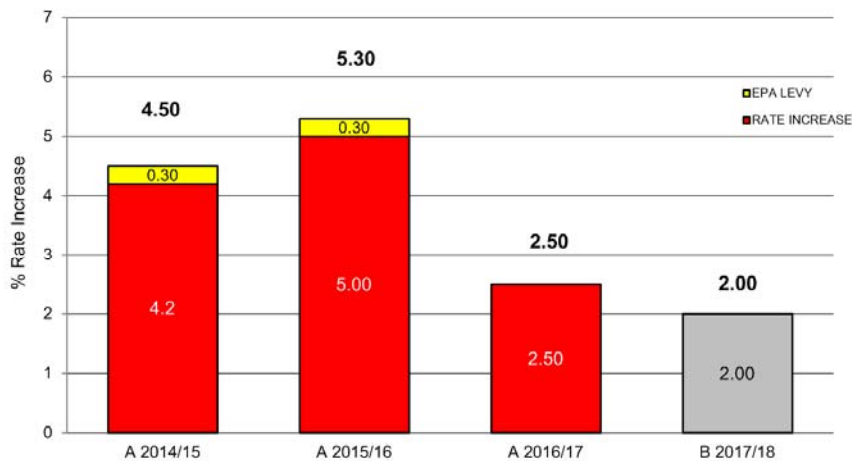
Chief Executive Officer’s Summary

Council has prepared a budget for the 2017/18 financial year which seeks to balance the demand for services and infrastructure with the community’s capacity to pay.

The 2017/18 Budget presented in this report has been developed through a rigorous process of consultation and review with Councillors, Council officers and the Hume community. It will deliver improved services, increased maintenance and an upgrade of Council owned assets and infrastructure.

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

1. Rates



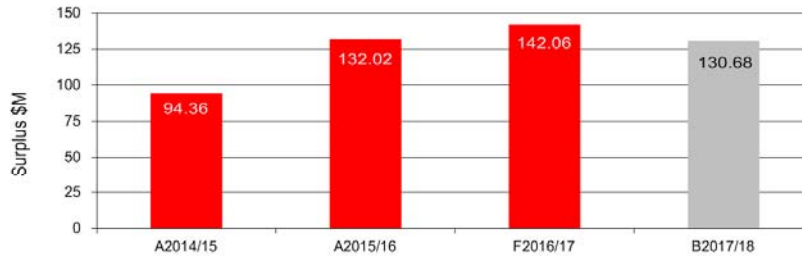
Council’s rate increase for 2017/18 is in accordance with the Victorian Government’s Fair Go Rates System (FGRS). (see section 8 for further information on the introduction and application of the FGRS).

Rates and charges collected are expected to be \$169.36 million and include rates in lieu from Commonwealth properties of \$15.39 million and \$1.85 million generated from supplementary rates. The level of total rates also reflects an expected growth rate of approximately 3.5% per annum.

This rate increase will go towards maintaining service levels, meeting the cost of a number of internal and external influences affecting the operating Budget and towards capital works to address the asset renewal needs of the City. (The rate increase for the 2016/17 year was 2.5%).

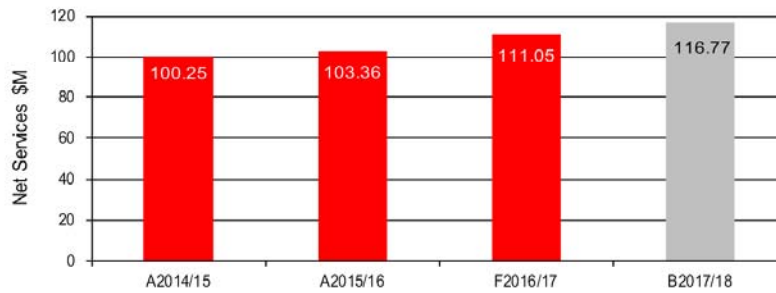
Hume City Council – Budget Report 2017/18

2. Operating result



The expected surplus for the 2017/18 year is \$130.68 million which is a decrease of \$11.38 million over the forecast result for 2016/17 predominately due to a reduction in expected capital contributions and capital grants for capital projects in 2016/17 linked to Capital Works. The underlying result, which excludes items such as capital grants and contributions and developer contributed assets is a surplus of \$20.74 million - refer to section 4 for further information. This is a decrease of \$1.33 million over 2016/17. (The forecast operating result for the 2016/17 year is a surplus of \$142.06 million).

3. Services



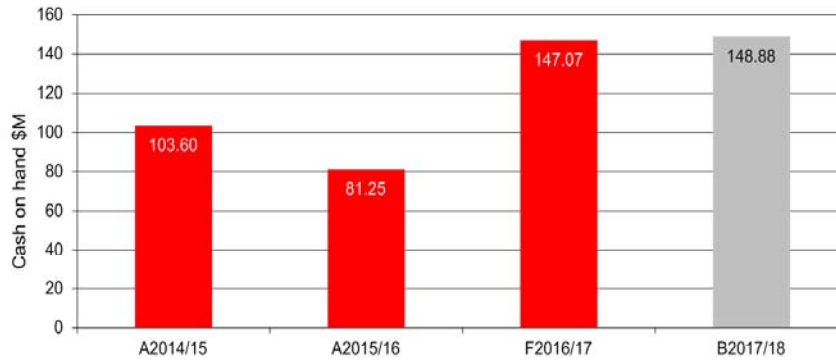
The net cost of services delivered to the community for the 2017/18 year is expected to be \$116.77 million which is an increase of \$5.72 million over the 2016/17 forecast.

A key factor influencing the development of the 2017/18 Budget has been information compiled through consultation with key stakeholders including: community satisfaction surveys, a telephone survey, and issues arising from resident and other stakeholder requests and feedback. The information states that, while there is a relatively high level of satisfaction with most services provided by Council, there are some areas requiring additional attention.

For the 2017/18 year, service levels have been maintained and a number of new activities and initiatives proposed to cater for our growing community. (The forecast net cost for the 2016/17 year is \$111.05 million).

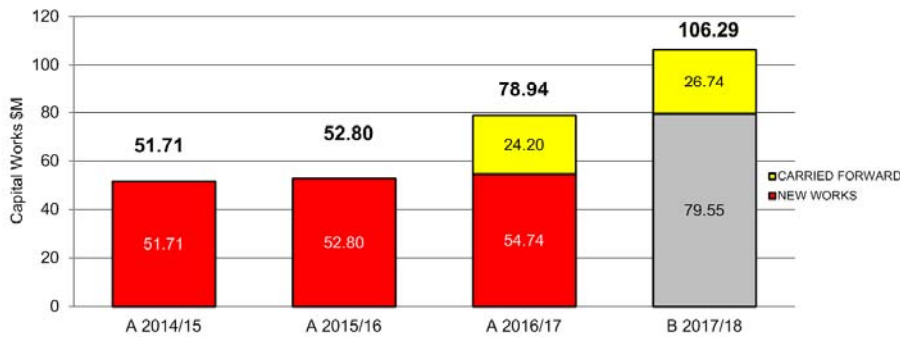
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4. Cash and investments



Cash and investments are expected to increase by \$1.81 million to \$148.88 million as at 30 June 2018. The increase in cash and investments is in line with Council's Strategic Resource Plan. (Cash and investments are forecast to be \$147.07 million as at 30 June 2017).

5. Capital works



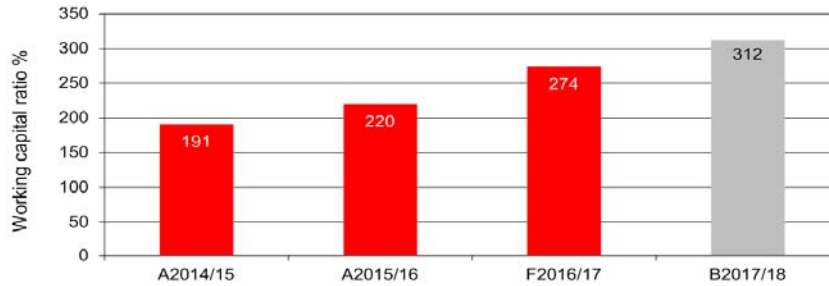
The capital works program for the 2017/18 year is expected to be \$106.29 million of which \$26.74 million relates to projects which will be carried forward from the 2016/17 year. The carried forward component is fully funded from the 2016/17 Budget. Of the \$106.29 million in capital funding required, \$70.04 million will come from Council operations, \$20.23 million from reserve cash and investments, \$15.13 million from external capital grants, capital cash contributions of \$0.09 million and \$0.8 million from the sale of plant and equipment. (Capital works is projected to be \$78.94 million for the 2016/17 year).

The 2017/18 Budget has been prepared with the future social, environmental and economic sustainability of the City in mind. Council acknowledges the need to fund new community and organisational initiatives to meet the expectations of its rapidly growing population. The program has been set and prioritised based on a rigorous process of consultation that has enabled Council to assess needs and develop sound business cases for each project.

Please refer to Appendix B for the entire listing of 2017/18 capital works program.

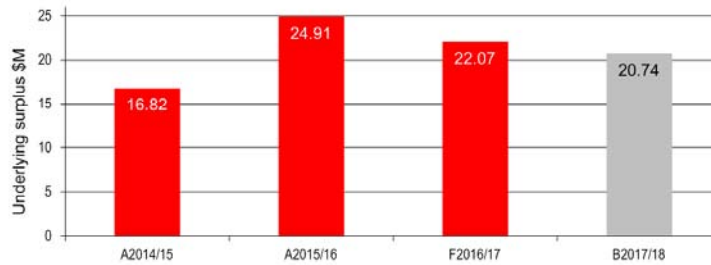
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6. Financial position



The financial position is expected to improve with ratepayer’s equity (net worth) to increase by \$178.09 million to \$2.7 billion while the working capital ratio (net current assets) will increase from 274% to 312% at 30 June 2018. This is mainly due an increase in cash and investments as detailed above and a reduction in liabilities. Total equity is forecast to be \$2.5 billion as at 30 June 2017). The increase in cash and investments is in line with Council’s Strategic Resource Plan.

7. Financial Sustainability



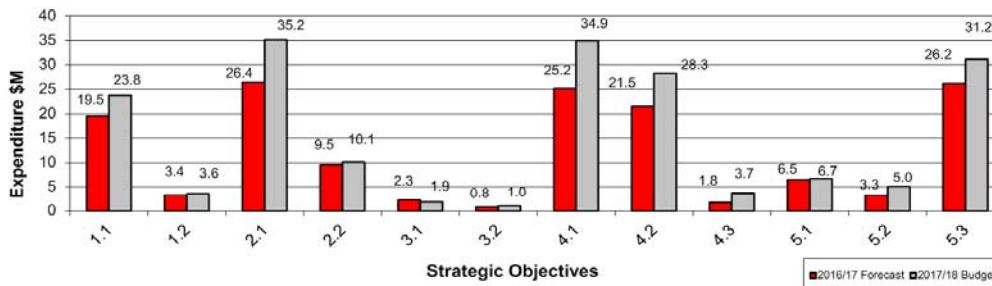
A high level Strategic Resource Plan for 2017/18 to 2020/21 has been developed. The key objective of the Plan is financial sustainability, while still achieving the Council’s strategic objectives as specified in the Council Plan.

The Plan projects that Council’s operating result will be \$130.68 million and the underlying result will be \$20.74 million in 2017/18.

The underlying result, which is a measure of financial sustainability, is steady over the SRP period.

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8. Strategic objectives



1.1 Support Skill Development and Education Opportunity	4.1 Urban Development, Environment and Natural Heritage
1.2 Support Business Growth and Local Jobs	4.2 Well Designed and Maintained City
2.1 Foster an Active and Healthy Community	4.3 Connected Community Via Efficient Transport Networks
2.2 Strengthen Community Safety and Respectful Behaviour	5.1 Visions and Aspirations
3.1 Foster Socially Connected and Supported Communities	5.2 Create a Community Actively Involved in City Life
3.2 Strengthen Community Connections Through Local Events and the Arts	5.3 Responsible and Transparent Governance, Services and Infrastructure

The Annual Budget includes a range of services and initiatives to be funded that will contribute to achieving the strategic objectives specified in the Council Plan. The above graph shows the level of funding allocated in the Budget to achieve the strategic objectives as set out in the Council Plan for the 2017/18 year.

This Budget has been developed through a rigorous process of consultation and review and management endorses it as financially responsible. More detailed Budget information is available throughout this document.

Domenic Isola
Chief Executive Officer

Hume City Council – Budget Report 2017/18

Budget Processes

This section lists the budget processes to be undertaken in order to adopt the Budget in accordance with the *Local Government Act 1989* (the Act) and Local Government (Planning and Reporting) Regulations 2014 (the Regulations).

Under the Act, Council is required to prepare and adopt an annual budget for each financial year. The budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Regulations which support the Act.

The 2017/18 Budget, which is included in this report, is for the year 1 July 2017 to 30 June 2018 and is prepared in accordance with the Act and Regulations. The Budget includes financial statements being a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flow and Statement of Capital Works. These statements have been prepared for the year ended 30 June 2018 in accordance with the Act and Regulations and are consistent with the annual financial statements which are prepared in accordance with Australian Accounting Standards. The Budget also includes information about the rates and charges to be levied, the capital works program to be undertaken, the human resources required and other financial information Council requires in order to make an informed decision about the adoption of the Budget.

The preparation of the Budget begins with officers preparing the operating and capital components of the annual budget between January to March. A draft consolidated budget is then prepared and various iterations are considered by Council at informal briefings during April and May. A 'proposed' budget is prepared in accordance with the Act and submitted to Council in May for approval 'in principle'. Council is then required to give 'public notice' that it intends to 'adopt' the budget. It must give 28 days notice of its intention to adopt the proposed budget and make the Budget available for inspection at its offices and on its internet web site. A person has a right to make a submission on any proposal contained in the budget and any submission must be considered before adoption of the budget by Council.

To assist persons to understand the budget and make a submission if they wish, Council officers undertake a community engagement process including public information sessions, focus groups and other techniques. The final step is for Council to adopt the budget after receiving and considering any submissions from interested parties. The budget is required to be adopted by 30 June and a copy submitted to the Minister within 28 days after adoption.

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The key dates for the budget process are summarised below:

Budget process	Timing
1. Officers update Council's long term financial projections	Dec/Jan
2. Officers prepare operating and capital budgets	Feb/Mar
3. Council considers draft budgets at informal briefings	Apr/May
4. Proposed budget submitted to Council for approval	May
5. Public notice advising intention to adopt budget	May
6. Budget available for public inspection and comment	May/Jun
7. Public submission process undertaken	May/Jun
8. Submissions period closes (28 days)	Jun
9. Submissions considered by Council/Committee	Jun
10. Budget and submissions presented to Council for adoption	Jun
11. Copy of adopted budget submitted to the Minister for Local Government	Jun
12. Revised budget where a material change has arisen (if required)	Sep-Jun

1. Linkage to the Council Plan

This section describes how the Annual Budget links to the achievement of the Council Plan within an overall planning framework. This framework guides the Council in identifying community needs and aspirations over the long-term (Hume Horizons 2040), medium-term (Council Plan) and short-term (Annual Budget) and then holding itself accountable (Annual Report).

1.1 Planning and accountability framework

The Strategic Resource Plan, part of and prepared in conjunction with the Council Plan, is a rolling four year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The Annual Budget is framed within the Strategic Resource Plan, taking into account the services and initiatives which contribute to achieving the strategic objectives specified in the Council Plan. The diagram below depicts the planning and accountability framework that applies to local government in Victoria.

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Source: Department of Environment, Land, Water and Planning (formerly Department of Transport, Planning and Local Infrastructure)

In addition to the above, Council has a long-term plan (Hume Horizons 2040) which articulates a community vision, mission and values. The Council Plan is prepared with reference to Council's long-term community plan.

The timing of each component of the planning framework is critical to the successful achievement of the planned outcomes. The Council Plan, including the Strategic Resource Plan, is required to be completed by 30 June following a general election and is reviewed each year in advance of the commencement of the Annual Budget process.

Hume City Council – Budget Report 2017/18

1.2 Our purpose

VISION

Hume City Council will be recognised as a leader in achieving social, environmental and economic outcomes with a common goal of connecting our proud community and celebrating the diversity of Hume.

MISSION

To enhance the social, economic and environmental prosperity of our community through vision, leadership, excellence and inclusion.

WE VALUE

Our Citizens

We will promote democratic representation and genuinely engage our citizens to promote a sense of belonging within a healthy, safe, strong and diverse community.

We will lead the way to identify community needs and best practice service delivery models and advocate for an integrated approach to service provision.

Our services and facilities will be high quality and we will pursue efficiency and continuous improvement through customer focus and innovation.

Our Staff

We will demonstrate this by encouraging, supporting and developing our employees to achieve service excellence and a sense of unity, pride and fulfilment.

Partnerships with the Federal and State Governments

We will work together to achieve the equitable provision of services and infrastructure to meet current and future community needs.

Our Community Organisations

We will work in partnership with them to build community wellbeing, resilience and capacity.

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1.3 Strategic objectives

Council delivers services and initiatives under 28 service areas. Each contributes to the achievement of one of the 12 Strategic Objectives as set out in the Council Plan for the years 2017-21 incorporating the Strategic Resource Plan 2017-2021. The following table lists the five themes and the 12 Strategic Objectives as described in the Council Plan.

Theme	Description
<p>1. A Well-educated and Employed Community</p>	<p>Hume is a City that is committed to life-long learning by providing access to education, no matter what stage of life.</p> <p>1.1. Strategic Objective - Support and enhance skill development and educational opportunities to reduce disadvantage, improve employment prospects and quality of life</p> <p>1.2. Strategic Objective - Create conditions which support business growth and create local jobs for Hume residents</p>
<p>2. A Healthy and Safe Community</p>	<p>Hume City is a healthy, safe and welcoming community where all residents are encouraged to live active and fulfilling lives.</p> <p>2.1. Strategic Objective - Foster a community which is active and healthy</p> <p>2.2. Strategic Objective - Strengthen community safety and respectful behaviour</p>
<p>3. A Culturally Vibrant and Connected Community</p>	<p>Hume is a City of great cultural diversity and a leading example of how people can work together to celebrate what makes them different and foster a sense of belonging for all.</p> <p>3.1. Strategic Objective - Foster socially connected and supported communities</p> <p>3.2. Strategic Objective - Strengthen community connections through local community events and the arts</p>
<p>4. A Sustainably Built and Well-Maintained City with an Environmentally Aware Community</p>	<p>Thoughtful planning, innovative design and timely and sustainable provision of physical and social infrastructure are central in developments across Hume City.</p> <p>4.1. Strategic Objective - Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces</p> <p>4.2. Strategic Objective - Create community pride through a well-designed and maintained City</p> <p>4.3. Strategic Objective - Create a connected community through efficient and effective walking, cycling, public transport and car networks</p>

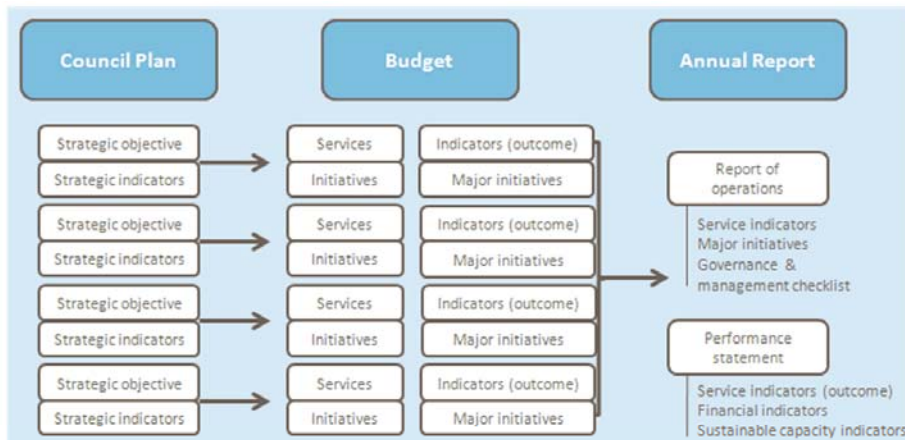
Hume City Council – Budget Report 2017/18

Theme	Description
<p>5. A Well-Governed and Engaged Community</p>	<p>The community is well-informed and engaged in decision making, helping to create a community that is highly engaged and well-connected.</p> <p>5.1. Strategic Objective - Realise the vision and aspirations of Hume’s community by implementing Hume Horizons 2040</p> <p>5.2. Strategic Objective - Create a community actively involved in civic life</p> <p>5.3. Strategic Objective - Provide responsible and transparent governance, services and infrastructure which respond to community needs</p>

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2. Services, Initiatives and Service Performance Indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2017/18 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes a number of major initiatives, initiatives and service performance outcome indicators for key areas of Council's operations. Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.



Source: Department of Transport, Planning and Local Infrastructure

Services for which there are prescribed performance indicators to be reported on in accordance with the Regulations are shown in bold and underlined in the below sections.

2.1 Strategic Objective 1.1: Support and enhance skill development and educational opportunities to reduce disadvantage, improve employment prospects and quality of life.

From birth, Hume residents will have access to a diverse range of high quality learning opportunities that support ongoing skill development, active participation in community life and pathways to employment.

Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Lifelong Learning	Inspires learning in Hume through the provision of public libraries, accessible computers and WiFi, educational programs and support to Neighbourhood Houses.	5,504 <u>(1,523)</u> 3,981
Early Childhood Education and Care	Provides playgroups, preschool, day care, occasional care and out of school hours care. It also supports children with additional needs, learning difficulties and developmental concerns to access and participate in education.	17,834 <u>(17,866)</u> (32)

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Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Governance and Associated Statutory Services	Provides executive oversight and governance of Hume City Council, including divisional management, instruments of delegation and the management of legal and statutory responsibilities. This service ensures the effective and efficient allocation of Council resources, in accordance with the principles of the Local Government Act and legislative requirements.	449 (-) 449

Major Initiatives

1. Complete the design and commence construction of the Global Learning Centre in Sunbury, including ongoing engagement with key stakeholders.

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Libraries	Participation	Active library members (Percentage of the municipal population that are active library members)	[Number of active library members / municipal population] x100

2.2 Strategic Objective 1.2: Create conditions which support business growth and create local jobs for Hume residents.

Hume City will be seen as an attractive place to do business, with a prosperous and resilient local economy that creates local employment opportunities for our residents.

Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Economic Development	Economic development supports business and encourages new investment to promote commerce and employment growth within Hume City. This includes training, promotion and networking events, job creation programs, tourism support and management of the Sunbury Visitors Information Centre.	1,716 (63) 1,653
Lifelong Learning	Inspires learning in Hume through the provision of public libraries, accessible computers and WiFi, educational programs and support to Neighbourhood Houses.	1,847 (359) 1,488

Major Initiatives

2. Finalise the tender and commence construction of the Broadmeadows Town Hall redevelopment.

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Initiatives

1. Continue planning for the development of a business incubator and co-working space in the redevelopment of the Broadmeadows Town Hall and the development of the Global Learning Centre in Sunbury.
2. Undertake a market readiness and prioritisation assessment of Council landholdings for potential employment development.
3. Work with local traders to implement the State Government's reforms to smoke-free outdoor dining areas.

2.3 Strategic Objective 2.1: Foster a community which is active and healthy.

Active lifestyles are encouraged, and the health and wellbeing of Hume's residents will be supported through accessible and affordable leisure, social and health services.

Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Facility Management / Facilities Hire	Manages and maintains Council facilities for internal and external use including Council's office, community halls, leisure facilities, sports stadiums and function/training rooms at Learning Centres.	3 (24) (21)
Disability Support Services	Home and Community Care provides a range of services to assisting the elderly, disabled and those with special needs. This includes home, respite and personal care, delivered meals, community transport, property maintenance and social inclusion programs. The service also ensures that open spaces, facilities and recreation options are accessible for people of all abilities.	83 (-) 83
Youth Services	Address the needs of young people (aged 12 – 24) across the municipality. Services including counselling, outreach activities and youth development programs and events are provided from Youth Centres, schools and community locations.	1,632 (56) 1,576
Leisure, Health and Wellbeing	Manages leisure centres, aquatic facilities, sports stadiums and provides a range of activities and programs at these locations. This service is also responsible for initiatives targeting obesity, physical activity, nutrition, tobacco and alcohol through delivery of the <i>Municipal Public Health and Wellbeing Plan</i> .	15,896 (9,988) 5,908
Aged Support Services	Provides support and maintenance services to assist the elderly and those with special needs through care and social inclusion programs. This includes active ageing activities, senior citizens groups, dementia support, a community safety register and personal care to assist older people to remain living in their own homes.	11,910 (8,304) 3,606

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Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Family Support and Health	Provides programs and support in the areas of wellbeing, child safety, socialisation and connection to their community. The service offers Maternal and Child Health consultations, case management, immunisation, parenting education, in-home support and physical development assessments.	5,632 (2,643) 2,989

Major Initiatives

3. Continue the development and implementation of recreation and open space master plans and management plans, including:
 - Greenvale Recreation Reserve;
 - Craigieburn Gardens;
 - Seabrook Reserve in Broadmeadows;
 - McMahon Recreation Reserve in Sunbury;
 - Willowbrook Recreation Reserve in Westmeadows;
 - D.S. Aitken Recreation Reserve in Craigieburn;
 - Broadmeadows Valley Park; and
 - Bolinda Road in Campbellfield.

Initiatives

4. Map the services, programs, assets and spaces for leisure (physical, social, passive or active) activities to promote increased usage.
5. Explore opportunities for a Hume Get Active app.
6. Review and document missing links in the walking and cycling networks and develop a priority list of works.
7. Implement Council's Gaming Policy including assessment of applications for Electronic Gaming Machines (EGMs), and support of gambling-related harm reduction initiatives.

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities (Number of visits to aquatic facilities per head of municipal population)	Number of visits to aquatic facilities / Municipal population
Food safety	Health and safety	Critical and major non-compliance notifications (Percentage of critical and major non-compliance notifications that are followed up by Council)	[Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100

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Service	Indicator	Performance Measure	Computation
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 year) / Number of children enrolled in the MCH service] x100
		Participation in 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 year) / Number of Aboriginal children enrolled in the MCH service] x100

2.4 Strategic Objective 2.2: Strengthen community safety and respectful behaviour.

Council will actively encourage respectful behaviour within our community and undertake safety initiatives to ensure that the City remains safe for all residents, visitors, road users and animals.

Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Community Safety	Provides a safe municipality through the provision of school crossing supervision, emergency response and recovery and enforcing City Laws and State Government legislation. This includes regulations for parking, litter, animal management, fire prevention, road rules, environmental protection and pollution.	10,101 <u>(5,661)</u> 4,440

Initiatives

8. Implement actions of the Hume Community Safety Action Plan including:
 - Promote and facilitate Community Safety Month (October) by encouraging local communities, groups, schools, businesses and agencies to build community safety partnerships through organising safety activities with other groups.
 - Promote initiatives and programs that address the social needs of people living in isolation.
9. Explore opportunities to partner with surrounding councils for the provision of a regional animal shelter, including of non-domestic animals.

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Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Animal Management	Health and safety	Animal management prosecutions (Number of successful animal management prosecutions)	Number of successful animal management prosecutions

2.5 Strategic Objective 3.1: Foster socially connected and supported communities.

With a strong sense of Social Justice, Council will continue to support our community in undertaking initiatives that strengthen social connections and inclusive behaviours that recognise and value the contribution of all.

Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Cemetery Services	Council provides an administrative service to the Sunbury and Bulla Cemetery Trusts on a fee for service basis including accepting funeral bookings, dealing with maintenance contractors, selling plots, maintaining the cemeteries and coordinating plaque orders and installations.	239 <u>(255)</u> (16)
Community Development	Fosters community strength and resilience within the context of the <i>Social Justice Charter</i> and provides funding for community projects which build community capacity and enhance community wellbeing. The service delivers events and festivals which celebrate the cultural diversity of the City and environmental educational programs under the <i>Live Green</i> banner.	895 <u>(162)</u> 733
Facility Management / Facilities Hire	Manages and maintains Council facilities for internal and external use including Council's office, community halls, leisure facilities, sports stadiums and function/training rooms at Learning Centres.	22 <u>(3)</u> 19
Indigenous Support	Provides assistance for the Aboriginal and Torres Strait Islander community through disability respite, holiday programs, planned activity groups, parent engagement programs and community engagement and recognition activities.	255 <u>(124)</u> 131
Governance and Associated Statutory Services	Provides executive oversight and governance of Hume City Council, including divisional management, instruments of delegation and the management of legal and statutory responsibilities. This service ensures the effective and efficient allocation of Council resources, in accordance with the principles of the Local Government Act and legislative requirements.	443 <u>(-)</u> 443

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Major Initiatives

4. Continue to develop, design and plan for the delivery of community centres including:
 - Aitken Hill in Craigieburn (construct);
 - Greenvale West (design); and
 - Merrifield North in Mickleham (plan).

Initiatives

10. Provide training and communicate to community groups on how to apply for both Council and non-Council grant opportunities.
11. Pilot and evaluate a program of three place-based community group forums to foster greater awareness and capacity building.
12. Expand the use and integration of Smarty Grants for all Council grants programs (where appropriate) to improve awareness and accessibility of grant programs.
13. Develop a criteria to access the functionality of Neighbourhood Houses to meet service needs, and undertake an assessment of:
 - Goonawarra Neighbourhood House in Sunbury; and
 - Craigieburn Education & Community Centre (Selwyn House).

2.6 Strategic Objective 3.2: Strengthen community connections through local community events and the arts.

Participation in community life will be strengthened by Council through enhancing appropriate places and spaces that facilitate and support cultural expression, the arts and local community events.

Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Arts and Culture	Provides a range of programs and activities at leisure centres and community facilities including dance programs, active movement activities and an all abilities disco. This service also supports local artists by providing access to exhibition space and secures funding and partnerships for arts initiatives.	352 (97) 255
Community Development	Fosters community strength and resilience within the context of the <i>Social Justice Charter</i> and provides funding for community projects which build community capacity and enhance community wellbeing. The service delivers events and festivals which celebrate the cultural diversity of the City and environmental educational programs under the <i>Live Green</i> banner.	662 (49) 613

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2.7 Strategic Objective 4.1: Facilitate appropriate urban development while protecting and enhancing the City’s environment, natural heritage and rural spaces.

Council will display strong leadership in protecting and enhancing our natural and built environment, while ensuring developments provide a diverse range of affordable housing options.

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Waste Management	Provides household waste collection including garbage, recycling and green waste and supports local businesses with responsible waste disposal and litter management. It also includes community education and engagement programs through schools, anti-litter campaigns, hard waste collection and waste diversion from landfill or dumping.	20,476 (5,325) 15,151
City Development	Ensures that statutory planning, open space infrastructure assets and urban design of the City are conducted in accordance with legal specifications and responsible land management planning schemes. The service ensures social justice and environmental sustainability principles are embedded in Council’s planning processes.	13,979 (8,580) 5,399
Governance and Associated Statutory Services	Provides executive oversight and governance of Hume City Council, including divisional management, instruments of delegation and the management of legal and statutory responsibilities. This service ensures the effective and efficient allocation of Council resources, in accordance with the principles of the Local Government Act and legislative requirements.	437 (-) 437

Initiatives

- 14. Continue advocacy for the provision of local social/public housing including the exploration of a pilot project at a former school site (such as the former Broadmeadows Primary School site).
- 15. Commence and finalise the Parks and Open Space Service Plan including consideration of developing an Urban Forest Strategy to increase canopy coverage of street and reserve trees.

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Waste collection	Waste diversion	Kerbside collection waste diverted from landfill (Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill)	[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100

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Service	Indicator	Performance Measure	Computation
Statutory planning	Decision making	Council planning decisions upheld at VCAT (Percentage of planning application decisions subject to review by VCAT and that were not set aside)	[Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100

2.8 Strategic Objective 4.2: Create community pride through a well-designed and maintained City.

The urban design of the City will be further enhanced to provide a high-quality and well-maintained public realm that continues to improve liveability and pride of place.

Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Transport, Roads and Drainage	Is responsible for asphalt repairs, engineering investigations, civil and traffic design and underground drainage cleaning and stormwater drainage maintenance. In addition, the service manages transport planning and contracts with external service providers for road line marking. This service is also responsible for Council's <i>Road Management Plan</i> and compliance and enforcement of government regulations.	6,001 <u>(316)</u> 5,685
City Amenity and Appearance	Is responsible for road cleaning, public litter collection and minimisation and maintenance of Council's waste and litter infrastructure. This includes road and footpath sweeping and repairs, graffiti removal and cleansing activities that ensure the city remains clean and well presented.	1,458 <u>(42)</u> 1,416
Parks and Open Space	Provides maintenance and provision of parks, sports fields, forests, conservation reserves, play spaces and open spaces. In doing so, the service ensures Council is complying with legislation and risk management procedures for these public areas.	20,362 <u>(160)</u> 20,202
Governance and Associated Statutory Services	Provides executive oversight and governance of Hume City Council, including divisional management, instruments of delegation and the management of legal and statutory responsibilities. This service ensures the effective and efficient allocation of Council resources, in accordance with the principles of the Local Government Act and legislative requirements.	424 <u>(-)</u> 424

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Initiatives

- 16. Implement the Greater Broadmeadows Framework Plan and associated planning controls in partnership with the Victorian Planning Authority (VPA) including a development contributions regime needed to progress urban renewal in Broadmeadows, east of the Craigieburn rail line.
- 17. Implement the CCTV Policy for the protection of Council infrastructure.
- 18. Continue to improve litter response, including greater vigilance on rubbish dumping and shopping trolley abandonment.

2.9 Strategic Objective 4.3: Create a connected community through efficient and effective walking, cycling, public transport and car networks.

Council will continue to plan for and deliver a connected community with enhancements that facilitate integrated and efficient walking, cycling, public transport and car networks.

Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Transport, Roads and Drainage	Is responsible for asphalt repairs, engineering investigations, civil and traffic design and underground drainage cleaning and stormwater drainage maintenance. In addition, the service manages transport planning and contracts with external service providers for road line marking. This service is also responsible for Council's <i>Road Management Plan</i> and compliance and enforcement of government regulations.	3,719 (775) 2,944

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Roads	Satisfaction	Satisfaction with sealed local roads (Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads)	Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads.

2.10 Strategic Objective 5.1: Realise the vision and aspirations of Hume's community by implementing Hume Horizons 2040.

Council will support our community's vision and aspirations through a highly engaged workforce that responds to local community need and is supported by effective and efficient financial and strategic planning.

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Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Council and Service Planning	Manages Council planning and reporting and legislative requirements under the <i>Local Government Act</i> . It develops and reports on progress and achievements of the Council Plan and Community Plan and supports Council's Auditor Committee and Internal Audit contract. The service also provides strategic advice on emerging social issues and policy matters to inform Council's decision making and service planning processes and to advocate for improved community outcomes.	2,735 (11) 2,724
Human Resources	Ensures that staff pay and conditions are in accordance with the Enterprise Agreement and Awards. The service also provides Organisational Development and Workplace Health, Safety and Wellbeing. It facilitates a positive workplace culture through training and development opportunities, staff reward and recognition, employee support schemes and industrial relations.	3,998 (575) 3,423

Initiatives

- 19. Complete the Asset Management System implementation for open space, buildings and drainage modules.
- 20. Implement a process for online rates notices.

2.11 Strategic Objective 5.2: Create a community actively involved in civic life.

Hume residents will be kept informed and empowered to actively participate in decision-making processes at all levels of government.

Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Communications and Advocacy	Provides support to the organisation in delivering information to Hume residents, businesses, visitors and employees through a range of communication channels. The service supports Councils advocacy and grants, print and digital media communications and is responsible for Council's corporate branding and reputation management.	2,340 (-) 2,340
Organisation and Community Intelligence	Provides an internal records management service to ensure organisational knowledge is maintained through the archiving, retrieval and storage of information in accordance with the <i>Public Records, Freedom of Information and Information Privacy Acts</i> . The Geographic Information System provides mapping and spatial assistance in undertaking social research and community consultation to inform service planning and strategy development.	2,689 (-) 2,689

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2.12 Strategic Objective 5.3: Provide responsible and transparent governance, services and infrastructure which respond to community needs.

With prudent financial management, Council will continue to plan for the long-term sustainability of the City and provide services and infrastructure that responds to community needs in an open and transparent manner.

Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Governance and Associated Statutory Services	Provides governance and administration duties for Council and Committee meetings, ensuring compliance with the <i>Local Government Act</i> , Local Laws and associated codes. This also includes Council's responsibilities under the <i>Information Privacy Act</i> , the <i>Geographic Place Names Act</i> , conducting Council elections and requests made under the <i>Freedom of Information Act</i> . It also provides executive oversight and governance of Hume City Council, including divisional management, instruments of delegation and the management of legal and statutory responsibilities. This service ensures the effective and efficient allocation of Council resources, in accordance with the principles of the Local Government Act and legislative requirements.	2,781 <u>(110)</u> 2,671
Facility Management / Facilities Hire	Manages and maintains Council facilities for internal and external use including Council's office, community halls, leisure facilities, sports stadiums and function/training rooms at Learning Centres.	7,516 <u>(1,616)</u> 5,900
Information Technology	Is an internal service that supports efficient and reliable access to information, communications and technology (ICT). This includes service support, maintenance, security and adherence to Council standards and procedures.	4,679 <u>(-)</u> 4,679
Finance and Procurement Services	Ensures Council's procurement is undertaken in accordance with legislation and contract works and services provided meet best practice. This service also levies and collects general rates and special charge schemes. Accounting services analyse, review, monitor and report information about financial activity within Council, for use in planning, performance evaluation, and operational control.	5,083 <u>(3,447)</u> 1,636

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Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Asset Management and Infrastructure Development	Is responsible for monitoring and management of Council assets (roads, drains, bridges, etc.) to ensure infrastructure is maintained to appropriate standards. This includes efficient management, supply and control of Council fleet vehicles, plant and equipment and the development and delivery of Council's annual Capital Works Program.	7,743 (340) 7,403
Customer Service	Handles enquiries from the public from three Customer Service Centres via face to face interactions, telephone, email and web chat. Customer Service Centres receive payments, distribute information and connect people with Council services and activities.	3,346 (-) 3,346

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Governance	Satisfaction	Satisfaction with Council decisions (Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community)	Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community

2.13 Performance statement

The service performance outcome indicators detailed in the preceding pages will be reported on within the Performance Statement which is prepared at the end of the year as required by section 132 of the Act and included in the 2017/18 Annual Report. The Performance Statement will also include reporting on prescribed indicators of financial performance and sustainable capacity, which are not included in this Budget report. The full set of prescribed performance indicators are audited each year by the Victorian Auditor General who issues an audit opinion on the Performance Statement. The major initiative detailed in the preceding pages will be reported in the Annual Report in the form of a statement of progress in the Report of Operations.

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2.14 Reconciliation with budgeted operating result

Strategic Objectives	Net Cost \$'000	Revenue \$'000	Expenditure \$'000
1.1 Support Skill Development and Education Opportunity	4,398	(19,389)	23,787
1.2 Support Business Growth and Local Jobs	3,141	(422)	3,563
2.1 Foster an Active and Healthy Community	14,141	(21,015)	35,156
2.2 Strengthen Community Safety and Respectful Behaviour	4,440	(5,661)	10,101
3.1 Foster Socially Connected and Supported Communities	1,310	(544)	1,854
3.2 Strengthen Community Connections Through Local Events and the Arts	868	(146)	1,014
4.1 Urban Development, Environment and Natural Heritage	20,987	(13,905)	34,892
4.2 Well Designed and Maintained City	27,727	(518)	28,245
4.3 Connected Community Via Efficient Transport Networks	2,944	(775)	3,719
5.1 Visions and Aspirations	6,147	(586)	6,733
5.2 Create a Community Actively Involved in City Life	5,029	-	5,029
5.3 Responsible and Transparent Governance, Services and Infrastructure	25,635	(5,513)	31,148
Total activities and initiatives	116,767	(68,474)	185,241
Other non-attributable	(62,949)		
Deficit before funding sources	53,818		
Rates and charges	(169,361)		
Capital grants	(15,134)		
Total funding sources	(184,495)		
Surplus for the year	(130,677)		

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3. Budget Influences

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

3.1 Snapshot of Hume City Council

Hume is located just 15 kilometres north of the centre of Melbourne. Hume City is one of the fastest growing and most culturally-diverse communities in Australia. Hume was created in 1994 when the Shire of Bulla amalgamated with the majority of the City of Broadmeadows. Spanning a total area of 504 square kilometres, Hume City is built around the established suburbs of Broadmeadows, Tullamarine and Gladstone Park in the south, the developing residential suburbs of Greenvale, Craigieburn, Mickleham and Kalkallo in the north-east and the Sunbury township in the north-west. The municipality is made up of a vibrant mix of contrasts including new and established residential areas, major industrial and commercial precincts, vast expanses of rural areas and parkland and areas committed for future urban growth. The Melbourne International Airport accounts for 10 per cent of the total area of Hume City.

Population

Home to 203,600 residents in 2017, Hume City's population is expected to grow to 345,400 by the year 2041 (Source: Id Consulting, Hume Population Forecasts, accessed 20/04/2017). According to Australian Bureau of Statistics population growth figures, over the last ten years, Hume has experienced an average annual growth rate of 2.8% (Source: ABS, Regional Population Growth 2006 to 2016, cat. no. 3218.0).

Age Structure

Hume has a relatively young age profile with 30.5% of persons aged less than 20 years, compared to 24.7% for Greater Melbourne. Similarly the proportion of persons aged 65 years or more is only 9.1% for Hume, compared to 13.1% for Greater Melbourne (Source: 2011 ABS, Census of Population and Housing)

Births

On average, 2,807 babies have been born each year, over the last five years. In the 2015/16 financial year 2,985 babies were born in the municipality. (Source: Department of Education and Training: 2015/16 MCH Annual Data Report)

Cultural Diversity

Hume residents come from more than 160 different countries and speak over 140 languages. Over three-fifths (62.1%) of Hume's population were born in Australia. Slightly more than a quarter of residents (27.9%) were born overseas in a non-English speaking country. The most common overseas countries of birth of Hume residents are Iraq, Turkey, India and the United Kingdom. (Source: 2011 ABS, Census of Population and Housing)

Just over two-fifths (41.0%) of Hume residents speak a language other than English at home, compared to 29.0% for Greater Melbourne. The most common languages spoken at home, other than English for residents in Hume are Turkish, Arabic, Assyrian/Aramaic and Italian. The most common languages in Greater Melbourne are Chinese languages, Italian and Greek. (Source: 2011 ABS, Census of Population and Housing).

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Housing

At March 2017, there were over 68,000 residential properties in Hume (Source: Hume City Council rates database, 1 April 2017). According to 2011 ABS Census of Population and Housing data, the majority of occupied private dwellings in Hume City are stand-alone houses (86.2%). Medium density housing accounts for 12.9% of dwellings, and high density housing accounts for 0.3% of private dwellings in Hume City.

The majority of households living in Hume are couple families with children (43.7%) which is higher than Greater Melbourne (33.6%). Households with one parent families are also more common in Hume (14.0%) than Greater Melbourne (10.4%). Hume City has a lower proportion of households made up of couples without children (19.7%) and lone person households (15.7%) compared to Greater Melbourne (23.5% and 22.3%, respectively). (Source: 2011 ABS, Census of Population and Housing).

Education and Occupation

Of the young people aged 20 to 24 years in Hume City, more than two-thirds have completed Year 12 or equivalent (68%). This is lower than for Greater Melbourne at 77%. (Source: 2011 ABS, Census of Population and Housing).

For Hume residents aged 25 years and over, 13% have attained a bachelor degree or higher, while 8% have attained a diploma or advanced diploma education level and 16% a certificate level. (Source: 2011 ABS, Census of Population and Housing).

The most common industry of employment for persons aged 15 years and over in Hume is the manufacturing sector, in which 13.9% of employed persons work. This is higher than Greater Melbourne at 10.8%. The second most common industry of employment is retail trade in which 11.1% of Hume's 15+ year old employed population works. This is followed by 'transport, postal and warehousing' (10.1%), 'construction' (10%) and 'health care and social assistance' (9.2%). The proportion of persons aged 15 years and over in Hume employed in 'professional, scientific and technical services' is 4.3%, which is lower than the Greater Melbourne proportion of 8.9%. (Source: 2011 ABS, Census of Population and Housing).

As at December 2016, Hume City had an unemployment rate of 9.8%, higher than the metropolitan Melbourne figure of 5.8%. Within Hume, the highest unemployment rate was found in the ABS statistical area level 2 of Broadmeadows (24.4%), this was followed by Meadow Heights SA2 (22.4%), and Campbellfield-Coolaroo SA2 (22.1%). The lowest unemployment rate in Hume was in the Greenvale-Bulla SA2 area with 3.3%. (Source: Department of Employment, Small Area Labour Markets Australia, December 2016 Quarter).

Budget implications

As a result of the City's demographic profile there are a number of budget implications in the short and long term as follows:

- Cultural and linguistic diversity means that Council needs to use a variety of media in languages other than English for mass communication with citizens and uses interpreting services for interpersonal communication with citizens. Council also draws on the abilities of its bilingual staff.
- Over 18% of residential ratepayers are entitled to the pensioner rebate. As pensioners are often asset rich but income poor, the adoption of significant rate increases has a real impact on the disposable income of a significant proportion of our community. Council has hardship provisions in place but these can impact on cash balances when large volumes of ratepayers are involved.
- The City is experiencing continued growth with an approximate increase of 4% to 5% in property numbers annually. The Budget implications arise in Council having to cope with replacement and construction of infrastructure such as drains, footpaths and roads to cope with the growing population. These costs cannot be passed on to the developer and are paid for from rates. The rates received from new dwellings do not offset the significant infrastructure costs.

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3.2 External influences

- Consumer Price Index (CPI) increases on goods and services of 1.4% through the year to the September quarter 2016 (ABS release 25 October 2016). State-wide CPI is forecast to be 2.0% for the 2017/18 year (Victorian Budget Papers 2016/17);
- Continuing population growth in the municipality for the period 2018 to 2028 at 2.5% per annum on average;
- The increasing cost of utility charges;
- Australian Average Weekly Earnings (AWE) growth for Public Sector full-time adult ordinary time earnings in the 12 months to May 2016 was 3.4% (ABS release 18 August 2016). The wages price index in Victoria is projected to be 2.5% per annum in 2017/18 increasing to 3.0% and 3.5% in the subsequent two years (Victorian Updated Budget Papers 2017/18);
- Council must renegotiate a new Collective Agreement during the 2016/17 year for commencement on 1 July 2017;
- An estimated increase of 2% (or \$1.24 per tonne) in the levy payable to the State Government upon disposal of waste into landfill resulting in additional waste tipping costs. The levy has increased from \$9 per tonne in 2008/09 to \$63.27 per tonne in 2017/18 (603% increase in 9 years);
- Cost Shifting occurs where Local Government provides a service to the community on behalf of the State and Federal Government. Over time the funds received by local governments do not increase in line with real cost increases. Examples of services that are subject to Cost Shifting include school crossing supervision, Library services and Home and Community Care for aged residents. In all these services the level of payment received by Council from the State Government does not reflect the real cost of providing the service to the community;
- The Victorian State Government's announcement that local government rates will be capped from 2016/17;
- Councils across Australia raise approximately 3.5% of the total taxation collected by all levels of Government in Australia. In addition, Councils are entrusted with the maintenance of more than 30% of the all Australian public assets including roads, bridges, parks, footpaths and public buildings. This means that a large proportion of Council's income must be allocated to the maintenance and replacement of these valuable public assets in order to ensure the quality of public infrastructure is maintained at satisfactory levels;
- The Fire Services Property Levy will continue to be collected by Council on behalf of the State Government with the introduction of the *Fire Services Property Levy Act 2012*; and
- Prevailing economic conditions which may have an impact on investment interest rates.

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3.3 Internal influences

As well as external influences, there are also a number of internal influences which are expected to have a significant impact on the preparation of the 2017/18 Budget. These matters have arisen from events occurring in the 2016/17 year resulting in variances between the forecast actual and budgeted results for that year and matters expected to arise in the 2017/18 year. These matters and their financial impact are set out below:

- The continued program to preserve Council's asset base, with \$3.24 million being spent on the footpath program throughout the City and a further \$12.04 million being spent on road asset preservation works; and
- The continuing investment in libraries in Hume, including a \$0.8 million investment in library collections for branches across the City.

3.4 Budget principles

In response to these influences, guidelines were prepared and distributed to all Council officers with Budget responsibilities. The guidelines set out the key Budget principles upon which the officers were to prepare their Budgets. The principles included:

- Existing fees and charges to be increased at least with CPI or market levels;
- Grants to be based on confirmed funding levels where possible;
- New revenue sources to be identified where possible;
- Service levels to be maintained at 2016/17 levels with an aim to use less resources and an emphasis on innovation and efficiency;
- Agency staff and consultants to be minimised;
- Construction and material costs to increase in line with the Engineering Construction Index;
- New initiatives or new employee proposals which are not cost neutral to be justified through a business case;
- Real savings in expenditure and increases in revenue identified in 2016/17 to be preserved; and
- Operating revenues and expenses arising from the completed 2016/17 capital works projects to be included.

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4. Analysis of Operating Budget

This section analyses the operating budget including expected income and expenses of the Council for the 2017/18 year.

4.1 Budgeted income statement

	Ref	Forecast		Variance \$'000
		Actual 2016/17 \$'000	Budget 2017/18 \$'000	
Total income	4.2	363,117	361,744	(1,373)
Total expenses	4.3	(221,055)	(231,067)	(10,012)
Surplus for the year		142,062	130,677	(11,385)
Fair value adjustments for investment property		(609)	(628)	(19)
Net gain on property development	4.2.6	(4,172)	(4,963)	(791)
Contributions – capital (non-recurrent)	4.2.7	(6,277)	(85)	6,192
Grants – capital (non-recurrent)	4.2.8	(18,285)	(15,134)	3,151
Contributions - non-monetary assets	4.2.9	(59,850)	(65,816)	(5,966)
Contributions – cash	4.2.10	(30,706)	(23,311)	7,395
Net gain on disposal of property, plant, equipment and infrastructure		(97)	-	97
Underlying surplus	4.1.1	22,066	20,740	(1,326)

4.1.1 Underlying Surplus (\$1.3 million decrease)

The underlying result is the net surplus or deficit for the year adjusted for capital grants, contributions of non-monetary assets and other once-off adjustments. It is a measure of financial sustainability as it is not impacted by non-recurring or once-off items of income and expenses which can often mask the operating result. The underlying result for the 2017/18 year is a surplus of \$20.74 million which is a decrease of \$1.3 million over the 2016/17 year.

4.2 Income

Income Types	Ref	Forecast		Variance \$'000
		Actual 2016/17 \$'000	Budget 2017/18 \$'000	
Rates and charges	4.2.1	162,546	169,361	6,815
Statutory fees and fines	4.2.2	13,942	12,595	(1,347)
User fees	4.2.3	22,899	25,449	2,550
Grants - operating (recurrent)	4.2.4	38,959	40,030	1,071
Property rental		1,766	1,732	(34)
Interest income	4.2.5	3,009	2,640	(369)
Fair value adjustments for investment property		609	628	19
Net gain on property development	4.2.6	4,172	4,963	791
Contributions - capital (non-recurrent)	4.2.7	6,277	85	(6,192)
Grants - capital (non-recurrent)	4.2.8	18,285	15,134	(3,151)
Contributions - non-monetary assets	4.2.9	59,850	65,816	5,966
Contributions - cash	4.2.10	30,706	23,311	(7,395)
Net gain on disposal of property, plant, equipment and infrastructure		97	-	(97)
Total income		363,117	361,744	(1,373)

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4.2.1 Rates and charges (\$6.8 million increase)

Council's rate increase for 2017/18 is 2%, increasing the total amount of rates and charges income to \$169.4 million.

Section 8 Rates and Charges includes a more detailed analysis of the rates and charges to be levied for 2017/18.

4.2.2 Statutory fees and fines (\$1.3 million decrease)

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

Statutory fees and fines are forecast to decrease by 9.66% or \$1.3 million compared to 2016/17. This is mainly due to the sale of the general revaluation data which occurs every two years - \$0.49 million and due to an expected reduction in subdivision fees of \$0.45 million and building fees of \$0.13 million as 2016/17 has been an exceptionally strong year.

A detailed listing of statutory fees is available as part of the Budget in Appendix C.

4.2.3 User fees (\$2.6 million increase)

User fees relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. These include use of leisure, community facilities, landfill operations and the provision of human services such as family day care and home help services.

User fees are projected to increase by 11.1% or \$2.6 million over 2016/17. The main reason is due to the expected increase in patronage of Council's leisure centres - in particular, the opening of the Hume Regional Aquatic Centre (SPLASH).

In addition, Council plans to increase user charges for all areas with at least expected inflationary trends over the Budget period to maintain parity of user charges with the costs of service delivery.

A detailed listing of fees and charges is available as part of the Budget in Appendix C.

4.2.4 Grants – operating (recurrent) (\$1.1 million increase)

Operating grants include all monies received from State, Federal and other sources for the purposes of funding the delivery of Council's services to ratepayers. Overall, the level of operating grants has increased by 2.7% or \$1.1 million compared to 2016/17 and is largely due to the additional funding expected for ongoing programs.

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Operating Grant Funding Type and Source	Forecast		Variance
	Actual 2016/17	Budget 2017/18	
	\$'000	\$'000	\$'000
Recurrent - Commonwealth Government			
Victorian Grants Commission	13,327	13,593	266
Community Development and Learning	403	527	124
Family, Youth and Children Services	2,754	3,027	273
Health and Community Wellbeing	5,074	5,252	178
Economic Development	27	10	(17)
Recurrent - State Government			
Community Development and Learning	1,717	1,656	(61)
Family, Youth and Children Services	10,226	10,414	188
Health and Community Wellbeing	4,749	4,552	(197)
Governance	337	712	375
Economic Development	-	10	10
Statutory Planning and Building Control Services	59	-	(59)
Waste	94	70	(24)
Parks	108	110	2
Sustainable Environment	26	11	(15)
Other			
Sustainable Environment	58	86	28
Total recurrent grants	38,959	40,030	1,071

4.2.5 Interest income (\$0.37 million decrease)

Interest income includes interest on investments and rate arrears.

Interest income is expected to decrease by 12.3% or \$0.37 million compared to 2016/17.

The expected decrease in interest earned in 2017/18 is due an accounting entry of \$0.33 million in 2016/17 to reflect a decrease in the rates used in the net present value calculation for employee benefits. Excluding this, interest income would have remained steady.

4.2.6 Net gain on property development (\$0.8 million increase)

The net gain on property development relates to the development of the Racecourse Road site in Sunbury.

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4.2.7 Contributions – capital (non-recurrent) (\$6.2 million decrease)

Contributions - capital includes all monies received from community sources for the purposes of funding the capital works program. Overall the level of contributions - capital has decreased by 98.6% or \$6.2 million compared to 2016/17. This is primarily due to funding received for capital projects in 2016/17 linked to capital works.

Section 6 - "Analysis of Capital Budget" includes a more detailed analysis of the Contributions - capital expected to be received during the 2017/18 year.

4.2.8 Grants – capital (non-recurrent) (\$3.2 million decrease)

Capital grants include all monies received from State, Federal and community sources for the purposes of funding the capital works program. Overall the level of capital grants has decreased by 17.2% or \$3.2 million compared to 2016/17 and is mainly due to specific funding for capital works projects.

Capital Grant Funding Type and Source	Forecast		Variance
	Actual	Budget	
	2016/17	2017/18	
	\$'000	\$'000	\$'000
<i>Non-recurrent - Commonwealth Government</i>	8,096	2,293	(5,803)
<i>Non-recurrent - State Government</i>	10,189	12,841	2,652
Total grants – capital (non-recurrent)	18,285	15,134	(3,151)

4.2.9 Contributions – non-monetary assets (\$6 million increase)

Contributions include roads, footpaths, drainage and land contributed by developers as part of the developer contribution scheme.

Contributions are expected to increase by 10% or \$6 million. This reflects the strong level of development and growth within the municipality.

4.2.10 Contributions - cash (\$7.4 million decrease)

Contributions - cash are expected to decrease by 24.1% or \$7.4 million and is due to higher than expected growth in 2016/17.

This includes all cash contributions received by Council from developers, State, Federal and community sources and contributions from other parties towards property development costs.

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4.3 Expenses

Expense Types	Ref	Forecast		Variance
		Actual	Budget	
		2016/17	2017/18	
		\$'000	\$'000	\$'000
Employee costs	4.3.1	99,706	109,384	(9,678)
Materials and services	4.3.2	66,608	63,967	2,641
Utility costs	4.3.3	5,368	5,897	(529)
Grants, contributions and donations	4.3.4	4,691	4,881	(190)
Depreciation and amortisation	4.3.5	41,763	44,142	(2,379)
Finance costs		321	248	73
Other expenses		2,598	2,548	50
Total expenses		221,055	231,067	(10,012)

4.3.1 Employee costs (\$9.7 million increase)

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

Employee benefits are expected to increase by \$9.7 million compared to the 2016/17 forecast. This increase relates to four key factors:

- The implementation of the terms of the EBA which will result in an increase on July 1 2017;
- Anticipated non-EBA wages growth due mainly to keep pace with the growing demands in service delivery, maintenance of open space and roads and infrastructure needs. Additional funding will be available to cover some of these costs;
- The inclusion of new positions approved during the new initiative process to cater for growth; and
- The fulfilment of current unfilled advertised positions which has resulted in expected savings of \$5.42 million in the 2016/17 forecast when compared to the 2016/17 Budget. Budget on budget employee benefits are expected to increase by \$4.26 million.

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A summary of human resources expenditure categorised according to the organisational structure including the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

Department	Budget	Permanent	Casuals	Budget	Comprises	
	2017/18	Full Time/ Part Time		2017/18	Staff	
	\$'000	\$'000	\$'000	FTE	Full Time/ Part Time	Casuals
Assets	5,058	5,044	14	47.9	47.6	0.3
Capital Works and Building Maintenance	2,896	2,896	-	24.6	24.6	-
Chief Executive Officer	704	704	-	3.0	3.0	-
Communications and Events	1,866	1,865	1	16.0	16.0	0.1
Communications, Engagement and Advocacy	412	412	-	1.9	1.9	-
Community and Activity Centre Planning	1,727	1,727	-	14.6	14.6	-
Community Development and Learning	7,997	7,542	455	80.5	74.2	6.3
Community Services	407	407	-	2.0	2.0	-
Corporate Services	569	569	-	3.0	3.0	-
Customer Service	2,652	2,652	-	26.4	26.4	-
Economic Development	1,308	1,273	35	11.4	11.0	0.4
Family, Youth and Children Services	17,515	17,052	463	218.1	212.3	5.8
Finance and Property Development	3,799	3,799	-	33.3	33.3	-
Governance	3,934	3,924	11	37.2	37.1	0.1
Health and Community Wellbeing	16,173	16,055	118	161.0	159.2	1.8
Human Resources	3,254	3,254	-	30.5	30.5	-
Information and Technology	2,880	2,880	-	26.3	26.3	-
Leisure Services	10,640	7,786	2,854	115.0	78.5	36.5
Organisational Performance and Engagement	990	990	-	8.5	8.5	-
Parks	5,720	5,720	-	61.2	61.2	-
Planning and Development	419	419	-	2.1	2.1	-
Statutory Planning and Building Control Services	4,827	4,776	51	45.4	44.8	0.6
Strategic Planning	1,521	1,521	-	12.6	12.6	-
Subdivisional Development	2,175	2,175	-	20.0	20.0	-
Sustainable Environment	2,293	2,293	-	21.8	21.8	-
Sustainable Infrastructure and Services	398	398	-	2.0	2.0	-
Waste	7,247	7,213	34	73.2	72.8	0.4
Total employee costs and FTE	109,384	105,348	4,036	1,099.5	1,047.2	52.3

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4.3.2 Materials and services (\$2.6 million decrease)

Materials and services include the purchase of consumables and payments to contractors for the provision of services. Materials and services are forecast to decrease by \$2.6 million compared to 2016/17.

Agency staff expenses are expected to decrease by 63% or \$2.4 million as a full complement of staff is budgeted for in 2017/18.

4.3.3 Utility costs (\$0.5 million increase)

Utility costs include electricity, gas and water rates. The increase is due to additional utility costs relating to the new Craigieburn ANZAC Park which includes the Hume Regional Aquatic Centre (SPLASH) and Athletics Centre (SPRINT). Recently, Council completed the conversion of 8,798 street lights to energy efficient T5 lighting and 80 kW of solar panels and is in the process of installing a further 379 kW of solar panels on major buildings and community facilities. These initiatives have assisted in minimising electricity cost increases.

4.3.4 Grants, contributions and donations (\$0.2 million increase)

The increase is largely due to the additional funding provided for the Supporting Hubs program in 2017/18.

4.3.5 Depreciation and amortisation (\$2.4 million increase)

Depreciation is an accounting charge which attempts to measure the usage of Council's property, plant, equipment and infrastructure assets such as roads and drains. The increase of \$2.4 million for 2017/18 is due to the completion of the 2016/17 capital works program during the year and expected developer contributed assets.

Refer to section 6 - "Analysis of Capital Budget" for a more detailed analysis of Council's capital works program for the 2017/18 year.

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5. Analysis of Budgeted Cash Position

This section analyses the expected cash flows from the operating, investing and financing activities of Council for the 2017/18 year. Budgeting cash flows for Council is a key factor in setting the level of rates and providing a guide to the level of capital expenditure that can be sustained with or without using existing cash reserves.

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

- **Operating activities** – Refers to the cash generated or used in the normal service delivery functions of the 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.
- **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.
- **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 and interest component of loan repayments for the year.

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5.1 Budgeted cash flow statement

		Forecast Actual	Budget	Variance
		2016/17	2017/18	
		\$'000	\$'000	
	Ref	Inflows	Inflows	
		(Outflows)	(Outflows)	
Cash flows from operating activities	5.1.1			
Rates and charges		161,079	167,821	6,742
Grants – operating (recurrent)		38,959	40,030	1,071
Grants – capital (non-recurrent)		18,285	15,134	(3,151)
User fees		23,013	25,563	2,550
Statutory fees and fines		14,012	12,664	(1,348)
Property rental		1,766	1,732	(34)
Interest		3,009	2,640	(369)
Contributions – recurrent		30,860	23,464	(7,396)
Contributions – capital (non-recurrent)		6,277	85	(6,192)
Employee costs		(99,069)	(110,092)	(11,023)
Materials and services		(67,151)	(64,260)	2,891
Grants, contributions and donations		(4,691)	(4,881)	(190)
Utilities		(5,368)	(5,897)	(529)
Other expenses		(2,598)	(2,548)	50
Net cash provided by operating activities		118,383	101,455	(16,928)
Cash flows from investing activities	5.1.2			
Payments for property, plant, equipment and infrastructure		(74,786)	(102,187)	(27,401)
Proceeds from sales of property, plant, equipment and infrastructure		1,264	800	(464)
Proceeds from property development		2,273	2,320	47
Proceeds from sale of financial assets		19,950	-	(19,950)
Net cash used in investing activities		(51,299)	(99,067)	(47,768)
Cash flows from financing activities	5.1.3			
Finance costs		(121)	(48)	73
Repayment of interest-bearing loans and borrowings		(1,147)	(524)	623
Net cash used in financing activities		(1,268)	(572)	696
Net increase in cash and cash equivalents		65,816	1,816	(64,000)
Cash and cash equivalents at the beginning of the financial year		81,251	147,067	65,816
Cash and cash equivalents at the end of the financial year	5.1.4	147,067	148,883	1,816

Source: Appendix A

5.1.1 Operating activities (\$16.93 million decrease)

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Operating activities refers to the cash generated or used in the normal service delivery functions of Council. The decrease in cash provided by operating activities is mainly due to an increase in employee costs as a result of the EBA increase and new positions created to cater for growth and a reduction in developer contributions and capital grants. Contributions have also decreased due to funding received for capital projects in 2016/17 and also due to higher than expected growth in 2016/17. These are in turn offset by an increase in rates and charges.

The net cash provided by 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. These include items such as depreciation and non-monetary developer contributions.

5.1.2 Investing activities (\$47.77 million increase)

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 financial assets and other assets such as vehicles, property, equipment, etc. The increase in payments for investing activities is due to the expected completion of the carried forward component of the 2016/17 capital works program.

Capital works expenditure is disclosed in Appendix B of this report.

5.1.3 Financing activities (\$0.70 million decrease)

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. The decrease is due to a reduction in loans.

5.1.4 Cash and cash equivalents at end of the financial year (\$1.82 million increase)

Overall, total cash and cash equivalents are forecast to increase by \$1.82 million to \$148.88 million as at 30 June 2018. The ending cash balance is strong and this is achieved through a strong surplus.

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5.2 Restricted funds and working capital

The cash flow statement above indicates that Council will have cash and cash equivalents of \$148.88 million which will be maintained to support the following:

- **Statutory purposes** – These funds must be applied for specified statutory purposes in accordance with various legislative and contractual requirements. Whilst these funds earn interest revenues for Council, they are not available for other purposes.
- **Discretionary purposes** – These funds are available for whatever purpose Council decides is their best use. In this case, Council has made decisions regarding the future use of these funds and unless there is a Council resolution, these funds should be used for those earmarked purposes. The decisions about future use of these funds have been reflected in Council's Strategic Resource Plan and any changes in the future use of the funds will be made in the context of the future funding requirements set out in the plan.
- **Unrestricted cash and investments** – These funds are free of all specific Council commitments and represent funds available to meet daily cash flow requirements and unexpected short term needs and any Budget commitments which will be expended in the following year such as grants, contributions or carried forward capital works. Council regards these funds as the minimum necessary to ensure that it can meet its commitments as and when they fall due without borrowing further funds.

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6. Analysis of Capital Budget

This section analyses the planned capital expenditure budget for the 2017/18 year and the sources of funding for the capital budget.

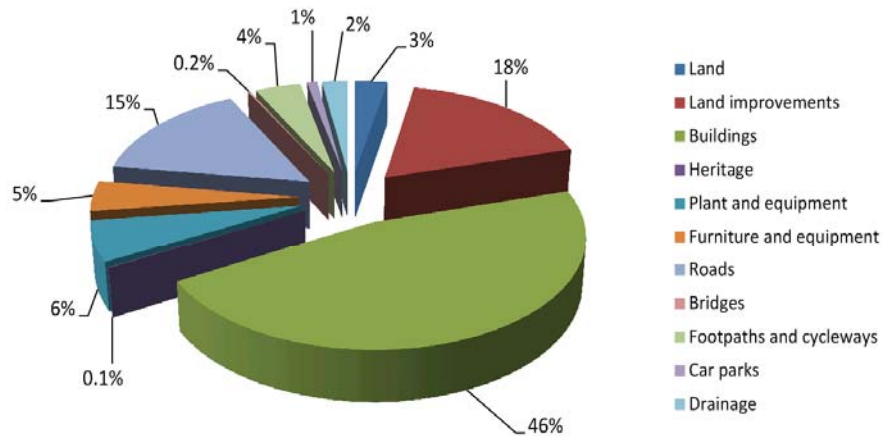
6.1 Capital works

Capital Works Areas	Ref	Actual C/F	Forecast	C/F	Budget	Variance
		2016/17	Actual Spend	Available	2017/18	
		\$'000	2016/17	2016/17	\$'000	\$'000
Carried forward works	6.1.1					
Property						
Land		-	-	-	5,100	
Land improvements		13,303	8,341	4,555	6,851	
Buildings		11,690	10,663	1,469	11,253	
Plant and Equipment						
Heritage		55	55	-	20	
Plant and equipment		260	260	-	-	
Furniture and equipment		1,182	1,182	-	-	
Infrastructure						
Roads		3,388	3,086	264	964	
Bridges		70	70	-	-	
Footpaths and cycleways		-	-	-	2,000	
Car parks		-	-	-	185	
Drainage		539	539	-	362	
Total carried forward works		30,487	24,196	6,288	26,735	2,539
New works						
Property						
Land	6.1.2		-		2,300	2,300
Land improvements	6.1.3		8,756		13,899	5,143
Buildings	6.1.4		24,405		36,873	12,468
Plant and Equipment						
Heritage	6.1.5		55		75	20
Plant and equipment	6.1.6		3,377		4,845	1,468
Furniture and equipment	6.1.7		3,510		3,600	90
Infrastructure						
Roads	6.1.8		9,664		12,043	2,379
Bridges	6.1.9		95		155	60
Footpaths and cycleways	6.1.10		2,785		3,238	453
Car parks	6.1.11		1,263		727	(536)
Drainage	6.1.12		831		1,800	969
Total new works expenditure			54,741		79,555	24,814
Total capital works expenditure			78,937		106,290	27,353
Represented by:						
New assets expenditure	6.1.13		21,756		38,868	17,112
Asset renewal expenditure	6.1.13		20,691		28,458	7,767
Asset expansion expenditure	6.1.13		4,306		19,044	14,738
Asset upgrade expenditure	6.1.13		32,184		19,920	(12,264)
Total capital works expenditure			78,937		106,290	27,353

Source: Appendix A

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Budgeted New Capital Works



A more detailed listing of the capital works program is included in Appendix B.

6.1.1 Carried forward works (\$26.74 million)

At the end of each financial year there are projects which are either incomplete or not commenced due to planning issues, weather delays, extended consultation, etc. For the 2016/17 year it is forecast that \$26.74 million of capital works will be incomplete and will be carried forward into the 2017/18 year. The more significant projects include acquisition of land in the Broadmeadows Town Centre for additional car parking and land in Craigieburn for a new depot development, works at Arena Reserve in Greenvale including sports field, play area and landscaping, Sunbury Aquatic Centre Upgrade, Broadmeadows Town Hall redevelopment and Meadowlink Path – Seabrook Reserve to Broadmeadows Central Activities District.

6.1.2 Land (\$2.3 million)

This includes the strategic acquisition of land for the development of facilities for the community.

For the 2017/18 year, \$2.3 million includes the acquisition of land in the Broadmeadows Town Centre for additional car parking.

6.1.3 Land improvements (\$13.90 million)

Land Improvements include parks and reserves, playing surfaces, streetscapes, playground equipment and trees.

For the 2017/18 year, \$13.90 million will be expended on land improvements. The more significant projects include rehabilitation works at the Riddell Road landfill to meet the Environment Protection Authority (EPA) requirements, implementing Master Plans at the McMahon Recreation Reserve in Sunbury, D.S. Aitken Reserve in Craigieburn, Greenvale Recreation Reserve and Willowbrook Recreation Reserve in Westmeadows and open space and playground facilities across the City.

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6.1.4 Buildings (\$36.87 million)

Buildings include pavilions, community centres, Council offices and community services hubs.

For the 2017/18 year, \$36.87 million will be expended on buildings. The more significant projects include works on the Broadmeadows Town Hall adaptive re-use, the new Global Learning Centre in Sunbury, the Aitken Hill Community Centre in Craigieburn, the Greenvale Recreation Reserve pavilion 2, Aston Fields District pavilion in Craigieburn and a new social facility at Lakeside Drive Reserve in Roxburgh Park.

6.1.5 Heritage (\$0.08 million)

Heritage and culture includes items purchased or constructed which are of a historical or cultural significance to the community.

For the 2017/18 year, \$0.08 million relates to the installation of public art pieces at various Council sites.

6.1.6 Plant and equipment (\$4.85 million)

Plant and equipment includes the scheduled replacement of Council's fleet and plant items.

For the 2017/18 year, \$4.85 million will be expended on Council plant and equipment.

6.1.7 Furniture and equipment (\$3.60 million)

Furniture and equipment includes the upgrading of Council facilities, information systems, the replenishment of Council's library catalogue and the replacement of and additional kerbside bins.

6.1.8 Roads (\$12.04 million)

Roads include local roads, declared main roads, traffic devices, street lighting and traffic signals.

For the 2017/18 year, \$12.04 million will be expended on road projects. The more significant projects include the reconstruction of Malmsbury Drive in Meadow Heights, Garner Parade in Dallas, Somerset Road in Campbellfield and local road resurfacing and resealing across the city.

6.1.9 Bridges (\$0.16 million)

Bridges includes the rehabilitation and construction of local bridges and culverts.

For the 2017/18 year, \$0.16 million will be expended on repairs to the pedestrian bridges at Vaughan Street in Sunbury, Bulla-Diggers Rest Road in Bulla and Penryn Place Aitken Creek in Craigieburn.

6.1.10 Footpaths and cycleways (\$3.24 million)

Footpath infrastructure includes the rehabilitation and construction of local footpaths.

For the 2017/18 year, \$3.24 million will be expended on footpath rehabilitation works, new footpath works and construction of walking and cycling paths across the city.

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6.1.11 Car parks (\$0.73 million)

This includes the development of car parking facilities for the community.

For the 2017/18 year, \$0.73 million will be spent on car parks. The more significant projects include new indented parking bays and resurfacing of existing carparks across the city.

6.1.12 Drainage (\$1.8 million)

Drainage infrastructure includes drains in road reserves, retarding basins and waterways.

For the 2017/18 year, \$1.8 million will be expended including the drainage upgrade at Banksia Grove in Tullamarine and the upgrade of drainage infrastructure at various locations.

6.1.13 New assets expenditure (\$38.87 million), asset renewal expenditure (\$28.46 million), asset expansion expenditure (\$19.04 million) and asset upgrade expenditure (\$19.92 million)

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

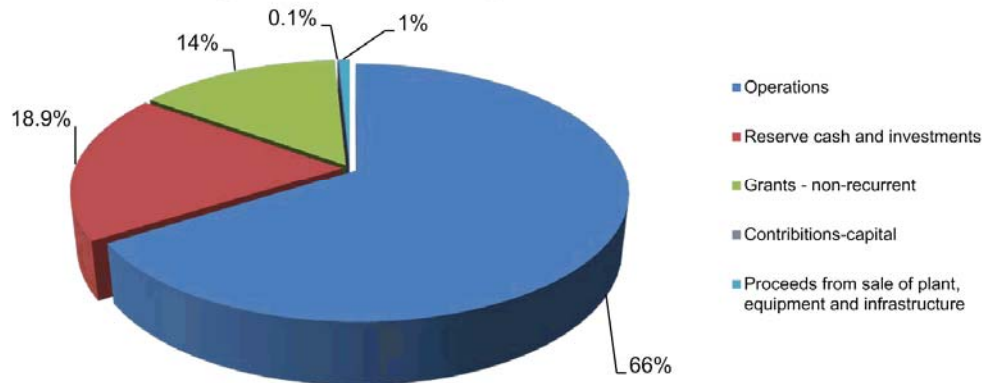
The major projects included in the above categories, which constitute expenditure on new assets, are the Global Learning Centre in Sunbury, Aitken Hill Community Centre in Craigieburn, the construction of walking and cycling path from Seabrook Reserve to Broadmeadows, Aston Fields District Recreation Reserve Pavilion in Craigieburn and the implementation of master plans at McMahon Recreation Reserve in Sunbury and Greenvale Recreation Reserve. The remaining capital expenditure represents renewals and expansion/upgrades of existing assets.

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6.2 Funding sources

Sources of Funding	Ref	Forecast	Budget 2017/18 \$'000	Variance \$'000
		Actual 2016/17 \$'000		
External				
Grants - capital (non-recurrent)	6.2.1	18,285	15,134	(3,151)
Contribution - capital (non-recurrent)	6.2.2	6,277	85	(6,192)
Proceeds from sale of property, plant, equipment and infrastructure	6.2.3	1,264	800	(464)
		25,826	16,019	(9,807)
Internal				
Reserve cash and investments	6.2.4	16,730	20,227	3,497
Operations	6.2.5	36,380	70,044	33,664
		53,110	90,271	37,161
Total funding sources		78,936	106,290	27,354

Budgeted Total Funding Sources 2017/18



6.2.1 Grants – capital (non-recurrent) (\$15.13 million)

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

Significant grants are budgeted to be received for projects including the Hume Global Learning Centre in Sunbury, Craigieburn ANZAC Park which includes the Hume Regional Aquatic Centre (SPLASH) and Athletics Centre (SPRINT), Broadmeadows Town Hall redevelopment, construction of walking and cycling path from Seabrook Reserve to Broadmeadows, Aston Fields District Reserve pavilion in Craigieburn, Aitken Hill Community Centre in Craigieburn and the reconstruction of Malmsbury Drive in Meadow Heights.

6.2.2 Contributions - capital (non-recurrent) (\$0.09 million)

Contributions - Capital include all monies received from developers.

Significant contributions are budgeted to be received for projects, including the Disability Action Plan and tennis court resurfacing at Sunbury Lawn Tennis Club, Craigieburn Tennis Club and Tullamarine Tennis Club.

Hume City Council – Budget Report 2017/18**6.2.3 Proceeds from sale of property, plant, equipment and infrastructure (\$0.8 million)**

Proceeds from sale of assets include motor vehicle sales in accordance with Council's fleet renewal policy.

6.2.4 Reserve cash and investments (\$20.23 million)

Council has uncommitted cash and investments which represent unrestricted cash and investments and funds preserved from the previous year mainly as a result of grants and contributions being received in advance, a portion of asset sales from the investment reserve and as a result of capital works projects not completed during 2016/17.

6.2.5 Operations (\$70.04 million)

Council generates cash from its operating activities, which is used as a funding source for the capital works program. It is expected that \$70.04 million of funds generated from operations will be used to fund the 2017/18 capital works program. Refer section 5 - "Budgeted Cash Position" for more information on funds from operations.

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7. Analysis of Budgeted Financial Position

This section analyses the movements in assets, liabilities and equity between 2016/17 and 2017/18. It also considers a number of key performance indicators.

7.1 Budgeted balance sheet

		Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000	Variance \$'000
Assets				
Current assets	7.1.1			
Cash and cash equivalents		147,067	148,883	1,816
Trade and other receivables		22,603	23,806	1,203
Assets classified as held for sale		10,314	-	(10,314)
Other assets		2,253	2,330	77
Total current assets		182,237	175,019	(7,218)
Non-current assets	7.1.1			
Trade and other receivables		306	306	-
Financial assets		310	310	-
Property, plant, equipment and infrastructure		2,385,666	2,558,562	172,896
Investment property		31,991	32,618	627
Total non-current assets		2,418,273	2,591,796	173,523
Total assets		2,600,510	2,766,815	166,305
Liabilities				
Current liabilities	7.1.2			
Trade and other payables		21,755	23,185	1,430
Trust funds and deposits		6,743	6,743	-
Provisions		24,412	25,637	1,225
Interest-bearing loans and borrowings		524	559	35
Development fee obligation		12,957	-	(12,957)
Total current liabilities		66,392	56,124	(10,267)
Non-current liabilities	7.1.2			
Trust funds and deposits		1,556	1,556	-
Provisions		27,793	26,834	(959)
Interest-bearing loans and borrowings		559	-	(559)
Total non-current liabilities		29,908	28,390	(1,518)
Total liabilities		96,299	84,514	(11,785)
Net assets	7.1.3	2,504,211	2,682,301	178,090
Equity	7.1.4			
Accumulated surplus		1,437,019	1,551,892	114,874
Asset revaluation reserve		1,005,709	1,053,122	47,413
Other reserves		61,483	77,287	15,803
Total equity		2,504,211	2,682,301	178,090

Source: Appendix A

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7.1.1 Current assets (\$7.22 million decrease) and Non-current assets (\$173.52 million increase)

Cash and cash equivalents include cash and investments such as cash held in the bank and in petty cash and the value of investments in deposits or other highly liquid investments with short term maturities of three months or less. These balances are projected to increase by \$1.8 million during the year mainly due to increase in rates and operating grants.

A more detailed analysis of the cash position for 2017/18 is included in section 5 - "Analysis of Budgeted Cash Position".

Trade and other receivables are monies owed to Council by ratepayers and others. These receivables are budgeted to increase in total by \$1.2 million in line with the increase in operating revenue and are at acceptable levels.

The movement in assets held for sale relates to the accounting treatment for the development of the Racecourse Road site in Sunbury.

Other assets include items such as prepayments for expenses that Council has paid in advance of service delivery and other revenues due to be received in the next 12 months.

Property, plant, equipment and infrastructure is the largest component of Council's worth and represents the value of all the land, buildings, roads, vehicles, equipment, etc. which has been built up by the Council over many years. The increase in this balance includes the net result of the capital works program, developer contributed assets, the revaluation of Council's assets, the disposal of property, plant and equipment and the depreciation of non-current assets.

7.1.2 Current liabilities (\$10.27 million decrease) and Non-current liabilities (\$1.52 million decrease)

Trade and other payables are those to whom Council owes money as at 30 June. These liabilities are budgeted to increase in total by \$1.43 million in line with the increase in operating expenditure and the capital works program.

Provisions include accrued long service leave, annual leave, rostered days off owing to employees and landfill rehabilitation works. Employee entitlements are only expected to increase marginally due to more active management of entitlements.

Council's interest-bearing loans and borrowings are budgeted to increase slightly as a result of finance leases in place for several garbage trucks and street sweepers.

The movement in development fee obligation relates to the accounting treatment for the development of the Racecourse Road site in Sunbury.

7.1.3 Net assets (\$178.09 million increase)

This term is used to describe the difference between the value of total assets and the value of total liabilities. It represents the net worth of Council as at 30 June.

The increase in net assets of \$178.09 million results directly from the surplus for the year, the revaluation of Council assets, new assets from the capital works program and developer contributions.

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7.1.4 Equity (\$178.09 million increase)

Total 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; and
- Accumulated surplus which is the value of all net assets less reserves that have accumulated over time.

7.2 Key assumptions

In preparing the Budgeted Balance Sheet for the year ending 30 June 2018 it was necessary to make a number of assumptions about assets, liabilities and equity balances. The key assumptions are as follows:

- It is estimated that 99% of total rates and charges raised will be collected in the 2017/18 year (2016/17: 99% forecast actual);
- Trade creditors to be based on total capital and operating expenditure. Payment cycle is 30 days;
- Other debtors and creditors to remain consistent with 2016/17 levels allowing for a CPI increase;
- The implementation of the terms of the EBA which will result in an increase on July 1 2017; and
- Total capital expenditure including the carried forward component of the 2016/17 program to be \$106.29 million.

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8. Rates and Charges

8.1 Fair go rates system (FGRS)

The Victorian Government has established the legislative framework for the Fair Go Rates System (FGRS) and amended the *Local Government Act 1989* and the *Essential Services Commission Act 2001* to provide a mechanism to limit the maximum amount councils may increase rates in a year without seeking an additional approval.

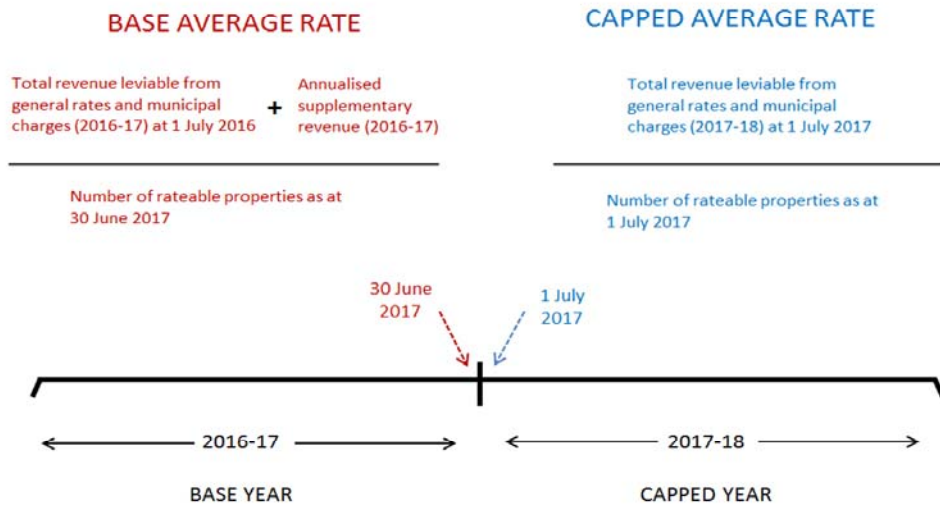
Each year the Minister for Local Government (the Minister) will set the rate cap that will specify the maximum increase in councils' rates and charges for the forthcoming financial year. The Minister has the capacity to set a cap that applies to all councils, a group of councils or a single council. The rate cap set by the Minister for 2017/18 is 2% for all councils.

In circumstances where the rate cap is insufficient for Council's needs, Council can apply to the Essential Services Commission for a higher cap, known as a variation.

Hume City Council did not apply for a variation to the rate cap of 2% for the 2017/18 year.

8.2 Calculating the Base Average Rate

Compliance with the rate cap in the capped year will always be calculated in relation to the base average rate in the preceding financial year.



*Hume City Council does not levy a Municipal Charge

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The following example shows how Council calculated its base average rate in preparation for setting a compliant capped average rate in 2017/18.

Budgeted general rates (2016/17) as at 1 July 2016	\$142,111,913
Value of all properties (CIV) in the council as at 1 July 2016	\$33,427,066,200
Forecast value of all properties (CIV) in the council as at 30 June 2017	\$34,779,903,700
No. of properties as at 1 July 2016	76,640
Forecast no. of properties as at 30 June 2017	80,594
Average value (CIV) as at 1 July 2016 per property	\$436,157
Forecast average value (CIV) as at 30 June 2017 per property	\$431,545
Forecast change in average value (CIV) as at 30 June 2017 per property	(1.1%)
<i>*The reduction in CIV is due to the growth in the number of vacant parcels of land being greater than the construction of new dwellings</i>	
Rate in the dollar for the 2016/17 year	\$0.004251

Annualised supplementary general rates - (Supplementary rates are the adjustments to rates and charges outside the issue of annual rate notices)

Annualised supplementary rate revenue is calculated by multiplying the net change in the total valuation base, from the start to the finish of the base year, by the rate in the dollar.

$$= (\$33,427,066,200 - \$34,779,903,700) \times \$0.004251 = \$5,750,912$$

2016/17 Base Average Rate:

$$= \frac{\$142,111,913 + \$5,750,912}{80,594} = \$1,834.6629$$

8.3 Applying the rate cap

The rate cap determines the maximum allowable percentage increase between Council's base average rate and the capped average rate.

- The Rate Cap for 2017/18 = 2%
- Forecast Capped Average rate for 2017/18 = \$1,834.6629 x (1+ 0.02) = \$1,871.3562

Forecast maximum general rates and municipal charges revenue that can be levied in 2017/18 (as at 1 July)

- Forecast capped average rate 2017/18 x forecast number of rateable properties as at 1 July 2017
- Forecast 2017/18 General Rates = \$1,871.3562 x 80,594 = \$150,820,082*

**Please note variance to amount disclosed in 8.4.1 is due to rounding.*

Council's average rate has increased from \$1,834.66 to \$1,871.36 which is an increase of \$36.70 or 2%. Council's total General rate revenue has increased from \$142.11 million to \$150.82 million which is an increase of \$8.71 million or 6.1%, as shown below

• Rate cap	2.0%
• Increase in total CIV	4.1%
o 2016/17 Change in number of Properties	5.2%
o 2016/17 Change in average CIV	(1.1%)
	6.1%

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8.4 Rates and charges

8.4.1 The estimated total amount to be raised by the uniform general rate in relation to all types or classes of land, and the estimated total amount to be raised by the general rate, compared with the previous financial year.

Type or class of land	2016/17	2017/18	%
	\$	\$	Change
Residential	105,558,922	112,976,678	7.03%
Commercial	8,026,667	8,303,597	3.45%
Industrial	19,352,453	20,232,041	4.55%
Rural	9,173,871	9,307,259	1.45%
Total amount to be raised by general rates	142,111,913	150,819,574	6.13%

8.4.2 The rate in the dollar to be levied as a uniform general rate under section 158 of the Act for all types or classes of land compared with the previous financial year. No differential rates are detailed as Council adopts a uniform rate for all rateable property types.

Type or class of land	2016/17	2017/18	%
	cents/\$CIV	cents/\$CIV	Change
Uniform General rate for all rateable properties	0.42514	0.43364	2.00%

8.4.3 The number of assessments compared with the previous financial year.

Type or class of land	2016/17	2017/18	%
	Number	Number	Change
Residential	67,610	71,431	5.65%
Commercial	2,642	2,655	0.49%
Industrial	4,862	4,991	2.65%
Rural	1,526	1,517	-0.59%
Total number of assessments	76,640	80,594	5.16%

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

8.4.5 The estimated total value of rateable land, compared with the previous financial year.

Type or class of land	2016/17	2017/18	%
	\$	\$	Change
Residential	24,829,199,500	26,053,103,500	4.93%
Commercial	1,888,004,500	1,914,859,500	1.42%
Industrial	4,552,016,200	4,665,630,700	2.50%
Rural	2,157,846,000	2,146,310,000	-0.53%
Total value of land	33,427,066,200	34,779,903,700	4.05%

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8.4.6 Pensioner Rate Rebate

Council grants an additional pensioner rate rebate of \$35.00 per rateable property to those applicants who qualify for a rate rebate within the meaning of the *State Concessions Act 2004* over and above that provided by the State Government. This rebate is to be granted on the same terms and conditions that provides for the State Government funded rebate without separate application in accordance with Section 171 of the *Local Government Act 1989*

Council pension rebate	2016/17	2017/18	%
	\$	\$	Change
Council pension rate rebate amount	457,640	464,000	1.39%

Council pension rebate	2016/17	2017/18	%
			Change
Number of rebates granted	13,460	13,257	-1.51%

Council pension rebate	2016/17	2017/18	%
	\$	\$	Change
Rebate amount	34.00	35.00	2.94%

8.4.7 Agricultural Land Use Rebate

The Agricultural Land Use Rebate provides annual financial assistance to landowners of eligible rural properties in the form of a rate reduction on the general rate, calculated against the Capital Improved Value. The Rebate is administered through the Agricultural Land Use Rebate Policy. Eligible properties must be larger than two hectares and owners must be using a minimum of 50% of their property for activities that meet the definition of agricultural land use under the Victorian Planning Provisions. The objectives of the policy and the Rebate are to encourage and support agricultural land use activities and to improve sustainable land management practices on rural property.

Council agricultural land use rebate	2016/17	2017/18	%
			Change
Amount of rebates granted	671,000	552,000	-17.73%

Council agricultural land use rebate	2016/17	2017/18	%
			Change
Number of rebates granted	304	290	-4.61%

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8.4.8 The unit amount to be levied for each type of service rate or charge under section 162 of the Act compared with the previous financial year.

Type of Charge	Per Service 2016/17 \$	Per Service 2017/18 \$	% Change
Optional Garbage Charges			
Garbage (Upgrade from 140L to 240L)	104.00	106.00	1.92%
Garbage (Additional Service 240L)	240.00	244.75	1.98%
Garbage (Additional Service 140L)	138.00	140.75	1.99%
Garbage (Additional 80L)	80.00	81.50	1.88%
Garbage Discount (80L First Service)	18.50 discount	19.00 discount	2.70%
Optional Recycling Charges			
Recycle (additional 140L or 240L)	63.00	64.25	1.98%
Optional Organics Charges			
Organics 140L Service	77.00	78.50	1.95%
Organics 240L Service	97.00	98.75	1.80%
Organics 140L Additional Service	77.00	78.50	1.95%
Organics 240L Additional Service	97.00	98.75	1.80%

8.4.9 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 or class of land	2016/17 \$	2017/18 \$	% Change
Garbage	110,165	121,000	9.84%
Recycling	33,075	34,000	2.80%
Organic	2,044,329	2,155,000	5.41%
Total	2,187,569	2,310,000	5.60%

8.4.10 The estimated total amount to be raised by all rates and service charges compared with the previous financial year including supplementary rates, agricultural land use rebate and additional pensioner rate rebates.

Type of Charge	2016/17 \$	2017/18 \$	% Change
Rates and charges	144,920,842	153,963,574	6.24%

Reconciliation to the Comprehensive Income Statement

Type of Charge	2016/17 \$	2017/18 \$	% Change
General rates	142,111,913	150,819,574	6.13%
Less agricultural land use rebate	(671,000)	(552,000)	(17.73%)
Less council pension rebate	(457,640)	(464,000)	1.39%
Total general rates	140,983,273	149,803,574	6.26%
Add service charge – recycling & garbage	143,240	155,000	8.21%
Add service charge – organics	2,044,329	2,155,000	5.41%
Add projected supplementary rate income	1,750,000	1,850,000	5.71%
Total general rates & service charges	144,920,842	153,963,574	6.24%
Add rates in lieu from Commonwealth properties	14,897,500	15,397,000	2.01%
Total general rates & charges	159,818,342*	169,360,574	5.85%

*This amount refers to the 2016/17 Budget. The amount included in the 2016/17 Comprehensive Income Statement in Appendix A is the Forecast amount.

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8.4.11 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 (2017/18: estimated \$1.85 million, 2016/17: \$1.75 million);
- Changes in use of land such that rateable land becomes non-rateable land and vice versa; and
- Changes in use of land such that residential land becomes business land and vice versa.

8.4.12 Additional information

For further information on the operation of the FGRS please refer to the Essential Services Commission website:

<http://www.esc.vic.gov.au/document/local-government/36180-fair-go-rates-system-guidance-councils-2017-18/>

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9. Other Strategies

This section sets out the strategies that have been developed and incorporated into the Strategic Resource Plan (SRP) including debt management and asset management.

9.1.1 Debt management

Purpose

A debt strategy was adopted by Council which sets out the fundamental debt covenants established.

- Any debt strategy should fit into the overall financial strategy of the Council. The key components that underpin a financial strategy should be based around sustainability, liquidity, solvency and prudent financial management. The optimal level of debt can be ascertained by private companies with reference to cost of equity, return on equity, etc. In local government it may be more about affordability to use of other funds.
- In terms of the level of debt, it should be based on what Council should deliver in relation to services and capital in 2016/17 and is based upon a set of key financial ratios that provide data on affordability, liquidity, solvency, etc.

Debt Covenant

Council's debt levels should not breach the following financial conditions:

	Condition	Explanation
Debt commitment ratio	That the debt commitment ratio should not be greater than 15%.	That up to a maximum of 15% of rates can be used to apply against the repayment of debt and interest.
Debt servicing ratio	That the debt servicing ratio be maintained at a level below 3%.	Up to 3% of the total Council revenue can be used to repay interest.

The Budgeted Balance Sheet identifies Council's current debt levels and those proposed during the SRP period. These debt levels are consistent with the strategy of ensuring Council's debt covenants are not breached.

The following table sets out the future level of debt based on the forecast financial position of Council as at 30 June 2017.

	2016/17	2017/18
	\$'000	\$'000
Outstanding loan balances	\$1,083	\$559
Debt servicing	0.04%	0.02%
Debt commitment	0.78%	0.34%

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

	2016/17	2017/18
	\$'000	\$'000
Total amount borrowed as at 30 June of the prior year	2,230	1,083
Total amount projected to be redeemed	1,147	524
Total amount proposed to be borrowed as at 30 June	1,083	559

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Directions Taken

This program shows that:

- The overall debt commitment ratio will be maintained within the set parameters;
- The principal and interest repayments during the life of the SRP are included in the operating position and cash levels; and
- This approach contributes to achieving the commitments (Strategic Objectives) adopted in the Council Plan.

9.1.2 Asset Management

Purpose

Council's Asset Management Strategy (AMS) provides the framework to guide the development of an integrated and comprehensive asset management model for Council. A structured set of actions has been identified consistent with Council's Asset Management Policy.

The AMS describes the current status, vision and actions for improving asset management within Hume. It aims to assist Council to progress through the steps of developing meaningful asset management plans and establishing a framework for the ongoing enhancement of asset management plans to meet developing community needs. In line with the strategy, Asset Management Plans have also been developed which will facilitate decision making based on optimising the lifecycle costs of assets.

The AMS is an overarching document developed with the objective of ensuring capital investment is used effectively and in the best interests of the community.

The asset management planning process predicts infrastructure consumption, renewal needs, impacts on annual operating budget requirements, and additional infrastructure requirements to meet future community service expectations.

Strategy Development

In line with the AMS, Council has developed Asset Management Plans which set out the capital expenditure requirements of the Council for asset preservation for the next ten years. A key objective of this Strategy is to maintain or preserve Council's existing assets at desired condition levels. If sufficient funds are not allocated to asset preservation, Council's investment in those assets will reduce, together with the capacity to deliver services to the community. Under-investment in asset preservation may also lead to increased costs in the longer term.

The Asset Management Plans have been developed through a rigorous process of evaluation incorporating:

- Sound knowledge of the assets that Council is responsible for; and
- Detailed plans of the capital renewal and maintenance works required to preserve existing assets.

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Asset Management Plans are also linked to:

- A long-term capital planning process which integrates with and is reflected in the Council Plan, Strategic Resource Plan and Annual Budget process;
- The listing of all known capital projects, prioritised using evaluation criteria; and
- The adoption of a transparent process for evaluating and prioritising capital projects.

The capital works planning process is undertaken annually, thereby ensuring that the current capital expenditure commitments made by the Council are consistent with the Strategy.

Commentary

Major works included in the program are:

- Land improvement (\$13.9 million) – including rehabilitation works at the Riddell Road landfill to meet the Environment Protection Authority (EPA) requirements, implementing Master Plans at the McMahon Recreation Reserve in Sunbury, D.S. Aitken Reserve in Craigieburn, Greenvale Recreation Reserve and Willowbrook Recreation Reserve in Westmeadows and open space and playground facilities across the City.
- Buildings (\$36.87 million) – including works on the Broadmeadows Town Hall adaptive re-use, the new Global Learning Centre in Sunbury, the Aitken Hill Community Centre in Craigieburn, the Greenvale Recreation Reserve pavilion 2, Aston Fields District pavilion in Craigieburn and a new social facility at Lakeside Drive Reserve in Roxburgh Park.
- Roads (\$12.04 million) – including the reconstruction of Malmsbury Drive in Meadow Heights, Garner Parade in Dallas, Somerset Road in Campbellfield and local road resurfacing and resealing across the city.
- Footpaths and cycleways (\$3.24 million) - including footpath rehabilitation works, new footpath works and construction of walking and cycling paths across the city.

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Appendices

The following appendices include voluntary and statutory disclosures of information which provide support for the analysis contained in sections 1 to 9 of this report.

This information has not been included in the main body of the budget report in the interests of clarity and conciseness. Council has decided that while the budget report needs to focus on the important elements of the budget and provide appropriate analysis, the detail upon which the annual budget is based should be provided in the interests of open and transparent local government.

The contents of the appendices are summarised below:

Appendix	Nature of information	Page
A	Budgeted Statements	65
B	Capital Works Program	71
C	Schedule of Fees and Charges	77

Hume City Council – Budget Report 2017/18**Appendix A**

Appendix A - Budgeted Statements

This appendix presents information in regard to the Budgeted Financial Statements and Statement of Human Resources. The Budget information for the 2017/18 year has been extracted from the Strategic Resource Plan.

At the end of each financial year Council is required to include in the Financial Statements in its Annual Report a comparison of actual income and expenditure compared with the income and expenditure in the financial statements in the budget.

The appendix includes the following budgeted information:

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

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Appendix A

Budgeted Comprehensive Income Statement

For the year ending 30 June 2018

	Forecast Actual	Budget
	2016/17	2017/18
	\$'000	\$'000
Income		
Rates and charges	162,546	169,361
Statutory fees and fines	13,942	12,595
User fees	22,899	25,449
Grants - operating (recurrent)	38,959	40,030
Property rental	1,766	1,732
Interest income	3,009	2,640
Total income	243,121	251,807
Expenses		
Employee costs	99,706	109,384
Materials and services	66,608	63,967
Utility costs	5,368	5,897
Grants, contributions and donations	4,691	4,881
Depreciation and amortisation	41,763	44,142
Finance costs	321	248
Other expenses	2,598	2,548
Total expenses	221,055	231,067
Underlying surplus	22,066	20,740
Fair value adjustments for investment property	609	628
Net gain on property development	4,172	4,963
Contributions - capital (non-recurrent)	6,277	85
Grants - capital (non-recurrent)	18,285	15,134
Contributions - non-monetary assets	59,850	65,816
Contributions - cash	30,706	23,311
Net gain on disposal of property, plant, equipment and infrastructure	97	-
Surplus for the year	142,062	130,677
Other comprehensive income		
Net asset revaluation increment	17,769	47,413
Comprehensive result	159,831	178,090

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Appendix A

Budgeted Balance Sheet
For the year ending 30 June 2018

	Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000
Assets		
Current assets		
Cash and cash equivalents	147,067	148,883
Trade and other receivables	22,603	23,806
Assets classified as held for sale	10,314	-
Other assets	2,253	2,330
Total current assets	182,237	175,019
Non-current assets		
Trade and other receivables	306	306
Financial assets	310	310
Property, plant, equipment and infrastructure	2,385,666	2,558,562
Investment property	31,991	32,618
Total non-current assets	2,418,273	2,591,796
Total assets	2,600,510	2,766,815
Liabilities		
Current liabilities		
Trade and other payables	21,755	23,185
Trust funds and deposits	6,743	6,743
Provisions	24,412	25,637
Interest-bearing loans and borrowings	524	559
Development fee obligation	12,957	-
Total current liabilities	66,391	56,124
Non-current liabilities		
Trust funds and deposits	1,556	1,556
Provisions	27,793	26,834
Interest-bearing loans and borrowings	559	-
Total non-current liabilities	29,908	28,390
Total liabilities	96,299	84,514
Net assets	2,504,211	2,682,301
Equity		
Accumulated surplus	1,437,019	1,551,892
Asset revaluation reserve	1,005,709	1,053,122
Other reserves	61,483	77,287
Total equity	2,504,211	2,682,301

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Appendix A

Budgeted Statement of Changes in Equity
 For the year ending 30 June 2018

	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2018				
Balance at beginning of the financial year	2,504,211	1,437,019	1,005,709	61,483
Surplus for the year	130,677	130,677	-	-
Net asset revaluation increment	47,413	-	47,413	-
Transfer to reserves	-	(25,631)	-	25,631
Transfer from reserves	-	9,827	-	(9,827)
Balance at end of the financial year	2,682,301	1,551,892	1,053,122	77,287

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Appendix A

Budgeted Cash Flow Statement

For the year ending 30 June 2018

	Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000
	Inflows (Outflows)	Inflows (Outflows)
Cash flows from operating activities		
Rates and charges	161,079	167,821
Grants – operating (recurrent)	38,959	40,030
Grants – capital (non-recurrent)	18,285	15,134
User fees	23,013	25,563
Statutory fees and fines	14,012	12,664
Property rental	1,766	1,732
Interest	3,009	2,640
Contributions – recurrent	30,860	23,464
Contributions – capital (non-recurrent)	6,277	85
Employee costs	(99,069)	(110,092)
Materials and services	(67,151)	(64,260)
Grants, contributions and donations	(4,691)	(4,881)
Utilities	(5,368)	(5,897)
Other payments	(2,598)	(2,548)
Net cash provided by operating activities	118,383	101,455
Cash flows from investing activities		
Payments for property, plant, equipment and infrastructure	(74,786)	(102,187)
Proceeds from sales of property, plant, equipment and infrastructure	1,264	800
Proceeds from property development	2,273	2,320
Proceeds from sale of financial assets	19,950	-
Net cash used in investing activities	(51,299)	(99,067)
Cash flows from financing activities		
Finance costs	(121)	(48)
Repayment of interest-bearing loans and borrowings	(1,147)	(524)
Net cash used in financing activities	(1,268)	(572)
Net increase in cash and cash equivalents	65,816	1,816
Cash and cash equivalents at the beginning of the financial year	81,251	147,067
Cash and cash equivalents at the end of the financial year	147,067	148,883

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Appendix A

Budgeted Capital Works Statement

For the year ending 30 June 2018

	Forecast Actual	Budget
	2016/17	2017/18
	\$'000	\$'000
Capital works areas		
Property		
Land	-	7,400
Land improvements	17,097	20,750
Buildings	35,068	48,126
Plant and Equipment		
Heritage	110	95
Plant and equipment	3,637	4,845
Furniture and equipment	4,692	3,600
Infrastructure		
Roads	12,750	13,007
Bridges	165	155
Footpaths and cycleways	2,785	5,238
Car parks	1,263	912
Drainage	1,370	2,162
Total capital works expenditure	78,937	106,290
Represented by:		
New assets expenditure	21,756	38,868
Asset renewal expenditure	20,691	28,458
Asset expansion expenditure	4,306	19,044
Asset upgrade expenditure	32,184	19,920
Total capital works expenditure	78,937	106,290

Budgeted Statement of Human Resources

For the year ending 30 June 2018

	Forecast Actual	Budget
	2016/17	2017/18
	\$'000	\$'000
Expenses		
Employee costs	99,706	109,384
Total expenses	99,706	109,384
	EFT	EFT
Employee numbers		
Employees	1,066	1,099
Total employee numbers	1,066	1,099

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Appendix B - Capital Works Program

This appendix presents a listing of the capital works projects that will be undertaken for the 2017/18 year.

The capital works projects are grouped by class and include the following:

- New works for 2017/18; and
- Works carried forward from the 2016/17 year

Hume City Council – Budget Report 2017/18										Appendix B	
2017/18 CAPITAL WORKS PROGRAM											
Capital Works Area	WARD	LOCALITY	2017/18		Asset Expenditure Type			Funding Sources		BORROWINGS	
			Proposed Budget	Budget	NEW	RENEWAL	UPGRADE	EXPANSION	GRANTS		CONTRIBUTION
			Proposed Budget	Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget
PLANT AND EQUIPMENT											
Plant and Equipment											
Sports Ground Lighting Audit and Upgrade Program			150,000								
Plant Capital Replacement Program			4,500,000								
Ball Road Rock Retention and Control Management Systems (Broadmeadows and Sunbury)			150,000								
Centre Control Energy and EMI Control Management Systems (Broadmeadows and Sunbury)			75,000								
			4,845,000		75,000	4,770,000					
Furniture and Equipment											
Asset Management System			145,000								
Heritage Signage			70,000								
Heritage Bins - New and Modern			741,400								
Replacement Utility Bin Infrastructure			100,000								
Library Stock Replacement			775,000								
Equipment Replacement and Upgrade, Software and Related Projects			1,450,797								
Replacement of Public Address System			30,000								
Basketball Stadium Asset Renewal Program			10,29								
Promote's Reading Challenge			28,227								
Broadmeadows Civic Centre Foyer Update			100,000								
Implementation of the CCTV Policy			150,000								
			3,090,434		225,000	3,241,197					
Furniture and Equipment											
Public Art Project			75,000								
Heritage			75,000								
			8,820,434		375,000	8,617,197					
TOTAL PLANT AND EQUIPMENT											
INFRASTRUCTURE											
Roads											
Garner Parade Road Reconstruction			800,000								
Warradale Drive Road Reconstruction (Dixie Drive Street and No. 348 Warradale Dr)			1,300,000								
Warradale Drive Road Reconstruction (Internal Sealed Access Road)			330,000								
Warradale Drive Road Reconstruction (Internal Sealed Access Road)			330,000								
Local Road Spray Renewal			1,141,383								
Local Road Asphalt Resurfacing			4,656,683								
Local Road Asphalt Resurfacing			348,735								
Pen and Channel Rehabilitation Associated with Road Asphalt Resurfacing			745,000								
Traffic Management Facilities			370,000								
Local Area Traffic Management (LAIM) Facilities			500,000								
Current Street Road Reconstruction			500,000								
Somerset Road Reconstruction			1,115,000								
			12,043,153		10,826,158						
Roads											
Car Park			226,550								
Car Park			400,000								
Car Park			726,550								
			1,800,450		1,600,000						
Drainage											
Banksia Grove Drainage Upgrade (near No.33)			730,000								
Drainage Rehabilitation Works			277,250								
Drainage Rehabilitation Upgrade			773,250								
			1,800,450		1,600,000						
Footpaths and Cycleways											
Meadowdale Path - Seabrook Reserve to Broadmeadows CAD			2,600,000								
Warradale Path - Seabrook Reserve to Broadmeadows CAD			320,000								
Warradale Path - Seabrook Reserve to Broadmeadows CAD			320,000								
New footpath works-Mickleham Road (Bus stop to Rylands Dr)			52,800								
New footpath works-Maccoon Vale Road			30,756								
New Footpath Works-Turno Highway			79,800								
New Footpath Works-Turno Highway			79,800								
New footpath works-Lakeview Drive			15,366								
New footpath works-Circular Drive			24,024								
New footpath works-Broadmeadows Deviation Road			46,200								
			3,238,364		2,600,000						
Footpaths and Cycleways											

Hume City Council – Budget Report 2017/18											Appendix B	
2017/18 CAPITAL WORKS PROGRAM												
Capital Works Area	WARD	LOCALITY	2017/18 Proposed Budget \$	Asset Expenditure Type			Funding Sources			BORROWINGS Proposed Budget \$		
				NEW Proposed Budget \$	RENEWAL Proposed Budget \$	UPGRADE Proposed Budget \$	EXPANSION Proposed Budget \$	GRANTS Proposed Budget \$	CONTRIBUTION Proposed Budget \$		COUNCIL CASH Proposed Budget \$	
Bridges												
Bulla-Coppers Road Road Bridge Repair	Jacksons	Bulla	50,000	-	50,000	-	-	-	-	-	(50,000)	-
Vaughan Street Pedestrian Bridge Repair	Jacksons	Sambury	85,000	-	85,000	-	-	-	-	-	(85,000)	-
Penryn Place Alton Creek Pedestrian Bridge Repair	Alton	Crangaroo	20,000	-	20,000	-	-	-	-	-	(20,000)	-
			155,000	-	155,000	-	-	-	-	-	(155,000)	-
TOTAL INFRASTRUCTURE											17,983,542	
TOTAL NEW CAPITAL WORKS 2017/18											79,855,499	
				2,153,334	14,662,988	1,127,200	-	(89,746)	-	(16,982,377)		
				24,874,094	27,622,269	15,071,127	12,038,000	(85,500)	(60,359,858)			

Hume City Council – Budget Report 2017/18													
CAPITAL WORKS PROGRAM CARRIED FORWARD FROM 2016/17													
Capital Works Area	WARD	LOCALITY	Asset Expenditure Type					Funding Sources					
			2017/18 Proposed Budget \$	NEW Proposed Budget \$	RENEWAL Proposed Budget \$	UPGRADE Proposed Budget \$	EXPANSION Proposed Budget \$	GRANTS Proposed Budget \$	CONTRIBUTION Proposed Budget \$	COUNCIL CASH Proposed Budget \$	BORROWINGS Proposed Budget \$		
Car Parks													
Boardman Reserve Construct Car Park between Oval 1 & 2, North Side	Jacksons	Sunbury	185,000	-	-	185,000	-	-	-	-	-	(185,000)	-
Car Parks													
			185,000	-	-	185,000	-	-	-	-	-	(185,000)	-
Drainage Works													
Drainage Rehabilitation Works	Chywide	Chywide	361,726	-	361,726	-	-	-	-	-	-	(361,726)	-
Drainage Works													
			361,726	-	361,726	-	-	-	-	-	-	(361,726)	-
Footpaths and Cycleways													
Meadowbank Path – Seabrook Reserve to Broadmeadows CAD	Meadow Valley	Broadmeadows	2,000,000	2,000,000	-	-	-	-	-	-	(2,000,000)	-	-
Footpaths and Cycleways													
			2,000,000	2,000,000	-	-	-	-	-	-	(2,000,000)	-	-
TOTAL INFRASTRUCTURE													
			3,511,179	2,450,027	361,726	516,000	214,416	-	-	(1,511,179)	-	-	-
TOTAL CARRIED FORWARD CAPITAL WORKS FROM 2016/17													
			20,735,634	15,992,835	856,660	4,869,613	7,006,826	-	-	(5,623,773)	-	-	(21,711,661)
SUMMARY OF CAPITAL WORKS 2017/18													
Capital Works Area													
Asset Expenditure Type													
2017/18 Proposed Budget \$	NEW Proposed Budget \$	RENEWAL Proposed Budget \$	UPGRADE Proposed Budget \$	EXPANSION Proposed Budget \$	GRANTS Proposed Budget \$	CONTRIBUTION Proposed Budget \$	COUNCIL CASH Proposed Budget \$	BORROWINGS Proposed Budget \$					
76,275,869	33,896,616	5,396,433	16,150,303	18,850,410	(12,135,393)	(85,000)	(64,065,446)	-					
2,325,521	4,523,411	15,144,654	1,452,201	214,416	(2,500,245)	-	(18,403,970)	-					
2,142,921	4,523,411	15,144,654	1,452,201	214,416	(2,500,245)	-	(18,403,970)	-					
106,236,824	38,866,029	28,348,123	19,820,740	19,064,826	(15,134,595)	(85,000)	(91,971,619)	-					
TOTAL													
PROPERTY EQUIPMENT													
INFRASTRUCTURE													

Hume City Council – Budget Report 2017/18

Appendix C – Schedule of Fees and Charges

This appendix presents a listing of the fees and charges for all of Council's services for the 2017/18 year.

The appendix includes the following budgeted information grouped by department:

- Proposed fees and charges for 2017/18; and
- Current fees and charges for 2016/17

BUDGET 2017 - 2018 FEES & CHARGES					Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE		
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$	
COMMUNICATIONS AND EVENTS						
STALL FEES						
EVENTS & FESTIVALS	Community Display	Per Site	Set	30.80	31.90	
	Community Fundraising (incl Food)	Per Site	Set	42.90	44.40	
	Craft Market Stall	Per Site	Set	42.90	44.40	
	Commercial Market Stall	Per Site	Set	72.00	74.50	
	Commercial Food Vendor	Per Site	Set	142.80	146.65	
	Commercial Beverage	Per Site	Set	117.90	122.00	
	Power Single Phase 10Amps	Per Connection	Set	30.60	31.65	
	Power Single Phase 15Amps	Per Connection	Set	42.00	45.85	
HIRE OF MARQUEES AND EQUIPMENT						
	3Mx3M	Per Item	Set	178.45	242.00	
	6Mx3M	Per Item	Set	356.95	440.00	
	Display Boards	Per Item	Set	35.70	33.00	
	Trestle Table	Per Item	Set	16.70	15.40	
	Chairs	Per Item	Set	7.20	3.30	
FUNDRAISING						
	Fundraising					
	Up to 250 People	Per Event	Set	54.00	55.90	
	Between 250-1,000 People	Per Event	Set	108.00	111.00	
	Between 1,000-3,000 People	Per Event	Set	162.00	167.00	
	Between 3,000-5,000 People	Per Event	Set	215.00	222.00	
	Over 5,000 People	Per Event	Set	270.00	279.00	
	Minor – Between 0-5 Items - Infrastructure	Per Event	Set	54.00	55.90	
	Average – Between 6-10 Items - Infrastructure	Per Event	Set	162.00	167.00	
	Major – More than 11 Items - Infrastructure	Per Event	Set	270.00	279.00	
COMMUNITY						
	Community					
	Up to 250 People	Per Event	Set	108.00	111.00	
	Between 250-1,000 People	Per Event	Set	379.00	392.00	
	Between 1,000-3,000 People	Per Event	Set	533.00	551.00	
	Between 3,000-5,000 People	Per Event	Set	811.00	839.00	
	Over 5,000 People	Per Event	Set	1062.00	1,099.00	
	Minor – Between 0-5 Items - Infrastructure	Per Event	Set	270.00	279.00	
	Average – Between 6-10 Items - Infrastructure	Per Event	Set	703.00	727.00	
	Major – More than 11 Items - Infrastructure	Per Event	Set	1082.00	1,119.00	
CORPORATE						
	Corporate					
	Up to 250 People	Per Event	Set	324.00	335.00	
	Between 250-1,000 People	Per Event	Set	757.00	783.00	
	Between 1,000-3,000 People	Per Event	Set	1082.00	1,119.00	
	Between 3,000-5,000 People	Per Event	Set	1622.00	1,678.00	
	Over 5,000 People	Per Event	Set	2163.00	2,238.00	
	Minor – Between 0-5 Items - Infrastructure	Per Event	Set	324.00	335.00	
	Average – Between 6-10 Items - Infrastructure	Per Event	Set	1082.00	1,119.00	
	Major – More than 11 Items - Infrastructure	Per Event	Set	2163.00	2,238.00	
COMMERCIAL						
	Commercial					
	Up to 250 People	Per Event	Set	541.00	559.00	
	Between 250-1,000 People	Per Event	Set	1082.00	1,119.00	
	Between 1,000-3,000 People	Per Event	Set	2163.00	2,238.00	
	Between 3,000-5,000 People	Per Event	Set	2704.00	2,798.00	
	Over 5,000 People	Per Event	Set	3245.00	3,358.00	
	Minor – Between 0-5 Items - Infrastructure	Per Event	Set	541.00	559.00	
	Average – Between 6-10 Items - Infrastructure	Per Event	Set	1622.00	1,678.00	
	Major – More than 11 Items - Infrastructure	Per Event	Set	3245.00	3,358.00	
PRIVATE						
	Private					
	Up to 250 People	Per Event	Set	108.00	111.00	
	Between 250-1,000 People	Per Event	Set	379.00	392.00	
	Between 1,000-3,000 People	Per Event	Set	541.00	559.00	
	Between 3,000-5,000 People	Per Event	Set	811.00	839.00	
	Over 5,000 People	Per Event	Set	1082.00	1,119.00	
	Minor – Between 0-5 Items - Infrastructure	Per Event	Set	54.00	55.90	
	Average – Between 6-10 Items - Infrastructure	Per Event	Set	162.00	167.00	
	Major – More than 11 Items - Infrastructure	Per Event	Set	270.00	279.00	
COMMUNITY EVENTS						
	Booking Fee	Per Application	Set	59.50	61.60	
	Administration Fees	Per 1000 People	Set	84.30	87.25	
STATUTORY PLANNING AND BUILDING CONTROL SERVICES						
LAND USE PLANNING						
	Secondary Consent amendment Fee		Set	102.00	165.00	
	Planning Infringement Fee		Set	1168.00	1,208.90	
	Planning Property Information Fee - Residential		Set	140.00	144.90	
	Planning Property Information Fee - Commercial		Set	160.00	165.60	
	Advertising Fee(Per Unit)		Set	25.00	25.85	

BUDGET 2017 - 2018 FEES & CHARGES						Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE			
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$		
	Advertising Fee(Per 10 Units)		Set	280.00	288.40		
	Extension of Time For Permit		Set	162.00	220.00		
	Subdivision Inspection fee - 2nd and Subsequent Inspection		Set	250.00	257.50		
	Amendment to a Live Planning Application - Post Advertising		Statutory	Variable	Variable		
SUBDIVISION CERTIFICATION:							
	Certification Fee of a plan of subdivision		Statutory	20.00	164.50		
	Alteration of certified plan		Statutory	172.00	104.60		
	Amendment of a certified plan		Statutory	132.40	132.40		
FEE FOR PERMIT APPLICATION							
SINGLE DWELLING							
	Class 1. Change or allow a new use of the land		Statutory	502.00	1,240.70		
	Class 2. Up to \$10,000		Statutory	N/A	188.20		
	Class 3. \$10,001 to \$100,000		Statutory	N/A	592.50		
	Class 4. \$100,001 to \$500,000		Statutory	N/A	1,212.80		
	Class 5. \$500,001 to \$1M		Statutory	N/A	1,310.40		
	Class 6. \$1M to \$2M		Statutory	N/A	1,407.90		
VICSMART							
	Class 7. Up to \$10,000		Statutory	N/A	188.20		
	Class 8. More than \$10,000		Statutory	N/A	404.30		
	Class 9. VicSmart application to subdivide or consolidate land		Statutory	N/A	188.20		
ALL OTHER DEVELOPMENT							
	Class 10. Up to \$100,000		Statutory	N/A	1,080.40		
	Class 11. \$100,001 to \$1M		Statutory	N/A	1,456.70		
	Class 12. \$1M to \$5M		Statutory	N/A	3,213.20		
	Class 13. \$5M to \$15M		Statutory	N/A	8,189.80		
	Class 14. \$15M to \$50M		Statutory	N/A	24,151.10		
	Class 15. More than \$50M (to be charged at 50% until 13 Oct 2017)		Statutory	N/A	54,282.40		
SUBDIVISION							
	Class 16. Subdivide an existing building		Statutory	N/A	1,240.70		
	Class 17. Subdivide land into 2 lots		Statutory	N/A	1,240.70		
	Class 18. Realignment of a common boundary between 2 lots or to consolidate 2 or more lots		Statutory	N/A	1,240.70		
	Class 19. To subdivide land (\$1,240.70 for each 100 lots created)		Statutory	N/A	1,240.70		
	Class 20. To create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or To create or move a right of way; or To create, vary or remove an easement other than a right of way; or To vary or remove a condition in the nature of an easement other than a right of way in a Crown grant.		Statutory	N/A	1,240.70		
	Class 21. A permit not otherwise provided for in this Regulation		Statutory	N/A	1,240.70		
FEE TO AMEND APPLICATION							
SINGLE DWELLING							
	Class 1. Change or allow a new use of the land		Statutory	502.00	1,240.70		
	Amendment to change what the permit allows; or change any or all conditions		Statutory	N/A	1,240.70		
	Class 2. Up to \$10,000		Statutory	N/A	188.20		
	Class 3. \$10,001 to \$100,000		Statutory	N/A	592.50		
	Class 4. \$100,001 to \$500,000		Statutory	N/A	1,212.80		
	Class 5. \$500,001 to \$1M		Statutory	N/A	1,310.40		
	Class 6. \$1M to \$2M		Statutory	N/A	1,310.40		
VICSMART							
	Class 7. Up to \$10,000		Statutory	N/A	188.20		
	Class 8. More than \$10,000		Statutory	N/A	404.30		
	Class 9. VicSmart application to subdivide or consolidate land		Statutory	N/A	188.20		
ALL OTHER DEVELOPMENT							
	Class 10. Up to \$100,000		Statutory	N/A	1,080.40		
	Class 11. \$100,001 to \$1M		Statutory	N/A	1,456.70		
	Class 12. \$1M to \$5M		Statutory	N/A	3,213.20		
	Class 13. \$5M to \$15M		Statutory	N/A	3,213.20		
	Class 14. \$15M to \$50M		Statutory	N/A	3,213.20		
	Class 15. More than \$50M (to be charged at 50% until 13 Oct 2017)		Statutory	N/A	3,213.20		
SUBDIVISION							
	Class 16. Subdivide an existing building		Statutory	N/A	1,240.70		
	Class 17. Subdivide land into 2 lots		Statutory	N/A	1,240.70		
	Class 18. Realignment of a common boundary between 2 lots or to consolidate 2 or more lots		Statutory	N/A	1,240.70		
	Class 19. To subdivide land (\$1,240.70 for each 100 lots created)		Statutory	N/A	1,240.70		
	Class 20. To create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or To create or move a right of way; or To create, vary or remove an easement other than a right of way; or To vary or remove a condition in the nature of an easement other than a right of way in a Crown grant.		Statutory	N/A	1,240.70		
	Class 21. A permit not otherwise provided for in this Regulation		Statutory	N/A	1,240.70		
	Copy of Planning Permit		Set	69.00	73.90		
	Copy of Permit Related A4 Pages		Set	46.00	47.60		
	Copy of Endorsed Plans		Set	69.00	71.40		
	Request for Demolition		Statutory	55.65	64.10		
DISPENSATIONS							
	Report & Consent App	Each	Statutory	238.75	238.75		
	\$57 Mbs Sitting Consent Fee	Each	Set	725.00	750.00		
	Build Over Easement Consents	Each	Set	560.00	580.00		
	Section 173 Agreements	Each	Set	775.00	805.00		
ASSET PROTECTION PERMITS							
	Asset Protection Permits	Per Permit	Set	400.00	415.00		
	Multi Unit Development - Additional Unit Fee	Per Permit	Set	126.00	130.00		
	Storm Water Connection Permit	Per Permit	Statutory	64.10	64.10		
	Additional Inspections	Per Inspection	Set	195.00	200.00		
BUILDING PERMIT FEES (WORK INSIDE HUME)							
	Class 1A Alterations & Class 10 Domestic Outbuildings (Excludes Class 1A Additions)	Per Permit	Set	755.00	780.00		

BUDGET 2017 - 2018 FEES & CHARGES				Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE	
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$
	Class 1A Dwelling Additions	Per Permit	Set	1565.00	1,620.00
	Class 1A New Dwellings	Per Permit	Set	2340.00	2,425.00
	Class 2 - 9 Alterations (Not Additions)	Per Permit	Set	2340.00	2,425.00
	Class 2 - 9 Additions	Per Permit	Set	2900.00	3,000.00
	Class 2 - 9 New Buildings	Per Permit	Set	4455.00	4,610.00
	Demolitions	Per Permit	Set	1565.00	1,620.00
	Cancel Building Order	Per Permit	Statutory	725.00	750.00
	Occupancy Permit Fee	Per Permit	Set	950.00	985.00
	Occupancy Permit Fee - Bc Termination	Per Permit	Set	2340.00	2,425.00
	Extension Of Time	Per Permit	Set	515.00	535.00
	Additional Inspections Fee	Per Inspection	Set	195.00	200.00
	SIGNIFICANT CHANGES TO PERMIT DETAILS AND DESIGN	Per Unit	Set	410.00	425.00
	CHANGE OF NAME OR DETAILS ON PERMIT	Per Unit	Set	260.00	270.00
LODGEMENT FEES	Lodgement Fee - Minimum	Per Enquiry	Statutory	35.70	35.70
BUILDING INFORMATION	Property Information Fee	Per Enquiry	Statutory	47.60	47.60
	Title Search	Per Enquiry	Statutory	90.00	95.00
	Plan Copying Domestic	Each	Set	157.00	165.00
	Plan Copying Commercial	Each	Set	305.00	315.00
	A4	Per Sheet	Set	3.40	3.50
	A3	Per Sheet	Set	5.60	5.80
	Large Sheets	Per Sheet	Set	33.50	35.00
STRATEGIC PLANNING					
AMEND PLANNING SCHEME:	Amend Planning Scheme - Application	Per Application	Statutory	798.00	2,872.00
	Amend Planning Scheme - Consider Submission	Per Application	Statutory	798.00	14,233.00
	Amend Planning Scheme - Adoption	Per Application	Statutory	524.00	453.00
SUBDIVISIONAL DEVELOPMENT					
SUBD CONSTRUCTION SUPERVISION FEE	(Percentage Of Actual Cost Of Construction)	No of Lots	Statutory	0.75%	0.75%
	Supervision (Percentage Of Actual Cost)	No of Lots	Statutory	2.50%	2.50%
	Reserve Plan Checking And Supervision	Per Hectare	Set	16,000.00	16,000.00
FINANCE AND PROPERTY DEVELOPMENT					
LAND CERTIFICATES:	Land Information Certificates	Per Cert	Statutory	25.40	25.40
RATEABLE -PER COLLECTION	(1st Collection Inc. In Rates)				
	If 80L Bin - Discount Applied To Rates	Per Bin	Set	18.50	19.00
(ADDITIONAL TO 1ST BIN)	Garbage 140 Litre Bin	Per Bin	Set	138.00	141.50
	Garbage 240 Litre Bin	Per Bin	Set	240.00	245.00
	Garbage 240 Litre Bin - Upgrade	Per Bin	Set	104.00	106.00
	Garbage 80 Litre Bin	Per Bin	Set	80.00	81.50
	Organics 140 Litre Bin	Per Bin	Set	77.00	78.50
	Organics 240 Litre Bin	Per Bin	Set	97.00	99.00
	Recycle 140 Litre Bin	Per Bin	Set	63.00	64.50
	Recycle 240 Litre Bin	Per Bin	Set	63.00	64.50
	Recycle 360 Litre Bin	Per Bin	Set	-	96.50
	Recycle 360 Litre Bin - Upgrade	Per Bin	Set	-	31.50
NON RATEABLE - 1ST COLLECTION	Garbage 140 Litre Bin	Per Bin	Set	138.00	141.50
	Garbage 240 Litre Bin	Per Bin	Set	240.00	245.00
	Garbage 240 Litre Bin - Upgrade	Per Bin	Set	104.00	106.00
	Garbage 80 Litre Bin	Per Bin	Set	80.00	81.50
	Organics 140 Litre Bin	Per Bin	Set	77.00	78.50
	Organics 240 Litre Bin	Per Bin	Set	97.00	99.00
	Recycle 140 Litre Bin	Per Bin	Set	63.00	64.50
	Recycle 240 Litre Bin	Per Bin	Set	63.00	64.50
	Recycle 360 Litre Bin	Per Bin	Set	-	96.50
	Recycle 360 Litre Bin - Upgrade	Per Bin	Set	-	31.50
VALUATIONS	Sale Of Revaluation (Rateable)	Per Assess.	Set	Variable	Variable
SUPPLEMENTARY VALUATIONS	State Revenue Office (Rateable)	Per Assess.	Set	6.50	6.95
	City West Water	Per Assess.	Set	42.75	42.75
	Yarra Valley Water	Per Assess.	Set	42.75	44.00
	State Revenue Office (Non-Rateable)	Per Assess.	Set	12.90	13.90
OBJECTIONS	State Revenue Office - Land Tax Objections	Per Assess.	Set	250.00	250.00
SALE OF PROPERTY INFORMATION	Sales Register	No of Props	Set	Variable	Variable
	Other Property Data	No of Props	Set	Variable	Variable
	Application For Temp Signage On Council Land	No Of Signage's	Set	110.00	110.00
INFORMATION AND TECHNOLOGY					
GIS MAP SALES	GIS Map Sales	Per Item	Set	Variable	Variable
GOVERNANCE					
HIRE FEES:					
TULLAMARINE COMMUNITY CENTRE	Permanent Bookings	Per Hour	Set	15.40	15.80
	Casual Bookings	Per Day	Set	497.65	510.00

BUDGET 2017 - 2018 FEES & CHARGES					Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE		
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$	
	Refundable Bond For Casual Bookings	Bond	Set	474.75	466.60	
	Public Liability Insurance	Per Booking	Set	20.60	21.10	
GLADSTONE PARK COMMUNITY CENTRE	Permanent Bookings - Playgroup	Per Hour	Set	8.70	8.90	
	Permanent Bookings	Per Hour	Set	22.70	23.20	
	Casual Bookings	Per Hour	Set	33.40	34.20	
	Casual Bookings - Sunday To Friday	Per Day	Set	451.90	463.20	
	Refundable Bond For Casual Bookings	Bond	Set	451.90	463.20	
	Public Liability Insurance	Per Booking	Set	20.60	21.10	
WESTMEADOWS HALL	Permanent Bookings	Per Hour	Set	16.70	17.10	
	Casual Bookings	Per Function	Set	280.30	287.30	
	Refundable Bond For Casual Bookings	Bond	Set	451.90	463.20	
	Public Liability Insurance	Per Booking	Set	20.60	21.10	
CAMPBELLFIELD COMMUNITY CENTRE	Permanent Bookings	Per Hour	Set	22.90	23.50	
	Permanent Bookings	Per Day	Set	457.60	469.00	
	Casual Bookings - Entire Hall Except Meeting Room & Office	Per Day	Set	457.60	469.00	
	Casual Bookings - Meeting Room & Kitchen (Unlimited Hours)	Per Hour	Set	22.90	23.50	
	Casual Bookings - Main Hall & Kitchen (4 Hours Or Less)	Per Hour	Set	39.50	40.50	
	Booking Fee	Fee	Set	54.10	55.40	
	Refundable Bond For Casual Bookings	Bond	Set	456.60	469.00	
	Public Liability Insurance	Fee	Set	20.80	21.10	
FOI	Application Fee	Fee	Statutory	27.20	27.90	
	Processing Fee (Per Hour)	Per Hour	Statutory	20.40	20.40	
	Photocopy	Per A4	Statutory	0.20	0.20	
	Photocopy	Per A3	Set	2.00	2.00	
	Photocopy	Per A1	Set	10.00	10.00	
PUBLIC HEALTH SERVICE						
PUBLIC HEALTH:	Request for Information/Health Orders (Solicitor Info)	Per Request	Set	385.00	445.00	
SEPTIC TANK APPLICATION FEES:	New Septic Installation	Per Application	Statutory	640.00	660.00	
	Permit to Alter Septic	Per Application	Statutory	425.00	440.00	
FOOD PREMISES - NOT MORE THAN 5 PERSONS ARE EMPLOYED.	Transfer Fee - Class 1	No of Emp.	Statutory	367.50	375.00	
	Transfer Fee - Class 2	No of Emp.	Statutory	310.00	320.00	
	Transfer Fee - Class 3	No of Emp.	Statutory	225.00	235.00	
	New Registration Class 1 Q1	No of Emp.	Statutory	0.00	675.00	
	New Registration Class 1 Q2	No of Emp.	Statutory	0.00	407.50	
	New Registration Class 1 Q3	No of Emp.	Statutory	0.00	1,050.00	
	New Registration Class 1 Q4	No of Emp.	Statutory	0.00	862.50	
	New Registration Class 2 Q1	No of Emp.	Statutory	0.00	620.00	
	New Registration Class 2 Q2	No of Emp.	Statutory	0.00	460.00	
	New Registration Class 2 Q3	No of Emp.	Statutory	0.00	940.00	
	New Registration Class 2 Q4	No of Emp.	Statutory	0.00	780.00	
	New Registration Class 3 Q1	No of Emp.	Statutory	0.00	535.00	
	New Registration Class 3 Q2	No of Emp.	Statutory	0.00	417.50	
	New Registration Class 3 Q3	No of Emp.	Statutory	0.00	770.00	
	New Registration Class 3 Q4	No of Emp.	Statutory	0.00	652.50	
FOOD PREMISES - CLASS 1 REGISTRATION	Class 1 Renewal	No of Emp.	Statutory	735.00	750.00	
	Per Person Increase	No of Emp.	Statutory	21.00	23.00	
FOOD PREMISES - CLASS 2 REGISTRATION	Class 2 Renewal	No of Emp.	Statutory	620.00	640.00	
	Class 2 Renewal (Private School Canteen)	No of Emp.	Statutory	310.00	320.00	
	Per Person Increase	No of Emp.	Statutory	21.00	23.00	
FOOD PREMISES - CLASS 3 REGISTRATION	Class 3 Renewal	No of Emp.	Statutory	450.00	470.00	
	Class 3 Renewal (Private School Canteen)	No of Emp.	Statutory	225.00	235.00	
	Per Person Increase	No of Emp.	Statutory	21.00	23.00	
	Streitrader - Class 2 Registration	Per Temp/Mobile	Statutory	620.00	640.00	
	Streitrader - Class 3 Registration	Per Temp/Mobile	Statutory	450.00	470.00	
	Streitrader - Community Group	Per Temp/Mobile	Statutory	130.00	130.00	
	Streitrader - Component Community Group	Per Temp/Mobile	Statutory	65.00	65.00	
	Streitrader - Business- Short Term	Per Temp/Mobile	Statutory	230.00	240.00	
	Streitrader - Component	Per Temp/Mobile	Statutory	230.00	240.00	
	Community group	No of Emp.	Statutory	130.00	140.00	
	Community group - 6 month trade	No of Emp.	Statutory	65.00	70.00	
PHWB ACT	Application fee	Per Premises	Statutory	200.00	210.00	
	Annual Registration Renewal Fee	Per Premises	Statutory	155.00	170.00	
	Transfer Fee	Per Premises	Statutory	77.50	85.00	
PER NUMBER OF PERSONS/CAPACITY						
	Application fee	No of Persons	Statutory	200.00	210.00	
UP TO 10 PERSONS	Annual Registration Renewal Fee	No of Persons	Statutory	280.00	300.00	
	Transfer of Registration	No of Persons	Statutory	140.00	150.00	
	Additional beds over 10		Statutory	5.25	5.50	
CARAVAN PARK ACT FEES:	Long term site	No of Persons	Statutory	1409.80	1,400.80	
	Short term site	No of Persons	Statutory	924.80	924.80	

BUDGET 2017 - 2018 FEES & CHARGES				Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE	
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$
CITY LAWS					
PARKING SERVICES	Parking Infringement Notice	Pin	Statutory	Variable	Variable
	Abandoned Vehicles (Minimum)	Each	Set	364.35	377.30
FIRE HAZARD REMOVAL - RESIDENTIAL & INDUSTRIAL ALLOTMENTS					
	Failure To Comply To Cut Grass (Fine)	Each	Statutory	1517.00	1,555.00
	Up To 1000 Sq. M	Each	Set	373.05	386.10
	1000 To 2000 Sq. M	Each	Set	394.30	408.10
	2001 To 5000 Sq. M	Each	Set	482.15	499.00
	5001 To 2 Hectares	Each	Set	Variable	Variable
	Greater Than 2 Hectares	Each	Set	Variable	Variable
SOLICITOR COSTS & FINES	Legal Fees	Each	Set	Variable	Variable
ICE CREAM VANS	Ice Cream Vendors Permit (Per Annum)	Per Annum	Set	854.80	885.00
ADVERTISING/DISPLAY GOODS	A Board Permits/Display Goods	Each	Set	110.30	114.00
OUTDOOR EATING	Outdoor Eating Facilities	Each	Set	186.75	194.00
ROADSIDE VENDING	Itinerant Trader	Per Annum	Set	854.80	885.00
ANIMAL CONTROL	Animal Infringements	Each	Statutory	Variable	Variable
NEW REQUIREMENT OF DOMESTIC ANIMALS ACT 1994	Schedule 1 Cats	Each	Set	54.00	56.00
	Concessional Rebate 50%	Each	Set	28.00	29.00
	Schedule 2 Cats	Each	Set	19.70	20.00
	Concessional Rebate 50%	Each	Set	10.70	11.00
	Schedule 1 Dogs	Each	Set	88.00	91.00
	Concessional Rebate 50%	Each	Set	45.80	47.00
	Schedule 2 Dogs	Each	Set	31.75	33.00
	Concessional Rebate 50%	Each	Set	17.70	18.00
	Domestic Animal Business	Each	Set	292.00	305.00
	Re-Issue Tag	Each	Set	4.35	4.50
	Surrender Fee	Per Animal	Set	70.00	80.00
	Schedule 3 Dogs	Each	Set	300.00	300.00
MORE THAN 2 ANIMALS	Annual Permit	Per Annum	Set	35.00	55.00
DANGEROUS DOG COLLAR:	X Large	Each	Set	85.80	88.85
	Large	Each	Set	77.95	80.70
	Medium	Each	Set	71.40	73.90
	Dangerous Dog Sign	Each	Set	76.85	79.55
	Restricted Breed Sign	Each	Set	40.15	41.60
FEES	Impounded Stock	Per Animal	Set	246.05	254.65
	Impounded Stock (O-T)	Per Animal	Set	400.00	414.00
	Daily Agistment (Per Day)	Per Animal	Set	15.80	16.35
HEAVY MOTOR VEHICLE	Heavy Motor Vehicle Permit	Each	Set	145.00	195.00
LOCAL LAW INFRINGEMENTS	Impound small items	Each	Set	N/A	110.00
	Storing fee	Per Day	Set	N/A	10.00
LEISURE CENTRES AND SPORT					
POOL ENTRY	Adult Swim	PER PERSON	Set	7.15	7.45
	Child Swim	PER PERSON	Set	4.60	4.85
	Student	PER PERSON	Set	0.00	4.85
	Concession (Health Care Card/Pensioner)	PER PERSON	Set	4.60	3.70
	Family Swim (2 Adults + 2 Children)	PER FAMILY	Set	18.20	18.90
	School	PER STUDENT	Set	0.00	4.40
	Spectator Fee	PER PERSON	Set	0.00	2.75
	Waterslide	PER PERSON	Set	0.00	5.50
	Spa / Sauna / Steam	PER PERSON	Set	0.00	5.50
	Squad/Group/Club/Child	PER PERSON	Set	0.00	6.05
	Adult 5 session pass	PER PERSON	Set	0.00	29.80
	Child/Concession 5 session pass	PER PERSON	Set	0.00	19.40
	Lane Hire Community	PER LANE	Set	0.00	59.00
	Lane Hire Commercial	PER LANE	Set	0.00	118.00
	Indoor Pool 50 m hire (3 hours)	PER POOL	Set	0.00	310.00
	Indoor Pool hire (3 hours + event)	PER POOL	Set	0.00	365.00
	Aqua Aerobics	PER PERSON	Set	0.00	14.00
	Water Exercise/Physio classes	PER PERSON	Set	0.00	14.25
	Children's Parties/child	PER PERSON	Set	0.00	24.90
LEARN TO SWIM	Learn to Swim (per child / 1/2 hr class) in group lesson				
	1st Child	PER CLASS	Set	14.25	14.80
	2nd Child	PER CLASS	Set	13.25	13.75
	3rd Child or more	PER CLASS	Set	12.25	12.75
	4th Child	PER CLASS	Set	11.25	11.70
	Direct Debit - Learn to Swim (per child / fortnight) in group lesson				
	1 Child	PER FORTNIGHT	Set	27.10	28.20

BUDGET 2017 - 2018 FEES & CHARGES					Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE		
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$	
	2 Children	PER FORTNIGHT	Set	50.40	52.40	
	3 Children or more	PER FORTNIGHT	Set	72.15	75.00	
	4 Children	PER FORTNIGHT	Set	92.30	96.00	
FITNESS ENTRY						
	Adult Casual Gym	PER PERSON	Set	24.60	25.60	
	Student Casual Gym	PER PERSON	Set	0.00	16.65	
	Concession Casual	PER PERSON	Set	0.00	16.65	
	Adult Group Fitness	PER PERSON	Set	13.45	14.00	
	Concession Group Fitness	PER PERSON	Set	0.00	9.10	
	Older adults Group Fitness	PER PERSON	Set	0.00	9.10	
	Group Fitness 5 session	PER PASS	Set	0.00	56.00	
MEMBERSHIPS						
	Silver Adult - Aquatic or Gymnasium or Group fitness	PER MONTH	Set	59.30	61.70	
	Silver Student - Aquatic or Gymnasium or Group fitness	PER MONTH	Set	38.50	40.10	
	Silver Concession - Aquatic or Gymnasium or Group fitness	PER MONTH	Set	29.70	30.85	
	Joining Fee	PER PERSON	Set	47.40	49.30	
	Gold adult	PER MONTH	Set	83.00	86.30	
	Gold student	PER MONTH	Set	54.00	56.10	
	Gold concession	PER MONTH	Set	41.50	43.15	
	Platinum adult	PER MONTH	Set	94.90	98.70	
	Platinum student	PER MONTH	Set	61.70	64.15	
	Platinum concession	PER MONTH	Set	47.40	49.35	
MISC. MEMBERSHIP ITEMS						
	Transfer Fee	PER PERSON	Set	54.80	57.00	
	Suspension Fee	PER PERSON	Set	21.90	22.80	
WELLNESS CENTRE						
	Treatment rooms					
	Bathing Experience	PER PERSON	Set	0.00	44.00	
	Hot Stones	PER PERSON	Set	0.00	121.00	
	Facial	PER PERSON	Set	0.00	88.00	
	Full Body Massage	PER PERSON	Set	0.00	77.00	
	Back Massage	PER PERSON	Set	0.00	66.00	
	Pedicure/Manicure	PER PERSON	Set	0.00	77.00	
	Double Treatment	PER PERSON	Set	0.00	176.00	
	Spa package (Body therapy)	PER PERSON	Set	0.00	220.00	
	Ultimate Spa Package	PER PERSON	Set	0.00	297.00	
	Pedicure/Manicure suite	PER PERSON	Set	0.00	55.00	
	Lifestyle Coaching	PER PERSON	Set	0.00	55.00	
STADIUM COURT HIRE						
	Peak (per court / hour)	PER HOUR	Set	65.40	68.00	
	Off Peak (per court / hour)	PER HOUR	Set	43.80	45.55	
	Junior (per court / hour)	PER HOUR	Set	32.70	34.00	
SQUASH						
	Peak per hour (ring CLC)	PER HOUR	Set	28.50	29.60	
	Off Peak per hour (ring CLC)	PER HOUR	Set	14.30	14.80	
TENNIS						
	Day Time per court (ring SAC)	PER HOUR	Set	13.00	13.50	
	Night Time per court (with lights) (ring SAC)	PER HOUR	Set	17.30	18.00	
ROOM HIRE						
	Crèche Room - Large	PER HOUR	Set	0.00	63.00	
	Aerobics Room - Large	PER HOUR	Set	0.00	63.00	
CHILDREN PROGRAMS						
CHILDCARE						
	Centre Use					
	Child Per Hour	PER HOUR	Set	5.00	5.30	
	10 x 1hr visit Pass	PER VISIT PASS	Set	40.00	47.70	
	Occasional Care					
	Child Per Hour	PER HOUR	Set	6.30	6.65	
	Child 3 hour Visit	PER VISIT	Set	18.90	19.95	
KINDER GYM						
	Per Term (avg 10 weeks)	PER TERM	Set	123.00	127.90	
RESERVE CAT. ONE						
	Senior Group Fee	Per Season	Set	4911.37	5,108.00	
	Junior Group Fee (Discount On Council Subsidy - 50%)	Per Season	Set	2456.30	2,554.00	
	Sen/Jnr Group Fee (Discount On Council Subsidy - 25%)	Per Season	Set	3684.97	3,831.00	
	Women's Group (Discount On Council Subsidy - 25%)	Per Season	Set	3684.97	3,831.00	
	Dog Clubs (Discount On Council Subsidy - 25%)	Per Season	Set	3684.97	3,831.00	
	Seniors With Less Than 25 Participants	Per Season	Set	3684.97	3,831.00	
	Juniors With Less Than 25 Participants	Per Season	Set	1842.00	1,915.50	
	Senior / Juniors With Less Than 25 Participants	Per Season	Set	2764.00	2,873.25	

BUDGET 2017 - 2018 FEES & CHARGES					Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE		
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$	
RESERVE CAT. TWO	Senior Group Fee	Per Season	Set	3027.50	3,150.00	
	Junior Group Fee (Discount On Council Subsidy - 50%)	Per Season	Set	1514.80	1,575.00	
	Snr/Jnr Group Fee (Discount On Council Subsidy - 25%)	Per Season	Set	2271.14	2,362.00	
	Women's Group (Discount On Council Subsidy - 25%)	Per Season	Set	2271.14	2,362.00	
	Dog Clubs (Discount On Council Subsidy - 25%)	Per Season	Set	2271.14	2,362.00	
	Seniors With Less Than 25 Participants	Per Season	Set	2271.14	2,362.00	
	Juniors With Less Than 25 Participants	Per Season	Set	1135.57	1,181.00	
	Senior / Juniors With Less Than 25 Participants	Per Season	Set	1703.42	1,771.50	
RESERVE CAT. THREE	Senior Group Fee	Per Season	Set	1939.60	2,018.00	
	Junior Group Fee (Discount On Council Subsidy - 50%)	Per Season	Set	969.80	1,009.00	
	Snr/Jnr Group Fee (Discount On Council Subsidy - 25%)	Per Season	Set	1455.82	1,513.50	
	Women's Group (Discount On Council Subsidy - 25%)	Per Season	Set	1455.82	1,513.50	
	Dog Clubs (Discount On Council Subsidy - 25%)	Per Season	Set	1455.82	1,513.50	
	Seniors With Less Than 25 Participants	Per Season	Set	1455.82	1,513.50	
	Juniors With Less Than 25 Participants	Per Season	Set	727.30	756.75	
	Senior / Juniors With Less Than 25 Participants	Per Season	Set	1091.30	1,135.15	
RESERVE CAT. FOUR	Senior Group Fee	Per Season	Set	983.40	1,024.00	
	Junior Group Fee (Discount On Council Subsidy - 50%)	Per Season	Set	491.70	512.00	
	Snr/Jnr Group Fee (Discount On Council Subsidy - 25%)	Per Season	Set	738.14	768.00	
	Women's Group (Discount On Council Subsidy - 25%)	Per Season	Set	738.14	768.00	
	Dog Clubs (Discount On Council Subsidy - 25%)	Per Season	Set	738.14	768.00	
	Seniors With Less Than 25 Participants	Per Season	Set	738.14	768.00	
	Juniors With Less Than 25 Participants	Per Season	Set	370.20	384.00	
	Senior / Juniors With Less Than 25 Participants	Per Season	Set	553.00	576.00	
RESERVE CASUAL HIRE	Casual Hire - Sport Oval	Per Hour	Set	10.70	11.10	
PAVILION CASUAL HIRE	Casual Hire - Pavilion	Per Hour	Set	10.70	11.10	
RESERVE PERSONAL TRAINING	Personal Training Hire - Sports Oval	Per Hour	Set	21.40	22.20	
PROGRESS RESERVE HALL						
HIRE FEES	Function Rate	Per Function	Set	633.40	659.00	
	Court (Per Hour)	Per Hour	Set	31.80	33.10	
	Meeting Room (Per Hour)	Per Hour	Set	31.80	33.10	
	Bond	Per Function	Set	336.00	349.50	
TENNIS CLUBS/COURTS & ASSOCIATED PAVILIONS						
HIRE FEES	Sunbury Lawn Tennis Club	Per Annum	Set	11774.80	12,246.00	
	Bulla Village Tennis Club	Per Annum	Set	1337.70	1,391.20	
	Greenvale Tennis Club	Per Annum	Set	2806.00	2,918.20	
	Craigiebun Tennis Club	Per Annum	Set	1752.20	1,822.30	
	Mickleham Memorial Tennis Club	Per Annum	Set	1192.40	1,240.10	
WESTMEADOWS COMMUNITY CENTRE						
HIRE FEES	Function Rate	Per Function	Set	317.80	330.70	
	Hall (Per Hour)	Per Hour	Set	42.10	43.80	
	Bond	Per Function	Set	262.50	273.00	
MICKLEHAM COMMUNITY CENTRE						
HIRE FEES	Function Rate	Per Function	Set	317.80	330.70	
	Hall (Per Hour)	Per Hour	Set	42.10	43.80	
	Bond	Per Function	Set	262.50	273.00	
GREENVALE RECREATION CENTRE:						
HIRE FEES	Function Rate 1 (Function Room Only)	Per Function	Set	545.00	566.80	
	Function Room (Per Hour)	Per Hour	Set	65.40	68.00	
	Bond For Function Rate 1	Per Function	Set	348.60	362.50	
SUNBURY RESERVE STADIUM						
HIRE FEES	Court Hire Peak	Per Hour	Set	64.80	67.40	
	Court Hire Off Peak	Per Hour	Set	43.20	44.90	
	Court Hire Junior	Per Hour	Set	35.00	36.40	
BOARDMAN RESERVE STADIUM						
HIRE FEES	Court Hire Peak	Per Hour	Set	64.80	67.40	
	Court Hire Off Peak	Per Hour	Set	43.20	44.90	
	Court Hire Junior	Per Hour	Set	35.00	36.40	
	Function Room (Per Hour)	Per Hour	Set	63.09	65.60	
	Activities Room (Per Hour)	Per Hour	Set	41.84	43.50	
	Bond For Function Rate 1	Per Function	Set	470.16	489.00	
Bond For Function Rate 2	Per Function	Set	156.61	162.90		
CRAIGIEBURN ATHLETICS CENTRE						
HIRE FEES	Local Schools	Per Session	Set	50.00	52.00	
	Non Local Schools	Per Session	Set	80.00	83.20	
	Casual	Per Hour	Set	120.00	124.80	
	Athletics Coaching	Per Hour	Set	50.00	52.00	
	Lights Per Hour	Per Hour	Set	20.00	20.80	
	Equipment Hire (Use Of Equipment/Set Up/Pack Up)	Per Hour	Set	100.00	104.00	
CRAIGIEBURN HOCKEY CENTRE						
HIRE FEES	Local Schools	Per Session	Set	25.00	26.00	
	Non Local Schools	Per Session	Set	40.00	41.60	
	Casual	Per Hour	Set	60.00	62.40	

BUDGET 2017 - 2018 FEES & CHARGES					Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE		
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$	
	Lights Per Hour	Per Hour	Set	20.00	20.80	
	Equipment Hire	Per Hour	Set	20.00	20.80	
ASSETS						
Storm Water Information	Drainage Information Fee	Each	Set	168.00	184.80	
Asset Protection Permits	Drainage Investigation Fee	Each	Set	610.00	671.00	
Local Law Infringements	Residential Parking Permit (Third Permit)	Each	Set	20.00	21.00	
CAPITAL WORKS AND BUILDING MAINTENANCE						
BUILDERS DAMAGE REINSTATEMENT WORK						
	Reinstatement Fee	Sq. Mtr	Set	240.50	252.50	
	Reinstatement Fee- Kerb and Channel	Lm	Set	290.90	305.40	
ENVIRONMENTAL SERVICES						
INFRINGEMENTS	2764 45U(2)	Each	Statutory	311.00	TBA	
LITTER	2765	Each	Statutory	311.00	TBA	
LITTER	2766 45E	Each	Statutory	311.00	TBA	
LITTER	2767	Each	Statutory	622.00	TBA	
LITTER	2769 45N(1)	Each	Statutory	311.00	TBA	
LITTER	2770 45S	Each	Statutory	1555.00	TBA	
LITTER	2771 45P(3)	Each	Statutory	311.00	TBA	
LITTER	2772 45Q(2)	Each	Statutory	311.00	TBA	
LITTER	2774	Each	Statutory	1244.00	TBA	
LITTER	2775	Each	Statutory	311.00	TBA	
LITTER	2776 45U(1)	Each	Statutory	311.00	TBA	
LITTER	6599	Each	Statutory	1866.00	TBA	
GRAFFITI	7251 7(1)	Each	Statutory	777.00	TBA	
GRAFFITI	7252 10(2)	Each	Statutory	311.00	TBA	
PARKS						
TREE MANAGEMENT						
	Tree Inspection	Per Inspection	Set	143.00	150.05	
	Tree and Stump Removal as directed – Trees less than 300mm DBH	Per Tree	Set	203.94	214.00	
	Tree and Stump Removal as directed – Trees greater than 300mm DBH to 600mm DBH	Per Tree	Set	734.18	770.45	
	Tree and Stump Removal as directed – Trees greater than 600mm DBH to 900 DBH	Per Tree	Set	1316.17	1,381.20	
	Tree and Stump Removal as directed – Trees greater than 900 DBH	Per Tree	Set	Variable	Variable	
	Stump only removal as directed	Per cm	Set	2.90	3.05	
	Replacement Tree, Planting and Establishment	Per Tree	Set	453.20	478.50	
LANDFILL						
MIXED WASTE						
	Mixed Boot Resident	No	Set	20.00	20.00	
	Mixed Boot Non-Res	No	Set	25.00	25.00	
	Mixed Station wagon Resident	No	Set	45.00	45.00	
	Mixed Station wagon Non-Res	No	Set	65.00	65.00	
	Mixed Trailer Resident	No	Set	65.00	70.00	
	Mixed Trailer Non Res	No	Set	90.00	95.00	
	Mixed Trailer Heaped Resident	No	Set	130.00	140.00	
	Mixed Trailer Heaped Non-Res	No	Set	160.00	190.00	
	Mixed Tandem Resident	No	Set	110.00	115.00	
	Mixed Tandem Non-Res	No	Set	155.00	160.00	
	Mixed Tandem Heaped Resident	No	Set	220.00	230.00	
	Mixed Tandem Heaped Non-Res	No	Set	310.00	320.00	
	Mixed Waste - Cash C&I	Tonne	Set	190.00	195.00	
	Mixed Waste - Account C&I	Tonne	Set	190.00	195.00	
	Mixed Waste - Cash B&D	Tonne	Set	190.00	195.00	
	Mixed Waste - Account B&D	Tonne	Set	190.00	195.00	
	Quarantine Deep Burial	Tonne	Set	350.00	350.00	
	Lightweight Waste	Tonne	Set	950.00	950.00	
COUNCIL WASTE						
	Other Council	Tonne	Set	168.00	175.00	
CLEANFILL						
	Cleanfill -Single trailer	NO	Set	55.00	60.00	
	Cleanfill -Double trailer	NO	Set	90.00	100.00	
	Cleanfill Cover Material Stock	TONNE	Set	120.00	130.00	
GREENWASTE						
	Green - Boot Resident	NO	Set	15.00	15.00	
	Green - Boot Non-Res	NO	Set	20.00	20.00	
	Green - Stationwagon Resident	NO	Set	25.00	30.00	
	Green - Stationwagon Non-Res	NO	Set	30.00	35.00	
	Green - Trailer Resident	NO	Set	40.00	45.00	
	Green - Trailer Non-Res	NO	Set	55.00	60.00	
	Green Trailer Heaped Resident	NO	Set	80.00	90.00	
	Green Trailer Heaped Non-Res	NO	Set	110.00	120.00	
	Green - Tandem Resident	NO	Set	70.00	75.00	
	Green - Tandem Non-Res	NO	Set	85.00	90.00	
	Green Tandem Heaped Resident	NO	Set	120.00	130.00	
	Green Tandem Heaped Non-Res	NO	Set	155.00	170.00	
	Green Waste - Cash	TONNES	Set	120.00	130.00	
	Timber Waste	TONNES	Set	120.00	130.00	
	Green Waste - Account	TONNES	Set	120.00	130.00	
CONCRETE						
	Concrete - Resident Trailer	NO	Set	55.00	60.00	

BUDGET 2017 - 2018 FEES & CHARGES					Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE		
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$	
	Concrete - Non Res Trailer	NO.	Set	70.00	75.00	
	Concrete - Resident Tandem	NO.	Set	80.00	85.00	
	Concrete - Non-Res Tandem	NO.	Set	100.00	110.00	
	Concrete Commercial To Crusher	TONNE	Set	75.00	80.00	
	Recycle - Asphalt	TONNE	Set	75.00	80.00	
	Recycle - Brick	TONNE	Set	75.00	80.00	
MISC WASTE						
	Mattresses	NO.	Set	30.00	30.00	
	Oil	NO.	Set	2.00	2.00	
	Tyre	NO.	Set	10.00	10.00	
	Tyre - Truck	NO.	Set	40.00	40.00	
	Tyre - Super	NO.	Set	80.00	80.00	
	Car Body - No Tyres	NO.	Set	30.00	30.00	
	Car Body - With Tyres	NO.	Set	70.00	70.00	
	Public Weighing	NO.	Set	45.00	50.00	
TECHNICAL SERVICES						
FEES	Cross Overs	Each	Statutory	443.00	600.80	
FEES	Cross Overs	Each	Statutory	150.23	129.60	
FEES	Stormwater Connections	Each	Statutory	66.20	83.60	
FEES	Cross Overs	Each	Statutory	264.00	327.60	
ROAD MANAGEMENT	Sect 63 BC	Each	Statutory	2275.00	2,332.00	
ROAD MANAGEMENT	Sect 63 Ind	Each	Statutory	455.00	465.00	
ROAD MANAGEMENT	Sect 66 (1) (a)	Each	Statutory	455.00	466.00	
ROAD MANAGEMENT	Sect 66 (1) (b)	Each	Statutory	455.00	466.00	
TOLLEYS	Shopping Trolley (Release fee)	Each	Set	50.00	50.00	
IMPOUNDED SIGNS:	Normal Size "A" Frame	Each	Set	95.00	95.00	
	Large Signs Requiring Truck and 2 men	Each	Set	1408.00	1,408.00	
ADVERTISING/DISPLAY GOODS	A Board Permits/Display Goods	Each	Set	95.00	95.00	
SKIP FEES	Skip Fees - Accreditation	Per Annum	Set	680.00	680.00	
SKIP FEES	Skip Fees - Single placement	Each	Set	68.00	68.00	
SUSTAINABLE ENVIRONMENT						
EVANS STREET GRASSLAND WILDFLOWER RESERVE EDUCATION CENTRE	Environment Community Group Facility Hire Fee	\$ / hour	Set	5.50	5.70	
	General Community Facility Hire Fee	\$ / hour	Set	7.70	8.00	
	Corporate Facility Hire Fee	\$ / hour	Set	71.50	74.40	
HEALTH AND COMMUNITY WELLBEING						
CHSP CLIENT - HOME CARE	Low Rate	Per Hour	Statutory	5.90	TBA	
CHSP CLIENT - HOME CARE	Medium Rate	Per Hour	Statutory	14.80	TBA	
CHSP CLIENT - HOME CARE	High Rate	Per Hour	Statutory	45.00	TBA	
CHSP CLIENT - PERSONAL CARE	Low Rate	Per Hour	Statutory	4.40	TBA	
CHSP CLIENT - PERSONAL CARE	Medium Rate	Per Hour	Statutory	8.90	TBA	
CHSP CLIENT - PERSONAL CARE	High Rate	Per Hour	Statutory	45.00	TBA	
CHSP CLIENT - RESPITE CARE	Low Rate	Per Hour	Statutory	3.00	TBA	
CHSP CLIENT - RESPITE CARE	Medium Rate	Per Hour	Statutory	4.40	TBA	
CHSP CLIENT - RESPITE CARE	High Rate	Per Hour	Statutory	45.00	TBA	
HACC CLIENT - HOME CARE	Low Rate	Per Hour	Statutory	5.90	TBA	
HACC CLIENT - HOME CARE	Medium Rate	Per Hour	Statutory	14.80	TBA	
HACC CLIENT - HOME CARE	High Rate	Per Hour	Statutory	45.00	TBA	
HACC CLIENT - PERSONAL CARE	Low Rate	Per Hour	Statutory	4.40	TBA	
HACC CLIENT - PERSONAL CARE	Medium Rate	Per Hour	Statutory	8.90	TBA	
HACC CLIENT - PERSONAL CARE	High Rate	Per Hour	Statutory	45.00	TBA	
HACC CLIENT - RESPITE CARE	Low Rate	Per Hour	Statutory	3.00	TBA	
HACC CLIENT - RESPITE CARE	Medium Rate	Per Hour	Statutory	4.40	TBA	
HACC CLIENT - RESPITE CARE	High Rate	Per Hour	Statutory	45.00	TBA	
CHSP CLIENT - PLANNED ACTIVITY GROUP	HOPS 1	Per Activity	Statutory	3.70	TBA	
CHSP CLIENT - PLANNED ACTIVITY GROUP	HOPS 2	Per Activity	Statutory	3.70	TBA	
CHSP CLIENT - PLANNED ACTIVITY GROUP	Hume Active Lifestyle Program	Per Activity	Statutory	N/A	TBA	
CHSP CLIENT - PLANNED ACTIVITY GROUP - DEMENTIA	Mind, Body & Soul	Per Activity	Statutory	15.70	TBA	
CHSP CLIENT - DELIVERED MEALS	Centre Based Meals Program	Per Meal	Statutory	8.00	TBA	
CHSP CLIENT - DELIVERED MEALS	Low/Medium Rate	Per Meal	Statutory	8.40	TBA	
CHSP CLIENT - DELIVERED MEALS	High Rate	Per Meal	Statutory	23.10	TBA	
CHSP CLIENT - HOME MAINTENANCE	Low Rate	Per Hour	Statutory	11.25	11.25	
CHSP CLIENT - HOME MAINTENANCE	Medium Rate	Per Hour	Statutory	16.50	TBA	
CHSP CLIENT - HOME MAINTENANCE	High Rate	Per Hour	Statutory	52.90	52.90	
CHSP CLIENT - HOME MAINTENANCE	Materials	Per Activity	Set	Variable	Variable	
HACC CLIENT - PLANNED ACTIVITY GROUP (18 - 64)	Core - HOPS 1	Per Activity	Statutory	3.70	3.70	

BUDGET 2017 - 2018 FEES & CHARGES						Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE			
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$		
HACC CLIENT - PLANNED ACTIVITY GROUP (18 - 64)	Core - HOPS 2	Per Activity	Statutory	3.70	3.70		
HACC CLIENT - PLANNED ACTIVITY GROUP (18 - 64)	Core - Hume Active Lifestyle Program	Per Activity	Statutory	-	TBA		
HACC CLIENT - PLANNED ACTIVITY GROUP (18 - 64)	Core - Mind, Body & Soul	Per Activity	Statutory	15.70	TBA		
KIDS KAPERS (UNDER 18)	High	Per Activity	Statutory	17.40	TBA		
HACC CLIENT - DELIVERED MEALS	Centre Based Meals Program	Per Meal	Statutory	8.00	TBA		
HACC CLIENT - DELIVERED MEALS	Low/Medium Rate	Per Meal	Statutory	8.40	TBA		
HACC CLIENT - DELIVERED MEALS	High Rate	Per Meal	Statutory	23.10	TBA		
HACC CLIENT - HOME MAINTENANCE	Low Rate	Per Hour	Statutory	11.25	TBA		
HACC CLIENT - HOME MAINTENANCE	Medium Rate	Per Hour	Statutory	16.50	TBA		
HACC CLIENT - HOME MAINTENANCE	High Rate	Per Hour	Statutory	52.90	TBA		
HACC CLIENT - HOME MAINTENANCE	Materials	Per Hour	Set	Variable	Variable		
SHOPPING SHUTTLES - WEEKLY RUN	8 Clients X 5 Times A Week X 48 Weeks	Per Trip/Client	Set	2.20	2.20		
SENIOR CITIZENS CLUBS - WEEKLY TRANSPORT	8 Clients X 7 Times A Week X 48 Weeks	Per Trip/Client	Set	2.20	2.20		
BROTHERHOOD OF ST LAURENCE - WEEKLY TRANSPORT	8 Clients X 1 Time A Week X 50 Weeks	Per Trip/Client	Set	2.20	2.20		
COMMUNITY GROUP TRIPS - COUNCIL TRANSPORTED	Clubs Monthly Outings (10 Clients X 7 Groups X 11 Months)	Per Outing	Set	4.50	4.50		
BUS HIRE FEES:	Community Groups:						
	Self Driven Community Groups	Per Hour	Set	27.50	27.50		
	Bond		Set	250.00	250.00		
	Hire Rate Plus Petrol (Per 24 Hours)	Per Day	Set	218.90	218.90		
	Hire Rate Per Day (7Am - Midnight)		Set	181.50	181.50		
	Cancellation Fee	Per Day	Set	66.55	66.55		
	Weekend (5.00Pm Fri To Midnight Sunday)		Set	479.15	479.15		
	Penalty For Unclean Vehicle.		Set	151.25	151.25		
	Penalty For Late Return Of Vehicle.	Extra Day Hire	Set	187.15	187.15		
GLADSTONE PK SENIOR CITIZENS CENTRE:	Hall Hire (Regular Users)	Per Hour	Set	33.00	33.00		
	Hall Hire (Others)	Per Hour	Set	35.00	35.00		
LYNDA BLUNDELL CENTRE:	Hall Hire (regular users)	Per Hour	Set	33.00	33.00		
	Hall hire (Others)	Per Hour	Set	35.00	35.00		
SUNBURY SENIOR CITIZENS	Hall Hire (Regular users)	Per Hour	Set	22.00	22.00		
	Hall Hire (Others)	Per Hour	Set	25.00	25.00		
FULL COST RECOVERY RATES							
FCR HOME CARE	Home Care	Per Hour	Set	85.60	85.60		
FCR PERSONAL CARE	Personal Care	Per Hour	Set	85.60	85.60		
FCR RESPITE	Respite Care	Per Hour	Set	85.60	85.60		
FCR DELIVERED MEALS	Delivered Meals	Per Meal	Set	23.10	23.10		
FCR PROPERTY MAINTENANCE	Property Maintenance	Per Hour	Set	115.95	115.95		
FCR PLANNED ACTIVITY GROUP	Planned Activity Group	Per Hour	Set	85.60	85.60		
HOME CARE PACKAGES	Case Management	Per Hour	Set	80.00	80.00		
	Administration Fee	Per Month	Set	Variable	Variable		
	Daily Fee	Per Month	Statutory	Variable	Variable		
FAMILY, YOUTH & CHILDREN SERVICES							
PRE-SCHOOL 4 YEAR OLD							
PER CHILD-PER TERM	4 Year Olds Term 3 & 4	Per Child	Set	320.00	340.00		
	Health Care Card Term 3 & 4 High Rate	Per Child	Subsidy	405.00	418.00		
	Health Care Card Term 3 & 4 Low Rate	Per Child	Subsidy	346.50	351.50		
	4 Year Olds Term 1 & 2	Per Child	Set	340.00	355.00		
	Health Care Card Term 1 & 2 High Rate	Per Child	Subsidy	411.00	430.50		
	Health Care Card Term 1 & 2 Low Rate	Per Child	Subsidy	351.50	369.50		
PRE-SCHOOL 3 YEAR OLD							
PER CHILD-PER TERM	3 Year Olds Term 3 & 4	Per Child	Set	214.00	227.00		
	3 Year Olds Term 1 & 2	Per Child	Set	227.00	240.00		
CHILD CARE							
JULY 2017 TO JUNE 2018	Per child per week	Per Child	Set	440.00	475.00		
JULY 2017 TO JUNE 2018	Per child/Per Day	Per Child	Set	97.00	105.00		
OCCASIONAL CARE							
PER CHILD- PER SESSION	Term 3 & 4 (2017)	Per Child	Set	30.00	35.00		
	Term 1 & 2 (2018)	Per Child	Set	30.00	35.00		
PRESCHOOL ENROLMENT	Up to 28 February 2018	PER CHILD	Set	14.00	15.00		
	From 1 March 2018	PER CHILD	Set	15.00	15.50		
PLAYGROUP RENTAL FEE	Up to 31/12/2017	PER HOUR	Set	13.00	14.00		
	From 01/01/2018	PER HOUR	Set	14.00	15.00		
YOUTH SERVICES							
TEENAGE HOLIDAY PROGRAM	Family Program Charges	Per Client	Set	Variable	Variable		
SUNBURY YOUTH CENTRE							
HIRE OF BAND ROOM	Hire Of Band Room Charges	Per Hour	Set	5.20	5.40		
HIRE OF VENUE SPACE AREA	Youth Related Hire Of Venue Space	Per Hour	Set	8.80	9.10		
HIRE OF VENUE SPACE AREA	Non Youth Related Hire Of Venue Space	Per Hour	Set	32.20	33.35		
HIRE OF VENUE SPACE AREA	Commercial (For Profit) Hire Of Venue Space	Per Hour	Set	80.00	82.80		
HIRE OF YOUTH ROOM	Youth Related Hire Of Youth Room	Per Hour	Set	8.80	9.10		

BUDGET 2017 - 2018 FEES & CHARGES					Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE		
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$	
HIRE OF YOUTH ROOM	Non Youth Related Hire Of Youth Room	Per Hour	Set	32.20	33.35	
HIRE OF YOUTH ROOM	Commercial (For Profit) Hire Of Youth Room	Per Hour	Set	80.00	82.80	
CRAIGIEBURN YOUTH CENTRE						
HIRE FEES - YOUTH ROOM	Youth Related Hire Of Youth Room	Per Hour	Set	8.80	9.10	
HIRE FEES - YOUTH ROOM	Non Youth Related Hire Of Youth Room	Per Hour	Set	32.20	33.35	
HIRE FEES - YOUTH ROOM	Commercial (For Profit) Hire Of Youth Room	Per Hour	Set	80.00	82.80	
ROXBURGH PARK YOUTH CENTRE						
HIRE FEES - YOUTH ROOM	Youth Related Hire Of Youth Room	Per Hour	Set	8.80	9.10	
HIRE FEES - YOUTH ROOM	Non Youth Related Hire Of Youth Room	Per Hour	Set	32.20	33.35	
HIRE FEES - YOUTH ROOM	Commercial (For Profit) Hire Of Youth Room	Per Hour	Set	80.00	82.80	
BROADMEADOWS YOUTH CENTRE						
HIRE OF VENUE SPACE OR MEETING ROOMS	Fee For Youth Related Hire Of Facility	Per Hour	Set	8.80	9.10	
HIRE OF VENUE SPACE	Non Youth Related Hire Of Venue Space	Per Hour	Set	26.70	28.65	
HIRE OF MEETING ROOMS	Non Youth Related Hire Of Meeting Rooms	Per Hour	Set	16.60	17.20	
HIRE OF VENUE SPACE	Commercial (For Profit) Hire Of Venue Space	Per Hour	Set	80.00	82.80	
POPULATION HEALTH						
VACCINE SALES:	Adult hepatitis B (dose) - Engerix	Per Vaccination	Set	28.00	28.00	
	Adacel (boostrix)	Per Vaccination	Set	52.00	52.00	
	Flu Vax	Per Vaccination	Set	29.00	29.00	
COMMUNITY DEVELOPMENT AND LEARNING						
GLOBAL LEARNING CENTRE - BROADMEADOWS	Room Hire/Bookings					
	Activities Room - Commercial	Per Hour	Set	75.00	89.25	
	Activities Room - Government	Per Hour	Set	64.00	61.25	
	Activities Room - Community	Per Hour	Set	50.00	35.00	
	Activities Room - Commercial	1/2 Day	Set	263.00	318.75	
	Activities Room - Government	1/2 Day	Set	218.00	218.75	
	Activities Room - Community	1/2 Day	Set	174.00	125.00	
	Activities Room - Commercial	Full Day	Set	527.00	561.00	
	Activities Room - Government	Full Day	Set	438.00	385.00	
	Activities Room - Community	Full Day	Set	348.00	220.00	
	Chamber Meeting Room - Commercial	Per Hour	Set	143.00	127.50	
	Chamber Meeting Room - Government	Per Hour	Set	117.00	87.50	
	Chamber Meeting Room - Community	Per Hour	Set	69.00	50.00	
	Chamber Meeting Room - Commercial	1/2 Day	Set	501.00	471.75	
	Chamber Meeting Room - Government	1/2 Day	Set	408.00	323.75	
	Chamber Meeting Room - Community	1/2 Day	Set	312.00	165.00	
	Chamber Meeting Room - Commercial	Full Day	Set	1001.00	867.00	
	Chamber Meeting Room - Government	Full Day	Set	815.00	595.00	
	Chamber Meeting Room - Community	Full Day	Set	624.00	340.00	
	Seminar Room 4 - Commercial	Half Day	Set	349.00	326.40	
	Seminar Room 4 - Government	Half Day	Set	288.00	224.00	
	Seminar Room 4 - Community	Half Day	Set	226.00	128.00	
	Seminar Room 4 - Commercial	Full Day	Set	699.00	576.30	
	Seminar Room 4 - Government	Full Day	Set	575.00	395.50	
	Seminar Room 4 - Community	Full Day	Set	449.00	226.00	
	Seminar Room 5 - Commercial	Half Day	Set	349.00	326.40	
	Seminar Room 5 - Government	Half Day	Set	288.00	224.00	
	Seminar Room 5 - Community	Half Day	Set	226.00	128.00	
	Seminar Room 5 - Commercial	Full Day	Set	699.00	576.30	
	Seminar Room 5 - Government	Full Day	Set	575.00	395.50	
	Seminar Room 5 - Community	Full Day	Set	449.00	226.00	
	Seminar Room 4-5 Combined - Commercial	Half Day	Set	699.00	652.80	
	Seminar Room 4-5 Combined - Government	Half Day	Set	575.00	448.00	
	Seminar Room 4-5 Combined - Community	Half Day	Set	449.00	256.00	
	Seminar Room 4-5 Combined - Commercial	Full Day	Set	1398.00	1,229.10	
	Seminar Room 4-5 Combined - Government	Full Day	Set	1149.00	843.50	
	Seminar Room 4-5 Combined - Community	Full Day	Set	897.00	482.00	
	Computer Training Room 6 excl computers- Commercial	Per Hour	Set	143.00	89.25	
	Computer Training Room 6 excl computers- Government	Per Hour	Set	106.00	61.25	
	Computer Training Room 6 excl computers- Community	Per Hour	Set	68.00	35.00	
	Computer Training Room 6 excl computers- Commercial	Half Day	Set	504.00	318.75	
	Computer Training Room 6 excl computers- Government	Half Day	Set	371.00	218.75	
	Computer Training Room 6 excl computers- Community	Half Day	Set	240.00	125.00	
	Computer Training Room 6 excl computers- Commercial	Full Day	Set	1019.00	561.00	
	Computer Training Room 6 excl computers- Government	Full Day	Set	765.00	385.00	
	Computer Training Room 6 excl computers- Community	Full Day	Set	509.00	220.00	
	Computer Training Room 6 with computers- Commercial	Per Hour	Set	N/A	102.00	
	Computer Training Room 6 with computers- Government	Per Hour	Set	N/A	70.00	
	Computer Training Room 6 with computers- Community	Per Hour	Set	N/A	40.00	

BUDGET 2017 - 2018 FEES & CHARGES					Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE		
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$	
	Computer Training Room 6 with computers- Commercial	Half Day	Set	N/A	369.75	
	Computer Training Room 6 with computers- Government	Half Day	Set	N/A	253.75	
	Computer Training Room 6 with computers- Community	Half Day	Set	N/A	145.00	
	Computer Training Room 6 with computers- Commercial	Full Day	Set	N/A	663.00	
	Computer Training Room 6 with computers- Government	Full Day	Set	N/A	455.00	
	Computer Training Room 6 with computers- Community	Full Day	Set	N/A	260.00	
	Meeting Room 7 - Commercial	Per Hour	Set	35.00	51.00	
	Meeting Room 7 - Government	Per Hour	Set	29.00	35.00	
	Meeting Room 7 - Community	Per Hour	Set	24.00	20.00	
	Meeting Room 7 - Commercial	Half Day	Set	124.00	165.75	
	Meeting Room 7 - Government	Half Day	Set	102.00	113.75	
	Meeting Room 7 - Community	Half Day	Set	79.00	65.00	
	Meeting Room 7 - Commercial	Full Day	Set	254.00	255.00	
	Meeting Room 7 - Government	Full Day	Set	213.00	175.00	
	Meeting Room 7 - Community	Full Day	Set	170.00	100.00	
	Meeting Room 8 - Commercial	Per Hour	Set	75.00	89.25	
	Meeting Room 8 - Government	Per Hour	Set	64.00	61.25	
	Meeting Room 8 - Community	Per Hour	Set	50.00	35.00	
	Meeting Room 8 - Commercial	1/2 Day	Set	263.00	318.75	
	Meeting Room 8 - Government	1/2 Day	Set	218.00	218.75	
	Meeting Room 8 - Community	1/2 Day	Set	174.00	125.00	
	Meeting Room 8 - Commercial	Full Day	Set	527.00	561.00	
	Meeting Room 8 - Government	Full Day	Set	438.00	385.00	
	Meeting Room 8 - Community	Full Day	Set	348.00	220.00	
	Meeting Room 9 (The Pod) - Commercial	Per Hour	Set	N/A	51.00	
	Meeting Room 9 (The Pod) - Government	Per Hour	Set	N/A	35.00	
	Meeting Room 9 (The Pod) - Community	Per Hour	Set	N/A	20.00	
	Meeting Room 9 (The Pod) - Commercial	1/2 Day	Set	N/A	165.75	
	Meeting Room 9 (The Pod) - Government	1/2 Day	Set	N/A	113.75	
	Meeting Room 9 (The Pod) - Community	1/2 Day	Set	N/A	65.00	
	Meeting Room 9 (The Pod) - Commercial	Full Day	Set	N/A	255.00	
	Meeting Room 9 (The Pod) - Government	Full Day	Set	N/A	175.00	
	Meeting Room 9 (The Pod) - Community	Full Day	Set	N/A	100.00	
	Kitchen - Room 13	Set Fee	Set	50.00	50.00	
	Percolated Coffee - per person	1/2 Day	Set	1.50	1.50	
	Percolated Coffee - per person	Full Day	Set	3.00	3.00	
	Tablecloth Hire - White	Per Cloth	Set	5.50	5.50	
	Tablecloth Hire - Grey	Per Cloth	Set	15.00	15.00	
	After Hour Staff Surcharge	Per Hour	Set	80.00	80.00	
	Biscuits	2 pack	Set	0.50	0.50	
	Internal Street - Commercial	Per Hour	Set	35.00	25.50	
	Internal Street - Government	Per Hour	Set	29.00	17.50	
	Internal Street - Community	Per Hour	Set	22.00	10.00	
	Light Boxes - Commercial	Per Week	Set	N/A	25.50	
	Light Boxes - Government	Per Week	Set	N/A	17.50	
	Light Boxes - Community	Per Week	Set	N/A	10.00	
	Multiversity Room - Commercial	Per Hour	Set	75.00	89.25	
	Multiversity Room - Government	Per Hour	Set	64.00	61.25	
	Multiversity Room - Community	Per Hour	Set	50.00	35.00	
	Multiversity Room - Commercial	1/2 Day	Set	263.00	318.75	
	Multiversity Room - Government	1/2 Day	Set	218.00	218.75	
	Multiversity Room - Community	1/2 Day	Set	174.00	125.00	
	Multiversity Room - Commercial	Full Day	Set	527.00	561.00	
	Multiversity Room - Government	Full Day	Set	438.00	385.00	
	Multiversity Room - Community	Full Day	Set	348.00	220.00	
GLOBAL LEARNING CENTRE - CRAIGEBURN	Room Hire/Bookings					
	Meeting Room 3 - Commercial	Per Hour	Set	75.00	89.25	
	Meeting Room 3 - Government	Per Hour	Set	64.00	61.25	
	Meeting Room 3 - Community	Per Hour	Set	50.00	35.00	
	Meeting Room 3 - Commercial	Half Day	Set	263.00	318.75	
	Meeting Room 3 - Government	Half Day	Set	218.00	218.75	
	Meeting Room 3 - Community	Half Day	Set	174.00	125.00	
	Meeting Room 3 - Commercial	Full Day	Set	527.00	561.00	
	Meeting Room 3 - Government	Full Day	Set	438.00	385.00	
	Meeting Room 3 - Community	Full Day	Set	348.00	220.00	
	Meeting Room 4 - Commercial	Per Hour	Set	75.00	89.25	
	Meeting Room 4 - Government	Per Hour	Set	64.00	61.25	
	Meeting Room 4 - Community	Per Hour	Set	50.00	35.00	
	Meeting Room 4 - Commercial	Half Day	Set	263.00	318.75	
	Meeting Room 4 - Government	Half Day	Set	218.00	218.75	

BUDGET 2017 - 2018 FEES & CHARGES					Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE		
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$	
	Meeting Room 4 - Community	Half Day	Set	174.00	125.00	
	Meeting Room 4 - Commercial	Full Day	Set	527.00	561.00	
	Meeting Room 4 - Government	Full Day	Set	438.00	385.00	
	Meeting Room 4 - Community	Full Day	Set	348.00	220.00	
	Meeting Room 3-4 Combined - Commercial	Half Day	Set	527.00	637.50	
	Meeting Room 3-4 Combined - Government	Half Day	Set	437.00	437.50	
	Meeting Room 3-4 Combined - Community	Half Day	Set	349.00	250.00	
	Meeting Room 3-4 Combined - Commercial	Full Day	Set	1,053.00	1,198.50	
	Meeting Room 3-4 Combined - Government	Full Day	Set	875.00	822.50	
	Meeting Room 3-4 Combined - Community	Full Day	Set	695.00	470.00	
	Computer Training Room 5 excl computers- Commercial	Per Hour	Set	143.00	89.25	
	Computer Training Room 5 excl computers- Government	Per Hour	Set	106.00	61.25	
	Computer Training Room 5 excl computers- Community	Per Hour	Set	68.00	35.00	
	Computer Training Room 5 excl computers- Commercial	Half Day	Set	504.00	318.75	
	Computer Training Room 5 excl computers- Government	Half Day	Set	371.00	218.75	
	Computer Training Room 5 excl computers- Community	Half Day	Set	240.00	125.00	
	Computer Training Room 5 excl computers- Commercial	Full Day	Set	1,019.00	561.00	
	Computer Training Room 5 excl computers- Government	Full Day	Set	765.00	385.00	
	Computer Training Room 5 excl computers- Community	Full Day	Set	509.10	220.00	
	Computer Training Room 5 with computers- Commercial	Per Hour	Set	N/A	102.00	
	Computer Training Room 5 with computers- Government	Per Hour	Set	N/A	70.00	
	Computer Training Room 5 with computers- Community	Per Hour	Set	N/A	40.00	
	Computer Training Room 5 with computers- Commercial	Half Day	Set	N/A	369.75	
	Computer Training Room 5 with computers- Government	Half Day	Set	N/A	253.75	
	Computer Training Room 5 with computers- Community	Half Day	Set	N/A	145.00	
	Computer Training Room 5 with computers- Commercial	Full Day	Set	N/A	663.00	
	Computer Training Room 5 with computers- Government	Full Day	Set	N/A	455.00	
	Computer Training Room 5 with computers- Community	Full Day	Set	N/A	260.00	
	Conference Room 1 - Commercial	Per Hour	Set	110.00	153.00	
	Conference Room 1 - Government	Per Hour	Set	90.00	105.00	
	Conference Room 1 - Community	Per Hour	Set	75.00	60.00	
	Conference Room 1 - Commercial	Half Day	Set	437.00	573.75	
	Conference Room 1 - Government	Half Day	Set	359.10	393.75	
	Conference Room 1 - Community	Half Day	Set	281.10	225.00	
	Conference Room 1 - Commercial	Full Day	Set	873.10	1,071.00	
	Conference Room 1 - Government	Full Day	Set	718.10	735.00	
	Conference Room 1 - Community	Full Day	Set	562.10	420.00	
	Conference Room 2 - Commercial	Per Hour	Set	110.00	153.00	
	Conference Room 2 - Government	Per Hour	Set	90.00	105.00	
	Conference Room 2 - Community	Per Hour	Set	75.00	60.00	
	Conference Room 2 - Commercial	Half Day	Set	437.00	573.75	
	Conference Room 2 - Government	Half Day	Set	359.10	393.75	
	Conference Room 2 - Community	Half Day	Set	281.10	225.00	
	Conference Room 2 - Commercial	Full Day	Set	873.10	1,071.00	
	Conference Room 2 - Government	Full Day	Set	718.10	735.00	
	Conference Room 2 - Community	Full Day	Set	562.10	420.00	
	Conference Room 1-2 Combined - Commercial	Half Day	Set	873.00	1,147.50	
	Conference Room 1-2 Combined - Government	Half Day	Set	718.30	787.50	
	Conference Room 1-2 Combined - Community	Half Day	Set	562.10	450.00	
	Conference Room 1-2 Combined - Commercial	Full Day	Set	1,746.10	2,218.50	
	Conference Room 1-2 Combined - Government	Full Day	Set	1,437.00	1,522.50	
	Conference Room 1-2 Combined - Community	Full Day	Set	1,125.00	870.00	
	The Pod - Commercial	Per Hour	Set	N/A	51.00	
	The Pod - Government	Per Hour	Set	N/A	35.00	
	The Pod - Community	Per Hour	Set	N/A	20.00	
	The Pod - Commercial	Half Day	Set	N/A	165.75	
	The Pod - Government	Half Day	Set	N/A	113.75	
	The Pod - Community	Half Day	Set	N/A	65.00	
	The Pod - Commercial	Full Day	Set	N/A	255.00	
	The Pod - Government	Full Day	Set	N/A	175.00	
	The Pod - Community	Full Day	Set	N/A	100.00	
	CRAIGIEBURN FUNCTIONS LOUNGE:					
	Meeting Room - Commercial	Per Hour	Set	N/A	17.50	
	Meeting Room - Government	Per Hour	Set	N/A	12.50	
	Meeting Room - Community	Per Hour	Set	31.80	10.00	
	Seniors Room - Commercial	Per Hour	Set	N/A	17.50	
	Seniors Room - Government	Per Hour	Set	N/A	12.50	
	Seniors Room - Community	Per Hour	Set	31.80	10.00	
	Functions Room - Commercial	Per Hour	Set	N/A	52.50	
	Functions Room - Government	Per Hour	Set	N/A	37.50	

BUDGET 2017 - 2018 FEES & CHARGES					Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE		
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$	
	Functions Room - Community	Per Hour	Set	65.40	30.00	
	Functions Room - Function Rate	Per Function	Set	545.00	500.00	
	Combined Room - Function Rate	Per Function	Set	798.20	600.00	
	Function Bond	Per Function	Set	N/A	500.00	
	Meeting Bond	Per Meeting	Set	N/A	200.00	
	Key Bond	Per Key	Set	N/A	200.00	
COMMUNITY HALL CRAIGIEBURN (GUIDE HALL)						
	Hall & Kitchen - Commercial	Per Hour	Set	N/A	35.00	
	Hall & Kitchen - Government	Per Hour	Set	N/A	25.00	
	Hall & Kitchen - Community	Per Hour	Set	31.80	20.00	
	Function Rate	Per Function	Set	317.80	400.00	
	Function Bond	Per Function	Set	N/A	500.00	
	Meeting Bond	Per Meeting	Set	N/A	200.00	
	Key Bond	Per Key	Set	N/A	200.00	
ROXBURGH PARK RECREATION CENTRE						
	Activity Room - Commercial	Per Hour	Set	N/A	35.00	
	Activity Room - Government	Per Hour	Set	N/A	25.00	
	Activity Room - Community	Per Hour	Set	46.70	20.00	
	Activity Room - Function Rate	Per Function	Set	545.00	400.00	
	Function Room - Commercial	Per Hour	Set	N/A	35.00	
	Function Room - Government	Per Hour	Set	N/A	25.00	
	Function Room - Community	Per Hour	Set	66.40	20.00	
	Function Room - Function Rate	Per Function	Set	545.00	400.00	
	Combined Rooms & Kitchen - Function Rate	Per Function	Set	798.00	500.00	
	Function Bond	Per Function	Set	N/A	500.00	
	Meeting Bond	Per Meeting	Set	N/A	200.00	
	Key Bond	Per Key	Set	N/A	200.00	
JACK MCKENZIE (BULLA HALL)						
	Meeting Room - Commercial	Per Hour	Set	N/A	17.50	
	Meeting Room - Government	Per Hour	Set	N/A	12.50	
	Meeting Room - Community	Per Hour	Set	40.50	10.00	
	Function Room - Commercial	Per Hour	Set	N/A	52.50	
	Function Room - Government	Per Hour	Set	N/A	37.50	
	Function Room - Community	Per Hour	Set	56.70	30.00	
	Combined Rooms - Function Rate	Per Function	Set	876.80	600.00	
	Function Bond	Per Function	Set	N/A	500.00	
	Meeting Bond	Per Meeting	Set	N/A	200.00	
	Key Bond	Per Key	Set	N/A	200.00	
MEADOW HEIGHTS COMMUNITY CENTRE						
	Meeting room - Commercial	Per Hour	Set	N/A	17.50	
	Meeting room - Government	Per Hour	Set	N/A	12.50	
	Meeting room - Community	Per Hour	Set	31.80	10.00	
	Court Hire - Commercial	Per Hour	Set	N/A	35.00	
	Court Hire - Government	Per Hour	Set	N/A	25.00	
	Court Hire - Community	Per Hour	Set	31.80	20.00	
	Combined Rooms - Function Rate	Per Function	Set	317.80	600.00	
	Function Bond	Per Function	Set	N/A	500.00	
	Meeting Bond	Per Meeting	Set	N/A	200.00	
	Key Bond	Per Key	Set	N/A	200.00	
DALLAS TENNIS CENTRE HALL						
	Hall & Kitchen - Commercial	Per Hour	Set	N/A	35.00	
	Hall & Kitchen - Government	Per Hour	Set	N/A	25.00	
	Hall & Kitchen - Community	Per Hour	Set	42.10	20.00	
	Hall & Kitchen - Function Rate	Per Function	Set	317.80	400.00	
	Function Bond	Per Function	Set	N/A	500.00	
	Meeting Bond	Per Meeting	Set	N/A	200.00	
	Key Bond	Per Key	Set	N/A	200.00	

BUDGET 2017 - 2018 FEES & CHARGES					Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE		
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$	
SUNBURY COMMUNITY CENTRE						
	Function Lounge - Commercial	Per Hour	Set	N/A	52.50	
	Function Lounge - Government	Per Hour	Set	N/A	37.50	
	Function Lounge - Community	Per Hour	Set	59.15	30.00	
	Function Lounge - Function Rate	Per Function	Set	876.80	500.00	
	Meeting Room - Commercial	Per Hour	Set	N/A	17.50	
	Meeting Room - Government	Per Hour	Set	N/A	12.50	
	Meeting Room - Community	Per Hour	Set	40.10	10.00	
	Activity Lounge - Commercial	Per Hour	Set	N/A	52.50	
	Activity Lounge - Government	Per Hour	Set	N/A	37.50	
	Activity Lounge - Community	Per Hour	Set	59.15	30.00	
	Activity Lounge - Function Rate	Per Function	Set	876.80	500.00	
	Sun Lounge - Commercial	Per Hour	Set	N/A	17.50	
	Sun Lounge - Government	Per Hour	Set	N/A	12.50	
	Sun Lounge - Community	Per Hour	Set	40.10	10.00	
	VU Room - Commercial	Per Hour	Set	N/A	17.50	
	VU Room - Government	Per Hour	Set	N/A	12.50	
	VU Room - Community	Per Hour	Set	40.10	10.00	
	Function Bond	Per Function	Set	N/A	500.00	
	Meeting Bond	Per Meeting	Set	N/A	200.00	
	Key Bond	Per Key	Set	N/A	200.00	
GOONAWARRA COMMUNITY CENTRE						
	Meeting Room - Commercial	Per Hour	Set	N/A	17.50	
	Meeting Room - Government	Per Hour	Set	N/A	12.50	
	Meeting Room - Community	Per Hour	Set	40.10	10.00	
	Youth Room - Commercial	Per Hour	Set	N/A	35.00	
	Youth Room - Government	Per Hour	Set	N/A	25.00	
	Youth Room - Community	Per Hour	Set	40.10	20.00	
	Community Room - Commercial	Per Hour	Set	N/A	35.00	
	Community Room - Government	Per Hour	Set	N/A	25.00	
	Community Room - Community	Per Hour	Set	59.15	20.00	
	Combined Rooms - Function Rate	Per Function	Set	876.80	500.00	
	Function Bond	Per Function	Set	N/A	500.00	
	Meeting Bond	Per Meeting	Set	N/A	200.00	
	Key Bond	Per Key	Set	N/A	200.00	
MEMORIAL HALL						
	Hall & Kitchen - Commercial	Per Hour	Set	N/A	52.50	
	Hall & Kitchen - Government	Per Hour	Set	N/A	37.50	
	Hall & Kitchen - Community	Per Hour	Set	59.15	30.00	
	Supper Room - Commercial	Per Hour	Set	N/A	17.50	
	Supper Room - Government	Per Hour	Set	N/A	12.50	
	Supper Room - Community	Per Hour	Set	40.10	10.00	
	Function Rate	Per Function	Set	876.80	600.00	
	Function Bond	Per Function	Set	N/A	500.00	
	Meeting Bond	Per Meeting	Set	N/A	200.00	
	Key Bond	Per Key	Set	N/A	200.00	
GREENVALE HALL						
	Hall & Kitchen - Commercial	Per Hour	Set	N/A	35.00	
	Hall & Kitchen - Government	Per Hour	Set	N/A	25.00	
	Hall & Kitchen - Community	Per Hour	Set	31.80	20.00	
	Hall & Kitchen - Function Rate	Per Function	Set	317.80	400.00	
	Function Bond	Per Function	Set	N/A	500.00	
	Meeting Bond	Per Meeting	Set	N/A	200.00	
	Key Bond	Per Key	Set	N/A	200.00	
NEWBURY COMMUNITY HUB						
	Meeting Room 1 (Whole Space) - Commercial	Per Hour	Set	66.10	61.25	
	Meeting Room 1 (Whole Space) - Government	Per Hour	Set	58.40	43.75	
	Meeting Room 1 (Whole Space) - Community	Per Hour	Set	60.80	35.00	
	Meeting Room 2A (50% Space) - Commercial	Per Hour	Set	33.00	43.75	
	Meeting Room 2A (50% Space) - Government	Per Hour	Set	29.20	31.25	

BUDGET 2017 - 2018 FEES & CHARGES					Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE		
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$	
	Meeting Room 2A (50% Space) - Community	Per Hour	Set	25.40	25.00	
	Meeting Room 2B (50% Space) - Commercial	Per Hour	Set	33.00	43.75	
	Meeting Room 2B (50% Space) - Government	Per Hour	Set	29.20	31.25	
	Meeting Room 2B (50% Space) - Community	Per Hour	Set	25.40	25.00	
	Meeting Room 3A (25% Space) - Commercial	Per Hour	Set	16.50	26.25	
	Meeting Room 3A (25% Space) - Government	Per Hour	Set	14.60	18.75	
	Meeting Room 3A (25% Space) - Community	Per Hour	Set	12.70	15.00	
	Meeting Room 3B (25% Space) - Commercial	Per Hour	Set	16.50	26.25	
	Meeting Room 3B (25% Space) - Government	Per Hour	Set	14.60	18.75	
	Meeting Room 3B (25% Space) - Community	Per Hour	Set	12.70	15.00	
	Meeting Room 4 (MP Room) - Commercial	Per Hour	Set	33.00	26.25	
	Meeting Room 4 (MP Room) - Government	Per Hour	Set	29.20	18.75	
	Meeting Room 4 (MP Room) - Community	Per Hour	Set	25.40	15.00	
	Computer room - Commercial	Per Hour	Set	66.10	61.25	
	Computer room - Government	Per Hour	Set	58.40	43.75	
	Computer room - Community	Per Hour	Set	50.80	35.00	
	Interview Room - Commercial	Per Hour	Set	16.50	26.25	
	Interview Room - Government	Per Hour	Set	14.60	18.75	
	Interview Room - Community	Per Hour	Set	12.70	15.00	
	Kitchen - Commercial	Per Hour	Set	33.00	26.25	
	Kitchen - Government	Per Hour	Set	29.20	18.75	
	Kitchen - Community	Per Hour	Set	25.40	15.00	
	Function Bond	Per Function	Set	N/A	500.00	
	Meeting Bond	Per Meeting	Set	N/A	200.00	
	Key Bond	Per Key	Set	N/A	200.00	
BROADMEADOWS COMMUNITY HUB						
	Children's Activity Space - Commercial	Per Hour	Set	34.70	26.25	
	Children's Activity Space - Commercial	Per Hour	Set	23.10	18.75	
	Children's Activity Space - Commercial	Per Hour	Set	11.60	15.00	
	Multi-Purpose Room 1 - Commercial	Per Hour	Set	23.10	26.25	
	Multi-Purpose Room 1 - Government	Per Hour	Set	17.30	18.75	
	Multi-Purpose Room 1 - Community	Per Hour	Set	11.60	15.00	
	Multi-Purpose Room 2 - Commercial	Per Hour	Set	23.10	26.25	
	Multi-Purpose Room 2 - Government	Per Hour	Set	17.30	18.75	
	Multi-Purpose Room 2 - Community	Per Hour	Set	11.60	15.00	
	Multi-Purpose Room 3 - Commercial	Per Hour	Set	27.70	26.25	
	Multi-Purpose Room 3 - Government	Per Hour	Set	20.80	18.75	
	Multi-Purpose Room 3 - Community	Per Hour	Set	13.90	15.00	
	Multi-Purpose Room 1 & 2 Combined - Commercial	Per Hour	Set	27.70	26.25	
	Multi-Purpose Room 1 & 2 Combined - Government	Per Hour	Set	20.80	18.75	
	Multi-Purpose Room 1 & 2 Combined - Community	Per Hour	Set	13.90	15.00	
	Multi-Purpose Rooms Combined - Commercial	Per Hour	Set	46.20	43.75	
	Multi-Purpose Rooms Combined - Government	Per Hour	Set	34.70	31.25	
	Multi-Purpose Rooms Combined - Community	Per Hour	Set	23.10	25.00	
	Staff Meeting Room - Commercial	Per Hour	Set	N/A	26.25	
	Staff Meeting Room - Government	Per Hour	Set	N/A	18.75	
	Staff Meeting Room - Community	Per Hour	Set	N/A	15.00	
	IT Training Room - Commercial	Per Hour	Set	46.20	26.25	
	IT Training Room - Government	Per Hour	Set	34.70	18.75	
	IT Training Room - Community	Per Hour	Set	23.10	15.00	
	Consulting Room 1 - Commercial	Per Hour	Set	34.70	26.25	
	Consulting Room 1 - Government	Per Hour	Set	23.10	18.75	
	Consulting Room 1 - Community	Per Hour	Set	11.60	15.00	
	Consulting Room 2 - Commercial	Per Hour	Set	34.70	26.25	
	Consulting Room 2 - Government	Per Hour	Set	23.10	18.75	
	Consulting Room 2 - Community	Per Hour	Set	11.60	15.00	
	Community Kitchen - Commercial	Per Hour	Set	23.10	26.25	
	Community Kitchen - Government	Per Hour	Set	11.60	18.75	
	Community Kitchen - Community	Per Hour	Set	5.80	15.00	

BUDGET 2017 - 2018 FEES & CHARGES					Appendix C	
PROGRAM	ITEM	UNIT OF MEASURE	TYPE	UNIT FEE		
				CURRENT (INC. GST) \$	PROPOSED (INC. GST) \$	
	Function Bond	Per Function	Set	N/A	500.00	
	Meeting Bond	Per Meeting	Set	N/A	200.00	
	Key Bond	Per Key	Set	N/A	200.00	
HOMESTEAD LEARNING AND COMMUNITY CENTRE						
	Harmony Room 1 - Commercial	Per Hour	Set	15.60	17.50	
	Harmony Room 1 - Government	Per Hour	Set	15.60	12.50	
	Harmony Room 1 - Community	Per Hour	Set	10.50	10.00	
	Conference Room 2 - Commercial	Per Hour	Set	15.60	17.50	
	Conference Room 2 - Government	Per Hour	Set	15.60	12.50	
	Conference Room 2 - Community	Per Hour	Set	10.50	10.00	
	Computer Room - Commercial	Per Hour	Set	25.00	17.50	
	Computer Room - Government	Per Hour	Set	25.00	12.50	
	Computer Room - Community	Per Hour	Set	15.60	10.00	
	Studio Kitchen - Commercial	Per Hour	Set	10.50	17.50	
	Studio Kitchen - Government	Per Hour	Set	10.50	12.50	
	Studio Kitchen - Community	Per Hour	Set	8.50	10.00	
	Gallery - Commercial	Per Hour	Set	30.00	35.00	
	Gallery - Government	Per Hour	Set	30.00	25.00	
	Gallery - Community	Per Hour	Set	20.00	20.00	
	Gallery - Function Rate	Per Function	Set	215.60	400.00	
	Function Bond	Per Function	Set	N/A	500.00	
	Meeting Bond	Per Meeting	Set	N/A	200.00	
	Key Bond	Per Key	Set	N/A	200.00	
LEARNING COMMUNITIES						
	Overdues	Per Day	Set	0.20	0.20	
	Replacement Library Card	Per Item	Set	2.00	2.00	
	Lost/Damaged Items	Per Item	Set	Various	Various	
	Merchandise - Library Bags	Per Item	Set	1.00	1.00	
	Book Group Membership - Full	Per Person	Set	55.00	55.00	
	Book Group Membership - Concession	Per Person	Set	40.00	40.00	
	Photocopying (Black & White) A4	Per Page	Set	0.20	0.20	
	Photocopying (Black & White) A3	Per Page	Set	0.40	0.40	
	Photocopying (Colour) A4	Per Page	Set	1.50	1.50	
	Photocopying (Colour) A3	Per Page	Set	3.00	3.00	

Hume City Council – Budget Report 2017/18

End of Hume City Council Budget Report

3. SUBMISSIONS RECEIVED ON THE PROPOSED BUDGET 2017/18 AND DRAFT COUNCIL PLAN 2017-2021

The Mayor welcomed those people present who made a submission regarding the Proposed Budget 2017/18 and Draft Council Plan 2017-2021.

The Mayor then advised that those people present who had made submissions and indicated that they wished to speak in support of their submission, now had the opportunity to address the Committee.

The Mayor then invited Ms Helen Hatzikalis, representing the Hume Community Orchestra, to speak in support of her written submission as contained in the Report.

Ms Hatzikalis addressed the Committee in support of her submission to Council for funding for the process of forming a community orchestra, consisting of membership exclusively from within the municipality of Hume to be named the Hume Community Orchestra.

Ms Hatzikalis advised the Committee of her intention to develop a pathway for students to gain membership to music programs, and enhance student experiences, particularly through mentorship by musicians from the Melbourne Symphony Orchestra. Ms Hatzikalis highlighted that her proposal aligned with the objectives of Council's Community Plan, Hume Horizons.

Ms Hatzikalis requested funding initially to establish a senior orchestra, with a youth orchestra to follow, and requested the use of Council owned space to be used for weekly rehearsals, preferably being in the refurbished Town Hall when completed, as well as access to meeting rooms of the Global Learning Centre or community halls to conduct an expression of interest seeking orchestra members.

Ms Hatzikalis thanked the Committee for the opportunity to present a submission.

Cr Geoff Porter asked questions of Ms Hatzikalis and thanked her for presenting to the Committee.

The Mayor then invited Ms Sylvia Unferdorben, representing the Sunbury Business Association, to speak in support of the SBA's written submission as contained in the Report.

Ms Unferdorben was not in attendance at the Meeting.

The Mayor then invited Mr Jem Yildiz, Committee member of Broadmeadows Stars SC, to speak in support of the Club's written submission as contained in the Report.

Mr Yildiz addressed the Committee in support of the Club's submission to Council for funding for redevelopment and upgrade of facilities at Progress Reserve, Coolaroo.

Mr Yildiz gave Councillors background information on the club's history, and advised that the Club aims to be inclusive of all groups, particularly those of migrant communities, and has a significant focus on female participation in both the sporting achievements of the Club, and the development of the club as a community facility.

Mr Yildiz advised the Committee that the change rooms at the club are outdated and not separated, therefore there is no acceptable change room facility for female club members, and visiting teams when required. Mr Yildiz advised that the facility's drinking taps do not work and that inadequate lighting at the facility means only one pitch can be used at a time, and the carpark is dark and dangerous.

Mr Yildiz noted to the Committee that the Club is willing to contribute to upgrades by performing paint and maintenance works if permission is granted.

Cr Geoff Porter, Cr Jodi Jackson, and Cr Leigh Johnson asked questions of Mr Yildiz and thanked him for presenting to the Committee.

The Mayor then invited Mr Peter Hansen, Hume resident, to speak in support of his written submission as contained in the Report.

Mr Hansen introduced himself as a current Environmental Champion of Hume and addressed the Committee in support of his submission to Council on its focuses under the Draft Council Plan 2017-2021.

Mr Hansen congratulated Council on a well-produced Plan, and then advised the Committee of his concerns with the appearance and maintenance of Broadmeadows Railway Station, in particular, the issues surrounding litter and graffiti. Mr Hansen advised the Committee that there needs to be a broad, cross government strategy to approach waste issues.

Mr Hansen highlighted some of the top issues which Council should aim to address, as identified by survey participants, in particular, Traffic and Parking Management and Urban Town Planning, and suggested the further development of bikeways and other parking reduction strategies. Mr Hansen provided comment on Objective 1.2 of the Council Plan regarding jobs, and requested Council host a business start-up summit.

Mr Hansen thanked the Committee for the opportunity to present a submission.

The Mayor then invited Mr Mesut Ates, representing the Hume United Football Club, to speak in support of the Club's written submission as contained in the Report.

Mr Ates addressed the Committee in support of the Club's submission to Council for funding to upgrade lighting over the soccer pitch and facilities at Laura Douglas Reserve.

Mr Ates advised the Committee that Hume United is the highest ranked amateur club in Hume, with 200 players and over 500 members, and is focused on engaging young people of multicultural backgrounds at the Club.

Mr Ates advised the Committee that the Club's 3 Adult teams and 7 junior teams are rapidly running out of pitch space due to inadequate lighting. Due to pitch lighting not meeting the standard required by the Football Federation Victoria (FFV), the Club is unable to hold any night competition games. The ability to hold night games would enable the Club to make money through its canteen and game fees, making membership more affordable, and keeping the Club as professional as possible.

Cr Geoff Porter asked questions of Mr Ates and thanked him for presenting to the Committee.

The Mayor then invited Ms Elina Eliates, representing the Greenvale United Soccer Club, to speak in support of the Club's written submission as contained in the Report.

Ms Eliates addressed the Committee in support of the Club's submission to Council for concreting and the provision of steps at the front of the Club's pavilion to address considerable safety concerns for the Club's participants.

Ms Eliates advised the Committee that the lack of concreting outside of the pavilion's changerooms had resulted in four recent OHS incidents, and made it impossible for emergency vehicles to access the ground when required.

Ms Eliates advised that membership has grown to 413 players and approximately 1000 members, and reiterated the Club's request for funding to provide concreting and steps at the Club's pavilion.

The Mayor invited Mr Gary Pestrucchi, representing the Craigieburn Basketball Association, to speak in support of the Association's submission (not circulated in the Agenda).

Mr Pestrucchi addressed the Committee in support of the Craigieburn Basketball Association, in conjunction with the Craigieburn Netball and the Craigieburn Badminton Association's submission to Council for an urgent review and amendment of fees at the Craigieburn Leisure Centre.

Mr Pestrucchi advised the Committee that the Associations now have over 3,800 paying players - 60% of whom are female, 2,500 of whom are junior players, and conducts 235,000 participant sessions annually. Mr Pestrucchi highlighted the Association's ability to engage and connect the community through sport.

Mr Pestrucchi reiterated the Committee's request for a review of user fees, and requested that the proposed 4% increase in fees be amended to be a 2% increase. Mr Pestrucchi also requested an increase to the Sunday opening hours at the Centre.

Mr Pestrucchi thanked the Committee for the opportunity to present a submission, and requested that Council contact the Craigieburn Basketball Association to discuss the ongoing management of the Craigieburn Leisure Centre following the opening of SPLASH in Craigieburn.

The Mayor then thanked all those who had made submissions and those who attended the meeting and presented in support of their submissions, and advised that a Council Report on this proposal, including consideration of submissions received, will be presented to the Council Meeting of 26 June 2017.

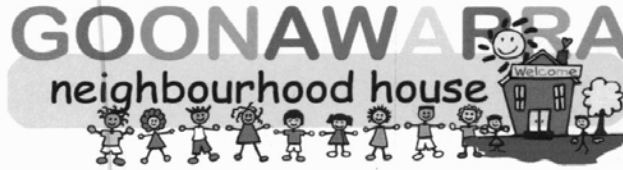
Moved Cr Karen Sherry, **Seconded** Cr Jodi Jackson

That the Committee of the Whole Council considers the submissions received on the Proposed Budget 2017/18 and Draft Council Plan 2017-2021, and thank those people who attended and spoke in support of their submission.

CARRIED

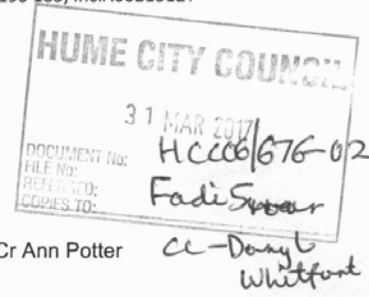
4. CLOSURE OF MEETING

The meeting closed at 7.43 PM.



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Mr Domenic Isola
 CEO
 Hume City Council
 PO Box 119
 Dallas VIC 3047



CC: Cr Drew Jessop, Mayor, Cr Leigh Johnson, Cr Steve Medcraft, Cr Ann Potter

16 March 2017

Re. Hume City Council Plan & 2017-18 Capital Works Program

Residents of Goonawarra, in partnership with Goonawarra Neighbourhood House, Sunbury Neighbourhood Houses, Sunbury Community Health and Bank of Ideas, are part of an international community development initiative (<https://www.abcdelarningsites.com.au/>).

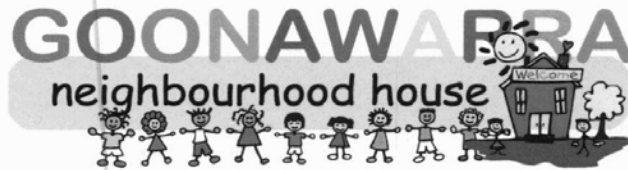
As a 'Community Connector' I'm working at Goonawarra Neighbourhood House to tap into the passions and resources of people in Goonawarra, with a view to generating more community pride, people connecting in their streets and making Goonawarra a more beautiful, safe and accessible neighbourhood for families.

The upshot in Goonawarra is we have now planned a 'Goonawarra Shares the Love' street festival (Sunday 24 September 2017) that will feature a Welcome to Country by traditional custodians, market stalls featuring local home-based businesses, children's choirs, dance and it will also be a place for conversations about what people love about Goonawarra, their ideas to make it better and what they would like to contribute. This festival will complement a program of events including fetes, markets, live music nights at the shops and other primary school and local football club events; all of which build community.

Further ideas identified to date will require help from outside of our community, for example, we would like to work with Council to improve street lighting and identify the best places for new community assets, such as much needed public toilets. Possible locations for a public toilet could include near the shops or near the playgrounds at either Kiwanis Park on Timbertop Road, or on Tulsa Drive. We would also like to explore opportunities to further activate the space around the shopping precinct, which is fast becoming a social hub. We understand this is a unique situation, whereby the area surrounding the shops is privately owned, however, information regarding grants or funding that could assist with the purchase and installation of tables, chairs, shelter, etc. would be appreciated.

This letter is to:

- I. Acknowledge the consultation that took place to inform the Hume City Council 'Goonawarra Place Improvements' Framework and works that have been completed to date;
- II. Raise awareness of the positive grassroots action taking place in Goonawarra; and also



Post Office Box 712 Sunbury, Victoria. 3429. Situated at: 8 Gullane Drive Sunbury, Victoria. 3429
Ph: 03 9740 6627 Email: admin@goonawarranh.com.au ABN. 17 827 193 183, Inc.A0021512T

- III. Seek your assurance that there will be acknowledgement of Goonawarra in the forthcoming Hume City Council Plan and 2017-18 Capital Works Program to further activate and improve public spaces in this vibrant neighbourhood.

Signed

A handwritten signature in black ink, appearing to read 'Lucy Loko', written over a horizontal line.

Lucy Loko
Community Connector
Goonawarra Neighbourhood House

Signed

A handwritten signature in black ink, appearing to read 'Alfina Sinatra', written over a horizontal line.

Alfina Sinatra
Manager
Goonawarra Neighbourhood House

To the CEO of Hume City Council

5th May, 2017

Dear Mr Isola,

I would like to inform you and the Hume City Councillors of my intention to begin the process of forming a community orchestra. This will consist of membership exclusively from within the municipality of Hume and will be named the Hume Community Orchestra.

From 2014 I began to hold meetings with organisations and individuals to gauge the interest or need for an orchestra that is community based and representative of the Hume municipality and its culturally diverse residents. Also, my eight year involvement with the Melbourne Symphony Orchestra (through the coordination of the Pizzicato Effect Program) has endeared them to Hume and they have indicated their intent to support my project as mentors of the musicians within our orchestra. Other organisations such as Outer Urban Project have also indicated their preference to use our orchestra when developing performing arts projects within Hume.

I would like to request support from the Hume City Council, both in kind and financially. Outlined are steps to be undertaken in 2017-2019.

- An expression of interest to be published in local newspapers and on the Hume webpage that requests any members of Hume that have a high level of experience playing a musical instrument and would wish to become involved in the orchestra.
- The formation of a Board
- The selection of a paid conductor.
- The selection of a patron.
- Find space that will be used for weekly rehearsals, my preference being in the refurbished Town Hall when completed.
- Organise and facilitate the Mentorship by musicians from the Melbourne Symphony Orchestra.
- Develop a pathway for the Pizzicato students to gain membership as they become young adults.
- Align myself to performing arts organisations in order to provide performance opportunities for our orchestra.
- Showcase the culturally diverse musicians within Hume.

Long Term Goal

- To provide free instrumental tuition to at-risk residents of Hume.

Thankyou and please feel free to contact me for a detailed explanation of the process involved.

Kind regards,

Helen Hatzikalis

Helen Hatzikalis

Mobile: [REDACTED]



9th May 2017

Domenic Isola - CEO
 Hume City Council
 PO Box 119
 DALLAS VIC 3002



Dear Domenic,

SUBMISSION TO HUME CITY COUNCIL

With the recent release of the Sunbury Precinct Structure Plans (PSP's) by the Victorian Planning Authority, the Sunbury Business Association (SBA) and its members are extremely concerned that Sunbury's limited infrastructure is already unable to accommodate the projected growth to a population of 80,000 as outlined in the PSP's.

Of particular concern is parking in, and adjacent to the downtown retail precinct. Parking has been an escalating issue in Sunbury for many years, and the inability to come up solutions to remedy this important infrastructure issue is now impacting negatively on Sunbury residents, businesses and community as a whole.

Feedback from SBA members, the Sunbury business community, shoppers from Sunbury and surrounding regions, and the general public is that impacts are widespread throughout our community.

Current negative impacts include;

A. Consumers, Residents & Ratepayers

1. Sunbury consumers, residents and ratepayers are travelling to other retail centres outside of Sunbury to avoid parking and congestion in Sunbury.
2. Consumers from Diggers Rest, Bulla, the greater Macedon Ranges catchment area including Gisborne, Riddells Creek, Woodend, Kyneton, Clarkefield, Romsey, Lancefield, Kilmore and surrounding areas are bypassing Sunbury completely, and instead travelling to other retail centres to spend their money.
3. Consumers from all areas are having fewer, shorter shopping visits to Sunbury.

Every day, more local and regional income is being spent outside of Sunbury!

B. Sunbury Commuters

1. There is no commuter parking after 7am weekdays.
2. Commuter parking overflows into neighbouring streets.
 - o Negative impact on quality of living.
 - o Restricts access to residential driveways.
 - o Impacts garbage collection.
 - o Adversely impacts property values.
3. Commuters are parking in commercial properties and consumer parking, at the expense of customer and staff parking.
4. Sunbury residents/ratepayers are travelling outside of Sunbury to catch the train!
 - o Increased commute time = decreased family time.
 - o Increased traffic on arterial roads including Vineyard Road, Horne Street, Gap Road, Riddell Road and Lancefield Road.
 - o Long delays due to congested roads.
 - o Commuters are shopping outside of Sunbury when returning home from work, instead of commuting & shopping in Sunbury.

C. Sunbury Employees & Managers

A healthy business precinct cannot thrive without capable and qualified employees and management personnel. With limited public transport options, workers need parking access to their place of business.

1. Limited employee parking means that employees and business owners must park in limited customer parking.
2. Employees are fined for exceeding parking restrictions, when they have no alternative parking available.
3. Frustrated with limited parking options and costly parking-penalties, good staff are seeking employment outside of Sunbury.

D. Sunbury Business & Employers

Loss of local and regional customers means lost turnover and profits.

1. Businesses struggle to meet costly overheads.
 - a. Sunbury commercial rental costs are higher than commercial rental costs in other outer-metropolitan areas.
2. Businesses cannot afford to employ additional staff.
 - a. Reduced employment opportunities for local youth and families.
3. Unforeseen costs in lost staff-productivity when workers leave their workplace every 2-3 hours to move their cars to avoid parking penalties.
4. Parking restrictions in some areas do not meet the needs of consumers.
 - a. 1-hour parking does not meet needs of restaurant customers.
 - b. 2-hour parking does not meet needs of consumers who have multiple shops, restaurants and businesses to visit in a single visit to Sunbury's downtown retail precinct.
 - c. If staff/employees had parking options away from consumer parking areas, the resultant increase in consumer parking would encouraged consumers to "stay and shop" in Sunbury.

E. Other Concerns

The increasingly high number of vacant shops in Evans, Brook and O'Shanassy Streets is a great concern.

1. Reduced shopping options for consumers.
2. Increased consumer perception that Sunbury is not a viable retail destination compared to other areas.
3. Reduced confidence for investors and prospective retail tenants.
4. Increased potential for investors to develop competitive precincts outside of Sunbury.

Large retailers capable of attracting shoppers to Sunbury will not commit to Sunbury when there is limited consumer and staff parking.

Medium and large businesses which have the ability to attract local and regional shoppers to Sunbury often have resources to track the source of consumer spending. This means that if Sunbury cannot deliver infrastructure to attract increased turnover, businesses will identify and develop investments in regional areas outside of Sunbury.

Retail precincts in the Macedon Ranges catchment area continue to grow at the expense of Sunbury. ALDI has recently announced the opening of a new store in Gisborne. This will attract regional shoppers to Gisborne and create new opportunities for other retail investment to compete with Sunbury.

Outcomes

As well as benefitting our community, it will be easier and more cost-effective to develop infrastructure NOW, before existing land and real-estate options are committed to other residential or commercial projects or are out-priced due to demand from the projected increased population.

The SBA acknowledges that a number of government and private stakeholders are involved in achieving potential solution/s for consumer, commuter and employee parking in Sunbury.

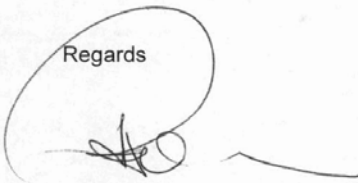
Without solutions that address the concerns raised above, the long-term viability of Sunbury as an employment-hub for its proposed population of 80,000 people is at threat.

Therefore the SBA would like to formally request that Hume City Council allocate adequate funding in its upcoming budget to undertake research and reporting into potential solutions to this extremely important issue.

In particular we would like to see the Council focus on;

1. Revisiting a proposal for a multi-level car park at the corner of Station & Evans Street.
2. Identification of other multi-story parking solutions.
3. Off-street Employee parking.
4. Fast-tracking development of the proposed Sunbury South Railway Station.

Regards



Michael Osborne
President

A: P.O. Box 925
Sunbury, VIC, 3429

E: info@sunbury.org.au

Sunbury Business Association Inc. ABN 60 161 326 897
A0021853Y

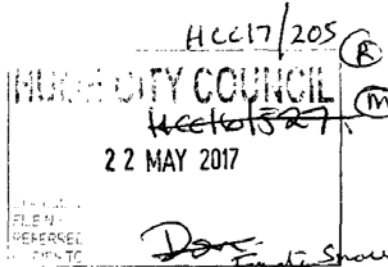
Josh Bull MP

STATE MEMBER FOR SUNBURY



4 May 2017

Dominic Isola
CEO Hume City Council
PO Box 119
Dallas VIC 3429



Done
Foster Shaws
cc - Fausto Vajro
cc - Louise Coulter

Dear Dominic,

I am writing to you in regards to Councils current budget considerations for the Tullamarine Men's Shed project being pursued by the Tullamarine Community House.

Men's Sheds have become critical elements in our communities; Men's Sheds are places where friendships are forged, new crafts learnt, whilst old ones are passed on.

They are places where great things are created for our community, and most importantly Men's Sheds are places where the blokes in our communities can get together and make a difference to each other, and the people around them.

Men's shed also have a critical role to play in the promotion of men's health both physically and mentally. Sheds all across Australia have changed lives and made a real difference to Men, their families and friends.

I recently spent time with Cheryl Hildebrandt the Manager of the Tullamarine Community House and representatives of the Tullamarine Men's Shed to discuss their path forward in building a permanent home for the group.

I am writing to add my strongest support and highest recommendation that Council approve the funds necessary to establish a permanent shed for the Tullamarine Men's shed.

The group in Tullamarine has begun its important work and has had some successes; the sheddies have connected with neighbouring sheds like the one in Sunbury.

I know that with the right support from Council and the right mentoring from groups like the Tullamarine Community House, the Tullamarine Shed will grow to be a critical and important asset to the Tullamarine and surrounding communities.

Kind regards,

Josh Bull MP
State Member for Sunbury



OFFICE: Shop 4, 33-35 Macedon Street Sunbury 3429
POSTAL: PO Box 635, Sunbury 3429
P: 9740 4091 **F:** 9740 4978 **E:** josh.bull@parliament.vic.gov.au

PROPOSAL TO SEEK COUNCIL SPONSORSHIP FORM

Name of external party/organization: Sunbury Lay Ecumenical Committee Inc

Christmas on the Green Festival

Date October 15 , 2016

Contact information: Miss Gwen Hutcheson, [REDACTED]
(Secretary)

Date , time and location of the event: Saturday December 9, 2017 5-8:30pm

Sunbury Village Green

Objectives and background of the event: This event provides an opportunity for people of Sunbury and district to come together in an informal and relaxed family oriented atmosphere to celebrate the spirit of Christmas and enjoy music and performances with a focus on local children and adult talent. This has been the case for the past 31 years. Approximately 1500 people attend this free event each year.(see attached photos from 2015).

While City of Hume holds a “Carols” event in Broadmeadows /Craigieburn many Sunbury residents are unable to travel to this venue. The Sunbury Christmas on the Green Festival (formerly Carols on the Green) provides an opportunity for residents in the Sunbury region of the City of Hume to celebrate Christmas within their community.

Details of funding already secured to stage the event including sponsors: The Sunbury Lay Ecumenical Committee has \$3,476 of its own funds allocated to this event. This money is generated from sales from food stalls at the preceding year’s festival , donations from local churches and a portion of the Hume Community Grant. We are a not for profit volunteer group relying on donations and grants to continue our community outreach. In the past we have secured a grant from Sunbury Helping Hand to assist with staging the event but unfortunately at the time of this application Sunbury Helping Hand programme has been suspended. For this reason we are seeking an increase in Council support to ensure that this long established community event can continue.

Details of activities to be held at the event: Children’s face painting, craft activities, petting zoo, sausage sizzle, musical performances by local bands, schools, choral groups and soloists, displays by local service groups. All activities are free. Monies raised from food stalls(hot chips, fairy floss, popcorn) will go toward the cost of the festival for the following year.

A collection is taken during the event – all proceeds from this are donated to a specified local charity or service organization to support their work within the Sunbury Community

What Council resources/services will be required to support the event? \$14,000 to offset the cost of hiring the improved sound system and stage facilities to ensure the best possible visual and audio presentation. These facilities are pivotal to the continued success and growth of our festival. Your sponsorship of \$9000 for 2016 has assisted us to improve our event and is gratefully acknowledged. As the number of people attending this event continues to increase it has been necessary to increase the sound system and number of

audio speakers placed around the Village Green to ensure that all people attending can adequately hear the performers/performance– thus adding to the enjoyment of the audience and the success of the event

What benefits/recognition will Council receive, if it were to sponsor the event? The Hume City logo will appear on all billboards and advertising material used to promote the event “Christmas on the Green Festival”. Your sponsorship will also be acknowledged

- in the Carols booklet distributed to the audience
- from the stage at the event as well as by the radio station during the broadcast.

Have you run events in the past, if so please explain: The Sunbury Lay Ecumenical Committee in conjunction with the Combined Churches of Sunbury has run Carols/Christmas on the Green for the past 30 years as well as a Good Friday Community event for which we receive financial support from the City of Hume

Assessment of how the event meets eligibility criteria

Criteria	Description of how event meets criteria
<p>Engagement</p> <ul style="list-style-type: none"> • The event provides opportunities for community interaction • The event demonstrates significant community relevance and benefit • The event is inclusive of people with diverse cultural and socio-economic lifestyles and interests 	<ul style="list-style-type: none"> • Local schools, bands, choirs and soloists provide the entertainment as well as leading songs for community participation • The event is broadcast on the local radio station 3NG. This coverage from 5pm to the end of the event provides access to that portion of the community who are housebound or for other reasons unable to attend on the Village Green • Admission is free • The venue is at ground level and accessible by all • People are encouraged to bring picnics and chairs and sit where they please • This is intended to be a family oriented event
<p>Liveability and Safety</p> <ul style="list-style-type: none"> • The event is held at a safe ,accessible and people friendly environment • The event is compliant with relevant legislative requirements, standards and Council policy 	<ul style="list-style-type: none"> • The Sunbury Village Green is at street level and has grassed areas and concrete paths and is set back from any roads. It is accessible by foot, car and wheelchair • It is a large open space surrounded by public buildings • Toilet facilities are readily available • An OH&S risk management assessment is executed in relation to this event • The staging, provided by Light and Sound, complies with all OH&S requirements and is pivotal in the production quality of the event
<p>Sustainability/Relevance</p> <ul style="list-style-type: none"> • Capacity for long term change, growth, value adding • Environmental protection is an integral component to the event • The event provides an opportunity for change, growth and value adding 	<ul style="list-style-type: none"> • This event has been held annually for the past 30 years. Each year we have modified the event to suit the changing community expectations • The hiring of the improved staging & sound system introduced in 2013 ensured that all performers were heard clearly and easily seen by the entire audience. Many favourable comments to this effect were received. The increased attendance in 2015 has necessitated extending the sound system. In 2016 the cost for hiring this equipment and the operating personnel is \$15,757.17 • All other participants are volunteers • The revised time setting resulted in a much larger percentage of the audience remaining for the entire programme. • All school children who perform during the event are

	<p>invited to return to the stage for the finale – singing of Away in a Manger and Silent night</p> <ul style="list-style-type: none"> • Sufficient receptacles are provided for rubbish collection. These are monitored and emptied as necessary during the event to ensure that the Village Green is in good order during the event. • All rubbish is removed from the site by the organizers • Foot traffic, wheelchairs and perambulators only are permitted on the green
<p>Economic Development</p> <ul style="list-style-type: none"> • The event has the capacity to contribute to economic development within the city • The event has the potential to generate revenue through attracting participants/spectators from outside the municipality 	<ul style="list-style-type: none"> • Surrounding providers of fast food have access to a potentially increased market • Traditionally extended family members attend to see school children perform • The event is advertised in the local newspaper and shops as well as billboards at the major traffic entrances to Sunbury
<p>Cultural Development</p> <ul style="list-style-type: none"> • The event provides opportunities for expression, engagement and/or exposure to artistic and cultural audience 	<ul style="list-style-type: none"> • This event is open to all who wish to attend as well as an audience who access the presentations by local performers via the local radio station 3NG. The radio coverage is for the entire event • Local primary school students and other locally based performance groups are given an opportunity to perform for their community
<p>Tourism</p> <ul style="list-style-type: none"> • The event provides opportunities for marketing Hume City to a wider audience 	<ul style="list-style-type: none"> • The City of Hume logo will appear on all advertising materials used to promote this event. • City of Hume will be acknowledged from the stage at the event as well as on the local radio station during the broadcast • The Mayor and local councillors are always invited to attend this event and we were most pleased when our invitation was accepted by the Mayor in 2015

Have you read Sponsorship policy(above)? Yes

Do you comply with the sponsorship Policy? Yes

Signature *G. Hutcheson*

Name Gwen Hutcheson

Name of organization Sunbury Lay Ecumenical Committee

Date 15/10/16



Sponsorship Application Form

Please ensure you have read the Sponsorship Policy before completing this application.

Sponsorship is available to events, festivals, activities, programs and other projects.

External parties applying for sponsorship must meet the following eligibility:

- Incorporated or auspiced by an incorporated party
- Must be relevant to Hume City
- Not eligible to receive a grant as part of Council's community grants program
- Meet the criteria outlined in this application and Sponsorship Policy
- Not involved with anything listed in 5.9 of the Sponsorship Policy
- Previous sponsorship reports submitted with return on investment deemed worthy (if applicable)

Submit your application by 30 October to:

Coordinator Events and Festivals

Via post: PO Box 119, Dallas VIC 3047

In person: Broadmeadows Office, 1079 Pascoe Vale Road Broadmeadows VIC 3047

Email: contactus@hume.vic.gov.au

Fax: 9309 0901

Phone: 9205 2200

Sponsorship applications are due by 30 October each year to be considered for the next financial year. Applications will be assessed annually and if eligible will be considered during the annual budget process.

1. Your name: Sharyn Snook

2. Name of group applying: HomeGrown Promotions Inc

3. Telephone: [REDACTED]

4. Email: homegrowneventsvic@gmail.com

5. Is this group incorporated?

No Yes ➤ please attach incorporation certificate and go to Q10.

 ▽

You must be auspiced by an incorporated group to be eligible. Please attach incorporation certificate for the auspice group.

6. Name of auspice group: N/A

7. Contact person of auspice group: N/A

8. Auspice Telephone: NA

9. Auspice email: N/A

10. What type of sponsorship are you applying for?

Financial (cash)

 ▽

 How much are you applying for? \$7,500

In-kind (goods or services)

 ▽

 Please list what goods/services you are seeking

11. Have you already secured funding from elsewhere? Please detail the amount and from who.

No

12. Has your group organised this previously? Please detail

Yes – November 2013, 2014, 2015 and November 2016 this year.

Section 2: About the festival, event, activity, program or project

13. What is the sponsorship for?

Festival Event Activity

Program Project

Other (please specify):

14. Name of event/festival/activity/program/project:

Sunbury StreetLife Festival 2017

15. Date(s):

 Day(s): 19th Month(s): November Year: 2017

16. Time: 10am-3.30pm

17. Location: O'Shanassy & Brook Street, Sunbury 3429

18. Brief description:

The Sunbury community working together to celebrate the traditional mainstreet shopping district. Celebrating a community event that offers something for everyone with amazing local businesses, live entertainment by local artists, hands-on workshops, roving acts and children's activities. It is a free event, open to the entire community.

19. Is it open to the public:

Yes – Free to the public

20. Objectives:

To build community interaction, celebrate local business and a traditional main street, to increase local economy by encouraging locals to spend locally, Promote local music and kids programs on the stage.

21. Background:

We have raised over \$13,000 for charity along side the promotion of fantastic small and large businesses. More than 10,000 people were in attendance in 2015, and the event was cover by the local newspaper and radio station. We also were ecstatic to win the 2014 Hume Australia Day award for 'Best community event!'. Since we started we have grown from approx 2000 attendees to 10,000.

22. How often will it be held:

Once a year/Annually

23. Is it free or ticketed? And how much are tickets?

Free

24. Expected number of people attending?

Approximately 10,000+

25. Program/activity details:

The local community comes together to create a festival in Sunbury. We aim to have over 130 marquees down the centre of O'Shanassy Street and on Brooke Street, with local businesses showcasing their products and trades.

Throughout the day we have a program full of entertainment from our Stage. Local artists alongside community groups will perform with singing and dancing to entertain the families from 10 – 3:30pm. HomeGrown Promotions Inc volunteers will manage the running of the day from the side while selling raffles tickets and Business Bags pack full of goodies.

26. If successful, what will you spend the funding on?

The stage and sound for the event and contribute to the power on the street for Stall holders

27. Do you have Public Liability Insurance? Please supply a copy of the Certificate of Currency.

Yes – see attached

28. Please detail benefits that will be provided to Council (i.e. logo placement, on-site

presence, tickets/invitations, speech opportunity, naming rights, signage, etc).

An opportunity for the local dignitaries and the Mayor to attended by opening the day and welcomina the local community.

Hume Logo can be placed on printed matter, social media, and newspaper advertisements and spoken on radio as sponsors of 'Sunbury StreetLife'. The opportunity of a marquee space on the day for Hume can be arranged.

29. Please address the following criteria:

Criteria	Description of how it meets criteria
<p>Engagement</p> <ul style="list-style-type: none"> • The event provides opportunities for community interaction • The event demonstrates significant community relevance and benefit. • The event is inclusive of people with diverse cultural and socio-economic lifestyles and interests. 	<p>StreetLife is run by volunteers of the community whom put on this fantastic day for the entire community where residents and visitors can gain awareness and develop relationships with the local business owners and retain mutual respect.</p> <p>We encourage cultural activities to happen on the day and are asking for a variety of food, dancing and cultural costumes.</p> <p>This is very relevant to drawing the community together and beneficial not only financially for the businesses but also making residents aware of the amazing shops their owners and consumers that we have within Sunbury and the surrounding townships.</p>
<p>Liveability and Safety</p> <ul style="list-style-type: none"> • The event is held at a safe, accessible and people friendly environment. • The event is compliant with relevant legislative requirements, standards and Council policy. 	<p>We work in conjunction with the Sunbury Business Association (SBA), Sunbury Visitor information Centre, Both Goonawarra and Sunbury Neighbourhood Houses, Sunbury Community Health, where we help promote the inclusion of diverse cultures, faiths and people of all abilities.</p> <p>We enable the community to celebrate and express a cultural identity and allow spaces to be used for community activity and inclusion.</p> <p>The Hume event co-ordinators ensure we follow ALL safety and risk management procedure by supplying them with all completed documentation.</p> <p>Dome Traffic & Security are used to close the street and provide security for us on the day and First Aid is on site at all times.</p> <p>Sunbury CFA is present all day with their Fire Truck on display.</p>
<p>Sustainability/Relevance</p> <ul style="list-style-type: none"> • Capacity for long term change, growth, value adding. • Environmental protection is an integral component to the event. • The event provides an opportunity for change, growth and value-adding. 	<p>Our plan is a long term one: to help encourage growth to the Sunbury community and encourage new and existing businesses to invest and establish in Hume.</p> <p>To encourage the community to continue to see the value in building our community and working together to make Sunbury even better. To Promote Sunbury as a great place to visit and to encourage people in the surrounding areas to continue to visit or move or to and to shop.</p> <p>Western Water will be present on the day to help promote water awareness for environmental sustainability.</p> <p>We want to be able to support community based organisations and corporate identities (and voluntary contributions) in the provision of strengthening links with community organisations, businesses and other circles of government in areas of mutual interest</p>

<p>Economic Development</p> <ul style="list-style-type: none"> • The event has the capacity to contribute to economic development within the city. • The event has the potential to generate revenue through attracting participants/spectators from outside the municipality. 	<p>We are working with other Sunbury community groups to focus on building better business engagement within the community, by engaging the businesses to grow.</p> <p>To enhance community identity and pride and bring economic and tourism opportunities to the region, this is paramount to us.</p> <p>We promote our event both locally in Hume and also through Melton and Macedon council areas along with going further afield in 'Melbourne Events' pages and the 'Market & Community' websites and newspapers. This will help increase non-Hume residents attending our events.</p> <p>This ensures that each year we continue to grow and increase the number of people attending as exhibitors and consumers.</p> <p>We want this to be a Destination Event – the place to be in Victoria.</p>
<p>Cultural Development</p> <ul style="list-style-type: none"> • The event provides opportunities for expression, engagement and/or exposure to artistic and cultural audience. 	<p>We have invited entertainers to performances on stage, whilst on the street we are encouraging national dancing.</p> <p>There is the competition which is in progress NOW with the local primary schools and Day-care centres to "Tree Bomb" the trees with Pom-Poms. This will encourage the families to come down on the day the view their child's work.</p>
<p>Tourism</p> <ul style="list-style-type: none"> • The event provides opportunities for marketing Hume City to a wider audience. 	<p>We want to make Sunbury StreetLife festival a tourism oriented public event that draws people to seek out further opportunities to explore the Sunbury and Hume region.</p>

● I have read the Sponsorship Policy and our application complies with the policy.

Name: Sharyn Snook

Group name: HomeGrown Promotions Inc

Signature: Sharyn Snook

Date:27/10/2016

From: Sandra B.
To: [email](#)
Cc: [REDACTED]
Subject: Submission about draft budget 2017/18
Date: Wednesday, 24 May 2017 5:58:05 PM

To Mr. Domenic Isola, Chief Executive Officer, Hume City Council

My submission relates to facility hire fees.

1. Could the council please consider a fee structure similar to sports ground usage, where discounts are offered to juniors, seniors, women and small groups. In the case of venue hire, I'm aware that currently, various community groups have made submissions and are being charged reduced rates according to their purpose, means and other mitigation factors. My sewing group is one of these. We have been informed that discounts will no longer be applied after 1 July 2018.

2. Also, could the council please set a reasonable interim period, after new fees are announced, that allow for users to continue to use the facility at the old rate. I.e. Give us some reasonable notice to make alternative arrangements. My group has been exploring all avenues to try to remain at the Homestead, but have now been advised that the only avenue open to us is to make a submission here. As of 1 July we can no longer continue to use the hall we have been using for the past 16 years. Our rental goes up from \$30 for our 4 hour session, to an unaffordable \$80. I have already made a separate submission to Hume's Facility Management Team and the Homestead Co-Ordinator (see appendix) but have been told that if the new fee structure is passed, it will apply from 1 July.

Kind Regards,
Sandra Brunner
Treasurer of North West Sew 'n Sews Group
Australian Sewing Guild.
24 May 2017
(Mob: [REDACTED])

APPENDIX - 22 May 2017 submission to Hume's Facility Management Team and Homestead Co-Ordinator.

I am writing to you, on behalf of my community group, to request a discount against the new pricing schedule for the hire of the Function Room (Gallery) of the Homestead Community & Learning Centre. The scheduled price of \$20/hr (community rate) for our 4 hour booking is not an option for us - mostly age pensioners. Finding another venue that is affordable, yet large enough for tables and sewing equipment is proving to be impossible. Could we please retain the Function room (Gallery) for \$10/hr, at least until the end of our current 2017 booking if not further?

Our contract agreement for most of the 16 years we've been using the facility was limited to administrative costs plus a voluntary contribution that we paid according to what we could afford. For the last few years, this amounted to ~\$600/yr. Each of our members currently pay \$5.00 per bi-monthly meeting, to cover tea, coffee, etc and rent, in addition to the yearly Australian Sewing Guild (ASG) membership fee which covers our insurance needs.

The Australian Sewing Guild is a not-for-profit organisation aimed at furthering the art of sewing. Sharing of knowledge is the key to Neighbourhood meetings, its main purpose being to encourage sewing in a warm and friendly atmosphere. Our group aims at providing social engagement for all, regardless of age, gender, ethnicity or ability. Most of our current members are retired women, from a broad range of cultural and socio-economic backgrounds, who greatly appreciate the friendships and practical skills our meetings provide.

During the past 16 years our members have been actively involved with Hume and the Homestead in particular. Judy and Maureen have been ongoing members of the Homestead Advisory Committee for the past 10 years. Marie was a volunteer course tutor (knitting) for most of 2016. Our group has participated in many Hume Council events, either with our own stand, or sewing flags/pennants for Hume expos/fiestas. We've also made curtains for the Gallery when needed or special events. We have always been welcoming to anyone visiting us, whether referred to by homestead staff, Hume publications, or through our own Australian Sewing Guild promotions.



D.S AITKEN MASTER PLAN
A COMMUNITY PROJECT



1st June 2017

Mr Domenic Isola
Chief Executive Officer
Hume City Council
PO Box 119, Dallas VIC 3047

HUME CITY COUNCIL DRAFT BUDGET 2017 / 2018 RESPONSE

Dear Mr Isola,

On behalf of the Craigieburn Cricket, Football and Superules Clubs, we are delighted to note provision of \$438k for the DS Aitken Master Plan in Council's draft budget for 2017/2018. We are even more delighted that the proposed spend over the next few years on the DS Aitken Reserve Master Plan will be \$1.96m.

We understand that some of the \$438k spend in 2017/2018 will be on upgrading our light towers to 100 lux lighting and, the installation of an electronic scoreboard. The implementation of an improved traffic management system within the Reserve is critical to remove safety hazards that are currently present and were present in earlier drafts of the DS Aitken Master Plan.

This is great news for all users of the DS Aitken Reserve and we look forward to working with Council on the detail and implementation of all initiatives for the DS Aitken Master Plan.

Great work and thank you for your support!

Regards,

A handwritten signature in blue ink, appearing to read 'Bryan McNicol', written over a horizontal line.

Bryan McNicol

DS Aitken Pavilion & Master Plan Enquiries
Postal Address
Mr Bryan McNicol
C/O Craigieburn Cricket Club
P.O BOX 109,
Craigieburn, Victoria, 3064
Email Address
[REDACTED]
Mobile No: [REDACTED]

From: Broadmeadows Turkish Islamic & Cultural Centre [<mailto:admin@bticc.org.au>]

Sent: Monday, 5 June 2017 7:08 PM

To: Domenic Isola

Cc: Naim Kurt

Subject:

Dear Dominic

The Broadmeadows Turkish Islamic And Cultural Centre wish to make a few requests to the council regarding the property around the Broadmeadows Mosque in King St Dallas.

Firstly the carpark behind the mosque has been asphalted only partially and we request that the whole carpark be asphalted as on windy days and sometimes when drivers accelerate in the dirt, the dust is all blown into the mosque and surrounding buildings.

We continually need to clean the carpets in the prayer hall as it causes some of our members allergic reactions and sneezing.

A fully asphalted carpark would benefit us and also the users of the park, soccer fields and athletics facilities.

Secondly, we request that the public carpark next to the mosque have its lighting upgraded to brighter lights, at night we get a lot of people frequenting the carpark to use drugs in the darker areas. Although the carpark is not owned by the BTICC we do clean the carpark from time to time and the main rubbish we find is fast food wrappers (McDonalds), condoms and used syringes.

We have our members park there and we are especially concerned that children may come into contact with the used syringes.

Finally, the parallel roadside parking available in front of the mosque has had its lines faded, can we please have those lines repainted.

We trust that you will act upon our requests in the appropriate timeframe as some are concerns to our members and the general public's health and safety.

If you have any questions regarding the above please do not hesitate to contact me on 0488796111.

Regards,

Umit Himmetoglu

Secretary

Broadmeadows Turkish Islamic & Cultural Centre

45-55 King Street

Dallas VIC 3047

Tel: +61.3.9359 0054

Fax: +61.3.9357 1213

E-Mail: admin@bticc.org.au

Web: www.bticc.org.au

From: Ahmed Elmo
To: [email](#)
Subject: Budget Submission (to the CEO)
Date: Tuesday, 6 June 2017 10:15:55 AM

To Mr. Domenic Isola,
Chief Executive Officer

Appreciate the level of detail in the capital works program a lot better than most Councils

My questions are:

Where can I get the details of the public toilet program and the location of the new footpath works on Pascoe vale road?

There has been talks for the past few years on extending the upfield line bike path. Where is it?

Council have invested in a whopping amount in new works, yet existing infrastructure gets ignored. I've put through at least 5 requests to fix issues within the Broadmeadows leisure Centre (kids pool and change room issues) I have been ignored.

Therefore,

A. how does Council plan on funding future renewal i.e. Are the maintenance and operations currently budget for long term.

B. why is the Broadmeadows leisure Centre allowed to rot? and will this be the case for Craigburn?

C. Why were my requests ignored

Look forward to your response.

Regards,

Ahmed Elmo
Resident



From: Ivor Mendes [REDACTED]
Date: 6 June 2017 at 7:20:41 pm AEST
To: Hume City Council <customerservice@hume.vic.gov.au>
Cc: Joel Farrell <joelf@hume.vic.gov.au>, Jack Steve Medcraft <jackm@hume.vic.gov.au>, Ann Potter <annp@hume.vic.gov.au>, Leigh Johnson <leighj@hume.vic.gov.au>
Subject: Re: works in 2017/18 Hume budget

Customer Service,

I have been emailing to Hume service regarding some of the things to be looked into around Tullamarine (my area). I've received calls as some will be done in 2017/18, like as the Mayor has stated in his budget speech. Road resurfacing and footpaths rehabilitation. I received a call that the road in Handsworth Crescent, will be done. I also put to the Service and Councillors (Jackson Creek) regards the cracked footpaths near the Clinic 68 Tangemere Ave. , through the park and Melrose Drive, to the bus stop and crossing.


My suggestion----

1. A bin is required at the bus stop on Melrose Dr, (before crossing) this could, I hope, stop some from dumping bottles, cans and litter in that area. A few signs would also help.
2. The Clinic should be responsible for keeping that car park, used by their clients clean, and weeds removed, the pathway too cleaned. I've complained several times about the nature strip, cuttings left and edges not trimmed to the walkway. I still say those boards, with square edges are a hazard. Not as council would have permitted.

That walkway is now easier to use since the buffers, to stop cars overriding the footpath, having a ramp and now the end bay with no parking, made it easier for many to use safely.

3. Suggest along with the rate notice, some literature, regards council laws--like caring for nature strip, edging too, parking restrictions on nature strip, planting on nature strips, without a permit and overgrown plants/trees over footpaths. Hight of trees.

Regards
Mr Mendes

Ivor H.Mendes
May your day be a good one.
J,M,J. - †-ASAP
Sent from my  iPad.

Dear Mr Dominic Isola,

I am writing to on behalf of Broadmeadows Stars SC. We are the summer tenants of Progress Reserve. We have been occupying the reserve for the past 10 years or so and were known previously as Somerton City (2016) and Light United from (2002-2015). It has come to my attention that there are some funds available and the opportunity to apply for some funding to possibly give some upgrades to Progress Reserve.

I would like to bring to your attention the condition of our facilities and the urgency for some upgrades. For the past 10 years we have requested and contacted the Sports and Recreation department of the council for some lighting upgrades however we have not received any. Throughout this period, we have seen many players come and go and the majority have left due to the fact that our club is lacking in facilities and they have gone to a club with newer or cleaner facilities. We have gone from having 300 members to now having just under 100.

Every year that we have put an application for a lighting upgrade we have been seen the majority of neighbouring clubs receiving upgrades but we believe it is our turn. Our club rooms are really old and outdated. The ceilings are all dusty we aren't able to clean them as they are too high. The walls are all dull and the general feeling inside is that the whole building is pretty run down. I do understand that it may not be possible to change much inside the building however we could do with a good clean-up of the facilities and some new flooring and some fresh paint on the walls would liven up the place immensely. The majority of the facilities in the building have not been touched for decades. The drinking taps inside the main room do not work. We only have access to 1 working tap inside the corridor and we cannot always access them due to other groups using the hall inside the building and it just not being functional to have the players and children going there to drink water.

The change rooms that the club has are not separated and so we are forced to use the main club rooms as the home change rooms. There are 2 change rooms at the back however there is no doors separating the two. There is a doorway at the rear of the rooms however there is no door there and at the entrance it is open so you can walk to the left or right however there is no separate door. This is a major issue as we have female teams as well and it is inappropriate and they aren't comfortable getting changed. Also if the two teams were to be in either room at the same time then everything could be heard and seen as the rooms are connected and there is no door. In the rooms there are either no benches in one room and none in the other. Most of the hooks to hang belongings on are also broken.

We have also would like to utilise some of the building to possibly have a small indoor play area for the little kids who do come along to training but are too small to participate. This would be great for parents and allow them to come and use the facilities rather than just sitting in their cars so their infant children do not run off. Along with that we would like to make a small prayer area so parents can complete their prayers.

The car park is also an issue. The lights aren't sufficient to light up the car park completely and there is no real pathway for the players and children to walk along to get from the ground to the building. So then everyone just ends up walking on the road and children end up walking in between cars.

We had some flooring work done to the building a few months ago however we are unable to make use of these spaces as it is in the change rooms that away teams use. The only space

with new floors that we can use are the toilets. Some of these toilets are poorly lit and really old. The flooring in the areas that were upgraded look fantastic however it is a shame that most of it is of no use to us as we cannot use them.

The biggest issue we have at the clubs are the lights on the training ground. There are only 2 lights at the ground. This makes it hard especially considering the ground is an oval shape and the lights are inadequate to light the ground. We often have all the teams training on the same ground at the same time as it is the only way to get all the players to attend as many have siblings. For the past 10 years we have requested for some lighting upgrades and every year we have been told that we are next in line and are due for some upgrades. We are also told that there is no reason for us not to be getting any upgrades however every year we have been unsuccessful with this matter. It is a real issue of health and safety that the lights aren't up to the standard of the training safely with enough space or adequate lighting on the ground. In the close proximity of our ground we have Broadmeadows Valley Park, Seth Raistrick Reserve, Laura Douglas Reserve and Gibb Reserve. All of these grounds have numerous lights and their lighting far better than ours.

We as a club are trying to create change in our community and are trying to remove the stigma associated with the area by trying to keep children off the streets and have them in an environment where they feel safe, keen to learn. We know that Coolaroo and Broadmeadows have large amounts of alcohol and drug related problems. We are trying to provide an opportunity for our players to increase their abilities, increase team work and social skills, get children active and also bring the community together. We are trying to help out as much as we can. We have a number of highly talented players who the club sponsors, as parents cannot afford to pay for soccer registrations. We also have some players who are sponsored and have their social workers organise their registrations. We are a Non-Profit organisation and we are trying to do our best to increase participation and create a sense of harmony and unity by giving back to our community. However, without the adequate help of our local council, this is extremely hard. We would like to see some priority given to updating our facilities, considering every club around us has received major upgrades and we have received nothing thus far. We are currently trying to implement social programs and are trying to get our players more involved with the club and the community. We are trying to give the players a sense of belonging to the club where they feel a part of the club. We have introduced 2 female teams this year. One being an U11 team and the other being a senior Women's team. These teams have brought about a great energy to the club and we are trying increase the number of girls participating in sport however it is very hard to do so with the current state of the facilities we have available to us. Our senior women are helping out coach and mentor the junior players and assisting with the general running of the club. They have taken on board some responsibilities and are looking for sponsors. We are looking to have over 100 players this year which is quite an increase compared to last year and we would like to see that number grow.

I would like to speak publicly at the special meeting of council at 7pm on Monday the 19th of June.

I have attached some photos of the current condition of the ground and would like to invite you down one day to come and see the facilities in person.

Cemil (Jem) Yildiz

Secretary

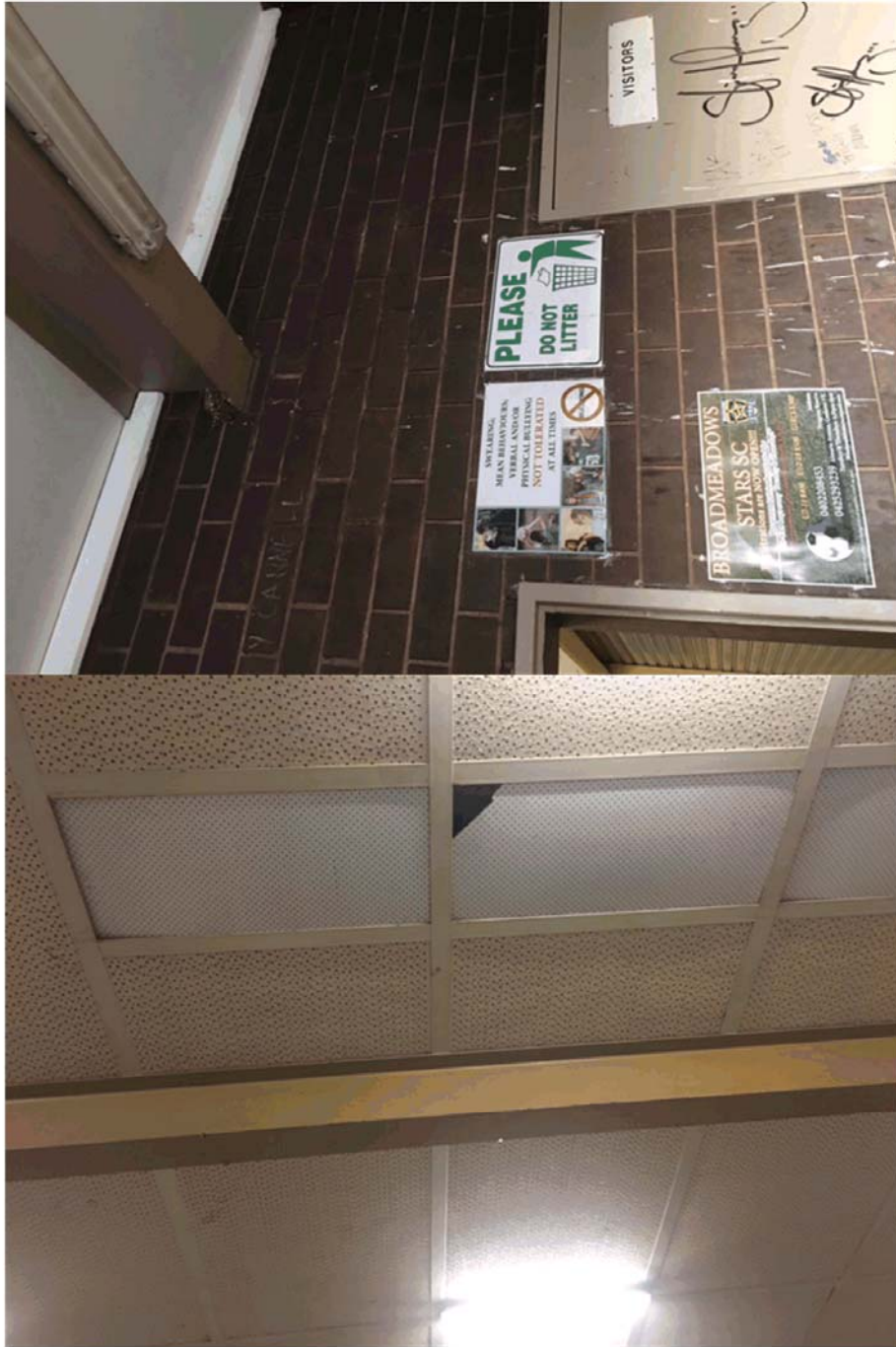
Broadmeadows Stars SC



From: broadmeadows stars [<mailto:broadmeadowsstarssc@gmail.com>]

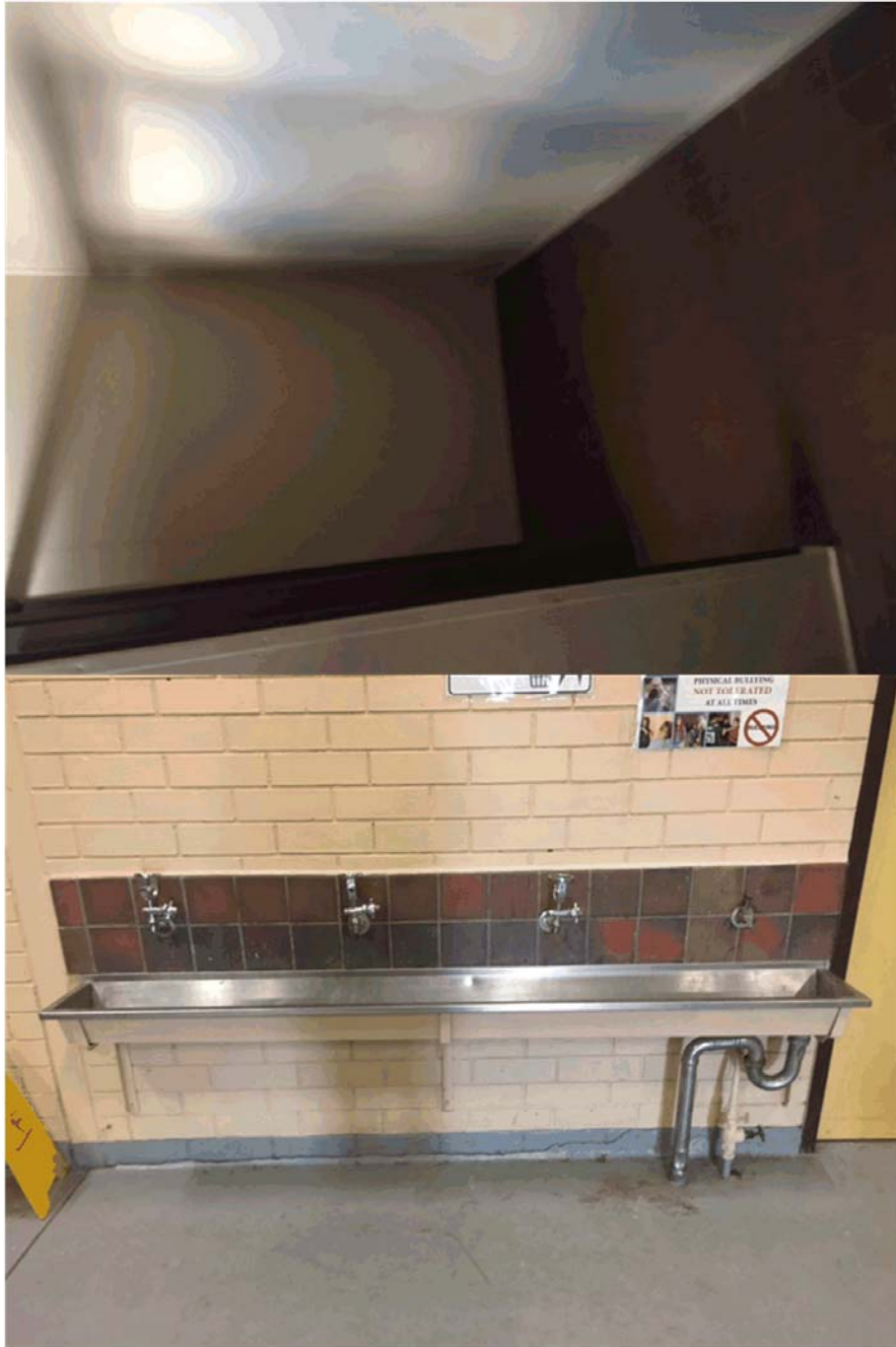








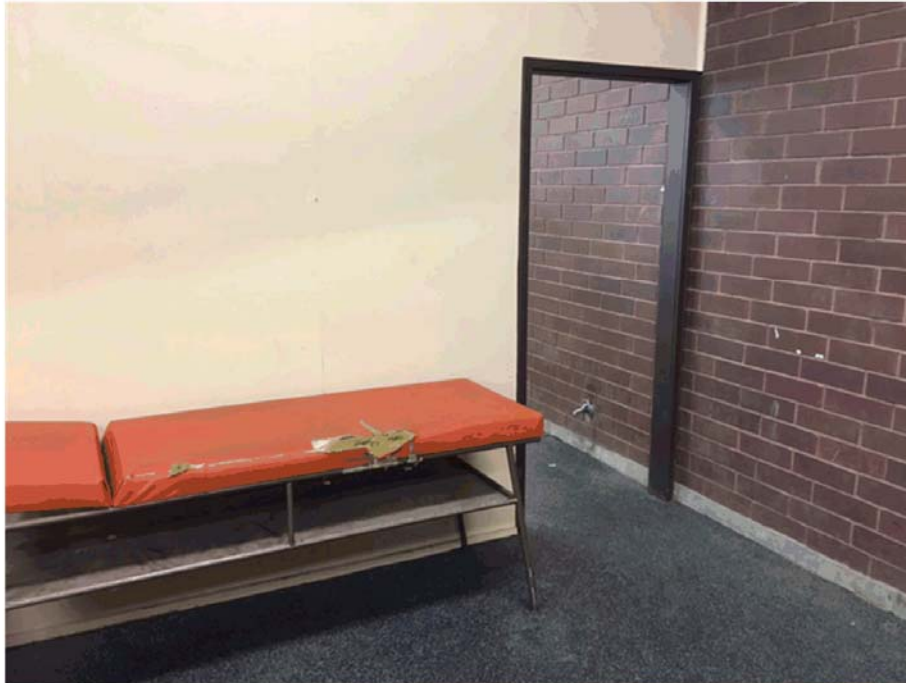


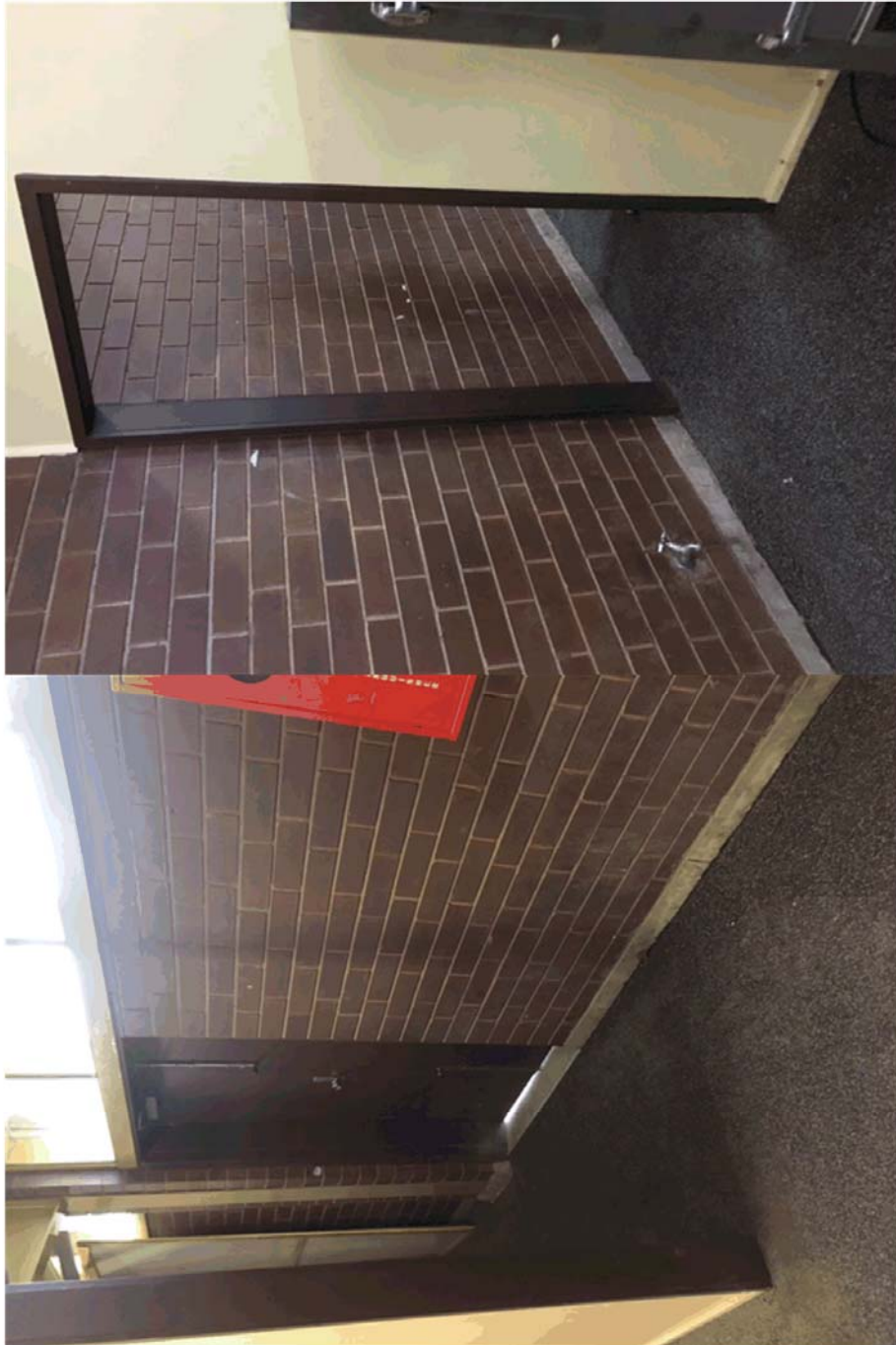


















Subject: FW: Budget submission for Greenvale soccer club.
Attachments: Concrete Quote.pdf; ATT00001.htm; DRAWING Model (1).pdf; ATT00002.htm

From: Hilmi Mina (GUSC President)
Sent: Tuesday, 13 June 2017 2:13 PM
To: Bruce Fordham
Subject: Budget submission for Greenvale soccer club.

Hi Bruce

Could you please advise if out works for steps in front of our pavilion is going to be completed soon as it's become a safety issue with people slipping and hurting themselves on the slope in front of the change rooms . I have attached drawings and quote as previously discussed with council.

From memory I believe Adem in his time put this into the works to be completed and it was funded through minor works program.

Kind Regards

Hilmi Mina

Greenvale United Soccer club.



7th June, 2016

Greenvale United Soccer Club
Barrymore Road
Greenvale Vic. 3059

Attention: Michael

Re: Barrymore Reserve Greenvale
External concrete works

Dear Michael,

Corcrete is pleased to be given the opportunity to provide this submission for the above project, which allows for materials, labour, formwork, excavation, equipment/tools & supervision.

Price is for the Construction of Steps & Ramps attached to existing veranda as per drawing provided by SDP Consulting (dwg no. 16-3000)

Includes: 2 x concrete pump visits
Detail Excavation
Removal of surplus spoils
Tipping fees

Excludes: Excavation in rock, removal contaminated/hazardous material.
Traffic management/council permits

Our price to carry out the above works is: Labour, formwork & pump = \$13,700.00
Materials = \$11,400.00
Excavation & removal = \$4,600.00

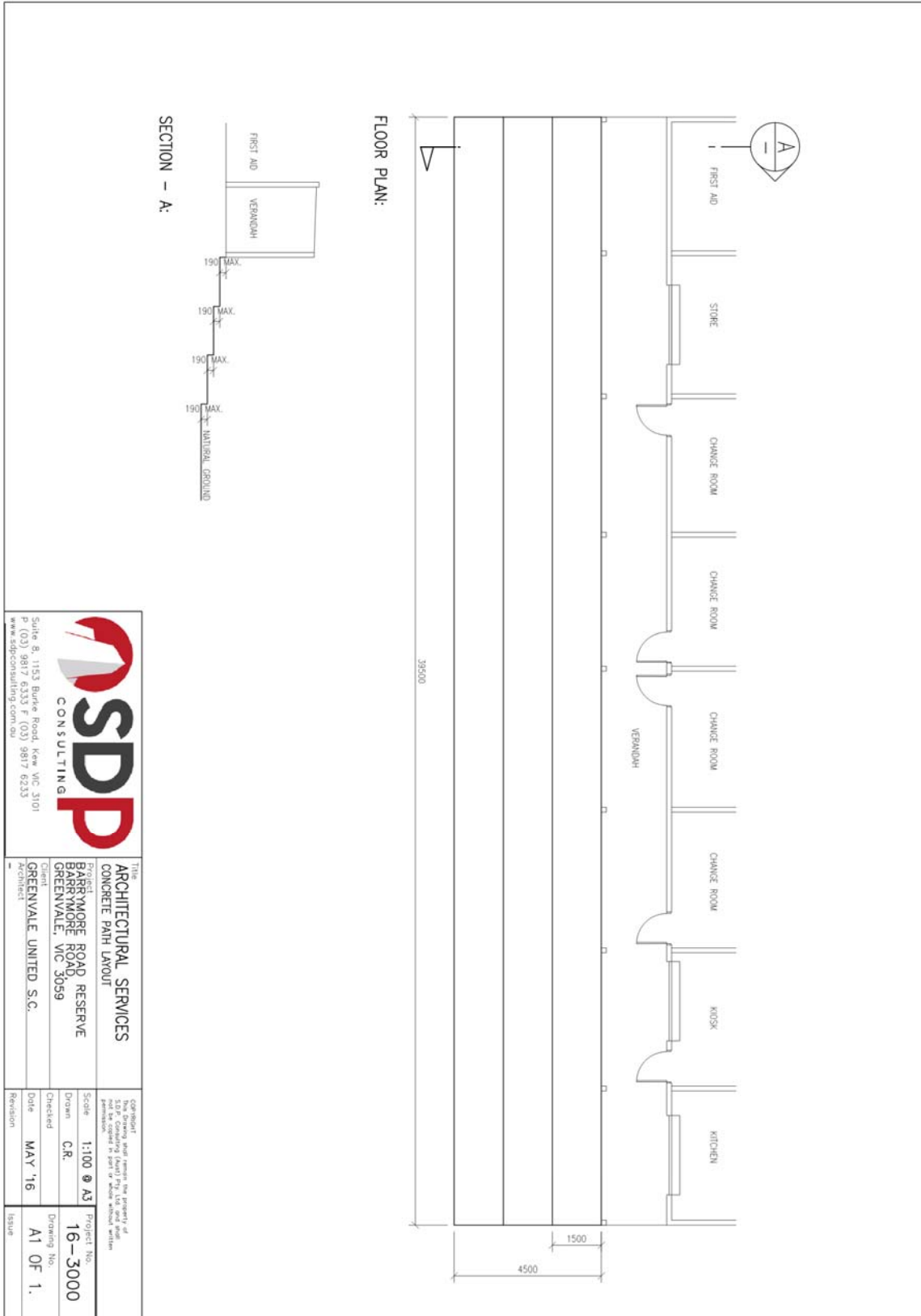
In consideration of our price please note the following:


1. Price is exclusive of GST.
2. We have allowed for all setout
3. We have allowed for removal of spoil to a max. 20km radius.

Yours faithfully,

Vince Corigliano
Operations Manager

CONCRETE – FORMWORK – REINFORCEMENT- EXCAVATION- CRANE HIRE
PO Box 313 Fawkner, Vic 3060
P. 03 93591603 F. 03 93592712 M. 0408416758 E. vince@concrete.com.au
ABN: 88096702448



 <p>Suite B, 1153 Burke Road, Kew, VIC 3101 P (03) 9817 6233 F (03) 9817 6233 www.sdpconsulting.com.au</p>		<p>THE ARCHITECTURAL SERVICES CONCRETE PATH LAYOUT</p>		<p><small>CONTRIBUTOR</small> This drawing and reports are prepared for the use of the client and are not to be used for any other purpose without the written permission of SDP CONSULTING.</p>	
<p>Client BARRAMORE ROAD RESERVE BARRAMORE ROAD, GREENVALE, VIC 3009</p>		<p>Architect GREENVALE UNITED S.C.</p>		<p>Scale 1:100 @ A3</p>	
<p>Checked C.R.</p>		<p>Date MAY '16</p>		<p>Project No. 16-3000</p>	
<p>Revision</p>		<p>Issue</p>		<p>Drawing No. A1 OF 1.</p>	



Hume United Football Club

6th June 2017

Attention Mr Fadi Srour Manager of Finance Department Hume City Council;

Budget Submission;

This letter is a request letter from Hume United Football Club in regards to coming up budget.

We are a club that's based in Hume established in 1998. Currently we are the second highest competing club in the Hume region with over 500 members and over 200 players.

We've been focusing on the future of the generation with sports and focusing mainly to keep young generation as much as we can from bad habits from all sorts of backgrounds which make us proud of being multicultural. We have a total of 10 teams with 3 Adult teams and 7 junior teams.

As our club has been expanding so much and is still continuing to expand, the demand has increased. With having several support from local communities it's very clear that came to our attention that the lighting at our home ground Laura Douglas Reserve main pitch is not meeting up to expectations and demand. Hence we'd like our council to give our premises a boost to help the growth of club by increasing the amount of lighting to the night games expectation level of Football Federation Victoria at main ground to allow the club to have more activities such as night games so that it allows more usage of facilities towards all teams starting from as little as under 7s in junior's all the way up to adults. We're a proud club for representing the Hume City region of being second highest club.

I'd like to take this opportunity to thank you for your ongoing support.

If you require further information, please do not hesitate to call me on [REDACTED].

Yours Sincerely

A handwritten signature in black ink, appearing to read 'Mutlu Oztas'.

Mutlu Oztas
Secretary / General Manager
Hume United F.C

I CITY OF HUME COURT HIRE/ LICENCE FEES FOR DRY SPORTS AT CRAIGIEBURN LEISURE CENTRE

1.1 PROPOSED REVIEW

The three major indoor sport tenant groups at Craigieburn Leisure Centre seek an urgent review and amendment by Hume Council of the proposed fees and charges for the Craigieburn Leisure Centre. These three organisations are

- Craigieburn Eagles Basketball Association
- Craigieburn Netball Association
- Landmark Badminton Group

These three organisations collectively organise more than 350,000 participant sessions annually, most of which are hosted at the Craigieburn Leisure Centre. These sports basketball, netball and badminton in the Craigieburn area alone cater for the sporting needs of 4,450 participants, including 3,800 players involved in weekly competitions. Of these players 60% are female and 40% male and more than 2,500 are juniors. On average these players are involved in competitions, training and other activities for more than 2.2 hours per week, each week of the year.

Craigieburn Basketball Association is one of the fastest growing sporting associations in Victoria. Approximately 3.2% of residents in the Craigieburn area are members of Basketball Victoria (BV). It caters for approximately 2700 participants each week, is supported by more than 500 volunteers, and conducts programs involving 235,000 participant sessions annually.

Craigieburn Netball Association caters for approx. 1050 participants including volunteers. Approximately 1.2% of residents in the Craigieburn area are members of Netball Victoria (NV).

Landmark Badminton Group is in the early stages of development but already has shown a great potential for growth in participation in the local area.

Our participants come from a diverse range of backgrounds with a large percentage of participants dramatically affected by the cost of participation. As reported to Council following the announcement of the 2016/17 fees and charges the charges proposed for these tenant sports are the highest in the state and if implemented place at risk the future viability of all 3 organisations and their capacity to provide a significant service to the community.

1.2 BENCH MARK STUDIES OF COURT FEES

Information has been sourced from Basketball Victoria reports released in 2017 based on independent research of 91 facilities involving more than 250 courts.

The following is a summary of the information in surveys commissioned or sourced by BV as part of the development of the updated BV Statewide Facility Plan. In considering the information the reader is advised that:

- The information has been collected over a number of financial years so the actual quoted rate has been adjusted to 2015/16 figures

- The data is a consolidation of 3 separate surveys
- The quoted prices for adjusted hourly rates have been calculated to enable comparison of like with like
- A number of hire/ licence fees exclude facility operating costs which are the responsibility of the tenant sport. In instances where this occurs the quoted per court hire fee has been adjusted to take account of facility operating costs
- Many facility owners/ managers provide reduced hire/ licence fees for the major tenant sports and/or have a different rate for not for profit community organisations as compared for profit organisations. In instances where this occurs the quoted per court hire fee is that provided for tenant sports, i.e. not the casual hire fee rate.
- The average court hire fee quoted for each venue is based on establishing a statistical average across peak, off-peak, senior, junior, competition and training taking account of the estimated time booked for each category.

A review of the survey data indicates:

- Hire/ Licence fees range from a high of \$65 p/h for peak use (Hume, Craigieburn Leisure Centre) through to a low of \$8 p/h with an average of \$31.87 per hour and a median of \$33 per court per hour.
- Country Associations experience lower hire rates

1.2.1 Court hire/ licence fees Facilities 2015/16 Prices

Court hire fees varied from facility to facility. Some facilities provided a separate fee for peak and off peak usage, while others charge a flat court hire fee regardless of the time of day. For the purpose of this review peak usage was defined as being between 4.00pm and 11.00pm weeknights and weekends. Off peak usage is defined as 8.00am to 4.00pm weekdays.

The majority of facilities are now charging a casual access fee. This fee provides access to individuals for training/shooting or small informal groups for training or “pick up” games. Only one centre indicated that they did not charge for casual access.

The table below provides a summary of the court hire fees ranged:

**Table 1.1
Court Hire/ Licence Fee Comparison 2015/16**

Usage	High	Low	Average	Median
Peak	\$65	\$8	\$45	n.a
Off Peak	\$37.5	\$8	\$21	n.a
Flat/ Average Rate			\$31.87	\$33

- An average increase of approximately 2.5% per annum increase to 2016 prices
- These court hire fees assume that the facility manager covers all facility costs such as utilities, cleaning, maintenance, car park/ landscaping costs and facility administration.
- The comparison with Craigieburn Leisure Centre rates indicates: that the fees proposed for junior and off-peak periods are middle level to high compared to the rest of the state.
- The comparison with Craigieburn Leisure Centre rates indicates: that the fees proposed for peak (senior) periods are exceptionally high compared to the rest of the state and represent 2.5 times accepted industry cost recovery standards.

1.3 COMMUNITY ASSOCIATION CONTRIBUTION AND VIABILITY

The three sporting organisations significantly contribute to the Craigieburn area being a healthier, safe, engaged and connected community. In particular we provide opportunities for traditionally disadvantaged groups and individuals. For example we increase the number of females, people with a disability and those from a CALD background participating in leisure. Based on recent analysis of participation data the sports of netball, badminton and basketball collectively contribute the following to traditionally disadvantaged groups:

- More than 50% of participants are female
- Approximately 10% of participants are recent arrivals, including many who participate in representative teams
- More than 25% of participants are first or second generation Australians
- All three sports have development pathways and encourage participation by people with a disability.

Community sporting associations report that use of indoor facilities is viable when in the range of \$28 to \$35 per court per hour for competition and \$22 to \$30 per hour for training, pathway, social and development activities. This assumes the arrangement provides the association with other revenue streams at the site, such as canteen takings. Those community organisations which are subject to higher charges places pressure on those organisation's viability.

Recent BV research in conjunction with Netball Victoria is that each court in a multi-court complex can generate an average maximum of \$125 per hour for senior competitions and \$100 per court per hour for junior competitions. Association non-facility costs for competitions are normally in the range of \$40 to \$60 per court per hour. Training can normally generate 40% to 50% compared to competition revenues.

1.4 FACILITY VIABILITY

Recent surveys and analysis of facility business plans has identified that full facility operating cost recovery for indoor stadia is in the range of \$18 to \$28 per court per hour.

1.5 SUMMARY

The proposed fees and charges are excessive, put at risk the viability of the tenant sports, are well above industry standards and inconsistent with Council and community objectives. The three major indoor sport tenant groups at Craigieburn Leisure Centre therefore seek an urgent review and amendment by Hume Council of the proposed fees and charges for the Craigieburn Leisure Centre.

Yours sincerely

Jason Moore President Craigieburn Basketball Association

Val Price President Craigieburn Netball Association

Satinder Chawlaforex Landmark Sports Badminton

REPORT NO:	GE208
REPORT TITLE:	Hume City Council's Submission to the Municipal Association Act Review
SOURCE:	Gavan O'Keefe, Acting Director Corporate Services; Peter Faull, Acting Manager Governance
DIVISION:	Corporate Services
FILE NO:	-
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENTS:	1. <i>Municipal Association Act Review Consultation Paper</i> 2. <i>Council Submission to Consultation Paper</i>

1. SUMMARY OF REPORT:

- 1.1 The *Municipal Association Act* 1907 is currently being reviewed by the Department of Environment, Land, Water and Planning (DELWP). A consultation paper has been released (Attachment 1), and submissions in response to this paper can be lodged with DEWLP by 5pm on Friday 30 June 2017.
- 1.2 This report provides Council with a submission in response to the consultation paper for consideration (Attachment 2), that is recommended to be lodged with DELWP.

2. RECOMMENDATION:

THAT Council approves the submission provided as Attachment 2 for lodging with the Department of Environment, Land, Water and Planning in response to the consultation paper released by them on the review of the Municipal Association Act 1907.

3. LEGISLATIVE POWERS:

- 3.1 Local Government Act 1989
- 3.2 Municipal Association Act 1907

4. FINANCIAL IMPLICATIONS:

- 4.1 Council pays an annual fee of \$65,166 to be a member of the Municipal Association of Victoria (MAV). This fee is determined by a calculation using resident population and rate revenue. Minimum and maximum caps are applied in the calculation of the annual subscription.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

There are no environmental sustainability considerations in respect to this report.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

There are no climate change adaptation implications in respect to this report.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The matters considered in this report do not engage any of the rights protected in Victorian Charter of Human Rights.

8. COMMUNITY CONSULTATION:

Not required.

REPORT NO: GE208 (cont.)

9. DISCUSSION:

- 9.1 The *Municipal Association Act* 1907 has not been subject to a comprehensive review since it was enacted in 1907. It is therefore not reflective of the current activities which are carried out by the MAV.
- 9.2 The consultation paper which has been released by the DELWP has been guided by the following reform principles:
- (a) Principle 1 – An Act that is contemporary, meets future needs and is clear and comprehensive;
 - (b) Principle 2 – Enable good governance and corporate effectiveness;
 - (c) Principle 3 – Ensure transparency and accountability to member councils, the community and the state;
 - (d) Principle 4 – Ensure that there is appropriate oversight over insurance activities.
- 9.3 The consultation paper is broken down into four areas of reform, being:
- (a) Roles and Powers;
 - (b) Responsibilities;
 - (c) Reporting and Accountability;
 - (d) Insurance.
- 9.4 Within the consultation paper, each area of reform contains information on various topics that fall under that reform area. Each of these individual topics have proposed reforms, and each set of proposed reforms has a summarizing questions. The proposed submission responding to the consultation paper provided as Attachment 2 separately sets out each reform area, the proposed reforms under that area, that summarizing question, and a Council response.

Council's Submission

- 9.5 In general, MAV is an effective lobby group that represents the interests of all Victorian local Councils. It supports Councils in issues of common interest, particularly with matters related to governance, proposed legislative changes, and proposed changes in funding or service obligations. It also coordinates initiatives such a sector tendering for the provision of like services.
- 9.6 MAV provides good benefits for individual Councillors which includes the free use of meeting rooms, confidential advice on legal, conduct, procedural and legislative matters, and the provision of Councillor Professional Development opportunities. There is also a range of support and training offered to Council Officers, for example, the facilitation of special interest groups.
- 9.7 The proposed response to DELWP's consultation paper is supportive of most proposals. As the *Municipal Association Act* 1907 has not been comprehensively reviewed since 1907, it is timely that the Act is reviewed and amended to properly reflect the current activities of MAV, and to make changes where necessary in order to meet the principles listed in paragraph 9.2
- 9.8 There are three sections in the consultation paper (two of which relate to insurance) against which it is recommended that Council makes specific comments, being:
- (a) **What is the governing body responsible for? (Under the reform area of Responsibilities, which can be found on page 6 of the consultation paper)**
Council believes that there should be consideration given to a 'weighting' in member representation so that larger Councils representing larger populations and who are making significant financial contributions to MAV through membership fees have a level of representation and decision making responsibilities that are proportionate to their contribution.

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- (b) **How will MAV's mutual liability insurance scheme operate? How will MAV's insurance activities be prudentially managed? (Under the reform area of Insurance, which can be found on page 12 of the consultation paper)**

While Council does not see the provision of insurance services as a core function of the MAV, the ability to provide insurance services should be retained to ensure councils can access MAV insurance services that can be used when other insurers cannot be found by Council.

- 9.9 For Proposed Reform 1, being *How will MAV's role be expressed?* (which can be found on page 4 of the consultation paper under the Roles and Powers reform area), Council strongly supports this proposed reform, with the exception of dot point 5, which is that providing insurance protection for Local Government should be a role of MAV. Council's comments on this proposed reform are provided above.

10. CONCLUSION:

It is recommended that Council lodges the submission provided as Attachment 2 to this report in response to a consultation paper released by DELWP on the review of the *Municipal Association Act 1907*.



Minister's Foreword

The Municipal Association of Victoria is a critical part of the local government infrastructure in this state which is why renewing its Act is an essential component of our government's commitment to reform the legislative framework under which councils operate.

The Government has also set out a detailed agenda for reform to the *Local Government Act 1989* through its *Act for the Future* Directions Paper. *Act for the Future* outlines a vision for councils of the future that are more democratic, innovative, collaborative and responsive to their local communities. The Government is continuing the discussion with councils and the community on strengthening the broader legislative framework.

The current Municipal Association Act, which became law in 1907, ceased to fully reflect the role and activities of the Municipal Association of Victoria (MAV) many years ago.

The MAV's role in Victoria's local government landscape is to advocate for councillors and the sector, build the capacity of Victoria's councils and be a policy leader when it comes to effective council practice. To perform its role effectively, the MAV and the councils it exists to serve, deserve a contemporary Municipal Association Act that genuinely reflects, its powers, activities and governance arrangements.

A recent Auditor-General's review of the effectiveness of support for Local Government also recommended that the Government review the MAV's functions, roles, responsibilities, powers and obligations in the context of its existing legal framework. We want to reflect this thinking in a contemporary, accurate MA Act. A critical part of this challenge is to ensure contemporary standards of governance and accountability are met, including clarity about the role, function and make-up of MAV's board.

While the Auditor General specified that this review ought to be undertaken in consultation with relevant Government Departments, it is equally vital that the MAV's clients – Victoria's councils – have their say about the legislation.

I encourage you to take the opportunity to respond to this options paper and have your say on how the Municipal Association of Victoria can best serve the councils of the next generation and, by extension, Victoria's diverse local communities.

The Hon Natalie Hutchins MP
Minister for Local Government

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Introduction

The Municipal Association Act review seeks to create contemporary legislation that delivers a governance and accountability framework for the Municipal Association of Victoria to perform its functions and represent, promote and support the interests of Victorian councils.

Why review the MA Act

The *Municipal Association Act 1907* (the MA Act) has not undergone a comprehensive review since its enactment in 1907. The result of this is an Act that often does not reflect the current activities carried out by the Municipal Association of Victoria (MAV). Some provisions of the current Act are also redundant or not in operation.

The Minister for Local Government is responsible for administering the MA Act and has committed to reviewing the MA Act as part of the broader Local Government Act review.

Context

MAV is a representative body established to promote efficient municipal government throughout the State of Victoria and promote the interests, rights and privileges of municipal corporations.

MAV was formed in 1879, and has a long history of supporting councils and councillors including:

- advocating for local government interests
- building the capacity of Victorian councils
- facilitating effective networks
- initiating policy development and advice
- supporting councillors
- promoting the role of local government
- providing governance support and services.

In 2015, the Victorian Auditor-General released a report into the effectiveness of support for Local Government (the Auditor-General's report). The Auditor-General's report recommended that the Department of Environment, Land, Water and Planning (DELWP), review and determine MAV's functions, roles, responsibilities, powers and obligations through an analysis of its existing legal framework and:

- ensure this is reflected in the MA Act

- ensure contemporary standards of governance and accountability are met, including the role, function and make-up of MAV's board (the board of management)
- consult with relevant departments to consider whether the *Public Administration Act 2004*, *Financial Management Act 1994* and *Public Records Act 1973* should apply to MAV
- assure itself, following any review, that all activities undertaken by MAV are clearly within its power.

Overview of proposed reforms

This consultation paper outlines a series of possible reforms to contemporise the MA Act and address the concerns raised by the Auditor-General's report. The paper is designed to elicit feedback from MAV's members and the wider local government sector to test levels of support for the proposed reforms.

The objectives of the proposed reforms are to:

- modernise the MA Act to reflect current standards of good governance
- clarify the roles and powers of MAV and ensure a level of independence from State Government is maintained to ensure that MAV can act as an effective advocate
- provide appropriate oversight over MAV's insurance function to ensure these activities are transparent and accountable and that councils are receiving the best outcome from MAV's services
- where possible, be consistent with the reforms to the *Local Government Act 1989* and the governance standards imposed on public entities, incorporated associations and State insurers.

Reform principles

The consultation paper has been guided by the following principles:

Principle 1	An Act that is contemporary, meets future needs and is clear and comprehensive
Principle 2	Enable good governance and corporate effectiveness
Principle 3	Ensure transparency and accountability to member councils, the community and the state
Principle 4	Ensure there is appropriate oversight over insurance activities

The first principle speaks to the need to create legislation that is contemporary, meets future needs and is clear and comprehensive. The current MA Act has been in operation since 1907 and is largely outdated. The new legislation must reflect the nature of the MAV and the range of support and services MAV provides to the local government sector.

The second principle speaks to the need to introduce a modern governance framework that meets the expectations of a statutory body and supports a culture of good conduct and accountable governance by providing:

- a clear understanding of the responsibilities of MAV's council representatives and the board of management
- systems to ensure integrity and good conduct
- effective financial management
- strategic planning and performance monitoring against desired outcomes.

The third principle speaks to the need to provide transparency over MAV's operations and greater accountability to member councils by providing an obligation to report, explain and be answerable to member councils while maintaining an appropriate level of independence from State Government to ensure that MAV can act as an effective local government advocate.

The fourth principle speaks to the need for a comprehensive regulatory framework over MAV's insurance function that includes legislation, policy and guidelines designed to ensure appropriate financial management and risk management practices and consistent financial reporting.

Structure of this paper

The consultation paper is broken down into four areas of reform:

The chapter on **roles and powers** addresses principles 1 and 2 and seeks to build a strong understanding of MAV's role, powers and membership.

The chapter on **responsibilities** addresses principles 1 and 2 and seeks to introduce good practice governance standards, including clarity around misuse of position and conflict of interest.

The chapter on **reporting and accountability** addresses principles 1 and 3 and seeks to provide greater transparency and an obligation to report, explain and be answerable to member councils.

The chapter on **insurance** addresses principles 1 and 4 and seeks to ensure that MAV insurance is prudentially managed to safeguard the interests of policy holders and claimants.

Each chapter invites your response to a series of questions to test support for the proposed reforms.

Role and powers

How will MAV's role be expressed?

The preamble to the current MA Act states that the purpose of MAV is to promote the efficient carrying out of municipal government throughout the State of Victoria and watch over and protect the interests, rights and privileges of councils and establish and conduct a Municipal Officers Fidelity Guarantee fund.

Over time MAV's functions have expanded to include:

- mutual liability insurance (LMI)
- support to councils to build their emergency management capabilities and capacities
- advocacy for the sector's economic and financial needs and greater recognition of local government's role in a range of government funding programs
- sector-wide advice on governance issues, and assistance to individual councils on a broad range of internal and external governance matters
- insurance brokerage services
- private health insurance for council employees and councillors
- procurement on behalf of councils
- policy analysis, advice and advocacy, project support and management to support councils.

REFORM OBJECTIVES

The current preamble no longer reflects the scope of the work MAV is doing in the local government sector.

The objective of the proposed reform option is to capture MAV's overarching role to represent the interest of its member councils and its broader responsibilities to advocate on behalf of councils and support and provide services to councils.

The proposed role of MAV also seeks to capture MAV's role in building the capacity of councils and facilitating beneficial collaborative working relationships and shared services between councils. As a peak local government body, MAV is in an ideal situation to assist councils to improve their social, economic and environmental sustainability through collaborative arrangements and shared services.

The objective is not to limit the scope of MAV's functions but to clarify MAV's role in line with its activities.

PROPOSED REFORM

1. Replace the preamble with a provision that clearly sets out that the role of MAV is to represent members' interests and be accountable to member councils including:
 - advocating and promoting local government interests
 - building the capacity of councils
 - facilitating collaboration and shared services between councils
 - providing support and advice to local government
 - providing insurance protection for local government.

QUESTIONS

Do you support the proposed reforms to the role of MAV?

If no, what alternative option(s) would you propose?

What is MAV's legal status?

Under section 2(1) of the MA Act, MAV is established as a body corporate that has perpetual succession and a common seal and is capable in law of suing and being sued.

Under section 2(3) MAV has the power to:

- compound or prove in any court of competent jurisdiction all debts or sums of money due to the Association
- purchase, take hold, sell, lease, take on lease, exchange or dispose of land or any real or personal property
- erect buildings on any land acquired by the Association, to alter buildings thereon, or to demolish buildings thereon and erect new buildings in their place whether such buildings or any part or parts thereof are intended for use or occupation by the Association or for leasing
- lease any buildings the property of the Association or any part or parts thereof on such terms and conditions as the Association thinks fit

- purchase rent hire or otherwise make provision for the use of furniture or fittings and business equipment or services
- establish and manage a mutual liability insurance scheme for the purpose of providing public liability and professional indemnity insurance
- subject to the making of sufficient provision for meeting liabilities and expenses, use any moneys under its control other than any money required to be paid into the Local Government Investment Service Fund pursuant to section 15 in purchasing or financing the purchasing of property and may borrow moneys, whether with or without security, for the purchase of any such property
- do all things necessary or convenient to be done for or in connection with the operation of the Local Government Investment Service Fund.

REFORM OBJECTIVES

MAV's powers are inconsistent with the powers of a body corporate set out in other Acts, including the *Associations Incorporation Reform Act 2012*, *Local Government Act 1989* and the *Victorian Managed Insurance Authority Act 1996*. The aim of the proposed reforms is to provide greater consistency with other legislation and provide MAV with the powers needed to perform its role.

PROPOSED REFORM

2. Retain MAV's status as a body corporate under the MA Act.
3. Amend MAV's powers to provide that MAV has the power to:
 - do all other things necessary or convenient to be done for or in connection with, or as incidental to, the achievement of its role or the performance of its functions
 - undertake and carry on in Victoria or elsewhere insurance business for the purpose of providing insurance or insurance services under and for the purposes of the MA Act.

QUESTIONS

Do you support the proposed amendments

to MAV's powers as a body corporate?

If no, what alternative option(s) would you propose?

Who are MAV's members?

Section 2(2) of the MA Act enables councils to appoint a councillor as their representative to the MAV. These representatives constitute MAV.

Appointing a representative to the MAV is discretionary as is financial membership to the organisation.

REFORM OBJECTIVES

The proposed reform seeks to retain and strengthen the representative nature of MAV.

PROPOSED REFORMS

4. Provide that each council has a right to appoint a councillor from that council as their representative and that these representatives constitute MAV.

QUESTIONS

Do you support making clear that each council has a right to appoint one of their councillors as their MAV representative?

If no, what alternative option(s) would you propose?

Responsibilities

What is the governing body responsible for?

MAV refers to the appointed representatives as the 'State Council' and describes it as MAV's governing body. Under the MAV Rules, the State Council is given the power to:

- determine the Rules of the Association (subject to Governor in Council approval)
- elect the president and the twelve other regionally grouped members of the board of management
- determine MAV's strategic direction
- appoint the auditor.

The MA Act does not contain any provisions relating to the role or responsibilities of the State Council.

REFORM OBJECTIVES

The proposed reform seeks to retain and strengthen the representative nature of MAV and provide greater understanding of the responsibilities of the State Council representatives.

PROPOSED REFORM

5. Insert a provision that provides that the appointed representatives are responsible for:
 - determining the rules of the association
 - appointing the president and board of management
 - determining the strategic direction of MAV.

QUESTIONS

Do you support the inclusion of responsibilities for the appointed representatives?

If no, what alternative option(s) would you propose?

How are the rules for the management of MAV made, adopted and amended?

Section 3(2) of the MA Act enables MAV, with the approval of the Governor in Council, to make rules for the management of MAV, the regulations of its proceedings and a number of other matters.

Some of the key matters dealt with under the Rules include:

- the objectives of MAV
- the membership of the Association
- the appointment and obligations of representatives
- the management of the board and elections
- the municipal officers' fidelity guarantee fund
- amending the rules with Governor in Council approval where 60 per cent of the representatives vote in favour of the amendment.

The Auditor-General's report noted that MAV's rules provide the authority to perform and exercise functions and powers that would ordinarily be reserved for enabling legislation.

REFORM OBJECTIVES

The proposed reforms seek to provide the flexibility to MAV to adopt a robust set of rules that reflect any changes to MAV's governance and corporate arrangements that may flow from this review and that align with best practice. The reform option seeks to enable MAV to put in place robust processes for the election of the board of management and the dismissal of the board or individual board members in the event of governance failure.

The reforms also seek to clarify that the rules are the responsibility of MAV and do not constitute a legislative instrument under the *Subordinate Legislation Act 1994*.

PROPOSED REFORMS

6. Provide MAV the power to make rules for the management of MAV.
7. Provide that a rule that is inconsistent with the Municipal Association Act or contrary to law is of no effect.
8. Provide that the following matters must be provided for in the rules:
 - annual fees
 - rights, obligations and liabilities of members
 - the election of the President and board of management
 - procedures for assessing the performance of the board of management and dealing with governance failures.

9. Provide that the rules may be amended, removed or remade if 60 per cent of the representatives vote in favour of the change.

QUESTIONS

Do you support the proposal that the State Council have the power to make or amend the MAV Rules?

If no, what alternative approval process would you propose?

What functions does the board of management perform?

The MA Act does not contain any provisions relating to the board of management.

Under the Rules, the board of management is made up of 12 representatives, grouped regionally, and a president selected through a general elections process. Members are elected for a two-year term.

The board of management's responsibilities include to:

- define the detail of policies, objectives and strategies determined by State Council
- set and evaluate directions, priorities and performance standards for MAV
- appoint the CEO and monitor his or her performance
- liaise with MAV representatives from their regions
- adopt the annual budget.

The board of management have developed and implemented a number of policy documents including:

- MAV Fraud & Corruption Framework & Plan
- MAV Fraud & Corruption Policy
- MAV Procurement Process Overview
- MAV Protected Disclosure Policy
- MAV Protected Disclosure Procedures
- MAV Sponsorship Policy
- MAV Staff Code of Conduct
- MAV Procurement Policy.

The board of management delegates its insurance functions to a separate MAV Insurance Board under a deed of establishment. The insurance board is made up of the Chief Executive Officer (CEO) of MAV, the president of MAV, a board member and three independent members (of which the Chair is one).

REFORM OBJECTIVES

The proposed reforms seek to strengthen the accountability and transparency of the board of management by specifying the functions of the board and ensuring appropriate systems are in place to manage the affairs of MAV and monitor the exercise of delegated powers.

The proposed reforms also seek to obtain consistency with the *Public Administration Act 2004* and the *Victorian Managed Insurance Authority Act 1996*.

PROPOSED REFORMS

10. Provide for MAV to have in place a board of management with functions to include:
- the sound and prudent management of the affairs of MAV
 - excising the powers of MAV (including the power of delegation)
 - providing general directions as to the performance of MAV's functions and the achievement of its objectives
 - reporting on MAV's performance and financial transactions
 - monitoring the performance of its Chief Executive Officer.
11. Provide that the board of management must have mechanisms in place for monitoring the exercise of delegated authority.

QUESTIONS

Do you support setting out the functions and responsibilities of the board of management in the MA Act?

If no, what alternative option(s) would you propose?

What conduct is expected of board members?

The MA Act does not contain any provisions relating to the conduct of MAV's board members.

REFORM OBJECTIVES

The proposed reforms seek to provide a framework for good governance in the carrying out of the board of management's functions.

The proposed reforms seek to:

- establish that the board of management has the ultimate responsibility to ensure good governance of the organisation
- define what conduct is expected of board members
- increase confidence in MAV's governance processes.

PROPOSED REFORMS

12. Provide that the board of management must have processes in place for dealing with conflicts of interest, misuse of position and the prevention of fraudulent behaviour.
13. Provide that board members must at all times in the exercise of the functions of their office act:
 - honestly
 - in good faith in the best interests of MAV
 - with integrity
 - in a financially responsible manner
 - with a reasonable degree of care, diligence and skill
 - in compliance with the MA Act and MAV Rules.

QUESTIONS

Do you support the addition of conduct provisions for the board of management?

If no, what alternative option(s) would you propose?

Who has oversight over executive and CEO remuneration?

The MA Act does not contain any provisions relating to the CEO of MAV.

Under the MAV Rules, the CEO is appointed by the board of management and is responsible for the day to day management and administration of MAV. The board of management annually sets performance objectives for the CEO and regularly monitors the performance of the CEO.

REFORM OBJECTIVES

The proposed reforms seek to provide transparency and certainty for CEO employment consistent with the reforms to council CEO remuneration and contract management set out in the Local Government Act Review Directions Paper.

PROPOSED REFORM

14. Provide that the board of management may appoint a CEO for the day to day management and administration of MAV.
15. Provide that MAV must have in place a CEO remuneration policy that broadly aligns with the Victorian Public Sector Commission's *Policy on Executive Remuneration for Public Entities in the Broader Public Sector*.

QUESTIONS

Do you support the requirement for a remuneration policy?

If no, what alternative option(s) would you propose?

Reporting and Accountability

How will MAV manage and report on its finances?

Section 10CD of the MA Act requires MAV to keep insurance accounts and submit an audited financial report annually to the Minister for Local Government. In turn, the Minister must table the report in both houses of Parliament.

Section 11 of the MA Act requires MAV to keep accounts of all money received and expended and ensure the separation of accounts for MAV's insurance Fidelity Guarantee Fund and MAV's accident insurance. It also requires the independent audit of those accounts.

In practice MAV combines its annual reports to cover all of its activities and submits the entire report to the Minister for tabling. Although not currently required, MAV's annual reports are prepared in accordance with Australian Accounting Standards.

MAV also reports on compliance with Australian financial services licence requirements as a business providing financial services.

REFORM OBJECTIVES

The Auditor-General's report raised concerns that the types of financial management provisions that normally apply to demonstrate the accountability of public bodies, do not apply to MAV.

The proposed reforms seek to demonstrate MAV's financial management by providing an overall financial reporting framework. The reforms seek to do this by introducing principles of sound financial management (similar to those set out in the *Financial Management Act 1994* and the *Local Government Act 1989*) and requirements to keep proper accounts and records and prepare and have audited financial statements.

The obligations to report seek to ensure that MAV is transparent to its representatives, the community and the Minister.

PROPOSED REFORM

16. Insert a provision that provides that MAV must comply with the following principles of sound financial management:
- manage financial risks prudently, having regard to economic circumstances
 - undertake responsible spending and investment for the benefit of member councils

- provide services which are accessible and responsive to local government needs
- ensure full, accurate and timely disclosure of financial information.

17. Provide that MAV must keep proper accounts and records of MAV's transactions and affairs in order to sufficiently explain the financial operations and financial position of MAV.
18. Provide that, within four months after the end of each financial year, MAV must prepare and have independently audited financial statements in accordance with the Australian Accounting Standards. The financial statements must be included in the annual report for the relevant financial year and contain such information as is necessary to give a true and fair view of the financial transactions and state of affairs of the insurance scheme.

QUESTIONS

Do you support the principles of sound financial management?

If no, what alternative option(s) would you propose?

What strategic planning and reporting documents will be required?

Each year MAV develops a strategic plan in consultation with the appointed representatives through a series of strategy sessions. The monitoring of the strategic plan activities occurs on a quarterly basis.

REFORM OBJECTIVES

The proposed reform seeks to achieve greater accountability to the appointed representatives in line with the responsibility of the representatives to determine the strategic direction for MAV.

PROPOSED REFORM

19. Insert a provision that provides that the board of management must develop a strategic plan for the implementation of the strategic direction set by the State Council.
20. Provide that MAV must develop an annual report setting out MAV's performance against the objectives set out in the strategic plan.

21. Provide that, within four months after the end of each financial year, MAV must submit the annual report to the annual general meeting of MAV and lodge with the Minister a copy of the annual report to be tabled in both houses of Parliament.

QUESTIONS

Do you support increased accountability to the member councils and the Minister as set out in the proposed reforms?

If no, what alternative option(s) would you propose?

How will procurement be carried out?

MAV Procurement provides councils access to bulk procurement contracts for goods and services.

In 2015 MAV adopted a procurement policy which contains provisions relating to contracts and procurement activities carried out on behalf of Victorian councils by MAV Procurement.

REFORM OBJECTIVES

The *Local Government Act 1989* requires councils to have a procurement policy that sets out the principles, processes and procedures that will apply to all purchases of goods, services and works by councils. The reforms seek to mandate this requirement to strengthen MAV's procurement practices and increase confidence that the costs of the goods and services councils are procuring from MAV are commercially competitive.

The proposed reforms also seek to assist councils in determining whether MAV Procurement contracts meet the council's specifications and in assessing shared service options.

PROPOSED REFORMS

- 22. Insert a provision to require MAV to adopt a procurement policy detailing the principles, processes and procedures that will apply to all purchases of goods and services by MAV.
- 23. This procurement policy would need to specify:
 - the circumstances in which MAV will invite tenders or expressions of interest from any person interested in undertaking the contract

- the form and manner in which MAV will undertake tenders or expressions of interest
- a process to regularly review contractual arrangements to ensure they are achieving value for money
- a process to manage conflicts of interest.

24. Insert a provision to provide that when MAV is carrying out procurement activities on behalf of councils, MAV must provide information to councils on the specifications of the tender and how the tender process was undertaken, and seek to facilitate share service arrangements.

QUESTIONS

Do you support the requirement for MAV to adopt a procurement policy?

If no, what alternative option(s) would you propose?

How will MAV's risks be managed?

In 2004, MAV established an audit committee responsible for monitoring financial and risk controls, internal and external audit activities and organisational performance, and for advising the board of management on its governance framework. The audit committee is currently comprised of three independent members and two board members.

REFORM OBJECTIVES

The *Local Government Act 1989* requires councils to establish an audit committee to provide advice on financial operations and compliance. The Local Government Act Review Directions Paper indicates that the role of the audit committee will be further strengthened and expanded under proposed new legislation.

The proposed reform seeks to mandate and strengthen the role of MAV's existing audit committee in line with the proposed reforms to the Local Government Act and the Australian Prudential Regulation Authority's (APRA) prudential standard CPS 510 which requires APRA regulated bodies to have an audit committee to review the effectiveness of financial reporting and risk management frameworks.

PROPOSED REFORM

- 25.** Provide that MAV establish an independently chaired internal audit and risk committee to review the effectiveness of MAV's financial reporting and risk management frameworks.

QUESTIONS

Do you support the requirement to establish an audit and risk committee as detailed in the proposed reform?

If no, what alternative option(s) would you propose?

Insurance

How will MAV's mutual liability insurance scheme operate?

Section 10CB of the MA Act states MAV must establish a mutual liability insurance scheme to provide public liability insurance and professional indemnity insurance.

This requirement was introduced in 1993 as part of a national approach to public liability insurance in response to the collapse of Mercantile Mutual and the broader market failure which led to excessive premiums for councils.

MAV operates a Liability Mutual Insurance (LMI) through a discretionary mutual trust fund (DMF) operated by Jardine Lloyd Thompson. It provides public and product liability and professional indemnity insurance to councils and associated bodies in Victoria and Tasmania. MAV holds an Australian Financial Services Licence.

Council participation in the LMI scheme is discretionary, however the LMI scheme is approved under section 76A(2) of *Local Government Act 1989* which enables councils to directly engage MAV for insurance cover without first going to tender.

Section 10CD of the MA Act requires MAV to keep separate accounts for their mutual liability insurance and provide an audited financial report to the Minister for tabling in Parliament.

REFORM OBJECTIVES

The proposed reforms seek to ensure that councils continue to have access to mutual liability insurance and that there is a regular review mechanism built into the MA Act.

PROPOSED REFORM

26. Retain the requirement for MAV to provide mutual liability insurance for the benefit of Victorian councils and any other sector if expansion of the fund is in the interest of the participating Victorian member councils.
27. Provide that the Minister must ensure a review of the insurance provisions in the MA Act is completed every five years to determine whether the provisions remain appropriate.

QUESTIONS

Do you support the inclusion of a regular review mechanism to assess whether the provisions relating to MAV's insurance

functions remain appropriate?

If no, what alternative option(s) would you propose?

How will MAV's insurance activities be prudentially managed?

The MA Act provides MAV with the power to provide a range of insurance services including municipal officers' fidelity guarantee, accident insurance and mutual liability insurance. MAV is not regulated by APRA and its insurance services are operated in accordance with the MA Act.

Municipal Officers Fidelity Guarantee Fund

Section 4 of the MA Act provides that MAV may establish a Municipal Officers Fidelity Guarantee Fund to insure against loss by reason or in consequence of the criminal dishonesty of staff.

MAV has advised that this power is not relied on to provide fidelity insurance and that these provisions are redundant in their current form.

Accident insurance

Section 10B of the MA Act allows MAV to issue an accident insurance policy to:

- a councillor
- a member of an authority under the Water Act
- a member of the Melbourne and Metropolitan Board of Works.

The insurance scheme offers protection against accidents arising in the course of performing their functions in that role.

MAV does not currently provide this insurance service and this provision is redundant.

Insurance brokerage

Section 10C of the MA Act allows MAV to do anything that a financial services licensee may do, including arranging insurance contracts and receiving commissions for such arrangements. This enables MAV to source insurance like an insurance broker.

This provision has been used to establish a number of insurance schemes including, the Commercial Crime Fund, community group insurance and local government employee health insurance.

REFORM OBJECTIVES

MAV carries out significant insurance operations with substantial assets and liabilities and generates substantial premiums annually to fund the liabilities. Claims against the fund are paid out over many years into the future. It is therefore critical that MAV Insurance is prudentially managed to:

- ensure the assets held are sufficient to fund the liabilities
- safeguard the interests of policy holders and claimants.

The reform proposals seek to introduce a regulatory framework comparable to the oversight of APRA-regulated bodies and other Victorian public sector insurance agencies including:

- WorkSafe
- Transport Accident Commission
- Victorian Managed Insurance Authority.

These insurance agencies are regulated through a comprehensive prudential supervision framework that includes legislation, policy and guidelines designed to ensure appropriate financial management and risk management practices and consistent financial reporting.

The proposed reforms enable the Minister to prudentially supervise MAV's insurance activities and undertake further investigations and enquiries as the Minister considers appropriate. This will provide the Minister with the power to determine prudential standards that must be complied with and request information.

The proposed reforms also seek to consolidate MAV's insurance activities to meet the same accounting and risk management standards for each of the different insurance schemes.

The proposed reforms are not intended to diminish or reduce the responsibility of the MAV board of management in ensuring that MAV's insurance funds and the risks involved are being managed appropriately.

PROPOSED REFORM

28. Remove the provisions relating to the fidelity guarantee fund and accident insurance.
29. Provide that, in addition to the mandatory provision of mutual liability insurance, MAV may, subject to Ministerial approval, arrange insurance and receive commissions.

30. Provide that in the performance of all of MAV's insurance functions (including mutual liability insurance), MAV be subject to the general direction of the Minister.
31. Provide that MAV must include in its annual report any directions issued by the Minister and MAV's compliance with each direction.
32. Provide a requirement for MAV to appoint an independent actuary to evaluate the risk and uncertainty associated with MAV's insurance liabilities and provide advice on premium rates, scheme changes and the financial sustainability of each scheme.
33. Provide that, should an insurance scheme be discontinued, the funds after payment of all liabilities and expenses are to be distributed to the contributing members, pro rata based on the sums contributed.

QUESTIONS

Do you support the inclusion of a prudential supervision framework for MAV's insurance activities?

If no, what alternative option(s) would you propose?

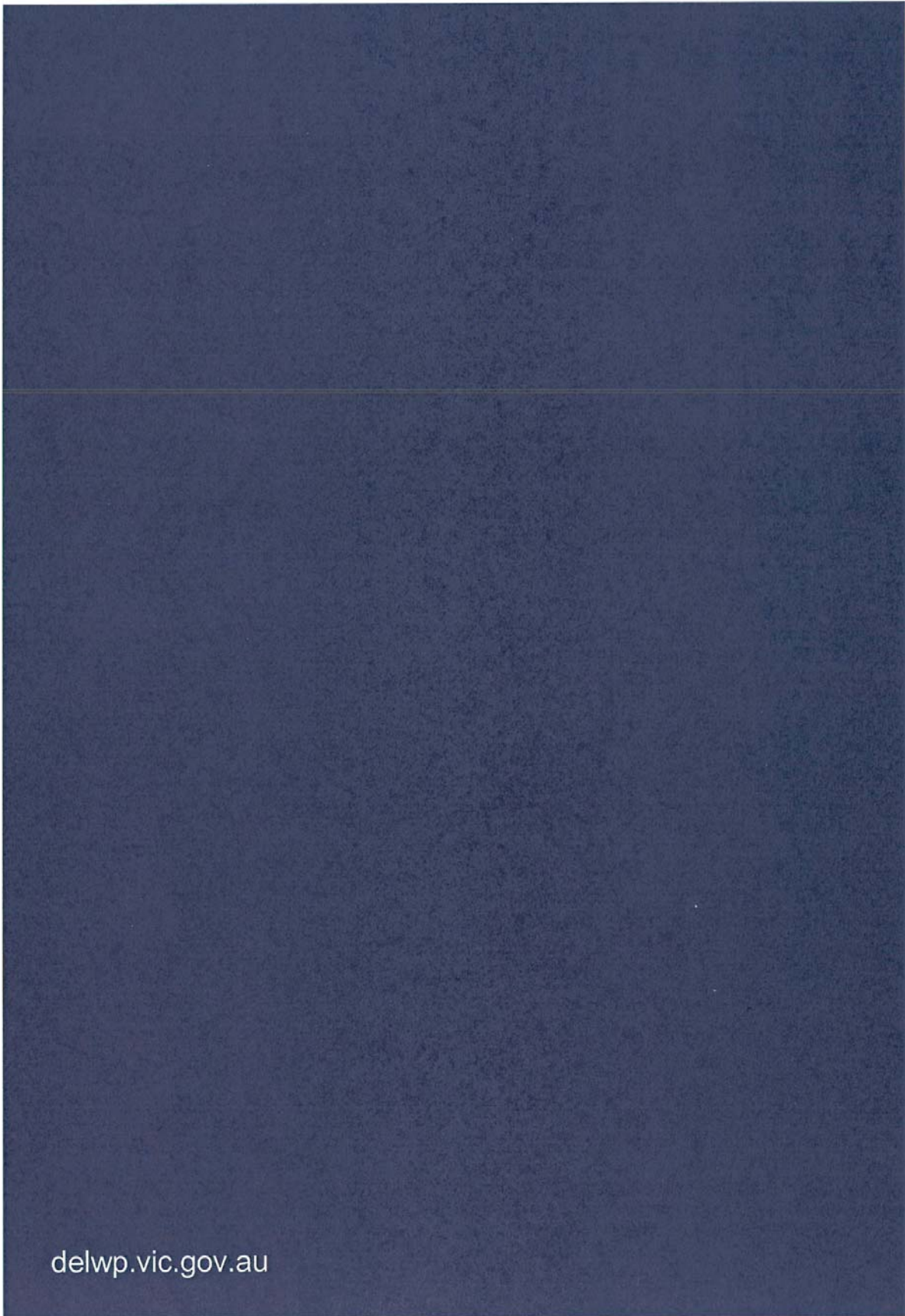
How to get involved

To provide your response to the questions set out in this consultation paper, send your feedback to:

Post	Municipal Association Act Review C/o Local Government Victoria PO Box 500 MELBOURNE VIC 3002
Email	local.government@delwp.vic.gov.au

For any additional information please contact Hannah Wood by phone on 03 902 75811 or by email at hannah.wood@delwp.vic.gov.au.

Feedback on the consultation paper closes on 23 June 2017 at 5pm.



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Role and Powers			
Section	Proposed Reform	Questions	Council Response
How will MAV's role be expressed?	<p>1. Replace the preamble with a provision that clearly sets out that the role of MAV is to represent members' interests and be accountable to member councils including:</p> <ul style="list-style-type: none"> • advocating and promoting local government interests • building the capacity of councils • facilitating collaboration and shared services between councils • providing support and advice to local government • providing insurance protection for local government. 	<p>Do you support the proposed reforms to the role of MAV?</p> <p>If no, what alternative option(s) would you propose?</p>	<p>Council strongly supports this proposed reform, in particular the first 4 dot points of Reform No. 1.</p> <p>The MAV's role as an insurance provider is detailed in the insurance section of this document.</p>
What is MAV's legal status?	<p>2. Retain MAV's status as a body corporate under the MA Act.</p> <p>3. Amend MAV's powers to provide that MAV has the power to:</p> <ul style="list-style-type: none"> • do all other things necessary or convenient to be done for or in connection with, or as incidental to, the achievement of its role or the performance of its functions • undertake and carry on in Victoria or elsewhere insurance business for the purpose of providing insurance or insurance services under and for the purposes of the MA Act. 	<p>Do you support the proposed amendment to MAV's powers as a body corporate?</p> <p>If no, what alternative option(s) would you propose?</p>	<p>Council supports this proposed reform.</p>
Who are MAV's members?	<p>4. Provide that each council has a right to appoint a councillor from that council as their representative and that these representatives constitute MAV.</p>	<p>Do you support making clear that each council has a right to appoint one of their councillors as their MAV representative?</p> <p>If no, what alternative option(s) would you propose?</p>	<p>Council supports this proposed reform for financial members.</p> <p>While Council believes each council should be represented in MAV, the governing body needs to be cognisant of each city's population, and the financial contribution made by member councils.</p>

Responsibilities			
Section	Proposed Reform	Questions	Council Response
What is the governing body responsible for?	<p>5. Insert a provision that provides that the appointed representatives are responsible for:</p> <ul style="list-style-type: none"> • determining the rules of the association • appointing the president and board of management • determining the strategic direction of MAV. 	<p>Do you support the inclusion of responsibilities for the appointed representatives?</p> <p>If no, what alternative option(s) would you propose?</p>	<p>Qualified support – Council believes that there should be consideration given to a ‘weighting’ in member representation so that larger Councils representing larger populations and who are making significant financial contributions to MAV through membership fees have a level of representation and decision making responsibilities that are proportionate to their contribution.</p>
How are the rules for the management of MAV made, adopted and amended?	<p>6. Provide MAV the power to make rules for the management of MAV.</p> <p>7. Provide that a rule that is inconsistent with the Municipal Association Act or contrary to law is of no effect.</p> <p>8. Provide that the following matters must be provided for in the rules:</p> <ul style="list-style-type: none"> • annual fees • rights, obligations and liabilities of members • the election of the President and board of management • procedures for assessing the performance of the board of management and dealing with governance failures. <p>9. Provide that the rules may be amended, removed or remade if 60 per cent of the representatives vote in favour of the change.</p>	<p>Do you support the proposal that the State Council have the power to make or amend the MAV Rules?</p> <p>If no, what alternative approval process would you propose?</p>	<p>Council supports this proposed reform.</p>
What functions does the board of management perform?	<p>10. Provide for MAV to have in place a board of management with functions to include:</p> <ul style="list-style-type: none"> • the sound and prudent management of the affairs of MAV 	<p>Do you support setting out the functions and responsibilities of the board of management in</p>	<p>Council supports this proposed reform.</p>

	Section	Proposed Reform	Questions	Council Response
		<ul style="list-style-type: none"> excising the powers of MAV (including the power of delegation) providing general directions as to the performance of MAV's functions and the achievement of its objectives reporting on MAV's performance and financial transactions monitoring the performance of its Chief Executive Officer. 	<p>the MA Act?</p> <p>If no, what alternative option(s) would you propose?</p>	<p>Council supports this proposed reform.</p>
	<p>What conduct is expected of board members?</p>	<p>12. Provide that the board of management must have processes in place for dealing with conflicts of interest, misuse of position and the prevention of fraudulent behaviour.</p> <p>13. Provide that board members must at all times in the exercise of the functions of their office act:</p> <ul style="list-style-type: none"> honestly in good faith in the best interests of MAV with integrity in a financially responsible manner with a reasonable degree of care, diligence and skill in compliance with the MA Act and MAV Rules. 	<p>Do you support the addition of conduct provisions for the board of management?</p> <p>If no, what alternative option(s) would you propose?</p>	
	<p>Who has oversight over executive and CEO remuneration?</p>	<p>14. Provide that the board of management may appoint a CEO for the day to day management and administration of MAV.</p> <p>15. Provide that MAV must have in place a CEO remuneration policy that broadly aligns with the Victorian Public Sector Commission's Policy on Executive Remuneration for Public Entities in the Broader Public Sector.</p>	<p>Do you support the requirement for a remuneration policy?</p> <p>If no, what alternative option(s) would you propose?</p>	<p>Council supports this proposed reform.</p>

Reporting and Accountability				
Section	Proposed Reform	Questions	Council Response	How will MAV manage and report on its finances?
	<p>16. Insert a provision that provides that MAV must comply with the following principles of sound financial management:</p> <ul style="list-style-type: none"> • manage financial risks prudently, having regard to economic circumstances • undertake responsible spending and investment for the benefit of member councils • provide services which are accessible and responsive to local government needs • ensure full, accurate and timely disclosure of financial information. <p>17. Provide that MAV must keep proper accounts and records of MAV's transactions and affairs in order to sufficiently explain the financial operations and financial position of MAV.</p> <p>18. Provide that, within four months after the end of each financial year, MAV must prepare and have independently audited financial statements in accordance with the Australian Accounting Standards. The financial statements must be included in the annual report for the relevant financial year and contain such information as is necessary to give a true and fair view of the financial transactions and state of affairs of the insurance scheme.</p>	<p>Do you support the principles of sound financial management?</p> <p>If no, what alternative option(s) would you propose?</p>	<p>Council supports this proposed reform.</p>	
	<p>19. Insert a provision that provides that the board of management must develop a strategic plan for the implementation of the strategic direction set by the State Council.</p> <p>20. Provide that MAV must develop an annual report setting out MAV's performance against the objectives set out in the strategic plan.</p> <p>21. Provide that, within four months after the end of each</p>	<p>Do you support increased accountability to the member councils and the Minister as set out in the proposed reforms?</p> <p>If no, what alternative option(s) would you propose?</p>	<p>Council supports this proposed reform.</p>	<p>What strategic planning and reporting documents will be required?</p>

	Section	Proposed Reform	Questions	Council Response
	How will procurement be carried out?	<p>22. Insert a provision to require MAV to adopt a procurement policy detailing the principles, processes and procedures that will apply to all purchases of goods and services by MAV.</p> <p>23. This procurement policy would need to specify:</p> <ul style="list-style-type: none"> • the circumstances in which MAV will invite tenders or expressions of interest from any person interested in undertaking the contract • the form and manner in which MAV will undertake tenders or expressions of interest • a process to regularly review contractual arrangements to ensure they are achieving value for money • a process to manage conflicts of interest. <p>24. Insert a provision to provide that when MAV is carrying out procurement activities on behalf of councils, MAV must provide information to councils on the specifications of the tender and how the tender process was undertaken, and seek to facilitate share service arrangements.</p>	<p>Do you support the requirement for MAV to adopt a procurement policy?</p> <p>If no, what alternative option(s) would you propose?</p>	<p>Council supports this proposed reform.</p>
	How will MAV's risks be managed?	<p>25. Provide that MAV establish an independently chaired internal audit and risk committee to review the effectiveness of MAV's financial reporting and risk management frameworks.</p>	<p>Do you support the requirement to establish an audit and risk committee as detailed in the proposed reform? If no, what alternative option(s) would you propose?</p>	<p>Council supports this proposed reform.</p>

Insurance			
Section	Proposed Reform	Questions	Council Response
<p>How will MAV's mutual liability insurance scheme operate?</p>	<p>26. Retain the requirement for MAV to provide mutual liability insurance for the benefit of Victorian councils and any other sector if expansion of the fund is in the interest of the participating Victorian member councils.</p>	<p>Do you support the inclusion of a regular review mechanism to assess whether the provisions relating to MAV's insurance functions remain appropriate?</p>	<p>Qualified Support – While Council does not see the provision of insurance services as a core function of the MAV, the ability to provide insurance services should be retained to ensure councils can access MAV insurance services that can be used when other insurers cannot be found by Council.</p>
	<p>27. Provide that the Minister must ensure a review of the insurance provisions in the MA Act is completed every five years to determine whether the provisions remain appropriate.</p>	<p>If no, what alternative option(s) would you propose?</p>	<p>Qualified Support – While Council does not see the provision of insurance services as a core function of the MAV, the ability to provide insurance services should be retained to ensure councils can access MAV insurance services that can be used when other insurers cannot be found by Council.</p>
	<p>28. Remove the provisions relating to the fidelity guarantee fund and accident insurance.</p> <p>29. Provide that, in addition to the mandatory provision of mutual liability insurance, MAV may, subject to Ministerial approval, arrange insurance and receive commissions.</p> <p>30. Provide that in the performance of all of MAV's insurance functions (including mutual liability insurance), MAV be subject to the general direction of the Minister.</p> <p>31. Provide that MAV must include in its annual report any directions issued by the Minister and MAV's compliance with each direction.</p> <p>32. Provide a requirement for MAV to appoint an independent actuary to evaluate the risk and uncertainty associated with MAV's insurance liabilities and provide advice on premium rates, scheme changes and the financial sustainability of each scheme.</p> <p>33. Provide that, should an insurance scheme be discontinued, the funds after payment of all liabilities and expenses are to be distributed to the contributing members, pro rata based on the sums contributed.</p>	<p>Do you support the inclusion of a prudential supervision framework for MAV's insurance activities?</p> <p>If no, what alternative option(s) would you propose?</p>	<p>Qualified Support – While Council does not see the provision of insurance services as a core function of the MAV, the ability to provide insurance services should be retained to ensure councils can access MAV insurance services that can be used when other insurers cannot be found by Council.</p>