



Moreland
City Council

SPECIAL COUNCIL AGENDA

Thursday 24 June 2021

Commencing 6pm

To be held via video conferencing

Language Link

This is the Agenda for the Council meeting. For assistance with any of the agenda items, please telephone 9240 1111.

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ਇਹ ਕੌਂਸਲ ਦੀ ਮੀਟਿੰਗ ਦਾ ਏਜੰਡਾ ਹੈ। ਏਜੰਡੇ ਦੀ ਕਿਸੇ ਆਈਟਮ ਬਾਰੇ ਮਦਦ ਲਈ, ਕ੍ਰਿਪਾ ਕਰਕੇ 9280 0751 ਤੇ ਟੈਲੀਫੋਨ ਕਰੋ।

Acknowledgement of the traditional custodians of the City of Moreland

Moreland City Council acknowledges the Wurundjeri Woi Wurrung people as the Traditional Custodians of the lands and waterways in the area now known as Moreland, and pays respect to their elders past, present, and emerging, as well as to all First Nations communities who significantly contribute to the life of the area.

Information about Council Meetings

These notes have been developed to help people better understand Council meetings. All meetings are conducted in accordance with Council's Governance Rules.

Special meetings only consider the specific business for which they are called.

WELCOME The Mayor, who chairs the meeting, formally opens the meeting.

APOLOGIES Where a Councillor is not present, their absence is noted in the minutes of the meeting. Council may also approve leaves of absence in this part of the meeting.

DISCLOSURES OF CONFLICTS INTERESTS A Councillor has a duty to disclose any direct or indirect financial or other interests, they may have in any matter to be considered by Council that evening.

COUNCIL REPORTS Council officers prepare detailed reports, which are considered by Councillors and a Council position is adopted on the matters considered.

1.	WELCOME	
2.	APOLOGIES/LEAVE OF ABSENCE	
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4. COUNCIL REPORTS

4.1 PROPOSED MORELAND CITY COUNCIL 4-YEAR BUDGET 2021-2025 - FOR ADOPTION

Director Business Transformation, Sue Vujcevic

Finance Management

Officer Recommendation

That Council:

1. Having considered all submissions received and in accordance with Section 94 of the Local Government Act 2020, adopts the Annual Budget 2021–25 (Attachment 1 to this report) and the 4-year Revenue and Rating Strategy 2021-2025, at Attachment 2 to this report.
2. Formally declares the Rates Levies and Annual Service Charges for the 2021-22 rating year as follows:

a) Declaration of Rates and Charges:

In accordance with section 158 of the *Local Government Act 1989*, the following rates and charges are declared for the rating year commencing 1 July 2021 and ending 30 June 2022.

b) Amount intended to be raised:

An amount of \$170,193,792 (or such other amount as is lawfully raised as a consequence of this resolution) be declared as the amount which Council intends to raise by general rates and the annual service charge, which is calculated as follows:

Category	Amount
Residential properties	\$135,442,720
Commercial properties	\$8,258,305
Industrial properties	\$5,063,210
Municipal charge	\$0
Service charges	\$21,414,211
Charge in lieu of rates on cultural and recreational lands	\$15,346
Total	\$170,193,792

Rates Information:

i. General rates:

A general rate to be declared for the 2021-22 financial year. The rateable amount per property will be determined by multiplying the Capital Improved Value of each rateable property by the rate in the dollar indicated in the following table:

Category	Rate
Residential properties	0.0024283 (0.24283 cents in the dollar of Capital Improved Value)
Commercial properties	0.0024283 (0.24283 cents in the dollar of Capital Improved Value)

Industrial properties	0.0024283 (0.24283 cents in the dollar of Capital Improved Value)
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- ii. No amount is fixed as the minimum amount payable by way of general rate in respect of each rateable property within the municipal district.
- c) Municipal charge:
No municipal charge is declared in respect of the 2021-22 financial year.
- d) Annual service charge:
- i. An annual service charge, for the collection and disposal of refuse, be declared in respect of the 2021-22 financial year.
- ii. The annual service charge be in the sum of, and be based on the criteria, set out below:

Category	Rate
60 litres of capacity	\$92.64
80 litres of capacity	\$247.03
120 litres of capacity	\$555.82
120 litre bin (shared 240 litre)	\$416.87
160 litres of capacity	\$802.85
160 litres of capacity (concession approved)	\$401.43
200 litres of capacity	\$988.13
200 litres of capacity (concession approved)	\$494.06
240 litres of capacity (residential properties)	\$1173.40
240 litres of capacity (shared)	\$185.27
240 litres of capacity (residential property concession approved)	\$586.70

- e) Cultural and recreational land:
In accordance with section 4(4) of the *Cultural and Recreational Lands Act 1963*, the following amounts be declared as a charge in lieu of the general rate (which would otherwise be payable):

Glenroy Road, Glenroy	Northern Golf Club	12,736
Outlook Road, Coburg	Vic Amateur Basketball Association	2,610
Total:		15,346

- f) Incentives:
No incentives are declared for the payment of general rates (and annual service charge described earlier in this resolution) before dates fixed or specified for their payment under section 167 of the *Local Government Act 1989*.
- g) Interest on rates and charges:
- i. Interest is to be charged in accordance with section 172 of the *Local Government Act 1989*, on any amounts of rates and charges which have not yet been paid by the instalment dates fixed by the Minister in accordance with section 167 of the *Local Government Act 1989*;
- ii. That the interest to be charged is at the rate fixed under section 2 of the *Penalty Interest Rates Act 1983*, that applied on the first day of July immediately before the due date for payment; and

- iii. Interest on rates and charges is to be calculated from the date on which the instalment was due.
 - h) Interest on unpaid monies:
 - i. Interest is to be charged on any amounts of money (other than rates and charges) which a person owes to the Council, and which has not been paid by the due date;
 - ii. The interest rate shall be determined by Council from time to time and shall not exceed the rate fixed from time to time by the Order-in-Council; and
 - iii. That such interest is to be applied in accordance with the provisions of section 227A of the *Local Government Act 1989*.
3. Authorise the Chief Executive Officer to make the final documents available for public inspection.
4. Advises all submitters that Council has considered their submissions relating to the Draft Annual Budget 2021–22 and that the submitters be advised of the outcome of the consideration as it relates to their specific submission, and they be thanked for their contributions

REPORT

Executive Summary

With changes in the *Local Government Act 2020*, Council must prepare and adopt a rolling 4-year Budget that contains financial statements and other matters. This must be finally adopted by Council no later than 30 June each year.

The purpose of this report is to present for adoption the proposed:

- 4-Year Budget 2021-2025 (**Attachment 1**); and
- 4-Year Revenue and Rating Strategy 2021-2025 (**Attachment 2**).

The Proposed 4-Year Budget 2021-2025 (Proposed budget) continues to deliver services to Moreland's 188,000 plus residents within the one and a half per cent rate cap set by the State Government. The Proposed budget funds Councillor and community initiatives and delivers critical major projects while maintaining Council's financial sustainability.

The Proposed Budget has been developed in an unprecedented and rapidly changing environment following the onset of the COVID-19 pandemic. The COVID-19 pandemic has had a significant impact on Councils revenue over the past eighteen months and the financial impact is anticipated to continue in to the 2021-22 financial year.

Since public exhibition of the draft budget in May 2021, amendments have been made to develop the Proposed budget based on new information (e.g. changes to fees as set by the State Government) and community submissions received on the draft budget as part of the two-staged community engagement process. Details of the changes are summarised in section 3 of this report.

The public exhibition period on the draft budget was held from 17 May 2021 to 30 May 2021. 64 feedback submissions were made to the proposed budget in this second round of community engagement. These submissions are in addition to the 81 received in the first stage of engagement.

Key changes made to the proposed Budget since public exhibition are detailed in this report.

Previous Council Decisions

There are no relevant previous Council decisions.

1. Policy Context

The Proposed 4-year Budget 2021-2025 (Proposed Budget) has been informed by Council priorities as well as informed by the community consultation held in February and March (stage 1) and May (stage 2) 2021. Council prepares its budget under the provisions of the Local Government Act 2020.

2. Background

Council is required to produce a 4-year budget for each financial year by 30 June. Council held community consultation throughout February and March (stage 1) and May (stage 2) to inform the draft budget. On 15 May 2020, Council resolved to endorse the draft Budget and Revenue and Rating Strategy and make it available for 14 days for public exhibition and feedback submissions.

3. Issues

Proposed 4-Year Budget 2021-2025

In a 'normal' year, it can be challenging to fund the delivery of services to Moreland's 188,000 plus residents and deliver on the ambitious Council goals all within the rate cap of 1.5 per cent set by the Minister for Local Government. The Proposed Budget delivers key outcomes for the Moreland community while maintaining Council's financial sustainability. The proposed budget was developed alongside the gender impact assessment **Attachment 3**, which aims to create better and fairer outcomes and ensure all people have equal access to opportunities and resources.

This Proposed Budget provides for an underlying surplus of \$19.1 million that excludes capital contributions and developer contributions. In this analysis, these items are excluded as they relate to capital commitments and as such are not used to fund the operations of Council – thus providing a clear view of Council's financial sustainability.

Council remains in a healthy financial position through prudent financial management ensures sufficient cash is available to fund our operations, projects and balance sheet items. Total Council expenditure will amount to \$198.8 million and requires a Comprehensive Income Statement surplus of \$39.0 million to meet the following requirements:

- \$1.9 million in loan principal repayments. Repayment of loan interest is included in the income statement whilst the principal repayment is a balance sheet item and requires cash funding;
- \$0.5 million transfer to the Defined Benefits Scheme reserve. This continues the process of replenishing the cash reserves that were used to repay the defined benefit liability in August 2013 and so to restore Council's liquidity for this liability; and
- \$10.9 million in additional rates funded capital expenditure beyond depreciation. Depreciation being non-cash expenditure, reflects the level of asset consumption. However, to gradually close the renewal backlog that Council faces, rates funded capital expenditure needs to exceed depreciation.

Adjustments to the proposed budget

After considering all submissions received as well as new information received after the draft Budget was developed, the following adjustments are made in the proposed Budget:

- **Fees and Charges:** Statutory fees and charges set by the State have been adjusted from a 2 per cent increase to a 1.5 per cent increase for statutory fees and from 2 per cent to 10 per cent for statutory fines for the 2021-22 financial year;
- **Loan repayments & interest:** Updated the loan repayments and interest rates to reflect current rates;

- **Employee Costs:** Inclusion of an Emergency Management Recovery Coordinator to assist with Municipal Emergency Management Plans;

Operating projects budget:

- **Brunswick Beethoven Festival:** Funding of \$7,500 per annum has been allocated in the operating projects budget for four years, in response to a budget feedback submission;
- **Youth Assertive Outreach Program:** Funding of \$50,000 has been allocated in the operating projects budget, in response to a budget feedback submission;
- **Men at Work Program – Building Safer Relationships:** Funding of \$10,000 has been allocated in the operating projects budget, in response to a budget feedback submission;
- **Graffiti, Rubbish, Cleaning & Dumped Rubbish Blitz:** Funding of \$50,000 has been allocated in the operating projects budget, in response to several budget feedback submissions;
- **Disability access shop front grant program:** Funding of \$50,000 has been allocated in the operating projects budget, in response to a budget feedback submission;
- **Disability audits:** Funding of \$30,000 per annum has been allocated in the operating projects budget for four years;
- **Jobs Victoria Advocates Program:** This fully State funded program has been included in the budget.

Capital works program:

- **Merri Trail ramp upgrade at Bowden Reserve:** Funding of \$60,000 has been allocated in the capital works program to complete the design works, in response to several budget feedback submissions;
- **Derby Street Childcare Centre:** The design works have been brought forward to commence in 2022-2023 (year 2), with deferrals for three other centres;
- **815 Park Street Laneway:** Funding of \$20,000 has been allocated in the capital works program, in response to a budget feedback submission;
- **Bus shelter & bus shelter seating:** Funding of \$80,000 has been allocated in the capital works program budget for five years; in response to several budget feedback submissions.
- **Post Office Place:** Has been deferred to 2022-23 (year 2) of the capital works program
- **Plastic Wise Policy Implementation – Drinking Fountains:** Funding of \$270,000 has been split across two financial years (2021-22 and 2022-23).

Financial Sustainability

Council is committed to the sustainable management of its resources and is mindful of the significant economic impacts of COVID-19 on the community. There has been disruption caused to Moreland's business community and employment hardship is being experienced across the City. The proposed Budget aims to ensure that Council continues to deliver vital services to the community and essential infrastructure while maintaining accountability for prudent financial management.

Waste Charges

The 2021-22 Budget proposes the charge for an 80-litre garbage (or landfill) bin to increase by 94 cents per week or \$48.72 per year (to a total cost of \$247.03 per annum), largely due to the proposed increase to the landfill levy increase imposed by the State Government, the replacement of waste trucks and the continued uptake in Food Organics and Garden Organics (FOGO).

The charge per litre for an 80-litre bin (\$3.09 per litre per annum) remains proportionately much lower than the rate for larger bins to encourage reduced waste. The annual waste fees are directly linked to the cost of providing the waste services, on a cost recovery basis.

The 2021-22 Operating Projects Program

The operating projects program amounts to \$5.4 million. This is another year of significant investment to progress key Council Plan initiatives. These projects are detailed in **Attachment 1** – Appendix A. Key projects in the program include:

- Zero Carbon Moreland (ZCM) Emergency Action Plan (\$0.4 million);
- Urban Forest Strategy – Tree Planting Regime (\$0.5 million) and Nature Plan Implementation (\$0.1 million);
- Additional resourcing for Planning Quality Outcomes including additional planning enforcement, enforcement for unsightly property and a graffiti, rubbish, cleaning & dumped rubbish blitz (\$0.4 million);
- Continuing the disability access shop front grants program, as well as increasing the number of disability audits conducted annually (\$0.1 million);
- Continuing the Youth Strategy implementation (\$0.2 million) and
- Australian Energy Foundation Funding Agreement (\$0.2 million).

The 2021-22 Capital Works Program

This Proposed Budget continues Council's strong commitment to delivering on its major projects pipeline with a further \$4.0 million set aside for the Significant Projects Reserve to fund future projects. The Glenroy Community Hub project is the current significant project to be delivered and completed in 2021-22 as well as the commencement of the Saxon St project.

The proposed new Capital Works Program amounts to \$61.8 million (\$37.7 million funded by rates, \$8.7 million from grants and contributions and \$15.3 million from reserves). Key deliverables in the program include:

- Continuing the construction of the Glenroy Community Hub (\$11.0 million);
- Commencing the design of the \$20.6 million Fawkner Leisure Centre redevelopment (\$0.6 million);
- Commencing the construction of the \$11.3 million Fleming Park redevelopment (\$6.5 million);
- Park Close to Home, the creation of new parks in dense urban areas including Service Street, Coburg, Cardinal Road, Glenroy and the commencement of Frith Street, Brunswick (\$3.6 million);
- Designing the Merri Trail ramp upgrade at Bowden Reserve (\$0.1 million);
- Additional funding for bus shelters and seating (\$0.1 million);
- Library Books and Library Collection (\$1.0 million);
- Footpaths and Bike paths (\$7.1 million); and
- Roads and carparks (\$8.9 million).

Borrowings

Council proposes that they will not have any new borrowings in the 2021-22 financial year. Council has a loan that is due for renewal during the 2021-22 financial year and will look at reconsidering the borrowing mechanism to reduce the financial impacts.

4-Year Revenue and Rating Strategy

Council's Revenue & Rating Strategy provides the legislative and practical background for the rating framework and outlines the logic behind the Council's current rating structure.

The proposed Revenue and Rating Strategy 2021-25 is at **Attachment 2**.

Average rates in 2020-21 will increase by 1.5 per cent, in line with the rate cap set by the Victorian Government under the Fair Go Rates System. The valuation function is centralised with the Valuer-General of Victoria and the valuation figures used in this 2021-22 proposed budget are now the certified valuations.

Human Rights Consideration

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

4. Community consultation and engagement

Each year Moreland Council prepares a budget that outlines the financial resources needed to implement the key directions of the Council Plan. The Budget strives to maintain a critical balance between costs, quality and value to ratepayers; informed by two phases of community consultation.

In previous years Moreland Council has drafted the Budget and then called for community feedback via a formal exhibition process. This year Moreland Council provided a higher standard of engagement by calling for feedback from the community at two points in the process. This approach was guided by Moreland Council's new Community Engagement Policy 2020, which commits to providing our community with an experience of community engagement that is genuine, meaningful, convenient, friendly and modern.

Stage one of engagement occurred between February and March and focussed on gathering community ideas to inform the budget document. Engagement activities included:

- A listening post to capture community ideas at ten pop-up events at different locations around Moreland.
- Targeted engagement with non-English Speaking communities to inform the Budget process
- Call for written submissions by post and via our digital engagement platform Conversations Moreland.
- An Ideas Forum event where community members could meet in person with Councillors to share their ideas.

Stage two occurred between May and June. The purpose of this stage of engagement was to share the draft document of the Budget with the community and invite further feedback on the draft. Engagement activities included:

- Call for feedback on the draft budget by post and via our digital engagement platform Conversations Moreland.
- A Community Feedback Forum event where community members could meet in person with Councillors to share their feedback on the draft document.

Engagement Findings

In accordance with Council's Community Engagement Policy 2020 the engagement process for the Budget included gathering information from the community to inform the draft budget. A range of engagement methods were used to maximise participation and to ensure that people could contribute ideas to the budget in an accessible and inclusive way.

Engagement activities included:

- A listening post to capture ideas at ten community-based pop-up events at different geographical locations around Moreland;
- Call for written submissions by post and via our digital engagement platform Conversations Moreland;
- Targeted engagement with non-English Speaking communities to inform the Budget process;
- An Ideas Forum event where community members could meet in person or via Zoom with Councillors to share their ideas.

In this first stage of engagement Council received 81 submissions to the draft budget including 3 submissions in languages other than English. Sixteen community members also met with Council at the Budget Ideas Forum to present their ideas.

The participation rates in stage one engagement for the Budget were the highest that Council has ever reached (ahead of a typical formal public exhibition process), and this was the first year that Council received submissions to the Budget in other languages.

In phase 2 engagement, Council received 64 submissions on the Draft Budget document, and 20 people attended the Community Feedback Forum to present their feedback on the Draft Budget.

The ten key issues raised by community members during phase 1 and 2 community engagement on the draft Budget include:

- Provide more quality green spaces and to beautify local streets
- Expand street cleansing and litter management programs
- Take more action on community safety including programs dedicated to enhancing perceptions of safety
- Take more action on mental health and homelessness
- Deliver more programs that engage and support young people
- Pedestrian accessibility and safety
- Bike path improvements
- Climate action and environmental issues in Moreland
- Fawkner Leisure Centre upgrades
- Continuing funding to arts and culture.

5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

6. Financial and Resources Implications

Costs associated with the preparation of the Proposed Budget, including the cost of providing hard copies following adoption, are funded from the 2020-21 operating budget allocations.

7. Implementation

Following adoption of the 2021-25 Budget a copy will be submitted to the Minister for Local Government within 28 days. The Proposed Budget and Proposed 4-year Revenue and Rating Strategy 2021-2025 will be available on the Council website and hard copies available at the three civic centres and all libraries.

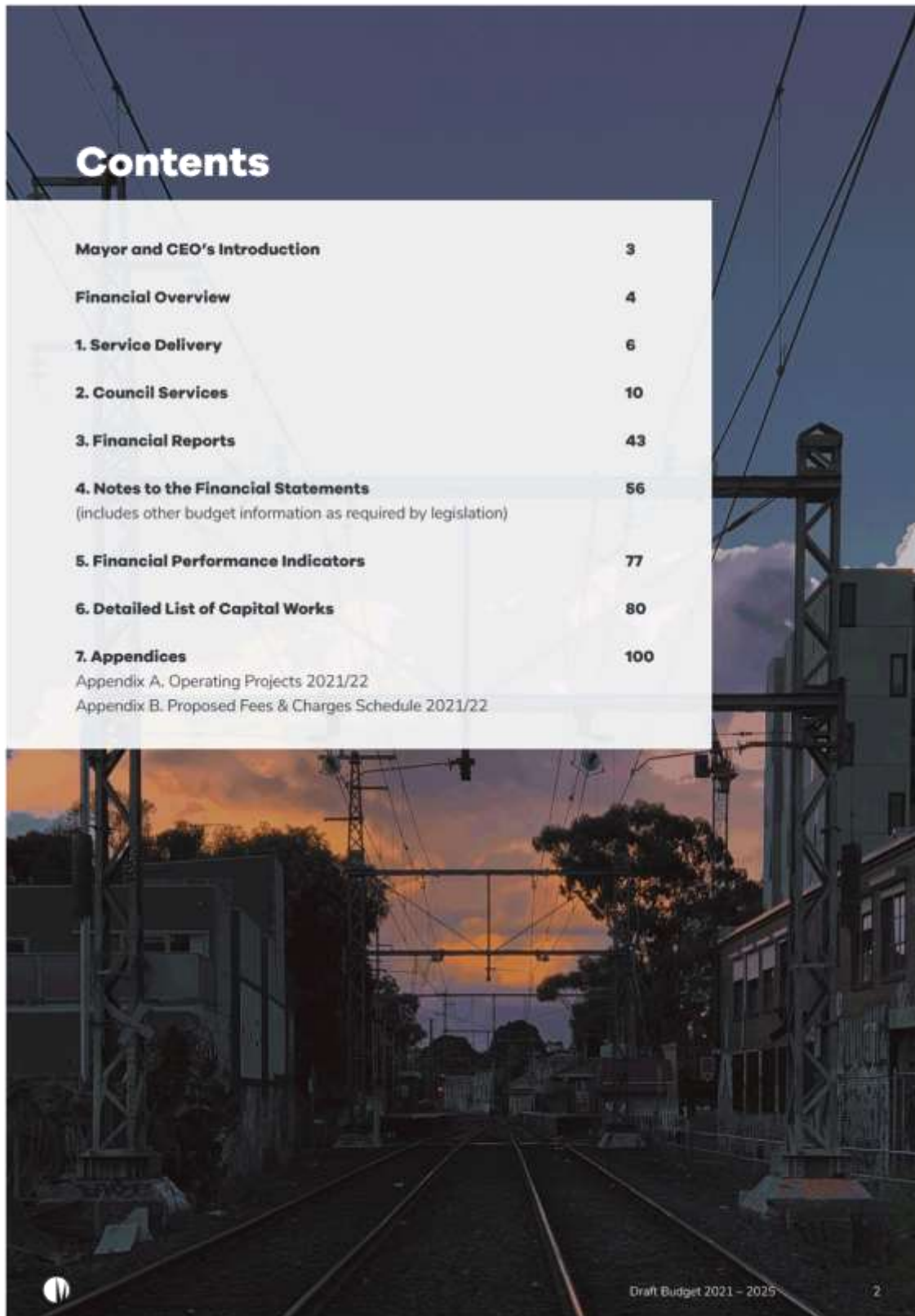
Once adopted, the 2021-25 Budget will be loaded into Council's financial management system to enable officers to implement budgeted activities.

Financial performance against budget will be reported to Council periodically to ensure sound financial management.

Attachment/s

1	Proposed 4-Year Budget 2021-2025	D21/246728
2	Draft Proposed Revenue & Rating Plan 2021-2025	D21/171892
3	Gender Impact Assessment - Draft budget 2021-2025	D21/176187





Mayor & CEO's Introduction



Mayor Cr Annalivia
Carli Hannan



Cathy Henderson
CEO

The draft budget for Moreland Council is an important document as it sets out what and how Council can fund essential services and projects in coming years. The budget has been influenced by community feedback and ideas from our community engagement earlier in 2021.

The COVID-19 pandemic has brought huge challenges for the community, and Moreland has faced financial challenges in providing new and modified services to people who need it most, while dealing with reduced income. Council will continue to be agile in pivoting our services and programs to support community and business.

The 2021-22 Budget continues a focus on core services and infrastructure, while improving services and making innovations where possible. We are in the process of scoping the new priorities for the 2021-2025 Council Plan that is under development and we expect the budget will support a focus on climate and nature, creating great neighbourhoods, arts and the local economy, sustainable transport and community equity and health.

Some of the highlights of the draft budget in 2021/22 are:

- Investing in environmental sustainability, including grants to support low income households to install solar panels, and many other initiatives and programs;
- A capital works program in 2021/22 of \$61.8 million, to improve community infrastructure and stimulate jobs;
- Completion of the \$30.1 million Glenroy Community Hub project (\$11.0 million);
- Commencing the design for the \$20.6 million Fawkner Leisure Centre redevelopment;
- Commencing the construction of the \$11.3 million Fleming Park redevelopment (\$6.5 million);
- Park Close to Home, Creation of new parks in dense urban areas including Service Street, Coburg, Cardinal Road, Glenroy and commencement of Frith Street, Brunswick (\$3.6 million);
- Commencing the design for the development of the \$13.5 million Saxon Street Community Hub project (\$0.6 million);
- Construction of new shared paths along the Craigieburn rail corridor (\$3.0 million);
- Roads and carparks renewal and maintenance (\$8.9 million);
- New footpaths and bicycle paths (\$7.1 million);
- Improvement to parks, open space and streetscapes (\$7.1 million).

We, along with all other Moreland Councillors, look forward to working with you in the community to deliver these valued services and exciting projects throughout the coming four years for the benefit of the community.



Financial Overview

Key Statistics	2021 – 22 Budget (\$'000)	2020 – 21 Forecast Actual (\$'000)
Total Revenue	\$237,843	\$232,546
Total Expenditure	\$198,789	\$210,349
Comprehensive Operating Surplus <small>(Note: The comprehensive operating surplus reflects the anticipated annual performance of the organisation's day to day operations based on recurrent incomes and expenditures).</small>	\$39,054	\$22,197
Underlying operating surplus <small>(Note: Underlying operating result is an important measure of financial sustainability as it excludes income which is to be used for capital from being allocated to cover operating expenses).</small>	\$19,145	\$2,590
Cash Result <small>This is the net funding result after considering the funding requirements to meet loan principal repayments and transfers to and from reserves (Refer to Sec. 2.4 for more detail).</small>	Surplus \$19	Deficit – \$4,438
Capital Works Program	\$61,753	\$55,695
Funding the Capital Works Program		
Council	\$37,727	\$22,663
Reserves	\$15,330	\$15,754
Borrowings	\$-	\$9,500
Grants	\$8,696	\$7,777
Total	\$61,753	\$55,695





The Budget 2021-2025 Explained

The Budget 2021-2025 details what council will deliver within the financial year and how these activities will be funded.

The Budgeted Income Statement shows a comprehensive operating surplus of \$39.1 million for the year ending 30 June 2022. The operating surplus is required to be reported but is not a true indication of Moreland Councils underlying result or financial sustainability. This is because it includes external capital contributions which are not available for operational expenditure and must be used for capital works (the purpose the funding was received). When capital contributions are removed from the operating surplus, the underlying surplus is \$19.2 million.

The underlying surplus is utilised largely to fund the capital works program and to ensure reserves are sufficient to fund our community visions for the future Moreland.

The total revenue from rates is projected to be \$170.2 million which incorporates the average rate increase of 1.5%. This is in line with the Fair Go Rates System (FGRS) which caps rates increases by Victorian Councils for the 2021/22 financial year. Council has elected not to apply to the Essential Services Commission (ESC) for a variation.

Individual rate increases are impacted by the average rate increase (1.5%) and the property valuation increases (or decreases) of individual properties relative to the average across the municipality. If your property value increased less than the average valuation, your rates will not increase more than 1.5%. If your property increased in value by more than the average, your rates will increase by more than the 1.5%.

Cash and Investments are expected to remain the same at \$56.3 million. Council is required to maintain a reasonable amount of cash to meet the requirements of Council operations. This ensures all accounts can be paid during times of low income and that we have the required funds for our long-term reserve commitments. Without these funds, we would be unable to strategic projects such as the Saxon Street Community Facility Redevelopment or future Fawkner Leisure Centre Upgrade (with community consultation to inform these projects).





Link to the Integrated Planning and Reporting Framework

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This section describes how the Budget links to the achievement of the Community Vision and Council Plan within an overall integrated planning and reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term (Community Vision, Financial Plan and Asset Plan), medium term (Council Plan, Workforce Plan, and Revenue and Rating Plan) and short term (Budget). The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan.

The framework will also provide for Council holding itself accountable (Annual Report and Quarterly Reporting).

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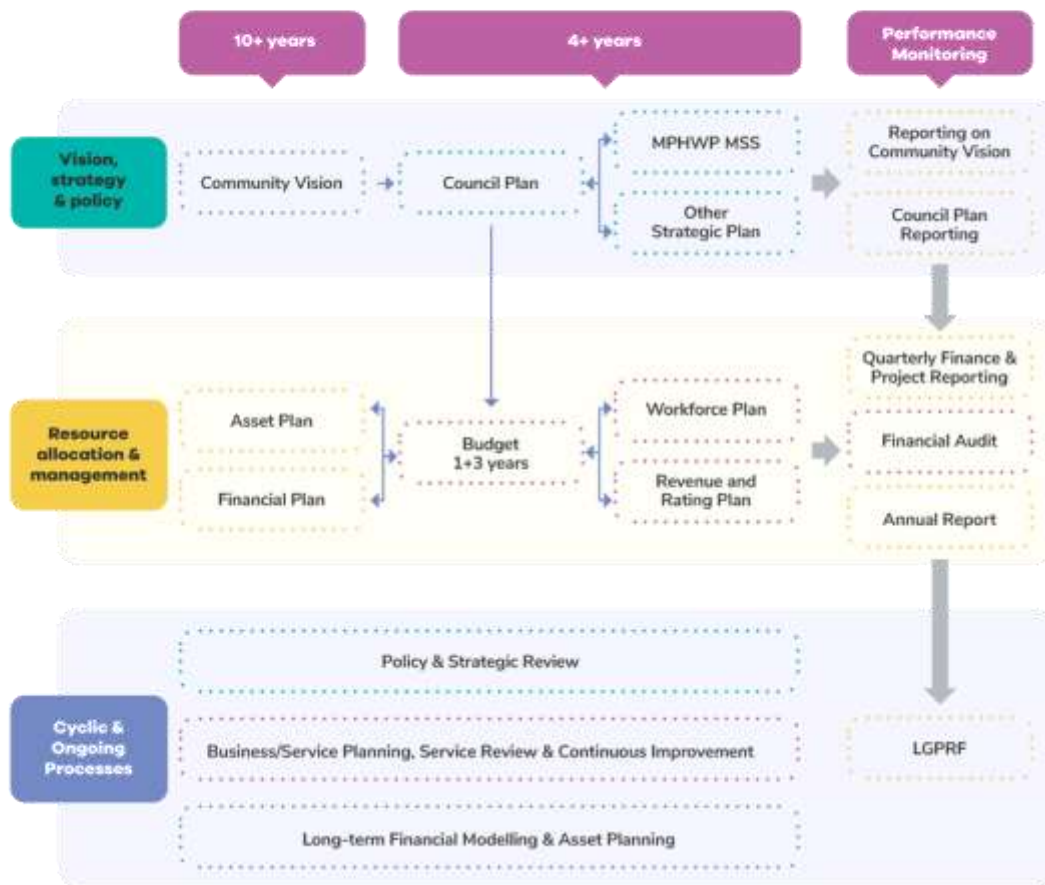
1.1 Legislative planning and accountability framework

The 2021-22 planning period is the first under a new legislative and regulatory framework. The Local Government Act 2020 (the Act) received Royal Assent on 24 March 2020 with proclamation to occur in stages. Part 4 of the Act addresses planning and financial management requirements including development of strategic planning, budgeting and annual reporting documents. Part 4 of the Act and the Local Government (Planning and Reporting) Regulations 2020 (the regulations) came into operation on 24 October 2020.

At each stage of the integrated planning and reporting framework there are opportunities for community and stakeholder input. This is important to ensure transparency and accountability to both residents and ratepayers.

The diagram on the next page depicts the integrated planning and reporting framework that applies to local government in Victoria.





Source: Department of Jobs, Precincts and Regions

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

The Council Plan 2017-2021 expires on the 30th of June 2021. A renewed Moreland Council Community Vision and the new Moreland Council Plan for 2021-2025 are under active development. Significant community consultation has already occurred, and the information provided has informed the development of the Budget for 2021-22.

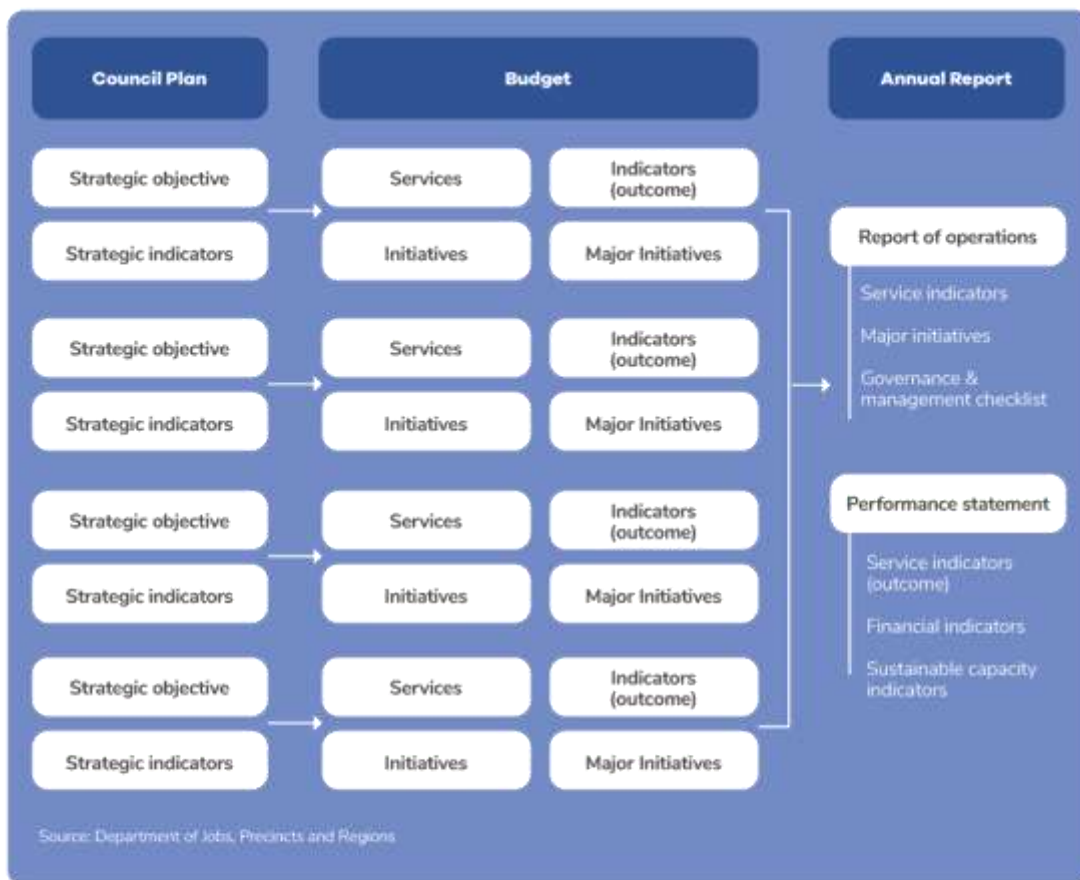
Changes to Council's strategic objectives and new initiatives that result from the new Vision and Council Plan will be updated in future year Budgets.





2.1 Structure of Strategic Flow

This section provides a description of the services and initiatives to be funded in the Budget for the 2021/22 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council’s operations. Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.



Structure of Strategic Flow

In line with Council's Community Engagement Policy 2020, we carried out an extensive community engagement process to help inform the preparation of the proposed budget.

Between February and March 2021, a range of engagement methods were used to maximise participation and to ensure that people could contribute ideas to the budget in an accessible and inclusive way. Engagement activities included:

- A listening post at 10 community-based pop-up events across Moreland
- A call for written submissions by post or via online digital engagement platform Conversations Moreland
- Targeted engagement for non-English speaking communities
- An ideas forum event where community members could meet in person or via Zoom with Councillors to share ideas.

The participation rates in engagement for our Budget were the highest that Council has ever reached, and this was the first year that Council received submissions to the Budget in other languages.

We received 81 submissions, including 3 submissions in a language other than English and 14 community members attended the ideas forum, sharing their ideas about what Council should prioritise and how Council should deliver services.

The Budget engagement process is part of our larger engagement project, Imagine Moreland. This is our 4-stage engagement program to plan the future of our city in collaboration with the community. This engagement program will inform the new Moreland Community Vision, which will guide Council's priorities for the next 10 years and beyond.

The Community Panel that are working on the Moreland Community Vision will also provide feedback to inform the following Council strategies:

- 4-year Council Plan
- 4-year Council Budget
- 10-year Asset Plan
- 10-year Financial Plan

Please note that the strategic objectives outlined may change when our 4-year Council Plan is adopted in October 2021.





Moreland's residents feel a strong sense of connectedness with their community. Moreland welcomes people from a wide range of backgrounds and we celebrate diversity, ensuring people from all backgrounds are welcomed, feel that they belong, and have the resources, opportunities and ability to get involved in the community. We are also committed to advancing the wellbeing and health of all our residents. As our community grows, with increased birth rates and longer life expectancy, this remains a challenge with higher rates of chronic disease than the Victorian average and increasing levels of obesity. Social inequality and disadvantage also contribute to avoidable and unfair differences in health outcomes and life expectancy. Covid-19, along with government and societal responses, have exposed and widened inequality in our society. As we move from the Covid-19 relief phase to the Covid-19 recovery phase, we seek to improve our community's sense of wellbeing and connectedness, and extend support to the growing population that calls Moreland their home.



Aquatic & Community Facilities

This service provides for the management, operations and service delivery of Moreland's six Aquatic and Leisure Centres through an external contracted service provider; including direction and oversight of the Active Moreland program and service development; compliance auditing across a range of functions to deliver the objectives and outcomes required of the contract; capital maintenance and infrastructure improvement planning and project supervision; and, policy development and review.

This service also provides accessible well utilised Council managed community venues for hire facilities that meet community needs, through the management of the 20 venues including small halls, senior citizen centres and external meeting rooms.

No of aquatic and leisure centre attendances

843,475 pa

⋮

No of aquatic and leisure centre members

8,217

⋮

No of swim lesson students enrolled

4,229

*The 2020/21 forecast includes loss of revenue and increased expenditure relating to the closure of leisure centres due to the COVID-19 pandemic.

	2019/20 Actuals (\$'000)	2020/21 Forecast (\$'000)	2021/22 Budget (\$'000)
(Revenue)	(287)	(127)	(245)
Expenditure	2,355	5,560	2,722
Net Cost	2,068	5,433	2,477



Assessment Services

This service provides the Home and Community Care (HACC) program to older people, people with a disability and their carers, referrals to and information about other related services, and assistance with care coordination.

Total Referrals

3,421 pa

Total New Assessments

1,812 pa

	2019/20 Actuals (\$'000)	2020/21 Forecast (\$'000)	2021/22 Budget (\$'000)
(Revenue)	(844)	(926)	(870)
Expenditure	1,141	1,242	1,161
Net Cost	296	316	291

Children's Services

This Unit provides years advocacy and planning, infrastructure management, professional training, network facilitation, resourcing and support to child care, kindergarten and playgroup providers. This unit provides services and programs for families, including Supported Playgroups, Family Day Care, Primary School Holiday Programs, Kindergarten Central Enrolment and Child Care Central Registration to access Moreland programs, and information on the early years for families.



	2019/20 Actuals (\$'000)	2020/21 Forecast (\$'000)	2021/22 Budget (\$'000)
(Revenue)	(1,377)	(1,637)	(1,469)
Expenditure	2,975	3,056	2,900
Net Cost	1,598	1,419	1,431



Community Development & Social Policy

This service contributes to social justice and community wellbeing by advocating for equitable and inclusive Council policies, services, facilities and programs. Further, by facilitating consultation and collaboration across Council and with community partners to address current and emerging community needs and supporting local actions to promote human rights, accessibility for all, volunteering, community service networks, food security, social cohesion, reconciliation, gender equality, family violence prevention, gambling harm prevention.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(157)	(3)	0
Expenditure	1,731	1,895	1,865
Net Cost	1,574	1,893	1,865

Amenity & Compliance

This service aims to improve the safety, amenity and access within the municipality. Specific services include: parking enforcement, local laws, animal management and school crossings service.

No of fines issued

64,000 pa

No of animals registered

19,000 pa

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(10,308)	(7,844)	(12,963)
Expenditure	7,758	7,374	9,015
Net Cost	(2,550)	(470)	(3,947)

No of supervised school crossings

76



Recreation Services

This service aims to improve sport and physical activity participation for people of all ages gender, background and ability by promoting the use of recreation facilities and enhancing the capacity of local recreation, sporting clubs and community organisations to deliver services.



	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(246)	(246)	(322)
Expenditure	1,633	1,679	1,549
Net Cost	1,387	1,432	1,227

Home Care

This service aims to assist eligible residents to remain living at home independently and in a safe and secure environment. Specific services include home maintenance, home support, respite support, shopping assistance, assisted activities and personal support.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(7,951)	(8,222)	(8,112)
Expenditure	10,698	10,761	10,619
Net Cost	2,747	2,539	2,507



No of home support hours

91,000_{pa}



Social Support Services

This service delivers a number of specific social support programs, including Community Transport, Food Services, Social Support Connection Options (which provides activities, outings for socially isolated eligible residents), and the provision of information and support to older community residents and senior citizens groups.

Specific COVID funding has been provided to provide additional Meals, to eligible community members to their homes and continues in 2021/22. Social Support services are also being modified to support people to meet in different ways.

No. of meals delivered –
76,000 pa
 (Moreland only)

No. of trips by Community Transport –
15,500 pa
 (disruption to service delivery due to COVID restrictions on groups and bus density)

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(667)	(1,273)	(1,499)
Expenditure	1,814	2,349	3,322
Net Cost	1,147	1,077	1,823



Library Services & Resources

This service provides library lending services, programs and extension services, information services and facilities.

Number of library members –

39,000

Number of people visiting libraries–

487,000 pa

No of items borrowed –

1,100,000 pa



*Noting that the above statistics have been impacted by the 3 months of library closures as a result of the ongoing pandemic.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(1,306)	(1,196)	(1,946)
Expenditure	5,510	5,339	6,677
Net Cost	4,204	4,143	4,731



Maternal & Child Health / Immunisation

The Maternal and Child Health (and Immunisations) service supports the optimal health and development of young children and families in their parenting role. Specific activities include: parenting support and education; breastfeeding support, sleep and settling, health promotion; immunisations for children, youth and adults; monitoring of growth and development in children; and, early identification and attention to child and family health issues.

Additional Number of visits to vulnerable families --

1,755 pa

Number of immunisations --

4,516

babies pa

+

5,116

school children pa

Number of key ages & stages visits --

18,861 pa



	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(1,999)	(2,528)	(2,253)
Expenditure	5,684	5,840	5,425
Net Cost	3,684	3,312	3,173



Youth Services

This service aims to improve the lives of young people through the provision of safe, supportive and inclusive programs and spaces that promote youth participation and wellbeing. Specific service activities include: service planning and delivery; facility management and working in partnership with young people and the community to engage and empower young people in Moreland.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(124)	(159)	(33)
Expenditure	1,313	1,598	1,372
Net Cost	1,189	1,439	1,339





2.3 Progressive City

Moreland is a thriving, city-fringe municipality, with a population that has grown by almost a third in the last 15 years. This is fueled by a growth in births, an increase in life expectancy and a growing number of people choosing to make Moreland their home. This growth presents challenges for our existing infrastructure - including public amenities, community facilities, parking, open spaces, public transport and roads, and changes the nature of our neighbourhoods.

However growth can present opportunities too. Denser cities use the lowest per capita resource consumption and protect valuable food growing land at their edges making them more sustainable. They also provide the highest access to facilities and services for everyone, making them more affordable cities within which to live. We must embrace the renewal that development brings and plan for the increased demands on our infrastructure and services. Our strategies on transport and how we move around the city, maintaining and increasing parks and open spaces, reaching our zero carbon targets by 2040 and housing accessibility, affordability and liveability will enhance Moreland for current and future generations.



Arts & Culture

This unit is responsible for enhancing opportunities for artistic and cultural experiences for the Moreland community and growing the capacity of Moreland’s creative sector and local artists. Moreland has developed a strong reputation for the arts and our creative community is well-established and plays a significant role in contributing to the identity, community well-being and economic success of Moreland.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(372)	(173)	(283)
Expenditure	2,432	2,773	2,273
Net Cost	2,060	2,600	1,991

.....

Environmental Health

This service works to prevent food-borne illness (food safety), the prevention of infectious disease, achieving compliance in prescribed accommodation, nuisance complaint investigation and resolution, and provides support to the Municipal Emergency Management Plan and provision of public health-related information.

Registration / Inspections
of Food Premises –

1,386 pa

*The 2020/21 forecast includes the waiver of Health Registrations for 12 months.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(987)	(42)	(1,037)
Expenditure	981	1,094	1,104
Net Cost	(6)	1,053	67



Building Projects

This service delivers Council's Capital Works Program for buildings and structures and provides construction advisory services across the organisation and to its stakeholders.

Major Initiatives –

Completing the

\$30.1 million

Glenroy Community Hub project (\$11.0 million)

Commencing the design of the

\$20.6 million

Fawkner Leisure Centre



Commencing the construction of the

\$11.3 million

Fleming Park redevelopment (\$6.5 million)

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	0	(1)	0
Expenditure	742	792	828
Net Cost	742	791	828



Building Maintenance

This service maintains Council buildings to appropriate standards.

Number of responses
to work requests –

7,400 pa



Number of buildings
maintained –

280

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(26)	(27)	0
Expenditure	3,271	3,604	3,468
Net Cost	3,245	3,576	3,468

Building Services

This service aims to provide a safe and habitable for all stakeholders by meeting Council's statutory obligations under the Building Act 1993 and subordinate legislation.

Building permits issued and consents granted –

1050 pa



Enforcement matters resolved –

665 pa

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(818)	(772)	(837)
Expenditure	1,436	1,605	1,623
Net Cost	618	834	786



Engineering Services

This service develops and coordinates the detailed planning, design, tendering and construction of Council’s road and drainage asset capital works programs, and manages the design and reconstruction of Councils’ drainage network.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(291)	(254)	(270)
Expenditure	1,069	1,152	1,196
Net Cost	779	897	926



Major Initiatives –

\$3.6 million

for various Park Close to Home projects including: Service Street, Coburg, Cardinal Road, Glenroy and commencement of Frith Street, Brunswick.

Open Space Design & Development

Partnering with the community, this service protects and enhances our green public open space which includes parks, reserves, playgrounds, sports fields, creek corridors and streetscapes. The core service responsibilities of his service unit are: open space strategic planning and policy; bushland conservation; and capital works planning, design and delivery.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(78)	(1)	0
Expenditure	2,338	2,365	2,427
Net Cost	2,260	2,364	2,427



Open Space Maintenance

This service maintains parks, reserves and sports fields; open space assets such as playgrounds, sporting infrastructure, and park furniture; streetscapes such as street trees, roadside garden beds and street/footpath/laneway weeds; and grounds in community centres, child care centres and kindergartens.

Actively maintained Open Space – parks, reserves, plantations, nature strips

617 hectares pa

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(196)	(171)	(120)
Expenditure	10,469	11,408	11,734
Net Cost	10,273	11,236	11,614



No. of street trees maintained
64,138 pa

Grass sportsfields maintained
67 hectares pa

No. of Playgrounds maintained
137 hectares pa

Road Construction & Maintenance

This service aims to create a more liveable city by providing a range of services to maintain and improve the safety and integrity of the City's Road Network. Specific services include: pot hole patching, road resheeting and general road maintenance.

Roads maintained
613kms

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
Revenue	(1,328)	(1,464)	(1,318)
Expenditure	5,361	5,666	5,772
Net Cost	4,033	4,202	4,454

Footpaths maintained
1,027 kms



Street Cleansing

This service aims to maintain and enhance the quality of life for people who live and work in, and travel through Moreland, by improving the cleanliness and presentation of public spaces. This includes graffiti removal, pit and drain cleaning, street sweeping, street and park litter bin collection and removal of illegal dumped rubbish.

Streets cleaned

21,879 kilometres

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(137)	(109)	(108)
Expenditure	4,669	4,662	4,729
Net Cost	4,532	4,553	4,622



Transport Development

This service provides strategic transport planning and transport engineering to support a liveable city by ensuring that the most convenient, efficient and effective transport mode is also the best for the environment, community and the economy. Specific services include strategic transport planning, transport permits, transport engineering and transport infrastructure.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(668)	(633)	(410)
Expenditure	3,573	2,948	2,736
Net Cost	2,904	2,315	2,326



City Strategy & Design

This service is responsible for leading Council’s response to population growth and land use and development trends to create sustainable neighbourhoods. The branch does this by keeping the Moreland Planning Scheme current and responsive to change; implementing improvements to the design and appearance of public places in our Activity Centres; implementing actions aiming to increase the supply of social and affordable housing; leading an integrated approach to the planning of community infrastructure; and leading a research program, which includes population forecasting and supporting the organisation to use evidence in the delivery of services.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(24)	(15)	(3)
Expenditure	3,449	3,595	3,576
Net Cost	3,425	3,580	3,573



Waste Services

The waste collection service provides weekly domestic garbage and recycling collection, fortnightly green waste collection, and yearly kerb side hard waste collection.

Volume of waste collected

57,839 tonnes pa

Volume of waste diverted away from landfill

29,498 tonnes pa (51%)

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(207)	(204)	(200)
Expenditure	14,431	15,424	20,503
Net Cost	14,224	15,220	20,303



Urban Planning & Planning Enforcement

These units manage administration and enforcement of the Moreland Planning Scheme. The Urban Planning Unit assesses and determines planning permit applications as well as representing Council at hearing before the Victorian Civil and Administrative Tribunal. The Unit manages applications for use, development and subdivision of land and provides fast-track and commercial priority services for simple matters and to assist new and expanding businesses.

The Planning Enforcement team oversees compliance with the Moreland Planning Scheme and planning permits. They do this through responding to complaints as well as proactively monitoring compliance with a select number of planning permits each year

Planning permit
applications received

1,282 pa

Planning permit applications
determined

1,224 pa

Planning enforcement
matters resolved

302

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(14,127)	(12,695)	(12,330)
Expenditure	4,948	5,293	5,716
Net Cost	(9,178)	(7,402)	(6,614)



Economic Development

This service supports commercial and industrial investment, business development initiatives for micro, startups and established businesses and a range of marketing and promotional activities.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(650)	(566)	(552)
Expenditure	1,836	2,547	1,725
Net Cost	1,186	1,981	1,173



Property & Place

This service works with a wide range of partners to develop new major projects of benefit to the community, leads the development of Council owned land to enable transformative investment and change within our activity centres, and also provides a range of services around the sale and lease of Council’s portfolio of land-holdings and buildings.

*A restructure occurred in 2020/21 combining Property and Major Partnerships with Property.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(1,898)	(2,949)	(1,908)
Expenditure	2,640	3,399	2,682
Net Cost	743	450	774

Sustainable Built Environment

This service is responsible for developing, implementing, monitoring reporting on strategies, policies, programs and partnerships relating to Moreland’s environmental sustainability, in particular relating to integrated water management, sustainable management of Council’s buildings an infrastructure, promoting a sustainable built environment in new development, and promotion and expansion of our electric vehicle fleet and charging network.

Major Initiatives –
Integrated Water
Management
Framework 2040
and action plan.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(65)	(158)	(110)
Expenditure	2,778	1,364	1,517
Net Cost	2,713	1,206	1,407



Sustainable Communities

This service is responsible for developing, implementing, monitoring and reporting on strategies, policies, programs and partnerships relating to Moreland’s environmental sustainability, in particular fostering community climate action and advocacy for zero net emissions, zero waste and a circular economy in Moreland.

Major Initiatives –

ZCM Climate Emergency Action Plan Implementation;

Kerbside Waste Reform project;

Solar / Thermal low income grant scheme.



	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	0	0	0
Expenditure	0	2,567	3,064
Net Cost	0	2,567	3,064





2.4 Responsible Council

Over recent years, we have continued to improve the way we deliver services to meet our community's evolving needs. Our residents tell us we perform core services such as waste collection and elderly support services well, but that these critical services must remain a focus and be further developed to meet our community's growing needs. The ability for Council's workforce to be mobile and accessible and supported by smart and efficient technologies proved essential during the Covid-19 pandemic, to allow Council to continue to deliver services in new ways.

The Moreland community is highly engaged, wants to be consulted about changes, and well informed about Council decisions. Transparency and effective governance of Council's operations are also a priority for our community.

With increasing demand for services and increasing operating costs, we will continue to face pressures to effectively constrain our costs over the coming years. Our community expects council to be financially responsible and work within the rate cap.



Fleet Services

This service provides a fleet management and maintenance service for over 660 items of plant and equipment.

No. of mechanical services provided

376 trucks pa
+ 302 light vehicles pa

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(140)	(128)	(140)
Expenditure	3,742	3,460	3,734
Net Cost	3,602	3,331	3,594

Asset Management

This service aims to provide sound stewardship of Council's \$1 billion asset base, undertaken through the development and implementation of Asset Management policies, strategies and plans and the provision of high quality Asset Management data to support informed decision making.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	0	0	0
Expenditure	885	751	848
Net Cost	885	751	848



Customer Service

This service is the primary public contact point for the organisation and is delivered through three citizen service centres, the telephone contact centre and other multi-media channels.



	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	0	0	0
Expenditure	2,762	3,110	3,130
Net Cost	2,762	3,110	3,130

Facilities

This service co-ordinates the provision of meeting rooms and Town Hall bookings including facility management, catering and security.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(198)	(29)	(91)
Expenditure	3,863	1,996	2,110
Net Cost	3,664	1,967	2,018



Organisational Performance

This service supports and leads Council's culture and leadership development, change and continuous improvement capability building and supports the organisation in service unit planning and process mapping.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	0	0	0
Expenditure	1,099	1,119	1,136
Net Cost	1,099	1,119	1,136

Finance

This service provides a range of financial services, including management of Council's finances, internal and external reporting, payments to suppliers of goods and services along with procurement and contracting services, and management of the valuation and rating of properties within the municipality and the collection of debts owed to Council.

Invoices paid

30,000 pa

Rate notices issued

300,000 pa

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(1,348)	(1,518)	(1,870)
Expenditure	3,779	3,809	4,079
Net Cost	2,431	2,291	2,209



Corporate Finance

This service undertakes the management of corporate level finances including loan interest repayments.

*The 2020-21 forecast includes \$0.8 million COVID related costs, including face masks and cleaning, for the whole organisation.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(8,056)	(3,591)	(16,098)
Expenditure	5,904	9,502	9,224
Net Cost	(2,152)	5,911	(6,875)

Integrity, Risk & Resilience

This service coordinates Council's audit function and the Audit and Risk Committee. It is responsible for ensuring that risk management is embedded into Council's activities, that Council is effectively insured and that claims made by, and against Council are proficiently processed. This service also ensures a robust Business Continuity Plan is in place and that an Environmental Management System is established.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	0	(27)	0
Expenditure	2,218	3,263	3,473
Net Cost	2,218	3,236	3,473



Governance & Civic Protocols

This service ensures good governance and transparent and responsible decision making, whilst providing support to the Mayor and Councillors through the development and implementation of systems which support democratic and corporate governance. This service oversees an integrated strategic planning and performance reporting framework to assist Council to link community priorities to operational activities. Governance provides assurance that an organisation's risk management, governance and internal control processes are operating effectively.

*The 2020/21 forecast includes the cost of running Council elections.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(108)	(121)	(235)
Expenditure	1,285	3,089	2,549
Net Cost	1,177	2,969	2,314

Human Resources

This service provides advice and support to the organisation regarding: the attraction, recruitment and selection for its employees; payroll; benefits and remuneration; performance management; employee and industrial relations; development and implementation of HR policies, systems and processes including workforce planning; gender equity action planning; learning and development; and oversight of the health and safety processes including management of WorkCover claims and the return to work of sick and injured employees. In addition, there is a focus on the provision of health and well-being activities, induction and workplace training which supports a proactive approach to workplace safety.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	14	(9)	(19)
Expenditure	2,622	3,430	2,949
Net Cost	2,636	3,421	2,930



Information Technology and Records

This service supports and maintains corporate computing, communication and record management systems for Councillors, staff and users of our public internet services.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(13)	0	0
Expenditure	7,593	7,736	8,470
Net Cost	7,580	7,736	8,470

Communications

This service supports a number of corporate functions, including issues and reputation management; community engagement; corporate and internal communications; and delivers community information about council work impacting the community and promotions of services, events, Council decisions, projects and community development initiatives.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	0	(75)	0
Expenditure	1,482	1,638	1,602
Net Cost	1,482	1,563	1,602



Community Engagement

This service ensures that Council is providing the community with good information about the work it is doing and consulting the community about how it develops and delivers projects and services, including consulting the community about any changes to the way Council works. It allows Council to make decisions that best reflect the views of the community.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	0	0	0
Expenditure	269	813	1,209
Net Cost	269	813	1,209

Civic Leadership / General Overheads

Includes corporate costs related to civic leadership.

*The 2020/21 forecast includes the Working for Victoria program.

	2019 / 20 Actuals (\$'000)	2020 / 21 Forecast (\$'000)	2021 / 22 Budget (\$'000)
(Revenue)	(472)	(12,943)	0
Expenditure	3,694	19,671	2,809
Net Cost	3,222	6,728	2,809



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 interests of the community)	Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community
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] x 100
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
Libraries	Participation	Active library borrowers (Percentage of the municipal population that are active library borrowers)	[The sum of the number of active library borrowers in the last 3 financial years / The sum of the municipal population in the last 3 financial years] x 100
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] x 100



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
Animal Management	Health and safety	Animal management prosecutions (Percentage of animal management prosecutions which are successful)	Number of successful animal management prosecutions / Total number of animal management prosecutions
Food Safety	Health and safety	Critical and major non-compliance outcome notifications (Percentage of critical and major non-compliance outcome notifications that are followed up by Council)	[Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about food premises] x 100
Maternal and Child Health	Participation	Participation in the MCH service (Percentage of children enrolled who participate in the MCH service) Participation in the MCH service by Aboriginal children (Percentage of Aboriginal 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] x 100 [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x 100"



2.3 Performance statement

The service performance indicators detailed in the preceding pages will be reported on in the Performance Statement which is prepared at the end of the year as required by Section 132 of the Act and included in the 2020/21 Annual Report. The Performance Statement will also include reporting on prescribed indicators of financial performance (outlined in Section 5) and sustainable capacity, which are not included in this budget report. The prescribed performance indicators contained in the Performance Statement are audited each year by the Victorian Auditor General who issues an audit opinion on the Performance Statement. The major initiatives 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.

2.4 Reconciliation with budgeted operating result

Strategic Objective	Net Cost (\$'000)	Expenditure (\$'000)	Revenue (\$'000)
Connected Community	16,916	46,627	(29,711)
Progressive City	57,189	76,674	(19,485)
Responsible Council	28,868	47,322	(18,454)
Total	102,973	170,622	(67,649)
Expenses added in	(\$'000)		
Depreciation	27,191		
Finance costs	976		
Deficit before funding sources	131,140		
Funding sources added in	(\$'000)		
Rates & charges revenue	(148,780)		
Waste charge revenue *	(21,414)		
Total funding sources	(170,194)		
Operating Surplus for the year	(39,054)		

* This is based on cost recovery of which is split across multiple areas.





Financial Reports

This section presents information in regard to the Financial Statement and Statement of Human Resources. The budget information for the year 2021-22 has been supplemented with projections to 2022-25.

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

3. Financial Statements

Comprehensive income statement

An accrual-based statement that includes non-cash items such as depreciation charges but does not include capital items such as capital works expenditure.

Balance sheet

A representation of the Assets and Liabilities of the Council as at the year ending 30 June 2022.

Statement of changes in equity

Represents accumulated surplus, revaluation reserve and other reserve movements at 30 June each financial year.

Statement of cash flows

Provides a summary of cash inflow and outflows by type of activity – being either operating, investing or financing.

Statement of capital works

Sets out all the expected capital expenditure in relation to non-current assets for the year. It provides information related to the capital works expenditure including the funding source, the value of renewal of assets, upgrades and expansion of assets, and new assets.

Statement of human resources

Sets out Council staff expenditure and staff numbers.

4. Notes to the financial statements

5. Budgeted financial performance indicators

6. Analysis of capital budget



Financial Statements

Budgeted comprehensive income statement for the four years ending 30 June 2025

	Notes	Forecast Actual 2020/21 (\$'000)	Budget 2021/22 (\$'000)	Projections		
				2022/23 (\$'000)	2023/24 (\$'000)	2024/25 (\$'000)
Income						
Rates & charges	1	163,169	171,645	176,816	180,486	184,366
Statutory fees and fines	2	9,374	15,022	13,251	13,594	13,946
User fees	3	4,651	6,378	6,359	6,419	6,759
Contributions - cash	4	11,397	11,213	10,861	10,526	10,205
Grants - operating (recurrent)	5	30,145	18,682	18,803	18,587	18,878
Grants - capital (non-recurrent)	6	7,777	8,696	3,329	8,204	3,984
Other income	7	5,563	6,207	6,198	6,338	6,466
Net gain/loss on disposal of property, infrastructure, plant & equipment		0	0	0	0	0
Contributions - non-monetary assets		471	0	0	0	0
Total income		232,546	237,843	235,617	244,154	244,604
Expenses						
Employee costs	8	107,092	99,733	101,048	102,735	105,441
Materials and services	9	72,248	66,994	65,621	67,087	68,705
Bad and doubtful debts	10	2,050	2,911	2,092	2,113	2,134
Depreciation	11	27,086	27,191	27,864	27,964	28,065
Amortisation - Intangible assets		0	0	0	0	0
Amortisation - Right of use assets	11	236	236	236	236	236
Finance costs	12	927	976	1,277	1,209	1,133
Other expenses	13	711	749	739	747	756
Total expenses		210,349	198,789	198,877	202,091	206,470
Surplus (deficit) for the year		22,197	39,054	36,740	42,063	38,134
Comprehensive result		22,197	39,054	36,740	42,063	38,134



Balance sheet for the four years ending 30 June 2025				Projections		
	Notes	Forecast Actual 2020/21 (\$'000)	Budget 2021/22 (\$'000)	2022/23 (\$'000)	2023/24 (\$'000)	2024/25 (\$'000)
Assets						
Current assets						
Cash and cash equivalents		56,260	56,265	72,492	72,430	82,154
Trade and other receivables		20,934	27,346	30,032	32,417	33,454
Other assets		2,569	2,337	2,314	2,290	2,268
Non current assets classified as held for sale		0	0	0	0	0
Other financial assets		50,000	50,000	50,000	50,000	50,000
Inventories		355	300	300	300	300
Total current assets	14	130,118	136,248	155,138	157,438	168,175
Non-current assets						
Property, infrastructure, plant and equipment		2,269,394	2,303,720	2,326,835	2,363,143	2,385,604
Investment property		33,966	33,966	33,966	33,966	33,966
Unlisted shares		2	2	2	2	2
Other assets		1,918	1,678	1,703	1,729	1,754
Total non-current assets	15	2,305,280	2,339,366	2,362,506	2,398,840	2,421,327
Total assets		2,435,398	2,475,614	2,517,645	2,556,278	2,589,502
Liabilities						
Current liabilities						
Trade and other payables		20,126	20,110	18,573	17,548	15,075
Interest bearing loans and borrowings		831	1,745	2,846	2,922	3,000
Provisions		25,758	27,860	27,542	28,086	28,670
Trust funds & deposits		652	671	681	692	702
Total current liabilities	16	47,368	50,386	49,642	49,248	47,447
Non-current liabilities						
Provisions		1,811	1,865	1,904	1,945	1,986
Interest bearing loans and borrowings		34,317	32,407	38,402	35,325	32,175
Total non-current liabilities	17	36,128	34,272	40,306	37,270	34,161
Total liabilities		83,495	84,658	89,947	86,519	81,608
Net assets		2,351,903	2,390,956	2,427,697	2,469,759	2,507,894
Equity						
Other reserves	18	76,631	87,542	99,609	89,449	88,552
Asset revaluation reserve		1,612,159	1,612,159	1,612,159	1,612,159	1,612,159
Accumulated surplus		663,112	691,257	715,929	768,150	807,182
Total equity	19	2,351,903	2,390,956	2,427,697	2,469,759	2,507,894



**Statement of changes in equity for
the four years ending 30 June 2025**

2021 Forecast Actual	Total (\$'000)	Accumulated Surplus (\$'000)	Revaluation Reserve (\$'000)	Other Reserves (\$'000)
Balance at beginning of the financial year	2,329,706	655,226	1,612,159	62,321
Comprehensive result	22,197	22,197	0	0
Adjustment on change in accounting policy	0	0	0	0
Net asset revaluation increment (decrement)	0	0	0	0
Impairment losses on revalued assets	0	0	0	0
Reversal of impairment losses on revalued assets	0	0	0	0
Transfer to reserves	0	(31,475)	0	31,475
Transfer from reserves	0	17,165	0	(17,165)
Balance at end of the financial year	2,351,903	663,112	1,612,159	76,631

2022 Budget				
Balance at beginning of the financial year	2,351,903	663,112	1,612,159	76,631
Comprehensive result	39,054	39,054	0	0
Adjustment on change in accounting policy	0	0	0	0
Net asset revaluation increment (decrement)	0	0	0	0
Impairment losses on revalued assets	0	0	0	0
Reversal of impairment losses on revalued assets	0	0	0	0
Transfer to reserves	0	(26,864)	0	26,864
Transfer from reserves	0	15,954	0	(15,954)
Balance at end of the financial year	2,390,956	691,256	1,612,159	87,542



**Statement of changes in equity for the
four years ending 30 June 2025 (Continued)**

	Total (\$'000)	Accumulated Surplus (\$'000)	Revaluation Reserve (\$'000)	Other Reserves (\$'000)
2023 Budget				
Balance at beginning of the financial year	2,390,956	691,256	1,612,159	87,542
Comprehensive result	36,740	36,740	0	0
Adjustment on change in accounting policy	0	0	0	0
Net asset revaluation increment (decrement)	0	0	0	0
Impairment losses on revalued assets	0	0	0	0
Reversal of impairment losses on revalued assets	0	0	0	0
Transfer to reserves	0	(21,145)	0	21,145
Transfer from reserves	0	9,078	0	(9,078)
Balance at end of the financial year	2,427,696	715,928	1,612,159	99,609

2024 Budget				
Balance at beginning of the financial year	2,427,696	715,928	1,612,159	99,609
Comprehensive result	42,063	42,063	0	0
Adjustment on change in accounting policy	0	0	0	0
Net asset revaluation increment (decrement)	0	0	0	0
Impairment losses on revalued assets	0	0	0	0
Reversal of impairment losses on revalued assets	0	0	0	0
Transfer to reserves	0	(5,955)	0	5,955
Transfer from reserves	0	16,115	0	(16,115)
Balance at end of the financial year	2,469,759	768,151	1,612,159	89,449



**Statement of changes in equity for the
four years ending 30 June 2025 (Continued)**

	Total (\$'000)	Accumulated Surplus (\$'000)	Revaluation Reserve (\$'000)	Other Reserves (\$'000)
2025 Budget				
Balance at beginning of the financial year	2,469,759	768,151	1,612,159	89,449
Comprehensive result	38,134	38,134	0	0
Adjustment on change in accounting policy	0	0	0	0
Net asset revaluation increment (decrement)	0	0	0	0
Impairment losses on revalued assets	0	0	0	0
Reversal of impairment losses on revalued assets	0	0	0	0
Transfer to reserves	0	(6,955)	0	6,955
Transfer from reserves	0	7,853	0	(7,853)
Balance at end of the financial year	2,507,894	807,183	1,612,159	88,552



**Statement of cash flows for the
four years ending 30 June 2025**

	Notes	Forecast Actual 2020/21 (\$'000)	Budget 2021/22 (\$'000)	Projections		
				2022/23 (\$'000)	2023/24 (\$'000)	2024/25 (\$'000)
Cash flows from operating activities						
Rates and charges		161,410	169,929	175,048	178,681	182,522
Statutory fees and fines		9,187	14,722	12,986	13,322	13,667
User fees		4,652	6,378	6,359	6,419	6,759
Contributions - monetary		11,829	11,213	10,861	10,526	10,205
Grants - operating		30,145	18,682	18,803	18,587	18,878
Grants - capital		7,777	-8,696	3,329	8,204	3,984
Trust funds & deposits taken		15,000	15,000	15,225	15,453	15,685
Other revenue (interest, trust funds / deposits taken, other, etc)		9,982	10,707	10,868	11,031	11,196
Employee costs (including redundancies)		(103,625)	(96,741)	(98,017)	(99,653)	(102,278)
Materials and services		(79,460)	(73,693)	(72,183)	(73,796)	(75,575)
Trust funds and deposits repaid		(15,000)	(15,000)	(15,225)	(15,453)	(15,685)
Other payments		(5,212)	(5,249)	(5,329)	(4,590)	(4,590)
Net cash provided by operating activities	20	46,685	64,643	62,725	68,731	64,769
Cash flows from investing activities						
Payments for property, infrastructure, plant and equipment		(54,995)	(61,753)	(51,215)	(64,508)	(50,762)
Proceeds from sale of property, infrastructure, plant and equipment		(168)	0	0	0	0
(Payments for) / proceeds from other financial assets		0	0	0	0	0
Net cash used in investing activities	21	(55,164)	(61,753)	(51,215)	(64,508)	(50,762)



**Statement of cash flows for the four years
ending 30 June 2025 (Continued)**

	Notes	Forecast Actual 2020/21 (\$'000)	Budget 2021/22 (\$'000)	Projections		
				2022/23 (\$'000)	2023/24 (\$'000)	2024/25 (\$'000)
Cash flows from financing activities						
Finance costs		(918)	(976)	(1,277)	(1,209)	(1,133)
Proceeds from interest bearing loans and borrowings		9,500	0	9,000	0	0
Repayment of interest bearing loans and borrowings		(1,384)	(1,909)	(3,005)	(3,076)	(3,150)
Net cash provided by (used in) financing activities	22	7,198	(2,885)	4,718	(4,285)	(4,283)
Net (decrease) increase in cash & cash equivalents		(1,281)	5	16,227	(62)	9,724
Cash and cash equivalents at the beginning of the year		57,541	56,260	56,265	72,492	72,430
Cash and cash equivalents at end of the financial year		56,260	56,265	72,492	72,430	82,154



**Statement of capital works for the
four years ending 30 June 2025**

	Notes	Forecast Actual 2020/21 (\$'000)	Budget 2021/22 (\$'000)	Projections		
				2022/23 (\$'000)	2023/24 (\$'000)	2024/25 (\$'000)
Property						
Land		0	0	0	0	0
Land improvements		0	0	0	0	0
Total land		0	0	0	0	0
Buildings		27,191	27,587	15,475	29,475	21,552
Building improvements		200	300	300	300	300
Heritage buildings		0	0	0	0	0
Total buildings		27,391	27,887	15,775	29,775	21,852
Total property		27,391	27,887	15,775	29,775	21,852
Plant and equipment						
Plant, machinery and equipment		1,890	1,788	1,522	1,975	1,475
Fixtures, fittings and furniture		477	175	177	681	659
Computers and telecommunications		1,270	1,055	2,526	2,601	905
Library books		1,000	1,020	1,040	1,061	1,082
Total plant and equipment		4,637	4,038	5,265	6,318	4,121
Infrastructure						
Roads		7,835	8,931	12,362	12,594	12,757
Bridges		1,287	80	80	2,480	80
Footpaths and cycle ways		4,850	7,085	3,352	2,301	2,319
Drainage		778	1,776	1,970	1,700	1,725
Recreational, leisure and community facilities		63	1,201	0	0	0
Waste management		303	219	219	84	30
Parks, open space and streetscapes		7,551	7,127	9,914	6,828	5,372
Transport management		927	2,844	1,958	2,090	2,096
Other infrastructure		71	565	320	337	409
Total infrastructure		23,666	29,828	30,175	28,414	24,788
Total capital works expenditure		55,695	61,753	51,215	64,508	50,762



Continued.

	Notes	Forecast Actual 2020/21 (\$'000)	Budget 2021/22 (\$'000)	Projections		
				2022/23 (\$'000)	2023/24 (\$'000)	2024/25 (\$'000)
Asset Expenditure Types Represented by:						
New		20,285	23,432	11,554	10,039	5,280
Expansion		0	79	120	30	30
Upgrade		6,533	6,456	10,212	15,839	12,315
Renewal		28,631	31,786	29,329	38,600	33,137
Maintenance		245	0	0	0	0
Total capital works expenditure		55,695	61,753	51,215	64,508	50,762
Funding Sources Represented by:						
Council		22,664	37,727	39,206	40,386	39,128
Reserves		15,754	15,330	8,680	15,918	7,650
Borrowings		9,500	0	0	0	0
Grants		7,777	8,696	3,329	8,204	3,984
Total capital works expenditure	23	55,695	61,753	51,215	64,508	50,762



**Statement of human resources for
the four years ending 30 June 2025**

	Notes	Forecast Actual 2020/21 (\$'000)	Budget 2021/22 (\$'000)	Projections		
				2022/23 (\$'000)	2023/24 (\$'000)	2024/25 (\$'000)
Staff expenditure						
Employee costs - operating		107,092	99,733	101,048	102,735	105,441
Total staff expenditure		107,092	99,733	101,048	102,735	105,441
Full-Time Equivalent (FTE) numbers						
FTE		1,212.9	931.2	917.0	901.1	898.1
Total FTE numbers		1212.9	931.2	917.0	901.1	898.1

Department	Budget 2021/22 (\$'000)	Full Time (\$'000)	Part Time (\$'000)	Casual (\$'000)	Temporary (\$'000)
City Infrastructure	28,589	25,503	2,242	63	781
Community Development	32,856	14,860	16,530	779	688
City Futures	16,201	14,391	681	26	1103
Business Transformation	13,463	11,687	1,452	46	278
Engagement & Partnerships	8,003	4,513	1,897	135	1458
Office of the Chief Executive Officer	621	537	84	-	-
Total	99,733	71,492	22,886	1,049	4,306
Total permanent staff expenditure	94,378				
Casuals, temporary and other expenditure	5,355				
Capitalised labour costs	-				
Total expenditure	99,733				



**Statement of human resources for the
four years ending 30 June 2025 (Continued)**

Department	Budget 2020/21 (FTE)	Full Time (FTE)	Part Time (FTE)	Casual (FTE)	Temporary (FTE)
City Infrastructure	287.0	251.0	25.5	0.7	9.8
Community Development	325.1	128.0	175.2	9.0	12.8
City Futures	130.1	112.0	7.8	0.3	10.0
Business Transformation	115.0	97.0	15.1	0.4	2.5
Engagement & Partnerships	71.3	37.0	18.3	0.0	16.0
Office of the Chief Executive Officer	2.8	2.0	0.8	0.0	0.0
Total	931.2	627.0	242.7	10.4	51.1
Total permanent staff FTE	869.7				
Casuals, temporary and other FTE	61.5				
Capitalised labour FTE	-				
Total FTE	931.2				





**Notes to
the Financial
Statements**

4. Notes to the financial statements

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

4.1 Comprehensive Income Statement

Note 1: Rates and charges

*Rates and charges are required by the Act and the Regulations to be disclosed in Council's budget.

As per the Local Government Act 2020, Council is required to have a Revenue and Rating Plan which is a four year plan for how Council will generate income to deliver the Council Plan, program and services and capital works commitments over a four-year period.

In developing the Budget, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2021/22 the FGRS cap has been set at 1.5%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate and the municipal charge will increase by 1.5% in line with the rate cap.

4.1.1 Rates & Charges - Reconciliation of the rates and charges to the comprehensive income statement

	Forecast Actual 2020 – 2021 (\$'000)	Budget 2021 – 2022 (\$'000)	Variance (\$'000)	Variance (%)
General rates * (a)	144,207	148,780	4,572	3%
Waste management charge	17,122	21,414	4,292	25%
Special rates and charges	547	552	4	1%
Supplementary rates and rate adjustments	2,044	900	(1,144)	(56%)
\$50 Health care card holder waiver (COVID-19 relief)	(200)	0	200	(100%)
\$50 Pension card holder waiver (COVID-19 relief)	(552)	0	552	(100%)
Total rates & charges	163,169	171,645	8,477	5%

* These items are subject to the rate cap established under the FGRS

Comments: (a) Budgeted rates and charges are expected to increase by \$8.5 million over 2020-21. This is predominately due to an increased level of property development in the municipality, leading to an increase in the number of assessable properties, as well as an increase to the waste management charge which is explained in 1.2.6 (Waste charges per unit)



4.2 Rates & Charges Detail

4.2.1 Rate in the dollar

The rate in the dollar to be levied as general rates under section 158 of the Act for each type or class of land compared with the previous financial year.

Type of Property	Forecast Actual 2020/21 cents/\$CIV	Proposed Budget 2021-22 cents/\$CIV	Change (%)
General Rate for Residential Properties	0.24833	0.24283	-2.21%
Commercial Properties	0.24833	0.24283	-2.21%
Industrial Properties	0.24833	0.24283	-2.21%

Comments: Council's total rate base has increased by 1.5% in alignment with the rate cap.

	Forecast Actual 2020/21 (\$)	Proposed Budget 2021-22 (\$)
Total rates	161,426,260	170,193,792
Number of rateable properties	82,502	83,440
Base average rate	1,689	1,757
Maximum rate increase (set by the State Government)	2.00%	1.50%
Capped average rate	1,731	1,783
Maximum general rates and municipal charges revenue*	144,193,583	148,764,235
Budgeted general rates and municipal charges revenue*	144,193,583	148,764,235
Budgeted supplementary rates	2,044,389	900,000
Budgeted total rates and municipal charges revenue	146,237,972	149,664,235

*Excludes Cultural and Recreational Land



4.2.2 Amount raised by type

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

	Forecast Actual 2020-21 (\$)	Budget 2021-22 (\$)	Change (\$)	Change (%)
General Rate for Residential Properties	131,520,001	135,442,720	3,922,719	3%
Commercial Properties	7,805,650	8,258,305	452,655	6%
Industrial Properties	4,867,932	5,063,210	195,278	4%
Cultural & Recreation	13,553	15,346	1,793	13%
Garbage Bin Charge	17,121,777	21,414,211	4,292,434	25%
Total rates to be raised	161,328,913	170,193,792	8,864,879	5%

*Excludes allowance for supplementary rates and special charges

4.2.3 Number of assessments

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

Type of Property	2020-21 (#)	2021-22 (#)	Change (#)	Change (%)
General Rate for Residential Properties	77,066	77,941	875	1%
Commercial Properties	3,308	3,357	49	1%
Industrial Properties	2,128	2,142	14	1%
Total number of assessments	82,502	83,440	938	1%

4.2.4 Basis of valuation

The basis of valuation to be used is the Capital Improved Value (CIV). Moreland City Council applies uniform rating (a uniform rate in the dollar) across all rateable properties. Uniform rating ensures all ratepayer groups are treated equally, as differential rating may be seen as unfair and excessive towards certain ratepayer groups.



4.2.5 Estimated value of each property type

The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year.

Type of Property	Estimated 2020-21 (\$)	Estimated 2021-22 (\$)	Change (\$)	Change (%)
General Rate for Residential Properties	53,187,670,500	55,776,909,500	2,589,239,000	5%
Commercial Properties	3,173,105,500	3,400,867,500	227,762,000	7%
Industrial Properties	2,019,862,500	2,085,089,500	65,227,000	3%
Total	58,380,638,500	61,262,866,500	2,882,228,000	8%

4.2.6 Waste charges per unit

The rate or unit amount to be levied for each type of service rate or charge under section 162 of the Act compared with the previous financial year.

Type of Charge	No. of Bins	Adopted Budget Per Rateable Property 2020-21 (\$)	Budget Per Rateable Property 2021-22 (\$)	Change (\$)	Change (%)
Waste Charges					
60 Litres (Shared 120L)	3,058	74.37	92.64	18.27	25%
80 Litres	53,579	198.31	247.03	48.72	25%
120 litres	9,426	446.19	555.82	109.63	25%
120 litre bin (Shared 240L)	1,285	334.65	416.87	82.22	25%
160 Litres (2 x 80L)	214	644.50	802.85	158.35	25%
160 Litres Concession	47	322.25	401.43	79.18	25%
200 Litres	79	793.23	988.13	194.89	25%
200 Litres Concession	39	396.62	494.06	97.45	25%
240 Litres	821	941.96	1,173.40	231.44	25%
240 Litres Residential (2 x 120L)	98	941.96	1,173.40	231.44	25%
240 litre bin (Shared)	3,848	148.73	185.27	36.54	25%
240 Litres Residential Concession	70	470.98	586.70	115.72	25%

Comments: The price increases to the waste charges are primarily due to the proposed increase to the landfill levy increase imposed by the State Government, the replacement of waste trucks and the continued uptake in Food Organics and Garden Organics (FOGO) services.



4.2.7 Estimate to be raised by waste charge by unit

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

Type of Charge	No. of Bins	Adopted Budget Per Rateable Property 2020-21 (\$)	Budget Per Rateable Property 2021-22 (\$)	Change (\$)	Change (%)
60 Litres	3,058	228,600	283,284	54,684	24%
80 Litres	53,579	10,558,530	13,235,715	2,677,185	25%
120 litres	9,426	4,219,654	5,239,173	1,019,519	24%
120 litre bin (Shared 240Lt)	1,285	378,818	535,673	156,854	41%
160 Litres	214	136,634	171,811	35,176	26%
160 Litres Concession	47	15,468	18,867	3,399	22%
200 Litres	79	62,665	78,062	15,397	25%
200 Litres Concession	39	15,468	19,268	3,800	25%
240 Litres	821	734,732	963,362	228,630	31%
240 Litres Residential (2 x 120Lt)	98	93,254	114,993	21,739	23%
240 litre bin (Shared)	3,848	524,873	712,934	188,061	36%
240 Litres Residential Concession	70	27,317	41,069	13,752	50%
Total		16,996,014	21,414,211	4,418,197	26.0%

Comments: The price increases to the waste charges are primarily due to the proposed increase to the landfill levy increase imposed by the State Government, the replacement of waste trucks and the continued uptake in Food Organics and Garden Organics (FOGO) services.



4.2.8 The estimated total amount to be raised by all rates and charges compared with the previous financial year

Type of Charge	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Change (\$'000)	Change (%)
Rates	144,207	148,780	4,572	3%
Waste Charge	17,122	21,414	4,292	25%
Special Charge	547	552	4	1%
Supplementary Rates	2,044	900	(1,144)	(56%)
\$50 Health care card holder waiver (COVID-19 relief)	(552)	0	552	(100%)
\$50 Pension card holder waiver (COVID-19 relief)	(200)	0	200	(100%)
Total	163,169	171,645	8,477	5%

4.2.9 Changes which may affect the estimates to be raised by rates & charges

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

- The making of supplementary valuations;
- The variation of returned levels of value (e.g. valuation appeals);
- Changes of use of land such that rateable land becomes non-rateable land and vice versa;
- Changes of use of land such that the land moves from one rating category to another rating category.
- Requests to move from one bin size to another.

4.2.10 Cultural and Recreational Land

In accordance with section 4(4) of the Cultural and Recreational Lands Act 1963, the following amounts are declared as a charge in lieu of the general rate (which would otherwise be payable):

Northern Golf Club - Glenroy Rd, Glenroy	\$12,736
Vic Amateur Basketball Assoc - Outlook Road, Coburg	\$2,610
Total	\$15,346

Please refer to the "Moreland City Council Rating & Revenue Plan" for detailed analysis of the services provided in relation to the cultural and recreational land and the benefit to the community derived from them.



Note 2: Statutory fees and fines

	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Infringements and Costs	4,348	8,807	4,459	103%
Court Recoveries	1,200	1,700	500	42%
Fees Car Parking	119	336	217	181%
Permits	3,707	4,179	472	13%
Total statutory fees & fines	9,374	15,022	5,648	60%

Comments: Budgeted Statutory fees and fines are expected to increase by \$5.6 million against the forecast actuals. For the six months of the 2020-21 financial year, Council had made the commitment to provide free car parking in Council owned car parks as well as showing leniency on infringements throughout the COVID-19 pandemic.

Note 3: User fees

	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Leisure Centre Fees	26	396	370	1,397%
Aged Services Fees (a)	2,087	2,436	349	17%
Registration Fees (b)	962	1,859	897	93%
Road Occupancy Charges	23	0	(23)	(100%)
Building Service Fees	729	866	137	19%
Valuation Fees / Supplementary	1	0	(1)	0%
Land Information Certificate	135	171	36	26%
Garbage & Waste Collection Recycling	0	0	(0)	(10%)
Garbage & Waste Collection Commercial	205	200	(5)	(2%)
Other Fees and Charges	483	450	(33)	(7%)
Total user fees	4,651	6,378	1,727	37%

Comments: Budgeted user fees are expected to increase by \$1.7 million or 37% due to the following:

- a) Aged Services fees are anticipated to increase by \$0.3 million or 17% due to securing the tender to provide meals on wheels services;
- b) Registration fees are anticipated to increase by \$0.9 million or 93% as Health Registrations were waived for the entire year for 2020-21 to provide financial relief to businesses as a result of COVID-19.



Note 4: Contributions - cash

	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Subdivider contributions	10,073	9,600	(473)	(5%)
Developer Contribution Plan (DCP) Levy	1,324	1,613	289	22%
Total user fees	11,397	11,213	(184)	(2%)

Comments: Budgeted cash (subdivider) contributions are expected to decrease by \$0.2 million or 2% due to a decrease in property development within the municipality.

Note 5: Operating grants

	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Commonwealth Operating				
Aged Services Management	101	103	2	2%
Home Support	48	48	1	0%
Social Support	71	82	11	0%
Commonwealth Home Support (a)	6,647	6,363	(284)	(4%)
Children's Services	771	765	(6)	(1%)
Total Commonwealth Operating	7,638	7,361	(277)	(4%)
State Government Operating				
Early Years & Youth (b)	380	0	(380)	(100%)
Places Activation Program	850	0	(850)	(100%)
Finance Assistance Grant (c)	2,194	4,889	2,696	123%
Aged Services Management	65	24	(41)	(63%)
Home Support	35	72	37	104%
State Home Support	314	426	112	36%
Assessment Services	813	828	15	2%
Library Services	1,164	1,141	(23)	(2%)
Recreation	104	0	(104)	(100%)
Youth Services	26	24	(2)	(8%)
Children's Services	596	464	(132)	(22%)
Social Policy	3	0	(3)	(100%)
Maternal & Child Health	2,335	2,229	(105)	(5%)



Note 5: Operating grants (Continued)

Street Cleansing	108	108	0	0%
Amenity & Compliance	435	425	(10)	100%
Environmental Health	31	29	(2)	(5%)
Working For Victoria (d)	12,945	0	(12,945)	(100%)
Jobs Victoria Advocates (e)	0	662	662	100%
Arts & Culture	42	0	(42)	(100%)
Communications	70	0	(70)	(100%)
State Government Operating	22,508	11,321	(11,187)	(50%)
Total operating grants	30,146	18,682	(11,464)	(38%)

Comments: Budgeted operating grants are expected to decrease by \$11.5 million over 2020-21, primarily due to:

- a) Commonwealth funding was received in 2020-21 for COVID relief, this was a non recurrent grant to provide meal relief;
- b) Early Years & Youth funding is anticipated to reduce by 100% in 2021-22 as the Libraries after Dark program is anticipated to be complete;
- c) The Financial Assistance Grants are recognised as revenue when they are received. It is anticipated that we will received 50% of the 2021-22 funding and 50% of the 2022-23 funding in the 2021-22 financial year, in comparison to 2020-21 where 50% was received in the year prior;
- d) Funding for the Working for Victoria program was received in 2020-21. This was for a 6-month program to employ 309.2 full-time equivalent Victorian jobseekers in jobs that support our community during the coronavirus pandemic.
- e) The Jobs Victoria Advocates program is a two year program that is fully funded, to create jobs that support our community during the coronavirus pandemic.

Note 6: Capital Grants

	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Property				
Buildings	4,123	1,607	(2,516)	(61%)
Total Property	4,123	1,607	(2,516)	(61%)
Plant & Equipment				
Plant Machinery & Equipment	0	200	200	100%
Total Plant & Equipment	0	200	200	100%
Infrastructure				
Roads	609	189	(420)	(69%)
Roads to Recovery	785	432	(353)	(45%)
Footpaths and Cycleways (a)	0	3,000	3,000	100%
Recreation, Leisure and Community Facilities	0	200	200	100%
Parks Opens Space Streetscapes	1,697	1,643	(54)	(3%)
Transport Management (b)	402	1,293	891	222%
Other Infrastructure (Sportsfield Lighting & Lighting in Public Open Space)	161	132	(29)	(18%)
Total Infrastructure	3,654	6,889	3,235	89%
Total Non Recurrent Capital Grants	7,777	8,696	919	12%
Total capital grants	7,777	8,696	919	12%

Comments: Total capital grant income is budgeted to increase by \$0.9 million mainly due to anticipated infrastructure grants relating to Craigieburn Shared Path (\$3.0 million).



Note 7: Other income

	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Interest on Rates(a)	0	531	531	100%
Rental Income	1,555	1,951	395	25%
Leases	408	362	(46)	(11%)
Interest (b)	473	913	439	93%
Other Income	1,936	2,071	135	7%
Reimbursements Operating	841	359	(483)	(57%)
Contributions Operating	349	21	(328)	(94%)
Total other income	5,563	6,207	644	12%

Comments: Other income is anticipated to increase by \$0.6 million or 12% primarily due to:

a) Council had committed to waiving interest on rates that fall due in the 2020-21 financial year as well as the final instalment on the 2019-20 year to provide financial relief during the COVID-19 pandemic. It is anticipated that interest will re-commence being charged in 2021-22 on outstanding rates.

b) Interest on investments is anticipated to increase by \$0.4 million or 93% as a result of increased cash levels for investing.

Note 8: Employee costs

	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Salary & Wages	86,853	78,191	(8,662)	(10%)
Annual Leave and Long Service Leave	9,390	9,998	608	6%
Superannuation Expenses	7,042	7,823	781	11%
WorkCover	1,678	2,024	346	21%
Other Employee Related	2,129	1,697	(432)	(20%)
Total employee costs	107,092	99,733	(7,358)	(7%)

Budgeted employee costs are expected to decrease by \$7.4 million or 7% over 2020-21 primarily due to the completion of the Working for Victoria program. This program that ran in 2020-21 employed 309.2 FTE (\$12.2 million) on a 6-month temporary basis in jobs that support the community during the coronavirus pandemic.

The 2021-22 budget has 51.1 FTE temporary staff positions (an increase of 11.5 on 2020-21 - excluding Working for Victoria), Enterprise Agreement increases as well as the assumption that current vacant roles will be filled. This increase includes 6 temporary positions which are fully funded via the State Government's 'Victorian Jobs Advocacy Program'. The budget has allowed for the superannuation guarantee to increase from 9.5% to 10% which was announced in the May 2021 Federal budget.



Note 9: Materials and services

	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Financial Expenses (a)	4,169	3,876	(293)	(7%)
Insurance Costs	2,329	2,614	284	12%
Lease Payments	944	347	(597)	(63%)
Consultants & Professionals (b)	17,245	11,599	(5,646)	(33%)
Office Supplies & Services	896	686	(209)	(23%)
Computer Supplies & Services	2,618	2,586	(32)	(1%)
Communications	2,231	2,380	149	7%
Repairs & Maintenance (c)	3,063	1,418	(1,644)	(54%)
Utilities	4,060	4,950	891	22%
Building Services	1,735	1,698	(37)	(2%)
Motor Vehicle Expenses	2,801	3,102	301	11%
General Works & Services (d)	5,028	2,059	(2,969)	(59%)
Building Consultants & Contractors	5,537	5,415	(121)	(2%)
Cleaning & Waste Removal (e)	14,056	18,833	4,777	34%
Control of Animal & Pests	617	622	4	1%
Travel & Accommodation	75	109	34	45%
Marketing & Promotion	1,167	1,132	(35)	(3%)
Books Magazines & Papers	179	179	(0)	(0%)
Road & Street Works	321	319	(2)	(1%)
Building Supplies	1,025	910	(116)	(11%)
Materials General	698	829	130	19%
Educational Supplies	250	251	1	0%
Medical & Healthcare Expense	1,204	1,079	(126)	(10%)
Total materials & services	72,249	66,993	(5,255)	(7%)

Comments: Budgeted materials & services are expected to decrease by \$5.2 million (7%) over 2020-21 primarily due to:

- a) Financial expenses are anticipated to decrease by \$0.3 million or 7% as the 2020-21 budget had allowed for several COVID-19 grant relief programs;
- b) Consultants & Professionals is anticipated to decrease by \$5.6 million or 33% as a result of several savings throughout the organisation as well as a reduction of \$1.0 million which related to the Working for Victoria program that concluded in 2020-21;
- c) Repairs & Maintenance costs are anticipated to decrease by \$1.6 million or 54% as the 2020-21 spend primarily relates to the Working for Victoria program that concluded in 2021-22;
- d) General Works & Services is anticipated to reduce by \$3 million or 59%. This relates to the YMCA costs relating to the leisure centres, this was severely impacted by the stage 4 lockdown as well as the ongoing restrictions on capacities at our leisure centres;
- e) Cleaning & Waste removal is anticipated to increase by \$4.8 million or 34% due to the proposed increase to the landfill levy increase imposed by the State Government as well as the continued uptake in Food Organics and Garden Organics (FOGO).



Note 10: Bad and doubtful debts

	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Bad & Doubtful Debts	2,050	2,911	861	42%
Total bad & doubtful debts	2,050	2,911	861	42%

Comments: Budgeted bad and doubtful debts will increase by \$0.9 million or 42% as it is anticipated that infringement enforcement will return to business as usual, which increases the likelihood of bad and doubtful debt.

Note 11: Depreciation and Amortisation

11.1 Depreciation	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Buildings	5,668	5,147	(521)	(9%)
Plant & Equipment	315	269	(46)	(15%)
Motor Vehicles	1,465	2,346	880	60%
Furniture & Fittings	145	75	(70)	(48%)
Computer Systems	280	934	654	233%
Library Books	946	949	3	0%
Road Surfacing	2,752	2,459	(293)	(11%)
Road Pavement	3,476	3,503	26	1%
Drains	2,393	1,536	(857)	(36%)
Footpaths	2,911	2,964	52	2%
Kerb & Channel	1,356	1,353	(3)	(0%)
Bridges	403	381	(22)	(5%)
Other Structures	4,975	5,275	300	6%
Total depreciation	27,086	27,191	105	0%

11.1 Amortisation	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Intangible assets	236	236	0	0%
Total Amortisation	236	236	0	0%

Comments: Depreciation and amortisation is an accounting measure which attempts to allocate the value of an asset over its useful life for Council's property, plant and equipment including infrastructure assets such as roads and drains. Budgeted depreciation and amortisation costs are expected to remain constant.



Note 12: Finance costs

	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Interest Expense	926	976	50	5%
Total finance costs	926	976	50	5%

Comments: Budgeted finance costs are increase marginally over 2020-21 due to variable interest rates on borrowings.

Note 13: Other expenses

	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Elected Representatives	2	6	4	193%
Audit Fees	192	200	8	4%
Legal Advisors	516	543	27	5%
Total other expenses	710	749	39	5%

Comments: Other expenses are expected to increase marginally over 2021-22 due to a minor increase in legal advisors.

Note 14: Total current assets (increase by \$6.1 million)

Current assets includes all assets that can reasonably be expected to be converted into cash within one year, including cash and cash equivalents, trade receivables, investments, assets held for sale among others. Total cash and other financial assets (investments longer than three months) is forecast to increase by \$6.1 million to \$136.2 million, this variance is primarily due to a budgeted increase in 'Cash & cash equivalents'. Some of the major components in this grouping include:

- (a) 'Cash and cash equivalents' - these are cash and investments such as cash held in the bank and in petty cash. These balances are projected to remain the same;
- (b) 'Other financial assets' - these represent the value of investments in deposits with maturity dates greater than three months. These are budgeted to remain constant.
- (c) 'Trade and other receivables' - these are monies owed to Council by ratepayers and others. These balances are projected to increase by \$6.4 million during the year.



**Note 15: Total non-current assets
(increase by \$34.1 million)**

*Non-current assets includes trade and other receivables, investment in associates and joint ventures, property, infrastructure, plant and equipment, and intangible assets. Budgeted 'Total non-current assets' are expected to increase over 2020-21 forecast budget by \$34.1 million. This variance is primarily due to a budgeted increase in 'Property, infrastructure, plant and equipment'. 'Property, infrastructure, plant and equipment' 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 Council over many years. Property, infrastructure, plant and equipment is expected to increase by \$34.3 million during the year. This is after accounting for the annual capital works program of \$61.8 million and depreciation.

**Note 16: Total current liabilities
(increase by \$3.0 million)**

Current liabilities represent obligations that Council must pay within the next year and include borrowings, annual leave and long service leave entitlements, trust monies and payables to suppliers. The increase in current liabilities in 2021-22 is primarily due to higher interest bearing loans and borrowings as a result of borrowings from 2020-21 converting to a credit foncier (principle and interest) loan in May 2021.



Note 17: Interest bearing loans and liabilities (Non current)

	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)
Total amount borrowed as at 30 June of the prior year	26,210	34,317
Total amount to be borrowed	9,500	0
Total amount projected to be redeemed	(1,393)	(1,910)
Total borrowings as at 30 June 2022	34,317	32,407

Comments: Budgeted 'Interest bearing loans and liabilities' are expected to decrease over 2020-21 by \$1.9 million. This reflects repayments on current principle and interest loans held. The 'Total amount projected to be redeemed' excludes transfers to reserves of \$1.4 million being set aside to fund the repayment of LGFV bonds on their respective due dates.

Council proposes no new borrowings in the 2021-22 financial year. Council has a loan that is due for renewal during the 2021-22 financial year and will look at reconsidering the borrowing mechanism to reduce the financial impact.

Financial Year	Reason for new borrowings	New borrowings (\$'000)	Principle paid (\$'000)	Interest paid (\$'000)	Balance at 30 June (\$'000)	Indebtness (%)
Forecast Actuals 2020-2021	Glenroy Community Hub	9,500	1,384	926	34,317	19.7%
2021-2022	-	-	1,909	976	32,408	17.2%
2022-2023	Kerbside Waste Reform	9,000	3,005	1,277	38,402	19.9%
2023-2024	-	-	3,076	1,209	35,326	18.0%
2024-2025	-	-	3,150	1,133	32,176	16.1%



Note 18: Other reserves

	Budget 2021-22 (\$'000)
Forecast Budget 2021-22	76,631
Proposed budget transfers to reserves 2021-22 (Operating and Capital)	
Working Capital	500
Defined Benefit Scheme (DBS) Reserve	500
Significant Projects Reserve	3,500
Housing Strategy Reserve	50
Local Government Funding Vehicle (LGFV) Reserve	2,405
Public Resort & Recreation Land Fund Reserve	9,600
Development Contribution Plan Reserve	1,613
Capital grants to be held in reserve for future use	8,610
Total transfers to reserves	26,864
Proposed budget transfers from reserves 2021-22 (Operating and Capital)	
Operating projects to be funded from reserves	624
Capital projects to be funded from reserves	15,178
Total transfers from reserves	15,954
Proposed budget 2021-22	87,542



The table below highlights the projected reserve fund balances over the next four years:

Reserves	Forecast Actuals 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Projections		
			2022-23 (\$'000)	2023-24 (\$'000)	2024-25 (\$'000)
Defined Benefit Scheme (DBS)					
Accumulates funds to replenish the cash used to pay the call for Defined Benefit.					
Opening balance	11,079	13,001	13,501	14,501	15,501
Transfer to reserves	1,922	500	1,000	1,000	1,000
Transfer from reserves	0	0	0	0	0
Closing balance	13,001	13,501	14,501	15,501	16,501
Significant Projects					
Accumulates funds to be used for significant projects (currently Glenroy Community Hub and Saxon Street, transitioning to Fawkner Leisure Centre when Glenroy Hub is complete).					
Opening balance	16,965	16,833	14,698	15,298	5,598
Transfer to reserves	6,294	7,800	4,000	5,000	4,000
Transfer from reserves	(6,426)	(9,935)	(3,400)	(14,700)	(6,500)
Closing balance	16,833	14,698	15,298	5,598	3,098
Housing Strategy					
Provides funds for the purchase of community housing projects along with other housing initiatives.					
Opening balance	753	591	409	351	401
Transfer to reserves	50	50	50	50	50
Transfer from reserves	(212)	(232)	(108)	0	0
Closing balance	591	409	351	401	451
Bridge					
Accumulates funds to construct and repair bridges within Moreland.					
Opening balance	729	0	0	0	0
Transfer to reserves	0	0	0	0	0
Transfer from reserves	(729)	0	0	0	0
Closing balance	0	0	0	0	0
Local Government Funding Vehicle (LGFV)					
Accumulates funds to be used to reduce the LGFV bonds held.					
Opening balance	0	1,405	3,810	5,215	6,620
Transfer to reserves	1,405	2,405	1,405	1,405	1,405
Transfer from reserves	0	0	0	0	0
Closing balance	1,405	3,810	5,215	6,620	8,025



The table below highlights the projected reserve fund balances over the next four years (Continued.)

Reserves	Forecast Actuals 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Projections		
			2022-23 (\$'000)	2023-24 (\$'000)	2024-25 (\$'000)
Public Resort & Recreation Land fund					
Accumulates developer contributions paid to Council and is used to provide or improve recreation land and facilities					
Opening balance	18,440	22,314	27,324	31,543	39,043
Transfer to reserves	9,796	9,600	9,216	8,847	8,493
Transfer from reserves	(5,922)	(4,590)	(4,997)	(1,347)	(1,353)
Closing balance	22,314	27,324	31,543	39,043	46,183
Development Contribution Plan					
Accumulates developer funds paid to Council in respect of development within particular Plan areas and is used to contribute towards payments of a 10-year Capital Works Program with each of the 12 DCP areas.					
Opening balance	2,656	3,356	4,169	5,300	6,951
Transfer to reserves	1,483	1,613	1,645	1,678	1,712
Transfer from reserves	(782)	(800)	(515)	(27)	0
Closing balance	3,356	4,169	5,300	6,951	8,662
Leisure Centre Development					
Accumulates funds from the savings derived from the outsourcing of the leisure facilities.					
Opening balance	3,132	2,272	1,972	2,472	2,972
Transfer to reserves	0	0	500	500	500
Transfer from reserves	(860)	(300)	0	0	0
Closing balance	2,272	1,972	2,472	2,972	3,472

Note 19: Total equity (increase by \$39.1 million)

Total budgeted equity depicts the anticipated net worth of Council at the end of the 2021-21 year which equates to the difference between total assets and total liabilities. This budgeted difference is represented by the anticipated sum of Council's total reserves combined with the value Council's accumulated surpluses. Overall total equity is expected to increase by \$39.1 million.

Equity Item	Description	2020-21 (\$'000)	2021-22 (\$'000)	Movement (\$'000)
Accumulated Surplus	The sum of all surpluses since Council's inception	663,112	691,257	28,144
Reserves				
Asset Revaluation Reserve	The accumulation of all movements in asset values resulting from regular revaluations of Council's assets.	1,612,159	1,612,159	0
Other Reserves	The sum of all other reserves.	76,631	87,542	10,910
	Net Equity	2,351,903	2,390,957	39,055



Note 20: Net cash provided by operating activities

Operating activities refers to the cash generated or used in the normal service delivery functions of Council.

Council is estimating to generate a net cash surplus of \$39.1 million from its operations in 2021-22, an increase of \$16.9 million compared to the 2020-21 forecast. The increase is primarily due to the following factors:

- An increase in rates & charges (\$8.5 million) due to an increased level of property development in the municipality as well as an increase to the waste management charge;
- An increase in statutory fees and fines (\$5.5 million) primarily due to fee waivers in 2020-21 as a result of COVID-19;
- A decrease in employee costs (\$6.9 million) primarily due to the Working for Victoria program which ran in 2020-21, employing an additional 309.2 FTE; and
- A decrease in materials and services (\$5.8 million);

Partially offset by:

- A decrease in grants operating (\$11.5 million) primarily due to the Working for Victoria program which was fully funded by the State Government in 2020-21.

Budgeted 'Net cash provided by operating activities' is expected to increase by \$18 million over 2020-21 levels. The net cash provided by operating activities does not equal the surplus for the year as the expected revenues and expenses of 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.

Note 21: Net cash used in investing activities

Investing activities refers to cash generated or used in the enhancement or creation of infrastructure and other assets. In this category, the term 'investing' is broader than the common understanding to include Councils property, plant and equipment as this is recognised as an investment in Council and Council subsequently being able to fulfill its obligations to the community. Budgeted 'Net cash used in investing activities' is expected to increase over 2020-21 forecast by \$6.6 million. This is largely due to an increase in the capital works expenditure in comparison to the 2020-21 forecast actuals.

These activities also include the acquisition and sale of financial assets and other assets such as vehicles, property, equipment, etc. The decreases represents the reduction in Council cash being used for capital works expenditure.



Note 22: Net cash provided by / (used in) financing activities

Financing activities refers to cash generated or used in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to other organisations. Budgeted 'Net cash used in financing activities' is expected to decrease over 2020-21 forecast by \$10.1 million. This is predominately attributable to 2020-21 actuals having new borrowings, whereas there is no intention to borrow in 2021-22.

Note 23: Total capital works expenditure

	Forecast Actual 2020-21 (\$'000)	Budget 2021-22 (\$'000)	Variance (\$'000)	Variance (%)
Total property	27,391	27,887	496	2%
Total plant and equipment	4,637	4,038	(599)	(13%)
Total infrastructure	23,666	29,828	6,162	26%
Total capital works expenditure	55,695	61,753	6,058	11%

Budgeted 'capital works expenditure' is expected to increase by by \$6.1 million over 2020-21 forecast actuals. Refer to Section 6: Detailed list of Capital Works for further information.





5. Financial performance indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be used in the context of the organisation's objectives. (See table key on next page.)

Indicator	Measure	Notes	Actual 19/20	Forecast 21/21	Budget 21/22	Projections 22/23	Projections 23/24	Projections 24/25	Trend + / o / -
Operating position									
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	13.6%	1.2%	8.8%	10.2%	10.4%	10.4%	+
Liquidity									
Working Capital	Current assets / current liabilities	2	262.7%	274.7%	270.4%	312.5%	319.7%	354.4%	+
Unrestricted cash	Unrestricted cash / current liabilities	3	119.6%	62.6%	37.2%	46.1%	67.0%	91.9%	+
Obligations									
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	4	16.5%	21.0%	18.9%	21.7%	19.6%	17.5%	+
Loans and borrowings	Interest and principal repayments / rate revenue		6.4%	1.1%	1.6%	2.3%	2.3%	2.2%	+
Indebtedness	Non-current liabilities / own source revenue		14.6%	19.7%	17.2%	19.9%	18.0%	16.1%	o
Asset renewal	Asset renewal expenditure / depreciation	5	70.0%	105.7%	116.9%	105.3%	138.0%	118.1%	o
Stability									
Rates concentration	Rate revenue / adjusted underlying revenue	6	72.2%	76.5%	78.8%	79.9%	80.1%	80.0%	o
Rates effort	Rate revenue / property values (CIV)		0.28%	0.29%	0.28%	0.28%	0.28%	0.28%	-
Efficiency									
Expenditure level	Total expenditure / no. of assessments		\$2,305	\$2,550	\$2,382	\$2,360	\$2,374	\$2,402	o
Revenue level	Residential rate revenue / No. of residential assessments		\$1,714	\$1,707	\$1,738	\$1,755	\$1,772	\$1,790	o
Workforce turnover	No. of resignations & terminations / average no. of staff		9.0%	9.9%	9.9%	9.9%	9.9%	9.9%	o



Key to Forecast Trend:

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

Notes to indicators

1. Adjusted underlying result – An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. This is expected to remain relatively constant over the next four years.
2. Working Capital – The proportion of current liabilities represented by current assets. Working capital over the next 4 years is forecast to remain steady at an acceptable level.
3. Unrestricted Cash – Represents instant reserves, as it can be used for any purpose.
4. Debt compared to rates - Trend indicates Council's reducing reliance on debt against its annual rate revenue through redemption of long term debt.
5. Asset renewal - This percentage indicates the extent of Council's renewals against its depreciation charge (an indication of the decline in value of its existing capital assets). Normally, a percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.
6. Rates concentration - Reflects extent of reliance on rate revenues to fund all of Council's on-going services.








Detailed list of capital works


This section provides a project breakdown of the 2021-22 capital budget by asset expenditure type and funding source. This section also provides the summary projection of the 5-year Capital Works Program.


Wherever possible (under applicable legislation) and deemed appropriate by Council, projects in this Capital Works Program will be partly or fully funded via a DCP.


 Moreland City Council - Detailed Capital Works Expenditure For Council and State Government requirements		Program for : 2021/22									
ProjectID	ActivityType - Project Name	Asset Expenditure Types					Funding Sources				
		TotalExpend \$'000	New \$'000	Expansion \$'000	Upgrade \$'000	Renew \$'000	TotalFund \$'000	Grants \$'000	Reserve \$'000	Borrow \$'000	Council \$'000
PROPERTY											
BUILDINGS											
18947	General-Building - Brunswick City Baths Change room revamp, floor covering renewal	200	0	0	0	0	200	0	0	0	200
18948	General-Building - Brunswick City Baths Installation of stainless steel fittings	100	0	0	50	50	100	0	0	0	100
18949	General-Building - Brunswick City Baths Locker replacement	100	0	0	0	100	100	0	0	0	100
9941	General-Building - Brunswick Municipal Offices	289	0	0	58	231	289	0	0	0	289
18515	General-Building - CERES Capital Works	124	0	0	60	64	124	0	0	0	124
9898	General-Building - CHARLES MUTTON RES - Pavilion	551	0	0	151	400	551	0	48	0	503
10078	General-Building - CHARLES MUTTON RES - Tennis	97	0	0	0	97	97	0	6	0	90
18640	General-Building - City Oval Grandstand / Pavilion Masterplan	1,000	0	0	200	800	1,000	0	0	0	1,000
18838	General-Building - Coburg Leisure Centre - Air handling ducting system	1,000	0	0	0	1,000	1,000	0	0	0	1,000
19076	General-Building - Coburg Olympic Pool - Repairs to Leak in Diving Pool	300	0	0	0	300	300	0	300	0	0
18777	General-Building - Contamination Allowance	500	0	0	0	500	500	0	0	0	500
18509	General-Building - DDA Compliance - Council Facilities	50	0	0	50	0	50	0	0	0	50
10165	General-Building - Doris Blackburn Kindergarten	50	0	0	0	50	50	0	0	0	50
18855	General-Building - Fawkner Leisure Centre Redevelopment	625	0	0	312	313	625	0	0	0	625
9884	General-Building - Fleming Park Masterplan Implementation	6,481	0	0	1,000	5,481	6,481	0	382	0	6,099
10158	General-Building - Harold Stevens Athletics Pavilion	807	400	0	0	407	807	807	0	0	0
9949	General-Building - HOSKEN RESERVE - Merlynston Tennis Club	566	0	0	66	500	566	0	42	0	524
9901	General-Building - HOSKEN RESERVE - Soccer/Football Pavilion	222	0	0	0	222	222	0	15	0	207
10004	General-Building - Jesse Morris Community Hall	65	0	0	13	52	65	0	0	0	65
9903	General-Building - JOHN PASCOE FAWKNER RES - Social Rooms, East	368	0	0	68	300	368	0	18	0	349


 Moreland City Council - Detailed Capital Works Expenditure For Council and State Government requirements		Program for : 2021/22									
		Asset Expenditure Types			Funding Sources						
ProjectID	ActivityType - Project Name	TotalExpend \$'000	New \$'000	Expansion \$'000	Upgrade \$'000	Renew \$'000	TotalFund \$'000	Grants \$'000	Reserve \$'000	Borrow \$'000	Council \$'000
9905	General-Building - JOHN PASCOE FAWKNER RES - Therry - West Pavilion	489	0	0	50	439	489	0	24	0	465
18446	General-Building - Melville Rd (Moreland Rd/Albion St) - Toilet - Shopping Strip	180	180	0	0	0	180	0	0	0	180
18508	General-Building - Minor Building Works Program	50	0	0	0	50	50	0	0	0	50
10077	General-Building - Newlands Senior Citizens Centre	38	0	0	8	30	38	0	0	0	38
19131	General-Building - Oak Park Kindergarten	50	50	0	0	0	50	0	0	0	50
19123	General-Building - PARKER RESERVE - Baseball	20	0	0	0	20	20	0	0	0	20
18315	General-Building - Parker Reserve Public Toilet Upgrade	170	0	0	70	100	170	0	3	0	167
17670	General-Building - Partnership Grants Program	350	0	0	350	0	350	0	0	0	350
19124	General-Building - Ray Kibby Table Tennis Centre	50	0	0	0	50	50	0	0	0	50
19047	General-Building - RAYNER RESERVE - Cricket & soccer	20	0	0	0	20	20	0	0	0	20
19663	General-Building - Saxon St Community Hub	600	240	0	0	360	600	0	600	0	0
19048	General-Building - SHORE RESERVE - Football & Cricket	20	0	0	0	20	20	0	0	0	20
10011	General-Building - WALLACE RESERVE - North	441	0	0	0	441	441	0	18	0	423
10041	General-Building - WALLACE RESERVE - South	278	0	0	0	278	278	0	14	0	264
18817	General-Building - Wheatstheaf Community Hub	11,025	9,025	0	0	2,000	11,025	800	10,225	0	0
10055	General-Building - WYLIE RESERVE - South	62	0	0	0	62	62	0	3	0	59
18513	Office Accommodation - Accommodation Changes to Meet Service Demand	250	0	0	125	125	250	0	0	0	250
Totals for Buildings		27,587	9,895	0	2,630	15,062	27,587	1,607	11,699	0	14,281
BUILDING IMPROVEMENTS											
18500	Buildings - Corporate Carbon Reduction	250	250	0	0	0	250	0	0	0	250
18501	Water Conservation - Implementation of Water Building Efficiency	50	50	0	0	0	50	0	0	0	50
Totals for Building Improvements		300	300	0	0	0	300	0	0	0	300
TOTALS FOR PROPERTY		27,887	10,195	0	2,630	15,062	27,887	1,607	11,699	0	14,581
PLANT & EQUIPMENT											


 Moreland City Council - Detailed Capital Works Expenditure For Council and State Government requirements		Program for : 2021/22									
		Asset Expenditure Types					Funding Sources				
ProjectID	ActivityType - Project Name	TotalExpend \$'000	New \$'000	Expansion \$'000	Upgrade \$'000	Renew \$'000	TotalFund \$'000	Grants \$'000	Reserve \$'000	Borrow \$'000	Council \$'000
PLANT, MACHINERY & EQUIPMENT											
18851	Plant, Mechanical & Electrical Equip. - Brunswick City Baths Boiler replacement	250	0	0	0	0	250	0	0	0	250
18869	Plant, Mechanical & Electrical Equip. - Brunswick City Baths Sand filter replacement	100	0	0	0	0	100	0	0	0	100
18504	Plant, Mechanical & Electrical Equip. - Rolling Pool Plant Reactive Minor Works	63	0	0	0	0	63	0	0	0	63
10435	Vehicle Fleet - Replace Council Fleet	1,325	0	0	0	0	1,325	200	0	0	1,125
19697	Vehicle Fleet - Unsignify land and property	50	50	0	0	0	50	0	0	0	50
Totals for Plant, Machinery & Equipment		1,788	50	0	0	0	1,738	200	0	0	1,588
FIXTURES, FITTINGS & FURNITURE											
18824	Aquatic & Leisure Centres - Gym Equipment Replacement Program	20	0	0	0	0	20	0	0	0	20
18518	General - Furniture & Fittings Replacement Program	90	0	0	0	0	90	0	0	0	90
18516	Libraries & Cultural Buildings - Library Shelving and Furniture	65	25	0	0	0	40	0	0	0	65
Totals for Fixtures, Fittings & Furniture		175	25	0	0	0	150	0	0	0	175
COMPUTERS & TELECOMMUNICATIONS											
18498	General Hardware - Equipment Refresh & Services	1,025	0	0	0	0	1,025	0	0	0	1,025
19695	General Hardware - Savvy Seniors - Digital Literacy Program	30	30	0	0	0	30	0	0	0	30
Totals for Computers & Telecommunications		1,055	30	0	0	0	1,025	0	0	0	1,055
LIBRARY BOOKS											
10448	Books - Library Books Replacement Program	1,020	220	0	0	0	800	1,020	0	0	1,020
Totals for Library Books		1,020	220	0	0	0	800	1,020	0	0	1,020
TOTALS FOR PLANT & EQUIPMENT		4,037	325	0	0	0	3,712	200	0	0	3,837
INFRASTRUCTURE											
ROADS											
19689	(Re)Construction - Budds Street	756	0	0	0	227	529	0	61	0	695

 Moreland City Council - Detailed Capital Works Expenditure Program for : 2021/22 For Council and State Government requirements											
ProjectID	ActivityType - Project Name	Asset Expenditure Types					Funding Sources				
		TotalExpend \$'000	New \$'000	Expansion \$'000	Upgrade \$'000	Renew \$'000	TotalFund \$'000	Grants \$'000	Reserve \$'000	Borrow \$'000	Council \$'000
19592	(Re)Construction - Claremont Street	100	0	0	30	70	100	0	0	0	100
19593	(Re)Construction - Creedon Street	189	0	0	57	132	189	189	0	0	0
19595	(Re)Construction - Dale Ave (Gaffney Street To O'Hea Street)	425	0	0	127	297	425	0	0	0	425
19596	(Re)Construction - Dale Ave (Gaffney Street To O'Hea Street)	444	0	0	133	311	444	0	20	0	424
19598	(Re)Construction - De Carle Street	451	0	0	135	316	451	0	73	0	378
19599	(Re)Construction - De Carle Street	445	0	0	134	312	445	0	13	0	432
19607	(Re)Construction - Hillview Avenue	100	0	0	30	70	100	0	0	0	100
19688	(Re)Construction - Keane St	163	0	49	114	0	163	0	0	0	163
19717	(Re)Construction - McPherson Street	50	0	0	15	35	50	0	0	0	50
19617	(Re)Construction - Muchell Grove	614	0	0	184	430	614	0	60	0	554
19623	(Re)Construction - O'Hea Street	116	0	0	35	81	116	0	0	0	116
19622	(Re)Construction - O'Hea Street	103	0	0	31	72	103	0	0	0	103
19701	(Re)Construction - Park Street Laneway Improvements	20	0	0	0	20	20	0	0	0	20
19645	(Re)Construction - Wellington Street	602	0	0	181	421	602	216	0	0	386
19646	(Re)Construction - Wellington Street	600	0	0	180	420	600	216	0	0	384
9786	Feasibility Study/Investigate/Design/Consultant - Forward Plan-Design	400	0	0	0	400	400	0	0	0	400
17848	Program Maintenance - Bluestone Pavement Program	200	0	0	0	200	200	0	0	0	200
2519	Program Maintenance - Crack Sealing Program	75	0	0	0	75	75	0	0	0	75
17852	Program Maintenance - Kerb and Channel Repairs	100	0	0	0	100	100	0	0	0	100
19668	Resurface Program - Resurfacing Various	2,818	0	0	0	2,818	2,818	0	0	0	2,818
19333	Retaining Walls - Retaining Wall Repairs	160	0	0	0	160	160	0	0	0	160
Totals for Roads		8,931	0	49	1,612	7,270	8,931	621	226	0	8,083
BRIDGES											
10542	Bridges/Culverts-General - Bridge Programmed maintenance from Level 2 inspection	80	0	0	0	80	80	0	0	0	80
Totals for Bridges		80	0	0	0	80	80	0	0	0	80
FOOTPATHS AND CYCLEWAYS											


 Moreland City Council - Detailed Capital Works Expenditure For Council and State Government requirements		Program for : 2021/22									
		Asset Expenditure Types			Funding Sources						
ProjectID	ActivityType - Project Name	TotalExpend \$'000	New \$'000	Expansion \$'000	Upgrade \$'000	Renew \$'000	TotalFund \$'000	Grants \$'000	Reserve \$'000	Borrow \$'000	Council \$'000
19085	== All Footpaths & Bikepaths Programs == - Upgrade Roundabouts to improve access for pedestrians and cyclists	100	0	0	100	0	100	0	0	0	100
18371	Bicycle Structures - Bike Parking	80	55	0	0	25	80	0	0	0	80
19082	Bikepath-Concrete - Craigeburn Shared Path	80	80	0	0	0	80	0	0	0	80
19043	Bikepath-Concrete - Craigeburn Shared Path	1,000	1,000	0	0	0	1,000	1,000	0	0	0
18662	Bikepath-Concrete - Minor infrastructure works and planning	320	320	0	0	0	320	0	0	0	320
18525	Footpath-Asphalt - ASPHALT FOOTPATH & BIKEPATH RENEWALS	1,000	0	0	0	1,000	1,000	0	0	0	1,000
14757	Footpath-Concrete - CONCRETE FOOTPATH & BIKEPATH RENEWALS	1,000	0	0	0	1,000	1,000	0	0	0	1,000
19121	Footpath-Concrete - Craigeburn Shared Path - Devon Road to Bothwell St	2,000	2,000	0	0	0	2,000	2,000	0	0	0
17421	Footpath-Concrete - Footpath Grinding	100	0	0	0	100	100	0	0	0	100
19117	Footpath-Concrete - Merril Trail Upgrade at Bowden Reserve - Improve access at Bell Street and grade of existing bridge	60	0	0	60	0	60	0	0	0	60
19092	Footpath-Concrete - Uprfield Path upgrade at Railway Place and refuge island on Union Street	100	100	0	0	0	100	0	0	0	100
19085	On-Road Bicycle Paths - De Carle Street Protected Bike Lanes	250	250	0	0	0	250	0	0	0	250
19086	On-Road Bicycle Paths - Falkner Cycling Routes	100	0	0	0	100	100	0	0	0	100
19087	On-Road Bicycle Paths - Lygon St, Brunswick Rd to Capital City Trail	15	0	0	0	15	15	0	0	0	15
19128	On-Road Bicycle Paths - Merril Trail - Summer Park to Capital City Trail Flood Mitigation - Sussex to Irvine Street	650	650	0	0	0	650	0	0	0	650
19088	On-Road Bicycle Paths - Uprfield Shared Path Widening and Lighting - Park Street to Brunswick Road	40	40	0	0	0	40	0	0	0	40
Totals for Footpaths and Cycleways		7,065	4,685	0	160	2,240	7,065	3,000	0	0	4,065
DRAINAGE											
3363	Drainage Inlet Structures (kerb inlet pits) - Repair & maintenance of pits and walls	100	0	0	0	100	100	0	0	0	100


 Moreland City Council - Detailed Capital Works Expenditure For Council and State Government requirements		Program for : 2021/22									
		Asset Expenditure Types			Funding Sources						
ProjectID	ActivityType - Project Name	TotalExpend \$'000	New \$'000	Expansion \$'000	Upgrade \$'000	Renew \$'000	TotalFund \$'000	Grants \$'000	Reserve \$'000	Borrow \$'000	Council \$'000
3372	Feasibility Study/Investigate/Design/Consultant - Drainage Investigations/Design	50	0	0	0	50	50	0	0	0	50
5551	Feasibility Study/Investigate/Design/Consultant - Survey by CCTV	50	0	0	0	50	50	0	0	0	50
19051	Road Pipes/Culverts & Structures - BARRY ST	680	480	0	0	200	680	0	0	0	680
19056	Road Pipes/Culverts & Structures - DALE AV	696	496	0	0	200	696	0	0	0	696
19341	Road Pipes/Culverts & Structures - Reactive Drainage Program	200	100	0	0	100	200	0	0	0	200
Totals for Drainage		1,776	1,076	0	0	700	1,776	0	0	0	1,776
RECREATION, LEISURE AND COMMUNITY FACILITIES											
19921	Tennis Courts - CHARLES MUTTON RES - Tennis Courts Resurface & Lighting	541	0	0	100	441	541	0	0	0	541
19970	Tennis Courts - Tennis Courts	560	560	0	0	0	560	200	0	0	360
19277	Tennis Courts - Tennis Facilities Program	100	0	0	50	50	100	0	0	0	100
Totals for Recreation, Leisure and Community Facilities		1,201	560	0	150	491	1,201	200	0	0	1,001
WASTE MANAGEMENT											
19491	Garbage Bins-Liter Bins - Replace street litter bin cabinets-Major shop districts - Stage 9	30	0	0	0	30	30	0	0	0	30
19820	Garbage Bins-Liter Bins - Solar Smart Compaction Bins and Smart Bin Sensors	54	54	0	0	0	54	0	0	0	54
19698	Other - Plastic Wise - drinking fountains	135	135	0	0	0	135	0	0	0	135
Totals for Waste Management		219	189	0	0	30	219	0	0	0	219
PARKS, OPENSAPCE & STREETSAPCES											
18534	Drainage & Irrigation Systems - Irrigation & Associated Mechanical Services	60	0	0	0	60	60	0	0	0	60
11070	Drainage & Irrigation Systems - Sportsground Infrastructure Renewal Program	300	0	0	100	200	300	0	50	0	250
19703	General Park Infrastructure/Improvements - Charles Mutton Res	100	0	0	50	50	100	0	0	0	100
19679	General Park Infrastructure/Improvements - Delivering a Park Close to Home	120	120	0	0	0	120	0	120	0	0


 Moreland City Council - Detailed Capital Works Expenditure For Council and State Government requirements		Asset Expenditure Types					Funding Sources				
		Total Expend \$'000	New \$'000	Expansion \$'000	Upgrade \$'000	Renew \$'000	Total Fund \$'000	Grants \$'000	Reserve \$'000	Borrow \$'000	Council \$'000
ProjectID	ActivityType - Project Name										
19681	General Park Infrastructure/Improvements - Park Close to Home - 260 Sydney Road	305	305	0	0	0	305	0	305	0	0
19682	General Park Infrastructure/Improvements - Park Close to Home - Cardinal Road	1,245	1,245	0	0	0	1,245	888	358	0	0
19976	General Park Infrastructure/Improvements - Park Close to Home - Frith Street	1,302	1,302	0	0	0	1,302	650	652	0	0
19683	General Park Infrastructure/Improvements - Park Close to Home - Service Street	770	770	0	0	0	770	0	770	0	0
19490	General Park Infrastructure/Improvements - Parks (Major & Minor) Works	500	0	0	250	250	500	0	500	0	0
19690	General Park Infrastructure/Improvements - Playground Shade Structures	30	0	30	0	0	30	0	0	0	30
19492	General Park Infrastructure/Improvements - Playground Strategy - Implementation	262	0	0	125	137	262	0	250	0	12
19962	General Park Infrastructure/Improvements - Richards Reserve Development Plan	272	0	0	272	0	272	0	0	0	272
16548	Natural Cons.Areas/Creek Environs - Creek Environs Improvements	200	100	0	100	0	200	0	200	0	0
19499	Raingarden - WSUD implementation	150	150	0	0	0	150	0	0	0	150
19493	Sporting Fields & Ovals - Sporting Fields & Ovals Minor Capital Program	99	9	0	45	45	99	0	0	0	99
10392	Streetscaping - Street Landscape Improvements	100	0	0	50	50	100	0	100	0	0
16717	Streetscaping/Landscaping - Brunswick Activity Centre Upgrade Works - Stewart St	70	0	0	50	20	70	0	0	0	70
16756	Streetscaping/Landscaping - Coburg Streetscape Masterplan - Louise St	20	0	0	10	10	20	20	0	0	0
19726	Streetscaping/Landscaping - Cumberland Road WSUD Improvements	136	0	0	0	136	136	0	0	0	136
19962	Streetscaping/Landscaping - Glenroy Activity Centre Upgrade Works - Wheat/sheaf Rd Nth	85	0	0	50	35	85	85	0	0	0
16734	Streetscaping/Landscaping - Melville Rd/Moreland Rd	650	0	0	400	250	650	0	0	0	650
19521	Water Conservation-Sporting Fields & Ovals - Sportsfield Stormwater Reuse	350	350	0	0	0	350	0	0	0	350


 Moreland City Council - Detailed Capital Works Expenditure For Council and State Government requirements		Asset Expenditure Types					Funding Sources				
		TotalExpend \$'000	New \$'000	Expansion \$'000	Upgrade \$'000	Renew \$'000	TotalFund \$'000	Grants \$'000	Reserve \$'000	Borrow \$'000	Council \$'000
ProjectID	ActivityType - Project Name	7,127	4,352	30	1,502	1,243	7,127	1,643	3,305	0	2,179
Totals for Parks, OpenSpace & Streetscapes											
TRANSPORT MANAGEMENT											
10530	Brunswick Integrated Transport Strategy (BITS) - Brunswick Integrated Transport Strategy	250	0	0	200	50	250	0	0	0	250
18800	Integrated Transport Plan (MITS) - MITS - Road closures	300	0	0	0	300	300	0	0	0	300
19676	Pedestrian Safety & Disability Access - Additional Threshold Treatments	293	243	0	0	50	293	293	0	0	0
18526	Pedestrian Safety & Disability Access - DDA Compliance - Shopping Strips and Glenroy Activity Centre	82	0	0	82	0	82	0	0	0	82
10513	Pedestrian Safety & Disability Access - Pedestrian improvement and DDA compliance works	92	46	0	0	46	92	0	0	0	92
18527	Pedestrian Safety & Disability Access - Pedestrian threshold treatments	82	50	0	0	32	82	0	0	0	82
19720	Public Transport-Shelters - Bus stop seats	20	20	0	0	0	20	0	0	0	20
18529	Public Transport-Shelters - Bus stop shelters	121	121	0	0	0	121	0	0	0	121
18809	Traffic Man. Devices/Islands - MITS Road renewal improvement outcomes	135	0	0	50	85	135	0	0	0	135
10487	Traffic Man. Devices/Islands - Traffic Management Devices	470	270	0	0	200	470	0	0	0	470
19675	Traffic Signals - Newlands Road Signalised Intersection	1,000	900	0	0	100	1,000	1,000	0	0	0
Totals for Transport Management		2,844	1,650	0	332	863	2,844	1,293	0	0	1,551
OTHER INFRASTRUCTURE											
18930	Light Standards & Lights - Lighting in Public Open Space	132	132	0	0	0	132	132	0	0	0
18511	Municipal Art Collection - Municipal Art Collection	21	21	0	0	0	21	0	0	0	21
16501	Public Art - Public Art Program	17	17	0	0	0	17	0	0	0	17
11087	Sportfield Lighting - Sportfield Lighting	200	200	0	0	0	200	0	100	0	100
10473	Street Decorations - Christmas Decorations	25	0	0	0	25	25	0	0	0	25
19699	Street Decorations - West Street Intersection and Streetscape	140	0	0	70	70	140	0	0	0	140
18528	Street Lighting - Street Lighting	30	30	0	0	0	30	0	0	0	30
Totals for Other Infrastructure		565	400	0	70	95	565	132	100	0	333


 Moreland City Council - Detailed Capital Works Expenditure For Council and State Government requirements		Program for : 2021/22									
		Asset Expenditure Types					Funding Sources				
ProjectID	ActivityType - Project Name	TotalExpend \$'000	New \$'000	Expansion \$'000	Upgrade \$'000	Renew \$'000	TotalFund \$'000	Grants \$'000	Reserve \$'000	Borrow \$'000	Council \$'000
TOTALS FOR INFRASTRUCTURE		29,828	12,912	79	3,826	13,011	29,828	6,889	3,631	0	19,308
GRAND TOTALS		61,753	23,432	79	6,456	31,786	61,753	8,696	15,330	0	37,727


 Moreland City Council	5 Year Project Details					
	2021/22	2022/23	2023/24	2024/25	2025/26	
Project Details	Forecast	Forecast	Forecast	Forecast	Forecast	
OPEN SPACE ASSETS	7,198,763	7,008,906	2,214,000	1,862,000	3,322,000	
PARKS & RESERVES	6,898,763	5,708,906	1,914,000	1,562,000	3,022,000	
Irrigation & Associated Mechanical Services-Various Reserves/Ovals	60,000	60,000	60,000	60,000	60,000	
Sportsground Infrastructure Renewal Program	300,000	300,000	300,000	300,000	300,000	
Charles Mutton Res-86 Lome St, Fawkner	100,000	218,000	452,000		70,000	
Delivering a Park Close to Home-Park Close to Home	120,000					
Park Close to Home - 260 Sydney Road-Brunswick	305,000					
Park Close to Home - Cardinal Road-Glenroy	1,245,400					
Park Close to Home - Frith Street-Brunswick	1,302,363	3,255,906				
Park Close to Home - Service Street-Coburg	770,000					
Parks (Major & Minor) Works-various	500,000	500,000	500,000	500,000	500,000	
Playground Shade Structures-Various	30,000	30,000	30,000	30,000		
Playground Strategy - Implementation-Various	262,000	262,000	262,000	262,000	262,000	
Richards Reserve Development Plan-Coburg North	272,000	384,000				
City Oval Landscaping-City Oval		400,000				
Lighting in Public Open Space-Various Locations	132,000					
Sportsfield Lighting	200,000	200,000	200,000	200,000	200,000	
ALLARD PARK Landscape Plan-174A Donald St, Brunswick E				100,000	1,200,000	
Sportsfield & Ovals Minor Capital Program-Various	99,000	99,000	110,000	110,000	110,000	
CHARLES MUTTON RES - Tennis Courts Resurface & Lighting-86 Lome St, Fawkner	541,000					
Tennis Courts-West Brunswick Tennis Club	560,000					
Tennis Facilities Program-Coburg Tennis Club					320,000	
Tennis Facilities Program-Merylstown Tennis Club	100,000					
PUBLIC OPEN SPACE	200,000	1,200,000	200,000	200,000	200,000	
Creek Environs Improvements	200,000	200,000	200,000	200,000	200,000	
Moonee Ponds Creek Naturalisation Project-Moonee Ponds Creek		1,000,000				
STREETSCAPES	100,000	100,000	100,000	100,000	100,000	
Street Landscape Improvements	100,000	100,000	100,000	100,000	100,000	
OPEN SPACE ASSETS	Revenue Funds :	1,924,000	1,553,000	1,064,000	712,000	1,772,000
	Reserves Open Space :	3,405,063	4,805,906	1,150,000	1,150,000	1,150,000
	Reserves DCP Funds :	0	0	0	0	0
	Reserves Other Funds :	0	0	0	0	0
	Loan Funds :	0	0	0	0	0
	External Funds :	1,869,700	650,000	0	0	400,000
	Donated-Gifted :	0	0	0	0	0
	Total Project Cost :	7,198,763	7,008,906	2,214,000	1,862,000	3,322,000

 Moreland City Council		5 Year Project Details				
		2021/22 Forecast	2022/23 Forecast	2023/24 Forecast	2024/25 Forecast	2025/26 Forecast
STRUCTURES & BUILDINGS		28,174,530	15,823,871	30,756,220	22,285,611	13,183,000
AQUATIC & LEISURE CENTRES		2,737,990	1,721,659	11,950,000	8,593,000	1,432,000
Brunswick Baths - Modifications for improvements to AV and IT systems-Dawson St						100,000
Brunswick City Bath Occasional Care space-BRUNSWICK						40,000
Brunswick City Baths Change room revamp, floor covering renewal-BRUNSWICK		200,000				
Brunswick City Baths Installation of stainless steel fittings-BRUNSWICK		100,000				
Brunswick City Baths Locker replacement-BRUNSWICK		100,000				
Brunswick City Baths Plant rehabilitation-BRUNSWICK				400,000		
Brunswick City Baths Repainting and renewal of buildings-BRUNSWICK						450,000
Brunswick City Baths Seating, signage, Soft surfaces-BRUNSWICK				200,000		
Coburg Leisure Centre - Air handling ducting system-Coburg		1,000,000				
Coburg Leisure Centre Dividing wall in hall - rehab-Coburg			100,000			
Coburg Leisure Centre -Lighting, CCTV, Audio visuals-Coburg			100,000			
Coburg Leisure Centre -Pool painting-Coburg			100,000			
Coburg Leisure Centre -Rehab pool blankets-Coburg			50,000			
Coburg Olympic Pool - Repairs to Leak in Diving Pool-Coburg		300,000				
Coburg Outdoor Pool - 8 x 15 Toddlers Pool-Coburg Leisure Centre					18,000	
Fawkner Leisure Centre - Air handling ducting system-Fawkner				1,000,000		
Fawkner Leisure Centre - Rehab contingencies outdoor pool-Fawkner			400,000			
Fawkner Leisure Centre Redevelopment-Fawkner		625,000	700,000	9,200,000	8,500,000	
Fawkner Leisure Centre - Rehab pool blankets-Fawkner				50,000		
Minor Building FF&E works- Oak Park						250,000
Oak Park Leisure Centre - 3rd outdoor slide-Oak Park			500,000			
Oak Park Leisure Centre - Painting, extended maintenance-Oak Park				100,000		
Pascoe Vale Outdoor Pool - Painting & Tile repairs of Pool (3 pools)-Pascoe Vale						120,000
Brunswick City Baths Boiler replacement-BRUNSWICK		250,000				
Brunswick City Baths Sand filter replacement-BRUNSWICK		100,000				
Coburg Olympic Pool - Sand filter replacement-COBURG				400,000		
Plant Room Renewals- Oak Park						350,000
Rolling Pool Plant Reactive Minor Works-Various		62,990	171,659	200,000	75,000	122,000
BUILDINGS-GENERAL		900,000	909,000	918,000	2,627,000	8,485,000
Building Renewal Program-tbc					1,700,000	7,550,000
Contamination Allowance-Various		500,000	500,000	500,000	500,000	500,000
Minor Building Works Program-Various		50,000	50,000	50,000	50,000	50,000
Partnership Grants Program-Various		350,000	359,000	368,000	377,000	385,000
CIVIC CENTRES - DEPOTS		589,050	300,000	1,300,000	1,800,000	300,000
Brunswick Municipal Offices-219-257 Sydney Rd, Brunswick		289,050				
COBURG T.HALL&OFFICE - Town Hall-88-92 Bell Street, Coburg				1,000,000	1,500,000	
DOA Compliance - Council Facilities-Various		50,000	50,000	50,000	50,000	50,000
Accommodation Changes to Meet Service Demand		250,000	250,000	250,000	250,000	250,000
COMMUNITY USE FACILITIES		18,295,070	7,021,000	9,630,500	284,000	168,000
168 McBryde St-Fawkner						30,000
CERES Capital Works-CERES-7 Lee Street, Brunswick East		123,820	127,000	130,500	134,000	138,000
Fawkner Community Hall-CB Smith Reserve, 79 Jukes Road, Fawkner					150,000	
Fleming Park Masterplan Implementation		6,481,000	3,494,000			
Jesse Morris Community Hall-29A Devon Road, Pascoe Vale		65,250				
Saxon St Community Hub-Brunswick		600,000	3,400,000	9,500,000		
Wheatshel Community Hub-Glenroy		11,025,000				
EARLY YEARS FACILITIES		100,000	3,430,000	3,345,700	5,350,000	1,678,000
Derby St Kindergarten Children's Centre-122 Derby Street, Pascoe Vale			530,000	1,470,000		

 Moreland City Council	5 Year Project Details				
	2021/22 Forecast	2022/23 Forecast	2023/24 Forecast	2024/25 Forecast	2025/26 Forecast
STRUCTURES & BUILDINGS	28,174,530	15,823,871	30,756,220	22,285,611	13,183,000
EARLY YEARS FACILITIES	100,000	3,430,000	3,345,700	5,350,000	1,678,000
Doris Blackburn Kindergarten-Shore Reserve, Reynard Street, Pascoe Va	50,000	1,450,000			
Dunstan Reserve Childcare-49-55 Everett St, Brunswick West				50,000	1,678,000
Hadfield Early Years Centre-Volga St, Hadfield			1,450,000	5,300,000	
North-West Brunswick Pre-school-34 Rose Street, Brunswick			245,700		
Oak Park Kindergarten-Oak Park	50,000	1,450,000			
Victoria St/Brunswick West MCHC-482 Victoria Street, Brunswick West			180,000		
FURNITURE & FITTINGS	174,520	176,812	681,170	658,661	790,000
Gym Equipment Replacement Program-Coburg Gym Equip renewal			489,170		
Gym Equipment Replacement Program-Fawkner Gym Equip renewal				441,661	
Gym Equipment Replacement Program-Oak Park Gym Equip Renewal					569,000
Gym Equipment Replacement Program-Various Locations	20,000	21,000	45,000	48,000	50,000
Furniture & Fittings Replacement Program-Various Locations	90,000	90,000	100,000	100,000	100,000
Library Shelving and Furniture -Various Libraries	64,520	65,812	67,000	69,000	71,000
PAVILION & SPORTS CLUBS	4,990,400	1,712,700	2,250,850	2,572,950	
ATC COOK RESERVE -Bowls-133-165 Daley Street,				714,000	
CHARLES MUTTON RES - Pavilion-86 Lorne St, Fawkner	551,000				
CHARLES MUTTON RES - Tennis-86 Lorne St, Fawkner	96,600				
City Oval Grandstand / Pavilion Masterplan	1,000,000				
CLIFTON PARK - Synthetic Soccer-377 Albert Street, Brunswick			650,000		
Coburg Bowls Club-Bridges Reserve, Bell Street, Coburg				562,800	
Harold Stevens Athletics Pavilion-JACKSON RESERVE, Coburg	807,300				
Holbrook Reserve Female Friendly Change Rooms-Brunswick West			1,050,000		
HOSKEN RESERVE - Merlynston Tennis Club-39A Shorts Rd, Coburg Nth	568,000				
HOSKEN RESERVE - Soccer/Football Pavilion-39A Shorts Rd, Coburg Nt	221,500				
James Martin Reserve - (former Pidgeon club)-80-82 Domain St, Hadfield			94,500		
JOHN PASCOE FAWKNER RES - Pavilion East-1 Francis St, Oak Park		53,550			
JOHN PASCOE FAWKNER RES - Social Rooms, East-1 Francis St, Oak Park	367,500				
JOHN PASCOE FAWKNER RES - Thery - West Pavilion-1 Francis St, Oak Park	489,300				
JOHN PASCOE FAWKNER RESERVE East - Change Room-JOHN PASCOE FAW		202,690			
MCBRYDE ST RESERVE (Moomba Park) - Social Rooms-276 McBryde St, Fawkner		20,000	206,850		
MCBRYDE ST RESERVE(Moomba Park) - Pavilion-276 McBryde St, Fawkner			199,500		
NARRE NARRE Stadium-9 Hillcrest Road, Oak Park			50,000	1,221,150	
PARKER RESERVE - Baseball-2 Keady Street, Coburg	20,000	300,000			
Ray Kibby Table Tennis Centre-Council Baths, 50 Murray Road, East Coburg	50,000	613,600			
RAYNER RESERVE - Cricket & soccer-46A Devon Road, Pascoe Vale	20,000	239,400			
SEWELL RES - Timekeeper & Toilet-33 Glenroy Rd, Glenroy				75,000	
SHORE RESERVE - Football & Cricket-Reynard Street, Pascoe Vale	20,000	283,500			
WALLACE RESERVE - North-115 Justin Ave, Glenroy	441,000				
WALLACE RESERVE - South-115 Justin Ave, Glenroy	278,250				
WYLIE RESERVE - South-Wylie Reserve, 256-264 Union St, Brunswick	61,850				
PUBLIC TOILETS	350,000	370,000	680,000	400,000	330,000
Bonwick St Toilets-115 Jukes Road, Fawkner			200,000		
BREARLEY RESERVE-Public Toilets-1-25 Heliopolis St, Pascoe Vale				25,000	
CAMPBELL RESERVE - Male Toilet-11-49 Moreland Rd, Cob				25,000	
DUNSTAN RESERVE - Toilet-22 Peacock St, Brunswick		50,000			
Gavin Park-Public Toilets Renewal-Northumberland Crescent					50,000
HERBERT PAYNE RESERVE toilets-HERBERT PAYNE RESERVE		100,000			
Jones Park Public Toilet-9-23 Albion Street, BRUNSWICK EAST					50,000

 Moreland City Council		5 Year Project Details				
		2021/22 Forecast	2022/23 Forecast	2023/24 Forecast	2024/25 Forecast	2025/26 Forecast
STRUCTURES & BUILDINGS		28,174,530	15,823,871	30,756,220	22,285,611	13,183,000
PUBLIC TOILETS		350,000	370,000	680,000	400,000	330,000
KIRKDALE ST PARK Toilets-KIRKDALE ST PARK			100,000			
LAKE RESERVE North Public Toilets-Lake Reserve, Gaffney Street, Coburg				50,000		
LAKE RESERVE South Toilets-Male/Female/Disabled-Lake Reserve, Champ Street, Melville Rd (Moreland Rd/Albion St) - Toilet - Shopping Strip-Melville Rd (Jacobs Res		180,000		50,000		
Moomba Park - Public Toilet-Moomba Park Reserve				180,000		
Parker Reserve Public Toilet Upgrade-2 Keady Street, Coburg		170,000				
RAYNER RESERVE -New Public Toilet-46A Devon Road, Pascoe Vale				150,000		
SHORE RESERVE-Public Toilets-Reynard Street, Pascoe Vale					75,000	
Snell Gve Public Toilet-Snell Gve, Oak Park						180,000
Sparta Place Public Toilets-283 Victoria Street, Brunswick						50,000
TEMPLE PARK-Public Toilet Renewal-24 Gray Street, Brunswick					200,000	
TOILETS LAKE RESERVE - adjoining tool shed-Lake Reserve, Gaffney Street, Cobu				50,000		
WEST STREET Public Toilets-WEST STREET					75,000	
WYLIE RESERVE-Public Toilet Renewal-Wylie Reserve, 256-264 Union St, Brunswic			120,000			
SENIOR CITIZENS CENTRES		37,500	182,700			
Coburg Senior Citizens-21 Harding St, Coburg			182,700			
Newlands Senior Citizens Centre-49-53 Murray Road		37,500				
STRUCTURES & BUILDING						
Revenue Funds :	14,868,502	10,980,954	13,537,876	13,585,611	13,076,193	
Reserves Open Space :	1,000,000	0	0	0	0	
Reserves DCP Funds :	573,728	242,917	68,344	0	106,807	
Reserves Other Funds :	10,125,000	3,400,000	14,700,000	6,500,000	0	
Loan Funds :	0	0	0	0	0	
External Funds :	1,607,300	1,200,000	2,450,000	2,200,000	0	
Donated-Gifted :	0	0	0	0	0	
Total Project Cost :	28,174,530	15,823,871	30,756,220	22,285,611	13,183,000	

 Moreland City Council	5 Year Project Details				
	2021/22	2022/23	2023/24	2024/25	2025/26
Project Details	Forecast	Forecast	Forecast	Forecast	Forecast
PLANT & EQUIPMENT	3,449,960	4,915,800	5,037,392	3,387,423	3,308,511
COUNCIL FLEET-MOTOR VEHICLES	1,375,000	1,350,000	1,375,000	1,400,000	1,425,000
Replace Council Fleet	1,325,000	1,350,000	1,375,000	1,400,000	1,425,000
Unightly land and property-Variou	50,000				
INFORMATION TECHNOLOGY	1,054,960	2,525,800	2,601,392	905,423	779,511
Equipment Refresh & Services-Variou	1,024,960	995,800	701,392	744,818	779,511
Savvy Seniors – Digital Literacy Program-Variou	30,000	30,000			
Security System Renewal-Variou			400,000		
Councillor Device and Library PC Refresh				160,805	
CRM Upgrades-Variou		1,500,000	1,500,000		
LIBRARY COLLECTION	1,020,000	1,040,000	1,061,000	1,082,000	1,104,000
Library Books Replacement Program	1,020,000	1,040,000	1,061,000	1,082,000	1,104,000
PLANT & EQUIPMENT	Revenue Funds : 3,249,960	4,715,800	4,637,392	3,187,423	3,108,511
Reserves Open Space :	0	0	0	0	0
Reserves DCP Funds :	0	0	0	0	0
Reserves Other Funds :	0	0	0	0	0
Loan Funds :	0	0	0	0	0
External Funds :	200,000	200,000	400,000	200,000	200,000
Donated-Gifted :	0	0	0	0	0
Total Project Cost :	3,449,960	4,915,800	5,037,392	3,387,423	3,308,511
ENVIRONMENT & WASTE	1,019,000	1,019,000	634,000	830,000	830,000
CLIMATE CHANGE INITIATIVES	650,000	650,000	400,000	650,000	650,000
Corporate Carbon Reduction Plan	250,000	250,000	250,000	250,000	250,000
Implementation of Water Building Efficiency	50,000	50,000	50,000	50,000	50,000
Sportsfield Stormwater Reuse	350,000	350,000	100,000	350,000	350,000
WASTE MANAGEMENT INITIATIVES	219,000	219,000	84,000	30,000	30,000
Replacement of street litter bin cabinets	30,000	30,000	30,000	30,000	30,000
Solar Smart Compaction Bins and Smart Bin Sensors-Variou	54,000	54,000	54,000		
Plastic Wise – drinking fountains-Variou	135,000	135,000			
WATER QUALITY INITIATIVES	150,000	150,000	150,000	150,000	150,000
WSUD implementation	150,000	150,000	150,000	150,000	150,000
ENVIRONMENT & WASTE	Revenue Funds : 1,019,000	1,019,000	634,000	830,000	830,000
Reserves Open Space :	0	0	0	0	0
Reserves DCP Funds :	0	0	0	0	0
Reserves Other Funds :	0	0	0	0	0
Loan Funds :	0	0	0	0	0
External Funds :	0	0	0	0	0
Donated-Gifted :	0	0	0	0	0
Total Project Cost :	1,019,000	1,019,000	634,000	830,000	830,000


 Moreland City Council		5 Year Project Details				
Project Details		2021/22	2022/23	2023/24	2024/25	2025/26
		Forecast	Forecast	Forecast	Forecast	Forecast
ARTS & CULTURE		38,450	40,350	42,400	44,475	46,700
ARTWORKS		38,450	40,350	42,400	44,475	46,700
Municipal Art Collection		21,200	22,250	23,300	24,525	25,750
Public Art Program		17,250	18,100	19,050	19,950	20,950
ARTS & CULTURE		Revenue Funds :	38,450	40,350	42,400	44,475
		Reserves Open Space :	0	0	0	0
		Reserves DCP Funds :	0	0	0	0
		Reserves Other Funds :	0	0	0	0
		Loan Funds :	0	0	0	0
		External Funds :	0	0	0	0
		Donated-Gifted :	0	0	0	0
Total Project Cost :		38,450	40,350	42,400	44,475	46,700
ECONOMIC DEVELOPMENT		1,126,000	2,655,000	4,629,000	3,345,000	3,210,000
BRUNSWICK ACTIVITY CENTRE		70,000	1,065,000	2,119,000	1,415,000	800,000
Brunswick Activity Centre Upgrade Works-Brunswick						500,000
Brunswick Activity Centre Upgrade Works - Albert/Victoria-Brunswick			15,000	85,000	1,400,000	300,000
Brunswick Activity Centre Upgrade Works - Forward Design-Brunswick					15,000	
Brunswick Activity Centre Upgrade Works - Pitt/Lygon-Brunswick				565,000		
Brunswick Activity Centre Upgrade Works - Stewart St-Brunswick		70,000	1,050,000			
Brunswick Activity Centre Upgrade Works - Wilson Ave-Brunswick				1,469,000		
GLENROY ACTIVITY CENTRE		85,000	620,000	1,550,000	650,000	860,000
Glenroy Activity Centre Upgrade Works-Central Glenroy						500,000
Glenroy Activity Centre Upgrade Works - Forward Design-Glenroy					15,000	
Glenroy Activity Centre Upgrade Works - Post Office Place-Glenroy			20,000	70,000	635,000	360,000
Glenroy Activity Centre Upgrade Works - Wheatshaf Rd Nth-Glenroy		85,000	600,000	830,000		
Glenroy Activity Centre Upgrade Works - Wheatshaf Rd Sth-Glenroy				650,000		
SHOPPING STRIPS		951,000	900,000	80,000	220,000	550,000
Shopping Strip Renewal Upgrade Works-Various						500,000
Christmas Decorations		25,000	50,000	50,000	50,000	50,000
West Street Intersection and Streetscape-West Street		140,000				
Cumberland Road WSUD Improvements-Pascoe Vale		136,000				
Melville Rd/Abdon Rd-Brunswick West				15,000	85,000	
Melville Rd/Moreland Rd-Brunswick West		650,000	850,000			
Melville Rd/Victoria St-Brunswick West				15,000	85,000	
THE COBURG INITIATIVE(2020)		20,000	70,000	880,000	1,060,000	1,000,000
Coburg Streetscape Masterplan-Coburg				15,000	85,000	1,000,000
Coburg Streetscape Masterplan - Louisa St-Coburg		20,000	70,000	865,000	975,000	
ECONOMIC DEVELOPMENT		Revenue Funds :	1,021,000	1,985,000	2,284,000	2,370,000
		Reserves Open Space :	0	0	0	0
		Reserves DCP Funds :	0	0	0	0
		Reserves Other Funds :	0	0	0	0
		Loan Funds :	0	0	0	0
		External Funds :	105,000	670,000	2,345,000	975,000
		Donated-Gifted :	0	0	0	0
Total Project Cost :		1,126,000	2,655,000	4,629,000	3,345,000	3,210,000


 Moreland City Council	5 Year Project Details				
	2021/22 Forecast	2022/23 Forecast	2023/24 Forecast	2024/25 Forecast	2025/26 Forecast
INFRASTRUCTURE	18,969,949	17,781,682	19,494,945	17,282,618	17,129,563
BRIDGES & CULVERTS	80,000	80,000	2,480,000	80,000	80,000
Bridge Programmed maintenance from Level 2 Inspection	80,000	80,000	80,000	80,000	80,000
KENDALL/HARDING FOOTBRIDGE- BR070-KENDALL/HARDING FOOTBRIDGE			2,400,000		
FOOTPATHS & BIKEPATHS	7,085,000	3,352,000	2,301,283	2,318,902	2,457,654
Installation of Pedestrian Operated Signals (Biennial)-various Locations		200,000	40,800	204,000	41,616
Upgrade Roundabouts to improve access for pedestrians and cyclists-various Locatio	100,000	102,000	104,040	106,121	108,243
Bike Parking-various Locations	80,000	80,000	80,000	80,000	80,000
Craigieburn Shared Path-Bothwell St to Gaffney St, Pascoe Vale	1,000,000				
Craigieburn Shared Path-Glenroy Road to Barina (link to LXXP works at activity centr	80,000	700,000			
Minor infrastructure works and planning-Various Locations	320,000		126,443	308,781	207,795
ASPHALT FOOTPATH & BIKEPATH RENEWALS-VARIOUS	1,000,000	1,000,000	500,000	500,000	500,000
Batman Avenue Shared Path - Upfield shared path upgrade-Coburg			180,000		
CiLink Shared Path - Moreland Road to Reynard St-Access to Moonee Ponds Creek			40,000	200,000	
CONCRETE FOOTPATH & BIKEPATH RENEWALS	1,000,000	1,000,000	500,000	500,000	500,000
Craigieburn Shared Path - Devon Road to Bothwell St-Pascoe vale	2,000,000				
Craigieburn Shared Path - Linking Western Ring Road Trail to Glenroy activity centre-			50,000		
De Caffe St Shimmy route wayfinding to provide an alternative to Sydney Road-Brun					10,000
Footpath Grinding-Various Location	100,000	100,000	100,000	100,000	100,000
Glenroy Road Shared Path - Cardinal Road to West Street activity centre-Glenroy				30,000	700,000
Hopetoun Bridge to Moreland Road Shared Path-Brunswick West			240,000		
Kingfisher Garden Merri Creek Path DDA - Path from Kingfisher Garden to new brdg					30,000
Merri Creek Path Widening - Clara Street (Moreland Road underpass)-Brunswick		60,000	90,000		
Merri Trail Upgrade at Bowden Reserve - Improve access at Bell Street and grade of	60,000	60,000			
Pascoe Street Bike Shared Path - Boundary Road to West Street to link to Westbreen				20,000	30,000
Sages Road Shared Path - Upfield Shared Path-Glenroy/Fawkner			50,000		
Upfield Path upgrade at Railway Place and refuge island on Union Street-Brunswick	100,000				
Albert to Wilkinson Street Path Widening and Refuge Island - Upfield Shared Path Up			50,000	250,000	
De Caffe Street Protected Bike Lanes-The Avenue to Moreland Rd, Coburg	250,000				
Fawkner Cycling Routes-Fawkner	100,000				
Lygon St, Brunswick Rd to Capital City Trail-Brunswick East	15,000	50,000			
Merri Trail - Sumner Park to Capital City Trail Flood Mitigation - Bridge across Merri	190,000				
O'Hea Street Bike Path Extension - Sussex to Irvine Street-Pascoe Vale	650,000				
Upfield Shared Path Widening and Lighting - Park Street to Brunswick Road-Brunswi	40,000		150,000		
West Street Protected Bike Lanes - Boundary Road to Glenroy Road-a				20,000	150,000
ROADS & CARPARKS	8,930,563	12,361,754	12,594,075	12,757,337	12,428,604
Budds Street-Bell to Change of Seal	756,000				
Claremont Street-From Whitton To Jackson, COBURG NORTH	100,000	331,775			
Creedon Street-From Lome To Dead End, FAWKNER	188,800				
Dale Ave (Gaffney Street To O'Hea Street)-From Bradley Street To O'Hea Street, PA	444,036				
Dale Ave (Gaffney Street To O'Hea Street)-From Gaffney Street To Bradley Street, P	424,964				
De Caffe Street-From The Avenue To The Grove, COBURG	445,000				
De Caffe Street-From The Grove To Rennie, COBURG	450,780				
Hillview Avenue-From Reynard To Purches, PASCOE VALE SOUTH	100,000	287,188			
Keane St-From Carr to McMahons, COBURG NORTH	162,500	400,000			
McPherson Street-From Dead End - Reynard, COBURG	50,000			250,000	
Muchell Grove-From Rennie To Crozier, COBURG	614,000				
O'Hea Street-From Anderson To Davern, PASCOE VALE SOUTH	102,750	300,000			
O'Hea Street-From Davern To Northgate, PASCOE VALE SOUTH	116,250	300,000			
Park Street Laneway Improvements-BRUNSWICK WEST	20,000				
Road Reconstruction - Various-Various		7,841,761	9,279,564	8,962,337	8,783,604


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 Moreland City Council		5 Year Project Details					
		2021/22	2022/23	2023/24	2024/25	2025/26	
Project Details		Forecast	Forecast	Forecast	Forecast	Forecast	
INFRASTRUCTURE		18,969,949	17,781,682	19,494,945	17,282,618	17,129,563	
ROADS & CARPARKS		8,930,563	12,361,754	12,594,075	12,757,337	12,428,604	
Wellington Street-From Bell To Victoria, COBURG		602,074					
Wellington Street-From Victoria To Munro, COBURG		600,000					
ROAD Forward Plan-Design		400,000	360,000	360,000	360,000	360,000	
Bluestone Pavement Program-Variou Locations		200,000	200,000	200,000	250,000	250,000	
Crack Sealing Program-Variou Locations		75,000	75,000	75,000	75,000	75,000	
Kerb and Channel Repairs-Variou Locations		100,000	100,000	100,000	100,000	100,000	
Resurfacing Various-Variou		2,818,409	2,006,030	2,419,511	2,600,000	2,700,000	
Retaining Wall Repairs-MORELAND		160,000	160,000	160,000	160,000	160,000	
TRANSPORT MANAGEMENT		2,874,386	1,987,928	2,119,587	2,126,379	2,163,305	
Brunswick Integrated Transport Strategy-various Locations		250,000	250,000	250,000	250,000	250,000	
MITS - Road closures-various Locations		300,000	400,000	400,000	400,000	400,000	
Additional Threshold Treatments-Variou		292,986					
DOA Compliance - Shopping Strips and Glenroy Activity Centre-Variou		81,600	83,232	84,807	86,595	88,326	
Pedestrian improvement and DDA compliance works-various Locations		92,000	104,040	106,121	108,243	110,408	
Pedestrian threshold treatments-Variou		81,600	83,232	84,807	86,595	88,326	
Bus stop seats-Variou		20,000	20,000	20,000	20,000	20,000	
Bus stop shelters		121,200	122,424	123,672	124,946	126,245	
Street Lighting-Variou locations		30,000	30,000	30,000	30,000	30,000	
MITS Road renewal improvement outcomes-Variou Locations		135,000	425,000	500,000	500,000	500,000	
Traffic Management Devices-Variou Locations identified by studies		470,000	470,000	520,000	520,000	590,000	
Newlands Road Signalised Intersection-Newlands Road, Coburg		1,000,000					
ROAD INFRASTRUCTURE		Revenue Funds :	13,829,754	17,038,249	16,486,155	16,673,828	16,520,773
		Reserves Open Space :	0	0	0	0	0
		Reserves DCP Funds :	226,079	134,643	0	0	0
		Reserves Other Funds :	0	0	0	0	0
		Loan Funds :	0	0	0	0	0
		External Funds :	4,914,116	608,790	3,008,790	608,790	608,790
		Donated-Gifted :	0	0	0	0	0
Total Project Cost :		18,969,949	17,781,682	19,494,945	17,282,618	17,129,563	

 Moreland City Council	5 Year Project Details					
	2021/22	2022/23	2023/24	2024/25	2025/26	
Project Details	Forecast	Forecast	Forecast	Forecast	Forecast	
STORMWATER DRAINAGE	1,776,000	1,970,150	1,700,000	1,725,000	1,775,000	
DRAINAGE PIPES & CULVERTS	1,776,000	1,970,150	1,700,000	1,725,000	1,775,000	
Repair & maintenance of pits and walls-Municipal Wide	100,000	100,000	100,000	125,000	125,000	
Drainage Investigations/Design-Variou location identified by drainage study	50,000	50,000	50,000	50,000	50,000	
Survey by CCTV-Variou	50,000	50,000	50,000	50,000	50,000	
718 Pascoe Vale Road (7 & 12 Clyde Court)- Oak Park		264,000				
BARRY ST-FALLON - COLLIER, BRUNSWICK EAST (Engeny Hot Spot No 25)	680,000					
BLAIR ST-COBURG		245,000				
CARLISLE ST-COBURG		260,000				
CLOVELLY AV-GLENROY			206,000			
DALE AV-DALE AV, PASCOE VALE	696,000					
Foden Street-Fitzgibbon Avenue, Brunswick West		270,000				
Gowanbrae Drive & Birk Court- Gowanbrae, Engeny Hot Spot No 6				99,000		
Moama Crescent and Jhonson Street- Pascoe Vale South, Engeny Hot Spot No 21					370,000	
Reactive Drainage Program-Variou	200,000	200,000	200,000	200,000	200,000	
ROW-184B/186 MUNRO LANE-MUNRO - BELL : COBURG		137,350				
ROW-192 MUNRO LANE-MUNRO - BELL : COBURG		143,800				
Sheffield St to Chambers St to Harding St- Coburg, Engeny Hot Spot No 18					980,000	
Sim Crescent & Victoria Street- Oak Park, Engeny Hot Spot No 8				381,000		
South Street- Hadfield (Eventt Street to West Street) Engeny Hot Spot No 12			1,094,000			
West Street, Glenroy (Everard Street to Hillon Street)- Engeny Hot Spot No 41				820,000		
White St- Fitzroy North (Engeny Hot Spot No 37)		250,000				
STORMWATER DRAINAGE	Revenue Funds :	1,776,000	1,873,750	1,700,000	1,725,000	1,775,000
	Reserves Open Space :	0	0	0	0	0
	Reserves DCP Funds :	0	96,400	0	0	0
	Reserves Other Funds :	0	0	0	0	0
	Loan Funds :	0	0	0	0	0
	External Funds :	0	0	0	0	0
	Donated-Gifted :	0	0	0	0	0
	Total Project Cost :	1,776,000	1,970,150	1,700,000	1,725,000	1,775,000

 Moreland City Council		5 Year Project Details				
		2021/22	2022/23	2023/24	2024/25	2025/26
Project Details		Forecast	Forecast	Forecast	Forecast	Forecast
FUNDING MODEL :						
Revenue Funds :	37,726,666	39,206,103	40,385,823	39,128,337	40,339,177	
Reserves Open Space :	4,405,063	4,805,906	1,150,000	1,150,000	1,150,000	
Reserves DCP Funds :	799,807	473,960	68,344	0	106,807	
Reserves Other Funds :	10,125,000	3,400,000	14,700,000	6,500,000	0	
Loan Funds :	0	0	0	0	0	
External Funds :	8,696,116	3,328,790	8,203,790	3,983,790	1,208,790	
Donated-Gifted :	0	0	0	0	0	
Total Project Cost :	61,752,652	51,214,759	64,507,957	50,762,127	42,804,774	
INVESTMENT MODEL :						
New :	23,432,399	11,553,830	10,039,315	5,280,445	5,968,764	
Expansion :	78,750	120,000	30,000	30,000	0	
Upgrade :	6,455,606	10,211,948	15,838,964	12,314,828	9,154,407	
Renewal :	31,060,897	28,603,981	36,674,678	32,411,854	26,909,603	
Maint_other :	725,000	725,000	1,925,000	725,000	772,000	
Grand Total Project Cost :	61,752,652	51,214,759	64,507,957	50,762,127	42,804,774	
Donated-Gifted Assets :	0	0	0	0	0	



Appendices

Appendix A**Operating Projects 2021-22**

Project Name	\$5,353,841
Operating projects	
AEF Funding Agreement	200,000
Coburg Square Redevelopment	330,000
COVID-19 relief & rebuild – Operation Newstart (Public Submission)	10,000
Food Organics, Green Organics Opt In	530,000
Kerbside Waste Reform (incl FOGO) policy	480,800
LXRA Coreworks Coordination	131,000
Moreland Affordable Housing Ltd	215,641
Zero Waste (and plastic wise) Community and Council (Festivals, events, facilities)	198,900
Total	2,096,341
Strategic Projects	
Arts Investment Grant	50,000
Ballarrt Mooroop Community Hub	100,000
Beethoven Music Festival (Public Feedback Submission)	7,500
Community News	30,000
Customer Service Frontline	165,000
Disability access Shopfront Grant Program (Public Feedback Submission)	50,000
Disability access plan	50,000
Disability audits	30,000
Expand the opening hours of outdoor pools	30,000
Food bank in the north	85,000
Graffiti, Rubbish, Cleaning & Dumped Rubbish Blitz (Public Feedback Submission)	50,000
Inclusive employment	96,000
Integrated Behaviour Change - Zero Carbon Moreland, Waste, Climate Emergency, MITS)	156,000
Integrated water strategy - towards a water sensitive city	90,000
Men at Work Program: Building Safer Relationships (Public Feedback Submission)	10,000
More support for homeless	10,000
Moreland Planning Scheme Quality Development	259,000
Nature plan implementation actions	80,000
Outdoor help & transport	80,000
Phasing out gas	100,000
Social Cohesion Plan	50,000
Solar thermal low-income grants	400,000
Tourism policy	40,000



Appendix A**Operating Projects 2021-22 (Continued)**

Transport Strategy	28,000
Unsightly property intervention	140,000
Urban forest strategy - tree planting regime	470,000
Youth Assertive Outreach Program	50,000
Youth Strategy Implementation	186,000
ZCM Emergency Action Plan	365,000
Total	3,257,500



Appendix B**Proposed Fees and Charges Schedule 2021 –22**

The Local Government Act 1989 , Section 113, gives Council the ability to apply fees and charges for services provided to the community that are not for public benefit and are not covered by revenue raised from property rates.

Council has the ability to set some fees, while others are set by the State Government. Where Council sets the fees, a number of considerations are taken into account:

- a) the cost to provide the services;
- b) is a subsidy required to enable the community to access the service; and
- c) is the service provided in a competitive market and compliance with the competitive neutrality principle is required.

The fees and charges are reviewed as part of the planning and budgeting framework each year to ensure Council can continue to provide an acceptable level of service to the community without unduly increasing cost pressure on the community.



Fees and Charges Schedule

This schedule presents fees and charges of a statutory and non- statutory nature which will be charged in respect to various goods.



Moreland
City Council

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year	Financial Year		
		Proposed Charge \$ (Incl GST)	Current Charge \$ (Incl GST)		

Corporate Governance					
Governance & Legal					
Miscellaneous Receipts - Freedom Of Information					
FOI Application	Per App	30.05	29.60	1.5%	0.45
Search Time Charge (1.5 Units Charged Per Hour Or Part Thereof)	Per Hr	22.60	22.25	1.6%	0.35
Inspection Charge (1.5 Fee Units Charged Per Quarter Hour)	Per Quarter Hr	5.65	5.55	1.8%	0.10
Black & White Photocopying	A4 Page	0.20	0.20	0.0%	0.00
Black & White Photocopying	A3 Page	0.40	0.40	0.0%	0.00
Colour Photocopying	A4 Page	1.15	1.10	4.5%	0.05
Colour Photocopying	A3 Page	2.15	2.10	2.4%	0.05
CD / DVD	Per Item	5.45	5.30	2.8%	0.15
Document Created Per 519 Of The FOI Act	Per Document	The Reasonable Cost Incurred By The Agency In Providing The Written Document. (Hourly Wage + On-Costs Of The Staff Member Creating The Document)	The Reasonable Cost Incurred By The Agency In Providing The Written Document. (Hourly Wage + On-Costs Of The Staff Member Creating The Document)		
Responding To Subpoenas/ Summonses Issued At Courts (Admin/ Disbursement Fee)					
Responding To Subpoenas/ Summonses Issued At Courts (Admin/ Disbursement Fee)	Each	57.40	55.75	3.0%	1.65
Section 173 Agreements					
Section 173 Agreements - Preparation, Negotiation and Execution Administrative Fee - Disbursements Additional	Per Agreement	562.75	546.35	3.0%	16.40
Civic Facilities					
Facilities For Hire					
Coburg Civic Centre					
Coburg Town Hall Monday To Sunday					
Coburg Town Hall (Minimum 3 Hours)	Per Hour	173.00	173.00	0.0%	0.00
Coburg Town Hall	Per Day	1,635.00	1,635.00	0.0%	0.00
Coburg Town Hall and Commercial Kitchen Rate (Minimum 3 Hours)	Per Hour	184.00	184.00	0.0%	0.00
Coburg Town Hall and Commercial Kitchen Daily Rate	Per Day	1,732.00	1,732.00	0.0%	0.00
Coburg Concert Halls Monday To Sunday					
Commercial / Private Use	Per Hour	161.00	161.00	0.0%	0.00
Community Groups	Per Hour	58.00	58.00	0.0%	0.00
Coburg Concert Halls and Commercial Kitchen	Per Hour	172.00	172.00	0.0%	0.00
Coburg Concert Hall (West Only) - Community Rate	Per Hour	20.00	20.00	0.0%	0.00
Coburg Concert Hall (East and Middle) - Community Rate	Per Hour	38.50	38.50	0.0%	0.00
Coburg Town Hall, Commercial Kitchen and Concert Halls Hourly Rate (Minimum 3 Hours)	Per Hour	246.00	246.00	0.0%	0.00

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Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Coburg Town Hall, Commercial Kitchen and Concert Halls Daily Rate	Per Day	2,328.00	2,328.00	0.0%	0.00
Coburg Town Hall Foyer Exhibition Space					
Moreland Community Groups, Moreland Schools, Not For Profits	Per Week	N/A	Free Use		
Commercial Use	Per Week	N/A	60.00	-100.0%	-60.00
Moreland School Hire of Coburg Or Brunswick Town Hall					
Moreland School Hire of Coburg Or Brunswick Town Hall	Per Event	N/A	219.00	-100.0%	-219.00
Brunswick Civic Centre					
Brunswick Town Hall Monday to Sunday					
Brunswick Town Hall and Atrium	Per Hour	198.00	198.00	0.0%	0.00
Brunswick Town Hall and Atrium	Per Day	1,866.00	1,866.00	0.0%	0.00
Brunswick Town Hall, Atrium and Commercial Kitchen	Per Hour	208.00	208.00	0.0%	0.00
Brunswick Town Hall, Atrium and Commercial Kitchen Daily Hire	Per Day	1,970.00	1,970.00	0.0%	0.00
Meeting Rooms For Hire					
Brunswick Meeting Room E					
Commercial / Private	Per Hour	37.50	37.50	0.0%	0.00
Community Groups	Per Hour	15.00	15.00	0.0%	0.00
Fees and Charges Associated With Facility Hire					
Bonds					
For Hire Of Coburg / Brunswick Town Hall	Per Event	614.95	597.05	3.0%	17.90
For Any Hire Deemed A High Risk	Per Event	1,229.95	1,194.15	3.0%	35.80
Public Liability Insurance					
Public Liability Insurance To Approved Applicants	Per Event	30.75	29.85	3.0%	0.90
Miscellaneous Receipts					
Key Administration (Regular Users, Non Refundable)	Per Key	29.80	29.80	0.0%	0.00
Labour / Staff Fee	Per Hour	60.00	60.00	0.0%	0.00
Equipment Hire					
Lectern	Per Day	50.00	50.00	0.0%	0.00
Projector & Screen	Per Day	100.00	100.00	0.0%	0.00
Screen	Per Day	50.00	50.00	0.0%	0.00
Microphone - Corded	Per Day	20.00	20.00	0.0%	0.00
Microphone - Radio	Per Day	80.00	80.00	0.0%	0.00
Portable PA System	Per Day	100.00	100.00	0.0%	0.00
Tablecloths	Each	11.00	11.00	0.0%	0.00
Trestle Skirting	Each	11.00	11.00	0.0%	0.00
Stage Treads	Per Day	150.00			
Lighting Package #1	Per Day	150.00			
Lighting Package #2	Per Day	200.00			
Lighting Package #1	Per Day	250.00			
Crowd Controller Fee M-F 0600-1729	Per Hour	44.95			
Crowd Controller Fee M-F 1730-0559	Per Hour	49.95			
Crowd Controller Fee Saturday	Per Hour	55.70			
Crowd Controller Fee Sunday	Per Hour	77.00			
Crowd Controller Fee Public Holiday	Per Hour	94.40			
Gaffa Tape	each	28.00			
Electrical Tape	each	5.00			
Finance & Procurement					
Finance and Rates Services					
Miscellaneous Receipts					
Credit Card Surcharge	Per Payment	0.51 %	0.51 %		
Dishonoured Cheque Administration Fee	Per Chq	17.40	16.90	3.0%	0.50
Land Information Certificate - Statutory					
Land Information Certificate - Statutory	Per Prop	27.35	26.95	1.5%	0.40
Miscellaneous Receipts					
Aged Rates Balance Reconciliation - Free Of Charge For The First Two Years. - Free for Pensioners	Per Request	\$30 Per Year For Reconciliations Older Than Two Years	\$30 Per Year For Reconciliations Older Than Two Years		
Building Area Requests	Per Request	10.60	10.30	2.9%	0.30

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Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Copy Of Rate Notice - Free for Pensioners - Free for Current and Previous year	Per Notice	Prior to 2 Years \$15 Per Notice.	Prior to 2 Years \$15 Per Notice.		
Amended Rates Notice	Per Notice	31.85	30.90	3.1%	0.95
Debt Collection Account Management	Per Request	560 Per Property Or Schedule Of Fees from Council's Collection Agency	560 Per Property Or Schedule Of Fees from Council's Collection Agency		
Urgent Land Information Certificates	Per Prop	57.40	55.75	3.0%	1.65
Property & Place					
Property					
Moreland Community Enterprise Centre					
Level 1 Secure Office Space- Existing	Per m2 PA	285.43	246.10	16.0%	39.33
Economic Development					
Business Events and Training					
Event Attendance	Per Event	N/A	Varies Depending On The Event		
Aged & Community Support					
Home Support					
Personal Care					
Personal Care - Low Income	Per Hour	4.80	4.80	0.0%	0.00
Personal Care - Medium Income	Per Hour	9.65	9.65	0.0%	0.00
Personal Care - High Income	Per Hour	49.45	49.45	0.0%	0.00
Late Cancellation Fee - PC - Less Than 24 Hours Notice	Per Hour	2.60	2.60	0.0%	0.00
Community Care					
Community Care - Low Income - Individual	Per Hour	6.05			6.05
Community Care - Medium Income - Individual	Per Hour	15.70			15.70
Community Care - High Income - Individual	Per Hour	49.30			49.30
Late Cancellation Fee - Community Care - Less Than 24 Hours Notice	Per Service	2.60			2.60
Domestic Assistance					
Domestic Assistance - Low Income - Individual	Per Hour	6.05	6.05	0.0%	0.00
Domestic Assistance - Low Income - Couple	Per Hour	6.40	6.40	0.0%	0.00
Domestic Assistance - Medium Income	Per Hour	16.15	16.15	0.0%	0.00
Domestic Assistance - High Income	Per Hour	49.45	49.45	0.0%	0.00
Late Cancellation Fee - HC (Less Than 24 Hours Notice)	Per Service	5.15	5.15	0.0%	0.00
Kilometres	Per Kilometre	0.30	0.30	0.0%	0.00
Respite Care					
Respite Care - Low Income	Per Hour	3.25	3.25	0.0%	0.00
Respite Care - Medium Income	Per Hour	4.85	4.85	0.0%	0.00
Respite Care - High Income	Per Hour	49.45	49.45	0.0%	0.00
Late Cancellation Fee - RC - Less Than 24 Hours Notice	Per Hour	5.15	5.15	0.0%	0.00
Home Maintenance					
Home Maintenance - Low Income	Per Hour	11.95	11.95	0.0%	0.00
Home Maintenance - Medium Income	Per Hour	19.55	19.55	0.0%	0.00
Home Maintenance - High Income	Per Hour	51.00	51.00	0.0%	0.00
Home Maintenance - Full Cost	Per Hour	89.10	89.10	0.0%	0.00
Home Maintenance - Gutter Clean (Flat Rate)	Per Clean	36.05	36.05	0.0%	0.00
Home Maintenance - Materials	Per Cost Recovery	Full Cost Recovery	Full Cost Recovery		
Home Maintenance - Minimum Charge	Per Service	5.95	5.95	0.0%	0.00
Home Maintenance - Rubbish Removal Fee (Flat Fee)	Per Service	59.95	59.95	0.0%	0.00
Home Modifications					
Home Modifications - Low Income	Per Hour	11.95	11.95	0.0%	0.00
Home Modifications - Medium Income	Per Hour	19.55	19.55	0.0%	0.00
Home Modifications - High Income	Per Hour	51.00	51.00	0.0%	0.00
Home Modifications - Materials	Per Cost Recovery	Full Cost Recovery	Full Cost Recovery		

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Social Support					
Community Transport					
Community Transport - HATS - Outside Moreland	Per Trip	5.60	5.60	0.0%	0.00
Community Transport - Moreland	Per Trip	2.85	2.85	0.0%	0.00
Delivered Meals					
Delivered Meals - Low & Medium Income	Per Meal	9.40	9.40	0.0%	0.00
Delivered Meals - High Income	Per Meal	12.45	12.45	0.0%	0.00
Delivered Meals - Full Cost Recovery (HCP Client Funded)	Per Meal	21.30	20.70	2.9%	0.60
Full Cost Recovery Fee	Per Meal	21.30	20.70	2.9%	0.60
Social Support Group					
Social Support Group - Low/Medium Income	Per Session	6.20	6.20	0.0%	0.00
Social Support Group - High	Per Session	14.65	14.65	0.0%	0.00
Social Support Group - Full Cost	Per Session	95.30	95.30	0.0%	0.00
Social Support Individual					
Social Support Individual	Per Session	5.95	5.95	0.0%	0.00
Cultural Development					
Library Services					
Copying Local History Photographs					
Copy Of Local History Photograph To CD	Per Item	10.60	10.30	2.9%	0.30
Library Miscellaneous Receipts					
Audio-Visual Materials (Standard Repair)	Per Item	6.00	6.00	0.0%	0.00
Library - USB Memory Sticks	Per Item	10.00	10.00	0.0%	0.00
Replacement Of Lost Or Damaged Items	Per Item	\$6.50 + Cost Of The Item	\$6.50 + Cost Of The Item		
Library Photocopying					
Black & White Computer & Internet Printout	A4 Page	0.00	0.20	-100.0%	-0.20
Black & White Photocopying and Printout	A4 Page	0.20	0.20	0.0%	0.00
Black & White Photocopying and Printout	A3 Page	0.40	0.40	0.0%	0.00
Colour Photocopying and Printout	A4 Page	1.00	1.00	0.0%	0.00
Colour Photocopying and Printout	A3 Page	2.00	2.00	0.0%	0.00
Computer Paper	A4 Sheet	0.20	0.20	0.0%	0.00
Library Reservations					
Inter Library Loan	Per Item	3.20	3.10	3.2%	0.10
Lost Membership Card	Per Card	3.20	3.10	3.2%	0.10
New Request Reservations	Per Item	3.00	3.00	0.0%	0.00
Library Sales					
1 Book For \$1.00 and 5 Books For \$3.00 (Regardless Of Paperback/Hardback/ AV)	Per Item	1.00	1.00	0.0%	0.00
Library Bags	Per Item	2.50	2.00	25.0%	0.50
Headphones	Per Item	3.00	3.00	0.0%	0.00
Counihan Gallery Usage					
Gallery Exhibition	Per Exhibition	Free Use	Free Use	-100.0%	-1,050.00
Special Events					
Low Risk Event Permit	Per Event Day	200.00	200.00	0.0%	0.00
Medium Risk Event Permit	Per Event Day	450.00	450.00	0.0%	0.00
High Risk Event Permit	Per Event Day	1,045.00	N/A	100.0%	1,045.00
Inflatable Permit	Per Event Day	100.00	100.00	0.0%	0.00
Wedding Permit	Per Event Day	450.00	N/A	100.0%	450.00
Low Risk Event Bond	Per Event	500.00	N/A	100.0%	500.00
Medium Risk Event Bond	Per Event	1,000.00	N/A	100.0%	1,000.00
High Risk Event Bond	Per Event	2,000.00	N/A	100.0%	2,000.00
Public Liability Insurance Cover Fee For Events	Per Event	30.00	30.00	0.0%	0.00
Coburg Velodrome Permits	Per Event Day	N/A	1.50%		
Bump In and Out Fee - 25% of Event Permit Fee	Per Day	25.0%	N/A		
Ticketed Event Permit Fee - 1.5% of gross box office	Per Event	1.50%	1.50%	0.0%	0.00
Sydney Road Street Party					
Sydney Rd Traders (3m X 3m space outside business - no marquee)	Per Event	Free Use	Free Use		
Community Groups (3m X 3m space - no marquee)	Per Event	Free Use	Free Use		
Food (3m X 3m space - no marquee)	Per Event	418.00	418.00	0.0%	0.00

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Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year	Financial Year		
		Proposed Charge \$ (Incl GST)	Current Charge \$ (Incl GST)		
Food (3m X 3m space - with marquee)	Per Event	473.00	473.00	0.0%	0.00
Food (3m X 6m space - no marquee)	Per Event	621.50	621.50	0.0%	0.00
Food (3m X 6m space - with marquee)	Per Event	676.50	676.50	0.0%	0.00
Artisan/Crafts (3m X 3m space - no marquee)	Per Event	165.00	165.00	0.0%	0.00
Merchandise (3m X 3m space - no marquee)	Per Event	341.00	341.00	0.0%	0.00
Merchandise (3m X 3m space - with marquee)	Per Event	396.00	396.00	0.0%	0.00
Merchandise (3m X 6m space - no marquee)	Per Event	517.00	517.00	0.0%	0.00
Merchandise (3m X 6m space - with marquee)	Per Event	572.00	572.00	0.0%	0.00
Coburg Night Market					
Food (3m X 3m space - no marquee - 15 amp)	2 days	891.00	891.00	0.0%	0.00
Food (3m X 3m space - no marquee - 15 amp)	4 days	1,584.00	1,584.00	0.0%	0.00
Food Truck (3m X 6m space - no marquee - 15 amp)	2 days	1,485.00	1,485.00	0.0%	0.00
Food Truck (3m X 6m space - no marquee - 15 amp)	4 days	2,574.00	2,574.00	0.0%	0.00
Food Cart / Drinks	2 days	550.00	550.00	0.0%	0.00
Food Cart / Drinks	4 days	968.00	968.00	0.0%	0.00
Artisan/Crafts (3m X 3m space - no marquee)	2 days	275.00	275.00	0.0%	0.00
Artisan/Crafts (3m X 3m space - no marquee)	4 days	484.00	484.00	0.0%	0.00
Merchandise (3m X 3m space - no marquee)	2 days	385.00	385.00	0.0%	0.00
Merchandise (3m X 3m space - no marquee)	4 days	660.00	660.00	0.0%	0.00
Other Event					
Food (3m X 3m space - with power)	Per Stall	200.00	198.00	1.0%	2.00
Food (3m X 3m space - no power)	Per Stall	115.00	110.00	4.5%	5.00
Artisan/Crafts (3m X 3m space - no marquee)	1 day	55.00	55.00	0.0%	0.00
Community (3m X 3m space - no marquee)	1 day	Free Use	Free Use		
Additional Equipment					
Marquee (3m X 3m)	1 day	165.00	165.00	0.0%	0.00
Marquee (3m X 6m)	1 day	330.00	330.00	0.0%	0.00
Power 10 amp (Sydney Road Street Party)	1 day	44.00	44.00	0.0%	0.00
Power 15 amp (Sydney Road Street Party)	1 day	55.00	55.00	0.0%	0.00
Power 10 amp (Coburg Night Market)	1 day	27.50	27.50	0.0%	0.00
Power 15 amp (Coburg Night Market)	1 day	37.50	37.50	0.0%	0.00
Chairs	Per item	3.85	3.85	0.0%	0.00
Trestle tables	Per item	16.50	16.50	0.0%	0.00
Lighting (LED Light)	1 day	33.00	33.00	0.0%	0.00
Community Wellbeing					
Recreation Services					
Sports Facilities - Casual Use					
Full Day Use Of The Ground For Competition Games	Per Day	171.35	166.35	3.0%	5.00
Full Day Use Of The Pavilion	Per Day	85.65	83.15	3.0%	2.50
Netball Court hire - Casual per Court - Commercial	Per Hour	36.95	35.85	3.1%	1.10
Netball Court Hire - Casual per Court	Per Hour	24.55	23.85	2.9%	0.70
Sports Fields - Pre-Season Pavilion Use	Per Session	21.35	20.75	2.9%	0.60
Sports Fields - Pre-Season Sports Ground Use	Per Session	65.65	63.75	3.0%	1.90
Full Day Use Of Turf Grounds For Competition	Per Day	257.15	249.65	3.0%	7.50
Community Bus Hire					
Community Bus Hire	up to 4 Hours	42.75	41.50	3.0%	1.25
Community Bus Hire	4 to 8 Hours	69.40	67.40	3.0%	2.00
Community Bus Hire	8+ Hours	101.20	98.25	3.0%	2.95
Finals Use Additional Fees					
Additional Turf Cricket Wicket Preparation (On Request)	Per Use	349.45	339.25	3.0%	10.20
Finals Use For Sporting Associations - Australian Rules Football, Soccer, Hockey, Lacrosse, Cricket, Baseball					
Finals Turf Cricket Wicket Preparation	Per use	349.45	339.25	3.0%	10.20
Sports Ground Reservation Fee	Per Reservation	85.65	83.15	3.0%	2.50
Sports Ground Reservation Fee (Pavilion Use Included)	Per Reservation	141.25	137.15	3.0%	4.10
Sports Ground Reservation Fee (Synthetic and Pavilion)	Per Reservation	128.40	124.65	3.0%	3.75
Sports Ground Reservation Fee (Synthetic)	Per Reservation	51.00	49.50	3.0%	1.50
Sports Ground Reservation Fee (Turf Wicket and Pavilion)	Per Reservation	171.35	166.35	3.0%	5.00
Sports Ground Reservation Fee (Turf Wicket)	Per Reservation	128.40	124.65	3.0%	3.75
Finals (Sports Ground Charge)	Per Reservation	149.60	145.25	3.0%	4.35
Finals (Pavilion Charge)	Per Reservation	80.75	78.40	3.0%	2.35

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Personal Training					
Personal Training - 3 Or More Sessions Per Week	3 Months	489.25	475.00	3.0%	14.25
Personal Training - Maximum 2 Sessions Per Week	3 Months	279.50	271.35	3.0%	8.15
No Usage Of Lights, Full Size Pitch					
Brunswick Hockey Pitch + Lights - Non MCC - Sports Clubs	Per Hour	103.00	100.00	3.0%	3.00
Brunswick Hockey Pitch - Private and Commercial	Per Hour	109.40	106.20	3.0%	3.20
Brunswick Hockey Pitch + Lights - MCC - Sports Clubs and Schools	Per Hour	73.65	71.50	3.0%	2.15
Brunswick Hockey Pitch + Lights - Private and Commercial	Per Hour	132.40	128.55	3.0%	3.85
Brunswick Hockey Pitch MCC - Sports Clubs and Schools	Per Hour	65.65	63.75	3.0%	1.90
Brunswick Hockey Pitch Non MCC - Sports Clubs	Per Hour	97.45	94.90	3.0%	2.55
Pavilion Fees					
A Grade	6 Month	1,712.15	1,662.30	3.0%	49.85
B Grade	6 Month	1,401.75	1,360.90	3.0%	40.85
C Grade	6 Month	350.35	340.15	3.0%	10.20
Seasonal/Annual Use For Australian Rules Football, Soccer, Hockey, Lacrosse, Netball					
Netball Court Hire - Double Court	Seasonal	1,211.40	1,176.10	3.0%	35.30
Netball Court Hire - Double Court	Annual	2,422.75	2,352.20	3.0%	70.55
Sporting Facilities - Miscellaneous					
Commercial Sports Ground Hire (Includes Pavilion Use)	Per Day	514.05	499.10	3.0%	14.95
Key - Additional / Loss Replacement	Per Item	46.70	45.35	3.0%	1.35
Padlock	Each	101.30	98.35	3.0%	2.95
Pavilion and Change Room Access For Private and Commercial Users Of CB Smith Sport and Education Facility	1	869.40	844.10	3.0%	25.30
Security Bond	Per Application	579.65	562.75	3.0%	16.90
Sports Ground Preparation For Non Fixtured Games/Competition (On Request)	Per Use	758.55	751.00	3.0%	7.55
Sportsfields					
A Grade	6 Months	3,073.40	2,983.90	3.0%	89.50
B Grade	6 Month	2,140.80	2,078.45	3.0%	62.35
C Grade	6 Month	1,401.75	1,360.90	3.0%	40.85
Premier	6 Month	5,760.05	5,592.30	3.0%	167.75
SYNTHETIC SPORT GROUNDS HIRE Key Bond					
General - Private and Commercial	Per Key	135.65	131.70	3.0%	3.95
MCC - Sports Clubs and Schools	Per Key	135.65	131.70	3.0%	3.95
Non MCC - Sports Clubs and Schools	Per Key	135.65	131.70	3.0%	3.95
SYNTHETIC SPORT GROUNDS HIRE No Usage Of Lights, 1/2 Size Pitch					
General - Private and Commercial	Per Hour	73.65	71.50	3.0%	2.15
MCC - Sports Clubs and Schools	Per Hour	44.25	42.95	3.0%	1.30
Non MCC - Sports Clubs and Schools	Per Hour	58.85	57.15	3.0%	1.70
SYNTHETIC SPORT GROUNDS HIRE No Usage Of Lights, Full Size Pitch					
General - Private and Commercial	Per Hour	110.45	107.25	3.0%	3.20
MCC - Sports Clubs and Schools	Per Hour	51.00	49.50	3.0%	1.50
Non MCC - Sports Clubs and Schools	Per Hour	98.25	95.70	3.0%	2.55
SYNTHETIC SPORT GROUNDS HIRE Pavilion Usage					
General - Private and Commercial	Per Hour	41.80	40.60	3.0%	1.20
MCC - Sports Clubs and Schools	Per Hour	21.60	20.95	3.1%	0.65
Non MCC - Sports Clubs and Schools	Per Hour	30.10	29.20	3.1%	0.90
SYNTHETIC SPORT GROUNDS HIRE Security Bond					
General - Private and Commercial	Per Season	678.50	658.75	3.0%	19.75
MCC - Sports Clubs and Schools	Per Season	135.65	131.70	3.0%	3.95
Non MCC - Sports Clubs and Schools	Per Season	271.50	263.60	3.0%	7.90
SYNTHETIC SPORT GROUNDS HIRE Usage Of Lights, 1/2 Size Pitch					
General - Private and Commercial	Per Hour	89.25	86.65	3.0%	2.60
MCC - Sports Clubs and Schools	Per Hour	49.70	48.25	3.0%	1.45
Non MCC - Sports Clubs and Schools	Per Hour	69.45	67.45	3.0%	2.00

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
SYNTHETIC SPORT GROUNDS HIRE Usage Of Lights, Full Size					
Pitch					
General - Private and Commercial	Per Hour	133.65	129.75	3.0%	3.90
MCC - Sports Clubs and Schools	Per Hour	51.00	49.50	3.0%	1.50
Non MCC - Sports Clubs and Schools	Per Hour	104.00	100.95	3.0%	3.05
Turf Wickets					
A Grade	6 Month	2,545.40	2,471.25	3.0%	74.15
B Grade	6 Month	342.50	332.50	3.0%	10.00
Premier	6 Month	5,817.75	5,648.30	3.0%	169.45
CB Smith Premier Facility					
CB Smith Premier Facility - Sportsfield Seasonal	1	5,296.85	5,142.55	3.0%	154.30
CB Smith Premier Facility - Community Sportsfield Annual	1	3,937.35	3,822.65	3.0%	114.70
CB Smith Premier Facility - Pavilion and changeroom access seasonal	1	1,574.50	1,529.65	3.0%	45.85
CB Smith Premier Facility - Community Pavilion annual	1	644.40	625.65	3.0%	18.75
CB Smith Premier Facility - John Fawkner College - Pavilion and Changeroom Access - Casual Use	1	78.80	76.50	3.0%	2.30
CB Smith Premier Facility - John Fawkner College - Premier Sportsfield - Casual Use	1	157.55	152.95	3.0%	4.60
CB Smith Premier Facility - John Fawkner College Community Sportsfield - Casual Use	1	157.55	152.95	3.0%	4.60
CB Smith Premier Facility - John Fawkner College Sportsfield Floodlights - Premier/Community Pitch - Casual Use	1	60.40	58.65	3.0%	1.75
CB Smith Premier Facility - Pavilion Function Room including kitchen and bar access - Casual Use	1	533.00	517.50	3.0%	15.50
CB Smith Premier Facility - Moreland Base Clubs - Pavilion and changeroom access - Casual use	1	78.80	76.50	3.0%	2.30
CB Smith Premier Facility - Moreland Base Clubs - Premier Sportsfield - Casual Use	1	157.55	152.95	3.0%	4.60
CB Smith Premier Facility - Moreland Base Clubs Community Sportsfield - Casual Use	1	157.55	152.95	3.0%	4.60
CB Smith Premier Facility - Moreland Base Clubs Education Facilities - Casual Use	1	53.30	51.75	3.0%	1.55
CB Smith Premier Facility - Moreland Based Clubs Sportsfield Floodlights - Premier/Community Pitch	1	60.40	58.65	3.0%	1.75
CB Smith Premier Facility - Non Moreland Base Clubs - Pavilion and changeroom access - casual use	1	533.00	517.50	3.0%	15.50
CB Smith Premier Facility - Non Moreland Base Clubs - Premier Sportsfield - Casual Use	1	533.00	517.50	3.0%	15.50
CB Smith Premier Facility - Non Moreland Base Clubs Community Sportsfield - Casual Use	1	533.00	517.50	3.0%	15.50
CB Smith Premier Facility - Non Moreland Based Clubs Sportsfield Floodlights - Premier/Community Pitch - Casual Use	1	80.45	78.10	3.0%	2.35
CB Smith Premier Facility - Non Moreland Base Clubs Education Facilities - Casual Use	1	106.60	103.50	3.0%	3.10
CB Smith Premier Facility - Community Groups - Pavilion and changeroom access - Casual use	1	533.00	517.50	3.0%	15.50
CB Smith Premier Facility - Community groups Education Facilities - Casual Use	1	106.60	103.50	3.0%	3.10
CB Smith Premier Facility - Commercial Premier/Community Sportsfield including floodlights - Casual Use	1	1,066.05	1,035.00	3.0%	31.05
CB Smith Premier Facility - Commercial Pavilion and Changeroom - Casual Use	1	799.55	776.25	3.0%	23.30
CB Smith Premier Facility - Commercial Education Facilities	1	533.00	517.50	3.0%	15.50
City Oval Pavilion					
City Oval - Multipurpose Room including kitchen and bar access - commercial	1	869.40	N/A	100.0%	869.40
City Oval - Multipurpose Room including kitchen and bar access - casual use	1	533.00	N/A	100.0%	533.00
City Oval - Multipurpose Room including kitchen and bar access - Moreland Base clubs	1	78.80	N/A	100.0%	78.80

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Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Aquatic Facilities					
Aquatics & Leisure					
Casual Fees					
Casual Recreational Swim					
Adult Swim - ALL	Entry	6.90	6.70	3.0%	0.20
Concession Swim - ALL	Entry	5.20	5.00	4.0%	0.20
Child Swim - ALL	Entry	4.50	4.40	2.3%	0.10
Family Swim - ALL	Entry	18.40	17.80	3.4%	0.60
Supervisory Adult - ALL	Entry	3.50	3.40	2.9%	0.10
Men's/Women's Only Swimming - Booking Fee	Each	78.00	75.40	3.4%	2.60
Men's/Women's Only Swimming - Adult	Each	7.80	7.90	4.0%	0.30
Men's/Women's Only Swimming - Child	Each	5.10	4.90	4.1%	0.20
Men's/Women's Only Swimming - Concession	Each	5.80	5.60	3.6%	0.20
Men's/Women's Only Swimming - Family	Each	20.50	19.80	3.5%	0.70
Men's/Women's Only Swimming - Spectator	Each	3.80	3.70	2.7%	0.10
Men's/Women's Only Swimming - Swim, Spa, Sauna	Each	13.60	13.10	3.8%	0.50
Men's/Women's Only Swimming - Concession Swim, Spa, Sauna	Each	10.30	9.90	4.0%	0.40
Women's Only Swimming - After Entry	Each	1.20	1.20	0.0%	0.00
Women's Only Swimming - Family After Entry	Each	3.40	3.30	3.0%	0.10
Casual Spa Steam (Sauna if Avail)					
Swim Steam Spa - ALL	Entry	13.40	12.90	3.9%	0.50
Swim Steam Spa - Concession - ALL	Entry	9.90	9.60	3.1%	0.30
SSS After Entry - ALL	Entry	6.80	6.60	3.0%	0.20
SSS After Entry - Concession - ALL	Entry	5.20	5.00	4.0%	0.20
Casual Aquatic Programs					
Swim Lesson Class Adult - 30 Mins - ALL	Each	18.00	17.40	3.4%	0.60
Swim Lesson Class Adult Conc - 30 Mins-ALL	Each	13.50	13.00	3.8%	0.50
Swim Lesson Special Needs - 30 Mins-ALL	Each	20.20	19.50	3.6%	0.70
Swim Lesson Private - 30 Mins - ALL	Each	44.80	43.30	3.5%	1.50
Swim Lesson Private Concession - 30 mins-ALL	Each	33.70	32.50	3.7%	1.20
Swim Lesson Squad 2 Lessons - ALL	Each	27.00	26.05	3.6%	0.95
Swim Lesson Squad 2 Lessons Concession - ALL	Each	20.20	19.50	3.6%	0.70
Birthday Parties - Catered - ALL	Each	27.90	26.80	3.7%	1.00
Birthday Parties - Non Catered - ALL	Each	18.30	17.60	3.4%	0.60
Aqua play Class - FLC	Each	10.65	10.30	3.4%	0.35
School Aquatic Education Programs					
Student Entry - ALL	Entry	3.50	3.40	2.9%	0.10
Instructor Hire - 30 Minutes - ALL	30 Minutes	36.60	35.20	4.0%	1.40
Instructor Hire - 45 Minutes - ALL	45 Minutes	55.00	53.10	3.6%	1.90
Instructor Hire - 60 Minutes - ALL	1 Hour	73.30	70.70	3.7%	2.60
Casual Group Fitness					
Aerobics/Aqua - ALL	Entry	16.50	15.90	3.8%	0.60
Aerobics/Aqua Concession - ALL	Entry	12.30	11.90	3.4%	0.40
Aerobics/Aqua Special Concession - ALL	Entry	7.40	7.10	4.2%	0.30
Aerobics/Aqua - Youth Concession - ALL	Entry	9.80	9.50	3.2%	0.30
Aerobics/Aqua - Seniors Concession - ALL	Entry	10.80	10.40	3.8%	0.40
Squad - ALL	Entry	16.40	15.80	3.8%	0.60
Squad Concession - ALL	Entry	12.30	11.90	3.4%	0.40
School Fitness Programs					
Student Entry - ALL	Entry	4.45	4.30	3.5%	0.15
Instructor Hire - ALL	1 Hour	74.70	72.10	3.6%	2.60
Programs					
Attendant Support - Administration Fee	Each	18.30	17.70	3.4%	0.60
Attendant Support - Program Participation Fee	1 hour	36.90	35.60	3.7%	1.30
Fit 4 Fun	Each	13.80	13.30	3.8%	0.50
Fit 4 Fun Concessions	Each	10.40	10.00	4.0%	0.40
Bus Bookings					
Administration Fee	Program	67.80	65.40	3.7%	2.40
Booking Fee	Session	13.50	13.00	3.8%	0.50

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Casual Health Club					
Gym - ALL	Entry	16.60	16.00	3.8%	0.60
Casual Gym Concession - ALL	Entry	12.40	12.00	3.3%	0.40
Youth Gym	Entry	9.90	9.60	3.1%	0.30
Small Group Training - Members	Entry	20.40	19.70	3.6%	0.70
Small Group Training - Non Members	Entry	27.20	26.20	3.8%	1.00
Personal Training 1/2hr - ALL	1/2 Hour	60.00	57.90	3.6%	2.10
Personal Training 1hr (1 client) - ALL	1 Hour	82.80	79.90	3.6%	2.90
Personal Training 1hr (2 clients) - ALL	1 Hour	103.50	99.90	3.6%	3.60
Personal Training Non Members 1/2hr-ALL	1/2 Hour	66.00	63.70	3.6%	2.30
Personal Training Non Members 1hr (1 client) - ALL	1 Hour	91.10	87.90	3.6%	3.20
Personal Training Non Members 1hr (2 clients) - ALL	1 Hour	113.90	109.90	3.6%	4.00
Casual Health Consultation - ALL	Each	57.70	55.70	3.6%	2.00
Casual Program Induction - ALL	Each	57.70	55.70	3.6%	2.00
Casual Creche - In Centre Care					
Creche - 1 Child - ALL	1 Hour	5.75	5.50	4.5%	0.25
Casual Creche - In Centre Care - Concession					
Creche - 1 Child Conc. - ALL	1 Hour	4.30	4.10	4.9%	0.20
Casual Occasional Out-Of-Centre Care					
Occasional Care 1 Child-CLC / FLC	1 Hour	10.00	9.60	4.2%	0.40
Casual Occasional Out-Of-Centre Care - Concession					
Occasional Care - 1 Child Conc. - ALL	1 Hour	7.50	7.30	2.7%	0.20
Other					
Casual Locker - ALL	Each	3.60	3.50	2.9%	0.10
Replacement Card Fee - ALL	Each	4.75	4.60	3.3%	0.15
Suspension Fee - Per Week - ALL	Week	7.30	7.10	2.8%	0.20
Replacement RFID Wrist band	Each	12.15	11.80	3.0%	0.35
Area Hire					
Room Hire - ALL	Each	42.00	40.70	3.2%	1.30
Room Hire - Aerobics Room Full (once-only) - ALL	Each	84.00	81.50	3.1%	2.50
Room Hire - Aerobics Room Full (ongoing) - ALL	Each	42.00	40.70	3.2%	1.30
Lane Hire					
Lane Hire - Indoor 25m - ALL	Per Hour	44.80	43.30	3.5%	1.50
Lane Hire - Outdoor 20m - ALL	Per Hour	31.35	30.30	3.5%	1.05
Lane Hire - Outdoor 33m - ALL	Per Hour	35.85	34.70	3.3%	1.15
Lane Hire - Outdoor 50m - BCB / OPAC	Per Hour	53.75	52.00	3.4%	1.75
Lane Hire - Outdoor 50m - FLC	Per Hour	51.50	49.80	3.4%	1.70
Lane Hire - Outdoor 50m - COSP	Per Hour	49.30	47.60	3.6%	1.70
Lane Hire - Permanent - Indoor 25m - ALL	Per Hour	33.60	32.50	3.4%	1.10
Lane Hire - Permanent - Outdoor 50m - ALL	Per Hour	40.30	39.00	3.3%	1.30
Pool Hire					
Pool Hire - Indoor 25m - ALL	Per Hour	242.00	233.80	3.6%	8.40
Pool Hire - Outdoor 20m - ALL	Per Hour	141.05	136.30	3.5%	4.75
Pool Hire - Outdoor 33m - PVOP	Per Hour	225.60	218.00	3.5%	7.60
Pool Hire - Outdoor 50m - BCB / OPAC	Per Hour	396.75	373.70	3.5%	13.05
Pool Hire - Outdoor 50m - FLC	Per Hour	326.20	315.20	3.5%	11.00
Pool Hire - Outdoor 50m - COSP	Per Hour	265.90	256.90	3.5%	9.00
Pool Hire - Slide OPAC	Per Hour	193.95	187.40	3.5%	6.55
School Carnival - Outdoor 50m Pool - BCB / OPAC	5 Hours	1,719.20	1,661.10	3.5%	58.10
School Carnival - Outdoor 50m Pool - FLC	5 Hours	1,450.85	1,401.60	3.5%	49.05
School Carnival - Outdoor 50m Pool - COSP	5 Hours	1,181.95	1,142.00	3.5%	39.95
School Carnival - Outdoor 33m Pool -PVOP	5 Hours	859.55	830.50	3.5%	29.05
School Carnival - Outdoor 50m Pool - BCB / OPAC	Per Hour	343.80	332.20	3.5%	11.60
School Carnival - Outdoor 50m Pool - FLC	Per Hour	290.00	280.20	3.5%	9.80
School Carnival - Outdoor 50m Pool - COSP	Per Hour	236.40	228.40	3.5%	8.00
School Carnival - Outdoor 33m Pool - PVOP	Per Hour	200.60	193.80	3.5%	6.80
Memberships					
Swim Lessons - Direct Debit - ALL	Fortnightly	32.90	31.80	3.5%	1.10
Swim Lessons - Direct Debit Concession - ALL	Fortnightly	24.60	23.80	3.4%	0.80
Swim Lessons - Direct Debit Special Needs - ALL	Fortnightly	37.05	35.80	3.5%	1.25
Swim Lessons - Direct Debit Private - ALL	Fortnightly	82.20	79.40	3.5%	2.80

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Swim Lessons - Direct Debit Private Concession - ALL	Fortnightly	51.70	59.60	3.5%	2.10
Swim Lesson - Direct Debit Squad x 2 lessons - ALL	Fortnightly	49.25	47.60	3.5%	1.65
Swim Lesson - Direct Debit Squad Concession x 2 lessons - ALL	Fortnightly	17.05	15.80	3.5%	1.25
Active Moreland Aquatics and Leisure - Universal Membership					
Start Up - ALL	Each	77.50	77.50	0.0%	0.00
No Contract Start Up fee - ALL	Each	174.40	174.40	0.0%	0.00
Start Up Fee Concession - Universal	Each	58.10	58.10	0.0%	0.00
No Contract Start up fee Concession - ALL	Each	130.70	130.70	0.0%	0.00
Contract Monthly Debit - A&L Full - ALL	Monthly	110.20	110.20	0.0%	0.00
A&L 6 Month - ALL	6 Months	661.50	661.50	0.0%	0.00
A&L 12 Month - ALL	12 Months	1,323.00	1,323.00	0.0%	0.00
Contract Monthly Debit - A&L Concession-ALL	Monthly	82.70	82.70	0.0%	0.00
A&L 6 Month - Concession - ALL	6 Months	496.10	496.10	0.0%	0.00
A&L 12 Month - Concession - ALL	12 Months	992.20	992.20	0.0%	0.00
Active Centre Based - Aquatics and Leisure Membership					
Start Up Fee - ALL	Each	77.50	77.50	0.0%	0.00
No Contract Start Up fee - ALL	Each	174.40	174.40	0.0%	0.00
Start Up Fee Concession - ALL	Each	58.10	58.10	0.0%	0.00
No Contract Start up fee Concession - ALL	Each	130.80	130.80	0.0%	0.00
Monthly Debit - A&L Full - BCB	Monthly	100.20	100.20	0.0%	0.00
Monthly Debit - A&L Full - CLC	Monthly	95.20	95.20	0.0%	0.00
Monthly Debit - A&L Full - OPLC	Monthly	92.70	92.70	0.0%	0.00
Monthly Debit - A&L Full - FLC	Monthly	90.20	90.20	0.0%	0.00
A&L 3 Month - BCB	3 Months	345.80	345.80	0.0%	0.00
A&L 3 Month - CLC	3 Months	328.50	328.50	0.0%	0.00
A&L 3 Month - OPLC	3 Months	319.90	319.90	0.0%	0.00
A&L 3 Month - FLC	3 Months	311.20	311.20	0.0%	0.00
A&L 6 Month - BCB	6 Months	601.30	601.30	0.0%	0.00
A&L 6 Month - CLC	6 Months	571.30	571.30	0.0%	0.00
A&L 6 Month - OPLC	6 Months	556.30	556.30	0.0%	0.00
A&L 6 Month - FLC	6 Months	541.20	541.20	0.0%	0.00
A&L 12 Month - BCB	12 Months	1,202.70	1,202.70	0.0%	0.00
A&L 12 Month - CLC	12 Months	1,142.60	1,142.60	0.0%	0.00
A&L 12 Month - OPLC	12 Months	1,112.50	1,112.50	0.0%	0.00
A&L 12 Month - FLC	12 Months	1,082.50	1,082.50	0.0%	0.00
Monthly Debit - A&L Concession - BCB	Monthly	75.20	75.20	0.0%	0.00
Monthly Debit - A&L Concession - CLC	Monthly	71.40	71.40	0.0%	0.00
Monthly Debit - A&L Concession - OPLC	Monthly	69.60	69.60	0.0%	0.00
Monthly Debit - A&L Concession - FLC	Monthly	67.60	67.60	0.0%	0.00
A&L 3 Month - Concession - BCB	3 Months	259.30	259.30	0.0%	0.00
A&L 3 Month - Concession - CLC	3 Months	246.40	246.40	0.0%	0.00
A&L 3 Month - Concession - OPLC	3 Months	239.90	239.90	0.0%	0.00
A&L 3 Month - Concession - FLC	3 Months	233.40	233.40	0.0%	0.00
A&L 6 Month - Concession - BCB	6 Months	451.10	451.10	0.0%	0.00
A&L 6 Month - Concession - CLC	6 Months	428.50	428.50	0.0%	0.00
A&L 6 Month - Concession - OPLC	6 Months	417.20	417.20	0.0%	0.00
A&L 6 Month - Concession - FLC	6 Months	405.90	405.90	0.0%	0.00
A&L 12 Month - Concession - BCB	12 Months	902.10	902.10	0.0%	0.00
A&L 12 Month - Concession - CLC	12 Months	856.90	856.90	0.0%	0.00
A&L 12 Month - Concession - OPLC	12 Months	834.40	834.40	0.0%	0.00
A&L 12 Month - Concession - FLC	12 Months	811.90	811.90	0.0%	0.00
A&L 1 Month (Non Standard) - BCB	1 Month	120.30	120.30	0.0%	0.00
A&L 1 Month (Non Standard) - CLC	1 Month	114.30	114.30	0.0%	0.00
A&L 1 Month (Non Standard) - OPLC	1 Month	111.30	111.30	0.0%	0.00
A&L 1 Month (Non Standard) - FLC	1 Month	108.30	108.30	0.0%	0.00
Invoiced A&L Memberships 3 Mth - BCB	3 Months	449.50	449.50	0.0%	0.00
Invoiced A&L Memberships 3 Mth - CLC	3 Months	427.00	427.00	0.0%	0.00
Invoiced A&L Memberships 3 Mth - OPLC	3 Months	415.80	415.80	0.0%	0.00
Invoiced A&L Memberships 3 Mth - FLC	3 Months	404.60	404.60	0.0%	0.00
Invoiced A&L Memberships 6 Mth - BCB	6 Months	761.80	761.80	0.0%	0.00

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
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Invoiced A&L Memberships 6 Mth - CLC	6 Months	742.70	742.70	0.0%	0.00
Invoiced A&L Memberships 6 Mth - OPLC	6 Months	723.20	723.20	0.0%	0.00
Invoiced A&L Memberships 6 Mth - FLC	6 Months	694.30	694.30	0.0%	0.00
Invoiced A&L Memberships 12 Mth - BCB	12 Months	1,563.60	1,563.60	0.0%	0.00
Invoiced A&L Memberships 12 Mth - CLC	12 Months	1,485.40	1,485.40	0.0%	0.00
Invoiced A&L Memberships 12 Mth - OPLC	12 Months	1,446.30	1,446.30	0.0%	0.00
Invoiced A&L Memberships 12 Mth - FLC	12 Months	1,407.20	1,407.20	0.0%	0.00
Active Seniors Membership					
Start Up Fee - Seniors - ALL	Each	50.40	50.40	0.0%	0.00
No Contract Start Up fee - ALL	Each	113.40	113.40	0.0%	0.00
Monthly Debit - Seniors - BCB	Monthly	65.20	65.20	0.0%	0.00
Monthly Debit - Seniors - CLC	Monthly	61.90	61.90	0.0%	0.00
Monthly Debit - Seniors - OPLC	Monthly	60.20	60.20	0.0%	0.00
Monthly Debit - Seniors - FLC	Monthly	58.60	58.60	0.0%	0.00
Seniors 3 Months - BCB	3 Months	224.80	224.80	0.0%	0.00
Seniors 3 Months - CLC	3 Months	213.50	213.50	0.0%	0.00
Seniors 3 Months - OPLC	3 Months	207.90	207.90	0.0%	0.00
Seniors 3 Months - FLC	3 Months	202.30	202.30	0.0%	0.00
Seniors 6 Months - BCB	6 Months	390.90	390.90	0.0%	0.00
Seniors 6 Months - CLC	6 Months	371.60	371.60	0.0%	0.00
Seniors 6 Months - OPLC	6 Months	361.60	361.60	0.0%	0.00
Seniors 6 Months - FLC	6 Months	351.80	351.80	0.0%	0.00
Seniors 12 Months - BCB	12 Months	781.80	781.80	0.0%	0.00
Seniors 12 Months - CLC	12 Months	742.70	742.70	0.0%	0.00
Seniors 12 Months - OPLC	12 Months	723.20	723.20	0.0%	0.00
Seniors 12 Months - FLC	12 Months	703.60	703.60	0.0%	0.00
Active Youth Membership					
Start Up Fee - Youth - ALL	Each	46.50	46.50	0.0%	0.00
No Contract Start Up fee - ALL	Each	104.60	104.60	0.0%	0.00
Debit - Youth - BCB	Monthly	60.10	60.10	0.0%	0.00
Debit - Youth - CLC	Monthly	57.10	57.10	0.0%	0.00
Debit - Youth - OPLC	Monthly	55.60	55.60	0.0%	0.00
Debit - Youth - FLC	Monthly	54.10	54.10	0.0%	0.00
Youth 3 Months - BCB	3 Months	207.50	207.50	0.0%	0.00
Youth 3 Months - CLC	3 Months	197.10	197.10	0.0%	0.00
Youth 3 Months - OPLC	3 Months	191.90	191.90	0.0%	0.00
Youth 3 Months - FLC	3 Months	186.30	186.30	0.0%	0.00
Youth 6 Months - BCB	6 Months	360.80	360.80	0.0%	0.00
Youth 6 Months - CLC	6 Months	342.80	342.80	0.0%	0.00
Youth 6 Months - OPLC	6 Months	333.70	333.70	0.0%	0.00
Youth 6 Months - FLC	6 Months	324.70	324.70	0.0%	0.00
Youth 12 Months - BCB	12 Months	721.70	721.70	0.0%	0.00
Youth 12 Months - CLC	12 Months	685.50	685.50	0.0%	0.00
Youth 12 Months - OPLC	12 Months	667.50	667.50	0.0%	0.00
Youth 12 Months - FLC	12 Months	649.40	649.40	0.0%	0.00
Active Moreland Aquatic Membership - Universal Membership					
Start Up - ALL	Each	48.40	48.40	0.0%	0.00
No Contract Start Up fee - ALL	Each	109.00	109.00	0.0%	0.00
Start Up Fee Concession - Universal	Each	36.30	36.30	0.0%	0.00
No Contract Start up fee Concession - ALL	Each	81.70	81.70	0.0%	0.00
Monthly Debit - Aquatic Full - ALL	Monthly	68.90	68.90	0.0%	0.00
Aquatic 6 Month - ALL	6 Months	413.40	413.40	0.0%	0.00
Aquatic 12 Month - ALL	12 Months	826.90	826.90	0.0%	0.00
Contract Monthly Debit - Aquatic Concession - ALL	Monthly	51.70	51.70	0.0%	0.00
Aquatic 6 Month - Concession - ALL	6 Months	310.10	310.10	0.0%	0.00
Aquatic 12 Month - Concession - ALL	12 Months	620.20	620.20	0.0%	0.00
Active Centre Based - Aquatic Membership					
Start Up Fee - ALL	Each	48.40	48.40	0.0%	0.00
No Contract Start Up Fee - ALL	Each	109.00	109.00	0.0%	0.00
Start Up Fee Concession - ALL	Each	36.30	36.30	0.0%	0.00

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year	Financial Year		
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No Contract Start Up Fee Concession - ALL	Each	81.70	81.70	0.0%	0.00
Monthly Debit - Aquatics Full - BCB	Monthly	62.60	62.60	0.0%	0.00
Monthly Debit - Aquatics Full - CLC	Monthly	59.50	59.50	0.0%	0.00
Monthly Debit - Aquatics Full - OPLC	Monthly	47.00	47.00	0.0%	0.00
Monthly Debit - Aquatics Full - FLC	Monthly	56.40	56.40	0.0%	0.00
Aquatics 3 Month - BCB	3 Months	216.10	216.10	0.0%	0.00
Aquatics 3 Month - CLC	3 Months	205.30	205.30	0.0%	0.00
Aquatics 3 Month - OPLC	3 Months	162.10	162.10	0.0%	0.00
Aquatics 3 Month - FLC	3 Months	194.50	194.50	0.0%	0.00
Aquatics 6 Month - BCB	6 Months	375.90	375.90	0.0%	0.00
Aquatics 6 Month - CLC	6 Months	357.10	357.10	0.0%	0.00
Aquatics 6 Month - OPLC	6 Months	281.80	281.80	0.0%	0.00
Aquatics 6 Month - FLC	6 Months	338.30	338.30	0.0%	0.00
Aquatics 12 Month - BCB	12 Months	751.70	751.70	0.0%	0.00
Aquatics 12 Month - CLC	12 Months	714.10	714.10	0.0%	0.00
Aquatics 12 Month - OPLC	12 Months	563.70	563.70	0.0%	0.00
Aquatics 12 Month - FLC	12 Months	676.53	676.53	0.0%	0.00
Monthly Debit - Aquatic Concession - BCB	Monthly	47.00	47.00	0.0%	0.00
Monthly Debit - Aquatic Concession - CLC	Monthly	44.70	44.70	0.0%	0.00
Monthly Debit - Aquatic Concession - OPLC	Monthly	35.20	35.20	0.0%	0.00
Monthly Debit - Aquatic Concession - FLC	Monthly	42.30	42.30	0.0%	0.00
Aquatics 3 Month Concession - BCB	3 Months	162.10	162.10	0.0%	0.00
Aquatics 3 Month Concession - CLC	3 Months	154.00	154.00	0.0%	0.00
Aquatics 3 Month Concession - OPLC	3 Months	121.50	121.50	0.0%	0.00
Aquatics 3 Month Concession - FLC	3 Months	145.90	145.90	0.0%	0.00
Aquatics 6 Month Concession - BCB	6 Months	281.80	281.80	0.0%	0.00
Aquatics 6 Month Concession - CLC	6 Months	267.80	267.80	0.0%	0.00
Aquatics 6 Month Concession - OPLC	6 Months	211.40	211.40	0.0%	0.00
Aquatics 6 Month Concession - FLC	6 Months	253.70	253.70	0.0%	0.00
Aquatics 12 Month Concession - BCB	12 Months	563.80	563.80	0.0%	0.00
Aquatics 12 Month Concession - CLC	12 Months	535.60	535.60	0.0%	0.00
Aquatics 12 Month Concession - OPLC	12 Months	422.80	422.80	0.0%	0.00
Aquatics 12 Month Concession - FLC	12 Months	507.40	507.40	0.0%	0.00
Aquatics Invoiced Memberships 3 Mth - BCB	3 Months	281.00	281.00	0.0%	0.00
Aquatics Invoiced Memberships 3 Mth -CLC	3 Months	266.90	266.90	0.0%	0.00
Aquatics Invoiced Memberships 3 Mth -FLC	3 Months	252.90	252.90	0.0%	0.00
Aquatics Invoiced Memberships 6 Mth -BCB	6 Months	488.60	488.60	0.0%	0.00
Aquatics Invoiced Memberships 6 Mth -CLC	6 Months	464.20	464.20	0.0%	0.00
Aquatics Invoiced Memberships 6 Mth -FLC	6 Months	439.70	439.70	0.0%	0.00
Aquatics Invoiced Memberships 12 Mth -BCB	12 Months	977.20	977.20	0.0%	0.00
Aquatics Invoiced Memberships 12 Mth -CLC	12 Months	928.30	928.30	0.0%	0.00
Aquatics Invoiced Memberships 12 Mth -FLC	12 Months	879.50	879.50	0.0%	0.00
Seniors Aquatic Membership					
Start Up Fee - Seniors Aquatic - ALL	Each	31.50	31.50	0.0%	0.00
No Contract Start Up Fee - Seniors Aquatic-ALL	Each	70.90	70.90	0.0%	0.00
Debit - Seniors Aquatic - BCB	Monthly	40.70	40.70	0.0%	0.00
Debit - Seniors Aquatic - CLC	Monthly	38.70	38.70	0.0%	0.00
Debit - Seniors Aquatic - OPLC	Monthly	28.20	28.20	0.0%	0.00
Debit -Seniors Aquatic - FLC	Monthly	36.60	36.60	0.0%	0.00
Seniors Aquatic 3 Months - BCB	3 Months	140.50	140.50	0.0%	0.00
Seniors Aquatic 3 Months - CLC	3 Months	133.50	133.50	0.0%	0.00
Seniors Aquatic 3 Months - OPLC	3 Months	97.20	97.20	0.0%	0.00
Seniors Aquatic 3 Months - FLC	3 Months	126.40	126.40	0.0%	0.00
Seniors Aquatic 6 Months - BCB	6 Months	244.30	244.30	0.0%	0.00
Seniors Aquatic 6 Months - CLC	6 Months	232.10	232.10	0.0%	0.00
Seniors Aquatic 6 Months - OPLC	6 Months	169.10	169.10	0.0%	0.00
Seniors Aquatic 6 Months - FLC	6 Months	219.90	219.90	0.0%	0.00
Seniors Aquatic 12 Months - BCB	12 Months	488.60	488.60	0.0%	0.00
Seniors Aquatic 12 Months - CLC	12 Months	464.20	464.20	0.0%	0.00
Seniors Aquatic 12 Months - OPLC	12 Months	338.20	338.20	0.0%	0.00
Seniors Aquatic 12 Months - FLC	12 Months	439.70	439.70	0.0%	0.00

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Active Centre Based - Concession Support Memberships					
H&W Start Up - ALL	Each	34.90	34.90	0.0%	0.00
No Contract H&W Start Up - ALL	Each	78.50	78.50	0.0%	0.00
H&W Contract Monthly Debit - Special Concession - BCB	Monthly	45.10	45.10	0.0%	0.00
H&W Contract Monthly Debit - Special Concession - CLC	Monthly	42.90	42.90	0.0%	0.00
H&W Contract Monthly Debit - Special Concession - OPLC	Monthly	41.70	41.70	0.0%	0.00
H&W Contract Monthly Debit - Special Concession - FLC	Monthly	40.60	40.60	0.0%	0.00
H&W 3 Month Special Concession - BCB	3 Months	155.60	155.60	0.0%	0.00
H&W 3 Month Special Concession - CLC	3 Months	147.80	147.80	0.0%	0.00
H&W 3 Month Special Concession - OPLC	3 Months	143.90	143.90	0.0%	0.00
H&W 3 Month Special Concession - FLC	3 Months	140.00	140.00	0.0%	0.00
H&W 6 Month Special Concession - BCB	6 Months	270.60	270.60	0.0%	0.00
H&W 6 Month Special Concession - CLC	6 Months	257.10	257.10	0.0%	0.00
H&W 6 Month Special Concession - OPLC	6 Months	250.20	250.20	0.0%	0.00
H&W 6 Month Special Concession - FLC	6 Months	243.50	243.50	0.0%	0.00
H&W 12 Month Special Concession - BCB	12 Months	541.20	541.20	0.0%	0.00
H&W 12 Month Special Concession - CLC	12 Months	514.20	514.20	0.0%	0.00
H&W 12 Month Special Concession - OPLC	12 Months	500.60	500.60	0.0%	0.00
H&W 12 Month Special Concession - FLC	12 Months	487.10	487.10	0.0%	0.00
Aquatic Centre Based - Concession Support Memberships					
Aquatic Start Up - ALL	Each	21.80	21.80	0.0%	0.00
No Contract H&W Start Up - ALL	Each	49.00	49.00	0.0%	0.00
Monthly Debit - Aquatic Special Concession - BCB	Monthly	28.20	28.20	0.0%	0.00
Monthly Debit - Aquatic Special Concession - CLC	Monthly	26.80	26.80	0.0%	0.00
Monthly Debit - Aquatic Special Concession - FLC	Monthly	25.40	25.40	0.0%	0.00
Aquatic 3 Month Special Concession - BCB	3 Months	97.20	97.20	0.0%	0.00
Aquatic 3 Month Special Concession - CLC	3 Months	92.40	92.40	0.0%	0.00
Aquatic 3 Month Special Concession - FLC	3 Months	87.60	87.60	0.0%	0.00
Aquatic 6 Month Special Concession - BCB	6 Months	169.10	169.10	0.0%	0.00
Aquatic 6 Month Special Concession - CLC	6 Months	160.70	160.70	0.0%	0.00
Aquatic 6 Month Special Concession - FLC	6 Months	152.20	152.20	0.0%	0.00
Aquatic 12 Month Special Concession - BCB	12 Months	338.30	338.30	0.0%	0.00
Aquatic 12 Month Special Concession - CLC	12 Months	321.40	321.40	0.0%	0.00
Aquatic 12 Month Special Concession - FLC	12 Months	304.40	304.40	0.0%	0.00
Multi-Visit Passes					
Recreational Swim					
10 Visit Adult Swim - ALL	10 Visits	59.00	57.00	3.5%	2.00
10 Visit Concession - ALL	10 Visits	44.00	42.50	3.5%	1.50
10 Visit Child Swim - ALL	10 Visits	38.70	37.40	3.5%	1.30
10 visit Family Swim - ALL	10 Visits	156.70	151.30	3.6%	5.40
20 Visit Adult Swim - ALL	20 Visits	111.00	107.20	3.5%	3.80
20 Visit Concession - ALL	20 Visits	82.90	80.00	3.6%	2.90
20 Visit Child Swim - ALL	20 Visits	72.90	70.40	3.6%	2.50
20 Visit Family Swim - ALL	20 Visits	295.10	284.80	3.6%	10.30
Swim Spa Steam					
10 Visit SSS - ALL	10 Visits	113.50	109.60	3.6%	3.90
10 Visit SSS Concession - ALL	10 Visits	84.50	81.60	3.6%	2.90
Health Club					
10 Visit Gym - ALL	10 Visits	141.10	136.00	3.8%	5.10
10 Visit Gym Concession - ALL	10 Visits	105.80	102.00	3.7%	3.80
10 Visit Gym Youth Concession - ALL	10 Visits	84.45	81.60	3.5%	2.85
20 Visit Gym - ALL	20 Visits	264.95	256.00	3.5%	8.95
20 Visit Gym Concession - ALL	20 Visits	198.70	192.00	3.5%	6.70
Tri Club					
10 Visit Tri Club	10 Visits	101.20	97.80	3.5%	3.40
20 Visit Tri Club	20 Visits	203.30	196.30	3.6%	7.00
Aquatic Fitness Classes					
10 Visit Aqua Aerobics - ALL	10 Visits	139.90	135.20	3.5%	4.70
10 Visit Aqua Aerobics Concession - ALL	10 Visits	104.70	101.20	3.5%	3.50
10 Visit Aqua Aerobics - Seniors Concession - ALL	10 Visits	91.50	88.40	3.5%	3.10

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
10 Visit Aqua Aerobics - Youth Concession - ALL	10 Visits	83.40	80.80	3.2%	2.60
10 visit Aqua Aerobics - Special Concession - ALL	10 Visits	62.50	60.40	3.5%	2.10
20 Visit Aqua Aerobics - ALL	20 Visits	263.40	254.40	3.5%	9.00
20 Visit Aqua Aerobics Concession - ALL	20 Visits	197.30	190.40	3.6%	6.90
20 Visit Aqua Aerobics - Seniors Concession - ALL	20 Visits	172.40	166.40	3.6%	6.00
20 Visit Aqua Aerobics - Youth Concession - ALL	20 Visits	157.50	152.00	3.6%	5.50
20 visit Aqua Aerobics - Special Concession - ALL	20 Visits	117.70	113.60	3.6%	4.10
Dry Fitness Classes					
10 Visit Aerobics - ALL	10 Visits	139.90	135.20	3.5%	4.70
10 Visit Aerobics Concession - ALL	10 Visits	104.70	101.20	3.5%	3.50
10 Visit Aerobics - Seniors Concession - ALL	10 Visits	91.50	88.40	3.5%	3.10
10 Visit Aerobics - Youth Concession - ALL	10 Visits	83.40	80.80	3.2%	2.60
10 visit Aerobics - Special Concession - ALL	10 Visits	67.50	60.40	3.5%	2.10
20 Visit Aerobics - ALL	20 Visits	263.40	254.40	3.5%	9.00
20 Visit Aerobics Concession - ALL	20 Visits	197.30	190.40	3.6%	6.90
20 Visit Aerobics - Seniors Concession - ALL	20 Visits	172.40	166.40	3.6%	6.00
20 Visit Aerobics - Youth Concession - ALL	20 Visits	157.50	152.00	3.6%	5.50
20 visit Aerobics - Special Concession - ALL	20 Visits	117.70	113.60	3.6%	4.10
Occasional Out-Of-Centre Care					
10 Visit - 1 Child - ALL	1 Hour	90.00	86.40	4.2%	3.60
Occasional Out-Of-Centre Care- Concession					
10 Visit Occasional Care - 1 Child Conc -ALL	1 Hour	75.50	65.70	14.9%	9.80
Creche - In Centre Care					
10 Visit Creche - 1 Child - ALL	1 Hour	51.75	40.50	27.8%	11.25
Creche In-Centre Care - Concession					
10 Visit Creche 1 Child - Conc - ALL	1 Hour	38.80	30.60	26.8%	8.20
Seasonal / Outdoor Pools					
Seasonal Pool Casual Swim (PVOP and COSP)					
Adult Swim - PVOP, COSP	Entry	6.30	6.10	3.3%	0.20
Concession Swim - ALL	Entry	4.70	4.50	4.4%	0.20
Child Swim - ALL	Entry	4.10	3.90	5.1%	0.20
Family Swim - ALL	Entry	16.80	16.20	3.7%	0.60
Supervisory Adult - ALL	Entry	3.30	3.10	3.2%	0.10
Seasonal Pool Other					
Waterslide - 1 Ride - OPAC	1 Ride	3.30	3.20	3.1%	0.10
Waterslide - 3 Rides - OPAC	3 Rides	6.60	6.40	3.1%	0.20
Waterslide - Day Pass - OPAC	Day Pass	11.20	10.80	3.7%	0.40
Seasonal Pool Room Hire					
Room Hire - OPAC - OPAC	Each	42.00	40.20	3.2%	1.30
Seasonal Pool Season Pass					
Adult Swim - OPAC	7 Months	340.80	328.90	3.6%	11.90
Adult Swim - COSP	4 Months	155.70	150.30	3.6%	5.40
Adult Swim - PVOP	4 Months	155.70	150.30	3.6%	5.40
Concession Swim - OPAC	7 Months	255.50	246.60	3.6%	8.90
Concession Swim - COSP	4 Months	116.90	112.80	3.6%	4.10
Concession Swim - PVOP	4 Months	116.90	112.80	3.6%	4.10
Child Swim - OPAC	7 Months	221.60	213.80	3.6%	7.80
Child Swim - COSP	4 Months	101.20	97.70	3.6%	3.50
Child Swim - PVOP	4 Months	101.20	97.70	3.6%	3.50
Family Swim - OPAC	7 Months	899.70	868.20	3.6%	31.50
Family Swim - COSP	4 Months	411.20	396.80	3.6%	14.40
Family Swim - PVOP	4 Months	411.20	396.80	3.6%	14.40
Seasonal Pool Multi-Visit Passes					
10 Visit Adult Swim - ALL	10 Visits	53.40	51.60	3.5%	1.80
10 Visit Concession Swim - ALL	10 Visits	39.65	38.30	3.5%	1.35
10 Visit Child Swim - ALL	10 Visits	34.40	33.20	3.6%	1.20
10 Visit Family Swim - ALL	10 Visits	142.65	137.70	3.6%	4.95
20 Visit Adult Swim - ALL	20 Visits	107.10	97.60	3.6%	3.50
20 Visit Concession Swim - ALL	20 Visits	74.55	72.00	3.5%	2.55
20 Visit Child Swim - ALL	20 Visits	64.60	62.40	3.5%	2.20

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
20 Visit Family Swim - ALL	20 Visits	268.55	259.20	3.6%	9.35
Community Venues					
Library Meeting Rooms Excluding Fawkner Meeting Room					
Commercial / Private - Weekday Rate	Per Hour	23.20	22.50	3.1%	0.70
Community - Weekday Rate	Per Hour	11.60	11.25	3.1%	0.35
Not For Profit - Weekday Rate	Per Hour	5.80	5.65	2.7%	0.15
Commercial / Private - Weekends and Public Holidays	Per Hour	46.35	45.00	3.0%	1.35
Community - Weekend and Public Holiday Rate	Per Hour	23.20	22.50	3.1%	0.70
Not For Profit - Weekend and Public Holiday Rate	Per Hour	11.60	11.25	3.1%	0.35
Other Facilities For Hire					
All Community Halls and Senior Citizen Centre					
Commercial / Private - Weekday Rate	Per Hour	46.35	45.00	3.0%	1.35
Community - Weekday Rate	Per Hour	23.20	22.50	3.1%	0.70
Not For Profit - Weekday Rate	Per Hour	11.60	11.25	3.1%	0.35
Commercial / Private - Weekend and Public Holiday Rate	Per Hour	92.70	90.00	3.0%	2.70
Community - Weekend and Public Holiday Rate	Per Hour	46.35	45.00	3.0%	1.35
Not For Profit - Weekend and Public Holiday Rate	Per Hour	23.20	22.50	3.1%	0.70
Fawkner Community Sports Hall (Inc Kitchen)					
Commercial / Private - Weekday Rate	Per Hour	87.55	85.00	3.0%	2.55
Community - Weekday Rate	Per Hour	43.75	42.50	2.9%	1.25
Not For Profit - Weekday Rate	Per Hour	21.90	21.25	3.1%	0.65
Commercial / Private - Weekend and Public Holiday Rate	Per Hour	175.10	170.00	3.0%	5.10
Community - Weekend and Public Holiday Rate	Per Hour	87.55	85.00	3.0%	2.55
Not For Profit - Weekend and Public Holiday Rate	Per Hour	43.75	42.50	2.9%	1.25
Fees and Charges Associated With Facility Hire					
Bonds					
For Hire Of Community Halls and Senior Citizen Centres	Per Event	309.00	300.00	3.0%	9.00
For Any Hire Deemed A High Risk	Per Event	1,236.00	1,200.00	3.0%	36.00
Public Liability Insurance					
Public Liability Insurance To Approved Applicants	Per Event	30.75	29.85	3.0%	0.90
Miscellaneous Receipts					
Key Administration (Regular Users, Non Refundable)	Per Key	30.70	29.80	3.0%	0.90
Early Years & Youth					
Youth Services					
The Multi - Purpose Space / Elounge / Meeting Rooms					
Commercial Or Private Use - Weekdays	Per Hour	46.00	45.00	2.2%	1.00
Commercial Or Private Use - Weekends	Per Hour	93.00	90.00	3.3%	3.00
Community Groups	Per Hour	13.00	12.50	4.0%	0.50
Kitchen Space	3 Month Membership	TBA	TBA		
Rehearsal	3 Month Membership	70.00	67.50	3.7%	2.50
Youth Programs					
FreeZA Entry Fees	Per Hour	Varies Depending On The Event	Varies Depending On The Event		
Hot Desk Usage	Per Day	15.00	14.50	3.4%	0.50
Youth Rehearsal	Per Hour	6.00	6.00	0.0%	0.00
Children's Services					
Family Day Care					
Admin Levy Hourly Rate	Per Hour	2.00	2.00	0.0%	0.00
Kindergarten Registration Fee					
Enrolment Fee For 4 Year Old Kindergarten	Per Enrolment	24.00	23.00	4.3%	1.00
School Holiday Program					
School Holiday Program	Per Day	85.00	85.00	0.0%	0.00
Maternal & Child Health					
Vaccines					
dTpa Or Diphtheria, Tetanus and Pertussis Or Adacel/Boostrix	Per Unit	47.00	46.00	2.2%	1.00
Hepatitis B (Adult)	Per Unit	25.00	24.00	4.2%	1.00
Influenza	Per Unit	26.00	25.00	4.0%	1.00

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
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Meningococcal B (Bexsero)	Per Unit	134.00	130.00	3.1%	4.00
Meningococcal ACWY	Per Unit	74.00	72.00	2.8%	2.00
Chickenpox	Per Unit	74.00	72.00	2.8%	2.00
Roads, Fleet & Waste					
Roads					
Asset Protection					
Asset Protection Permit Fee Building Works From \$5,000 to \$20,000	Each	180.00	174.85	2.9%	5.15
Asset Protection Permit Fee Building Works Over \$20,000 Other Than Those Types Listed	Each	360.00	349.70	2.9%	10.30
Asset Protection Permit Fee Demolition	Each	180.00	174.85	2.9%	5.15
Asset Protection Permit Fee Multi Story Developments > 2 Storey <= 5 Storey	Each	2,392.00	2,322.05	3.0%	69.95
Asset Protection Permit Fee Multi Story Developments > 5 Storey	Each	3,601.00	3,496.75	3.0%	104.25
Asset Protection Permit Fee Reblocking Or Underpinning	Each	180.00	174.85	2.9%	5.15
Asset Protection Permit Fee Single Dwelling	Each	360.00	349.70	2.9%	10.30
Asset Protection Permit Fee Unit Development - Up To 4 Units	Each	900.00	874.15	3.0%	25.85
Asset Protection Permit Fee Unit Development >4 Units <= 8 Units	Each	1,080.00	1,049.00	3.0%	31.00
Asset Protection Permit Fee Unit Development >8 Units	Each	2,391.00	2,322.05	3.0%	68.95
Construction Management Plan for 1-5 dwellings	Per Permit	1,030.00	1,000.00	3.0%	30.00
Construction Management Plan for 6-10 dwellings	Per Permit	2,575.00	2,500.00	3.0%	75.00
Construction Management Plan for 11+ dwellings	Per Permit	5,150.00	5,000.00	3.0%	150.00
Additional Asset Protection Site Inspection Fee	Per Inspection	116.00	112.60	3.0%	3.40
Reinstatement Charges Asphalt Path					
Asphalt Path	Over 50m2	137.00	132.75	3.2%	4.25
Asphalt Path	1 To 5 m2	211.00	204.90	3.0%	6.10
Asphalt Path	5.01 - 20 m2	195.00	190.80	2.8%	4.20
Asphalt Path	20.01 - 50 m2	146.00	142.05	2.8%	3.95
Asphalt Path - Minimum Charge	Up To 1m2	211.00	204.85	3.0%	6.15
Asphalt Path 100 mm Thick	Over 50 m2	176.00	170.45	3.3%	5.55
Asphalt Path 100 mm Thick	1 To 5 m2	253.00	245.35	3.1%	7.65
Asphalt Path 100 mm Thick	5.01 - 20 m2	196.00	190.15	3.1%	5.85
Asphalt Path 100 mm Thick	20.01 - 50 m2	167.00	161.45	3.1%	5.55
Asphalt Path 100 mm Thick - Minimum Charge	Up To 1m2	253.00	245.35	3.1%	7.65
Reinstatement Charges Asphalt Road					
Asphalt Road	Over 5m2	195.00	189.05	3.1%	5.95
Asphalt Road	2 - 5 m2	205.00	198.85	3.1%	6.15
Asphalt Road - Minimum Charge	Up To 2m2	232.00	225.10	3.1%	6.90
Reinstatement Charges Brick Pavers					
Brick Pavers	Over 50m2	142.00	137.70	3.1%	4.30
Brick Pavers	1 To 5 m2	191.00	185.75	2.8%	5.25
Brick Pavers	5.01 - 20 m2	158.00	153.00	3.3%	5.00
Brick Pavers	20.01 - 50 m2	150.00	145.35	3.2%	4.65
Brick Pavers - Minimum Charge	Up To 1m2	191.00	185.75	2.8%	5.25
Reinstatement Charges Concrete Footpath					
100mm PVC	Per Metre	58.00	56.30	3.0%	1.70
Colour Addition to Concrete	M3	186.00	180.30	3.2%	5.70
Concrete Footpath	Over 50m2	142.00	137.70	3.1%	4.30
Concrete Footpath	1 To 5 m2	191.00	185.75	2.8%	5.25
Concrete Footpath	5.01 - 20 m2	158.00	153.00	3.3%	5.00
Concrete Footpath	20.01 - 50 m2	150.00	145.35	3.2%	4.65
Concrete Footpath - 125 mm Thick F72 Reinforced Minimum Charge	Up To 1m2	227.00	220.75	2.8%	6.25
Concrete Footpath - Minimum Charge	Up To 1m2	191.00	185.75	2.8%	5.25
Concrete Footpath 100 mm Thick	Over 50 m2	176.00	171.05	2.9%	4.95
Concrete Footpath 100 mm Thick	5.01 - 20 m2	191.00	185.75	2.8%	5.25
Concrete Footpath 100 mm Thick	1 To 5 m2	227.00	220.75	2.8%	6.25
Concrete Footpath 100 mm Thick	20.01 - 50 m2	186.00	180.30	3.2%	5.70
Kerb Adapter	Each	174.00	168.80	3.1%	5.20

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
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Reinstatement Charges Crossings					
175mm Vehicle Crossing	Per Square Metre	208.00	202.15	2.9%	5.85
175mm Crossing 1 Layer Reinforcement	Per Square Metre	232.00	225.10	3.1%	6.90
175mm Crossing 2 Layers Reinforcement	Per Square Metre	245.00	238.25	2.8%	6.75
Bluestone Crossing/Road	Per Square Metre	292.00	283.00	3.2%	9.00
Crossings - Minimum Charge < 1m ²	Per Square Metre	208.00	202.15	2.9%	5.85
Extra Vehicle Crossing Inspection Fee	Per inspection	116.00	112.60	3.0%	3.40
Weekend Inspection Fee	Per inspection	406.00	393.90	3.1%	12.10
Reinstatement Charges Deep Lift Asphalt					
Deep Lift Asphalt 150mm	Over 5m ²	288.00	279.20	3.2%	8.80
Deep Lift Asphalt 150mm	2 - 5m ²	305.00	296.15	3.0%	8.85
Deep Lift Asphalt 150mm - Minimum Charge	Up To 2m ²	447.00	434.35	2.9%	12.65
Reinstatement Charges Kerb & Channel					
Bluestone Channel	Per Metre	253.00	245.35	3.1%	7.65
Bluestone K&C	Per Metre	253.00	245.35	3.1%	7.65
Bluestone Kerb	Per Metre	150.00	145.90	2.8%	4.10
Concrete Channel	Per Metre	209.00	202.70	3.1%	6.30
Concrete K&C	Per Metre	209.00	202.70	3.1%	6.30
Concrete Kerb	Per Metre	144.00	139.85	3.0%	4.15
Kerb & Channel - Minimum Charge < 1m	Per metre	209.00	202.70	3.1%	6.30
Nature Strip	m ²	17.00	16.50	3.0%	0.50
Reinstatement Charges Trench Along Road/Footpath					
Trench Along Road/Footpath	Subject To Quote	Subject To Quote	Subject To Quote		
Road Opening Permit					
Arterial Roads - Minor Works - Conducted On Carriageway Or Footpath	Per Permit	242.00	236.95	2.1%	5.05
Arterial Roads - Minor Works - Conducted On Nature Strip	Per Permit	144.00	140.70	2.3%	3.30
Arterial Roads - Works Other Than Minor Works - Conducted On Carriageway Or Footpath	Per Permit	654.00	641.05	2.0%	12.95
Arterial Roads - Works Other Than Minor Works - Conducted On Nature Strip	Per Permit	456.00	447.30	1.9%	8.70
Municipal Roads - Minor Works - Conducted On Carriageway Or Footpath	Per Permit	140.00	137.70	1.7%	2.30
Municipal Roads - Minor Works - Conducted On Nature Strips	Per Permit	91.00	88.85	2.4%	2.15
Municipal Roads - Works Other Than Minor Works - Conducted On Carriageway Or Footpath	Per Permit	As Per The Road Management Act	As Per The Road Management Act		
Municipal Roads - Works Other Than Minor Works - Conducted On Nature Strips	Per Permit	As Per The Road Management Act	As Per The Road Management Act		
Street Occupation Rental Of Public Space For Hoarding	Per Square Metre	5.00	4.80	4.2%	0.20
Street Occupation Application Fee Reg 604 Issued	Per Permit	84.00	81.95	2.5%	2.05
Street Occupation Application Fee Reg 604 Not Issued	Per Permit	304.00	295.05	3.0%	8.95
Vehicle Crossing Permit (Includes Initial Assessment Fee)	Per Crossing Permit	340.00	333.15	2.1%	6.85
Traffic Management (Usually Required If Lane Closed)					
Traffic Management (Usually Required If Lane Closed)	Per Hour	166.00	161.56	2.7%	4.44
Bonds					
Bond Fee - Works Completed Satisfactorily	Item	860.00	835.00	3.0%	25.00
Works Fee - Works Incomplete And/Or Unsatisfactory	Item	390.00	378.40	3.1%	11.60
Waste					
Garbage & Recycling					
60 Litres Of Capacity (Shared 120L Bin) (T8)	Per Unit	92.64	74.37	24.6%	18.27
80 Litres Of Capacity (T4)	Per Unit	247.03	198.31	24.6%	48.72
80 Litres Of Capacity (Shared 240L Bin) (T16)	Per Unit	185.27	148.73	24.6%	36.54
120 Litres Of Capacity (Shared 240L Bin) (T2)	Per Unit	416.87	334.65	24.6%	82.22
120 Litres Of Capacity (T3)	Per Unit	555.82	446.19	24.6%	109.63

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
160 Litres Of Capacity (2 x 80L Bins) (T10)	Per Unit	802.85	644.50	24.6%	158.35
160 Litres Of Capacity (Concession Approved) (T11)	Per Unit	401.43	322.35	24.6%	79.18
200 Litres Of Capacity (T13)	Per Unit	988.13	793.23	24.6%	194.90
200 Litres Of Capacity (Concession Approved) (T14)	Per Unit	494.06	396.62	24.6%	97.44
240 Litres Of Capacity - Commercial Plus (Level B) (Garbage, Recycling & Green Waste)	Per Lift	19.06	15.30	24.6%	3.76
240 Litres Of Capacity (T1)	Per Unit	1,173.40	941.96	24.6%	231.44
240 Litres Of Capacity (Residential Properties - Concession Approved) (T18)	Per Unit	586.70	470.98	24.6%	115.72
240 Litres Of Capacity (Residential Properties) (2 x 120L Bins) (T17)	Per Unit	1,173.40	941.96	24.6%	231.44
Bin Changeover In Excess Of One Per Annum	Per Changeover	67.45	65.50	3.0%	1.95
Open Space & Environment					
Open Space					
Open Space Excavate & Install Pavement Cut Out					
Excavate & Install Pavement Cut Out	Per Square Metre	194.35	189.70	3.0%	5.65
Open Space Miscellaneous Receipts					
Rental Of Council Open Space Land	m2/week	6.20	6.20	0.0%	0.00
Park Key Loan - Non Return/Loss	Per Occasion	500.00	500.00	0.0%	0.00
Supply Of Bins For Public Events	Per Bin	POA	POA		
Tree Works Permit (General Local Law)	Tree Pruning	40.80	40.80	0.0%	0.00
Tree Works Permit (General Local Law)	Tree Removal	81.60	81.60	0.0%	0.00
Open Space Replacement Trees					
Replacement Tree - On Request	Per Unit	366.40	355.75	3.0%	10.65
Replacement Trees - Advanced Planting 40cm Container	Per Tree	835.75	811.40	3.0%	24.35
Open Space Stump Grinding					
Stump Grinding, Greater Than 300mm Less Than 750mm	Per Stump	163.20	158.45	3.0%	4.75
Stump Grinding, Greater Than 750mm	Per Stump	299.35	290.65	3.0%	8.70
Stump Grinding, Less Than 300mm	Per Stump	35.95	34.90	3.0%	1.05
Chipper Charges	Per Hour	188.05	182.55	3.0%	5.50
Open Space Tower Charges					
Tower Charges	Per Hour	289.95	281.50	3.0%	8.45
Tree Amenity Value					
Moreland Tree Amenity Value Formulae = Basic Value (\$) x Species (S) x Aesthetics (A) x Locality (L) x Condition (C)	Per Tree	POA	POA		
City Change					
Transport					
Car Share Parking Space					
Car Share - Parking Space	Per Parking Bay	132.25	132.25	0.0%	0.00
Directional Signage					
Directional Signage	Per Sign	402.40	390.70	3.0%	11.70
Temporary Road Closure					
Building Works Related, Crane Permit, Filming, House Removal - Single, B-Double Truck Route	Per Application	337.65	327.80	3.0%	9.85
Building Works Related, Crane Permit, Filming, House Removal - Single, B-Double Truck Route - Less Than 4 Working Days Notice	Per Application	590.85	573.65	3.0%	17.20
Media Permits					
Use Of Public Space For Filming Or Still Photography Within Moreland	Per Day	POA	POA		
Traffic Counts					
Traffic Counts - Requests From Outside Organisations	Per Count	281.05	272.85	3.0%	8.20
Work Zone					
Work Zone - Signage Including Up To 2 Bays	Per Application	779.95	757.25	3.0%	22.70
Work Zone - Weekly (No Parking Fees) - Greater Than 2 Spaces	Space/Week	\$658 + \$36/Bay/Week	\$640 + \$35/Bay/Week	3.0%	

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Council Off-Street Car Parks					
Rental Of Council Off-Street Car Parks - Weekly (No Parking Fees) - Minimum One Week	Space/Week	\$165 + \$36/Day/Week	\$160 + \$35/Day/Week	3.0%	
Rental Of Council Off-Street Car Parks (No Parking Fees) - Less Than A Week	Space/Day	\$165 + \$7/Day/Day	\$160 + \$7/Day/Day	3.0%	
In-ground sensor replacement	Per application	Cost to replace + \$200			
Development Advice					
Drainage Connection					
Drainage Connection	Per Connection	344.30	337.55	2.0%	6.75
Director City Infrastructure					
Amenity & Compliance					
Animal Management					
Annual Registration Of Domestic Animal Business	Per Business	319.30	310.00	3.0%	9.30
Domestic Animal Business Transfer Fee	Per Business	30.90	30.00	3.0%	0.90
Government Registration Levy Domestic Animal Business (Statutory)	Per Business	20.30	20.00	1.5%	0.30
Government Registration Levy Cats (Statutory)	Per Cat	4.15	4.10	1.2%	0.05
Government Registration Levy Dogs (Statutory)	Per Dog	4.15	4.10	1.2%	0.05
CAT	Per Cat	89.75	88.00	2.0%	1.75
CAT Concession	Per Cat	44.90	44.00	2.0%	0.90
CAT Desexed Fee	Per Cat	29.85	29.25	2.1%	0.60
CAT Desexed Fee Concession	Per Cat	14.90	14.60	2.1%	0.30
CAT Foster Care	Per Cat	8.00	N/A	100.0%	8.00
DOG	Per Dog	157.10	154.00	2.0%	3.10
DOG Concession	Per Dog	78.50	76.95	2.0%	1.55
DOG Declared Dangerous / Menacing Or Restricted Breed & Commercial Guard Dog (No Discounts Apply)	Per Dog	343.35	336.60	2.0%	6.75
DOG Reduced Fee	Per Dog	52.35	51.30	2.0%	1.05
DOG Reduced Fee Concession	Per Dog	26.20	25.70	1.9%	0.50
DOG Foster Care	Per Dog	8.00	N/A	100.0%	8.00
Excess Animal Permit	Per Animal	63.25	61.40	3.0%	1.85
Release Fee - Dog With ID (First Day)	Per Animal	40.15	39.00	2.9%	1.15
Release Fee - Dog With ID (Additional Day)	Per Animal	13.40	13.00	3.1%	0.40
Release Fee - Dog No ID (First Day)	Per Animal	65.90	64.00	3.0%	1.90
Release Fee - Dog No ID (Additional Day)	Per Animal	13.40	14.00	-4.3%	-0.60
Release Fee - Seized Dog (First Day)	Per Animal	74.40	72.25	3.0%	2.15
Release Fee - Seized Dog (Additional Day)	Per Animal	37.15	36.05	3.1%	1.10
Release Fee - Cat With ID (First Day)	Per Animal	13.40	13.00	3.1%	0.40
Release fee - Cat No ID (First day)	Per Animal	40.00	N/A	100.0%	40.00
Release Fee - Cats With ID (Additional Day)	Per Animal	6.90	6.70	3.0%	0.20
Release fee - Cat No ID (additional day)	Per Animal	6.90	N/A	100.0%	6.90
Release Fee - Livestock (First Day)	Per Animal	319.30	310.00	3.0%	9.30
Release Fee - Livestock (Additional Day)	Per Animal	31.95	31.00	3.1%	0.95
Release Fee - All Other Animals (Incl. Birds, Poultry) (First Day)	Per Animal	51.50	50.00	3.0%	1.50

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Release Fee - All Other Animals (Incl. Birds, Poultry) (Additional Day)	Per Animal	12.35	12.00	2.9%	0.35
Transfer Fee - Animal Registration	Per Animal	6.20	6.00	3.3%	0.20
Replacement Tag	Per Tag	6.80	6.60	3.0%	0.20
Foster/Rescue Care Registration Permit	Per Animal	51.50	50.00	3.0%	1.50
Dog Walking Permit - Commercial	Per Animal	54.65	53.05	3.0%	1.60
DOG Service (Guide, Customs, Police)	Per Dog	No Charge	No Charge		
Local Laws					
Administration Fee - Impounded Goods	Per Item	119.00	115.55	3.0%	3.45
Administrative Fee - Fire Hazard Removal	Per Invoice	382.55	371.40	3.0%	11.15
Administrative Fee - Engage Contractors	Per Invoice	127.90	123.80	3.0%	3.70
Permit Cancellation Fee	Per Permit	15.45	15.00	3.0%	0.45
Real Estate Sign Permit	Per Franchise	695.55	675.30	3.0%	20.25
Roadside Vending Permit	Per Permit	0.00	#DIV/0!		0.00
Skip Permit - Annual Permit 1-10 Bins	Per Permit	753.50	731.55	3.0%	21.95
Skip permit - Annual Permit 11-20 Bins	Per Permit	999.10	970.00	3.0%	29.10
Skip Permit - Annual Permit 21+ Bins	Per Permit	1,156.40	1,122.70	3.0%	33.70
Street occupation - Commercial	Per Permit	141.40	137.30	3.0%	4.10
Street Occupation - Community Group	Per Permit	Free Use	Free Use		
Impounded Vehicle Release Fee	Per Item	450.90	437.75	3.0%	13.15
Impounded Vehicle Daily Fee Includes Heavy Haulage Vehicles	Per Item	15.45	15.00	3.0%	0.45
Impounded Vehicle (Heavy Haulage) Release Fee	Per Item	636.55	618.00	3.0%	18.55
Impounded Goods Release Fee	Per Item	114.75	111.40	3.0%	3.35
Impounded Shopping Trolley Release Fee	Per Item	63.75	61.90	3.0%	1.85
Impounded Skip Release Fee	Per Item	1,082.10	1,050.60	3.0%	31.50
Impounded Skip Daily Charge	Per Item	41.20	40.00	3.0%	1.20
Impounded Charity/Collection/Clothing Bin Release Fee	Per Item	226.60	220.00	3.0%	6.60
Footway Trading Permits					
Table	Per Item	54.65	53.05	3.0%	1.60
Chair	Per Item	21.85	21.20	3.1%	0.65
A Board Permit	Per Item	123.60	120.00	3.0%	3.60
Non-Refundable Application Inspection Fee	Per Application	58.35	56.65	3.0%	1.70
Awning	Per Permit	N/A	217.50	-100.0%	-217.50
Other Miscellaneous Items	Per Item	54.65	53.05	3.0%	1.60
Umbrella	Per Item	54.65	53.05	3.0%	1.60
Heater	Per Item	54.65	53.05	3.0%	1.60
Planter Box / Tubs	Per Item	54.65	53.05	3.0%	1.60
Bench Seat	Per Item	116.00	112.60	3.0%	3.40
Outdoor Dining - Screen (Fixed Or Temp)	Per Permit	223.90	217.00	3.0%	6.50
Footpath Activity - Goods On Display	Per Permit	231.80	225.05	3.0%	6.75
Footpath Activity - Fruit / Veg Or Plant / Flower	Per Permit	309.00	300.00	3.0%	9.00
General Permits	Per Permit	347.80	337.65	3.0%	10.15
Mobile Food Van - Single Use Permit	Per Permit	257.50	250.00	3.0%	7.50
Mobile Food Van - Annual Permit	Annually	2,575.00	2,500.00	3.0%	75.00
Street Trading And Special Events Permit	Per Permit	371.50	360.70	3.0%	10.80
Parking & Road Safety					
Business Parking Permit	Per Permit	139.10	135.05	3.0%	4.05
Business Parking Permit - Concession	Per Permit	69.55	N/A	100.0%	69.55
Business Parking Additional Permit	Per Permit	208.70	202.60	3.0%	6.10
Business Parking Additional Permit - Concession	Per Permit	104.35	N/A	100.0%	104.35
Business Replacement Parking Permit Fee	Per Permit	26.95	28.10	3.0%	0.85
Paid Parking (Ticket Machine)	Per Hour	3.00	2.90	3.4%	0.10
Paid Parking (Ticket Machine)	Per Day	10.40	10.20	2.0%	0.20
Resident Parking Permit	Per Permit	43.70	42.45	2.9%	1.25
Resident Parking Permit - Concession	Per Permit	21.85	21.20	3.1%	0.65
Resident Parking Permit - Additional No Concession	Per Permit	123.60	120.00	3.0%	3.60

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Resident Parking Permit - Additional Concession	Per Permit	62.05	60.25	3.0%	1.80
Visitors Parking Permit	Booklet Of 10	25.70	24.95	3.0%	0.75
Visitors Parking Permit - Concession	Booklet Of 10	12.80	12.45	2.8%	0.35
Visitors Parking Weekly Permit	Per Permit	13.15	12.75	3.1%	0.40
Visitors Parking Weekly Permit - Concession	Per Permit	6.60	6.40	3.1%	0.20
Resident A Parking Permit	Per Permit	139.10	N/A	100.0%	139.10
Resident A Parking Permit - Concession	Per Permit	69.55	N/A	100.0%	69.55
Resident A Parking Permit Additional	Per Permit	208.70	N/A	100.0%	208.70
Resident A Parking Permit Additional - Concession	Per Permit	104.35	N/A	100.0%	104.35
Temporary Parking Permit/Daily Parking Permit	Per Permit	10.60	10.30	2.9%	0.30
Service Permit	Per Week	21.20	20.60	2.9%	0.60
User Pays Permit - First Month Within 12 Month Period	Per Month	106.10	103.00	3.0%	3.10
User Pays Permit - Subsequent Months Within 12 Month Period	Per Month	318.25	309.00	3.0%	9.25
Parking Permit For Health Care Workers Who Conduct Home Visits To Clients	Per Permit	42.45	41.20		1.25
Pro-Rata Fees Apply To Business Parking Permits		Pro Rata	Pro Rata		
Magistrates Court Lodgement Fee (Statutory) - Single Infringement	Per Lodgement	85.65	84.40	1.5%	1.25
Magistrates Court Lodgement Fee (Statutory) - Multiple Infringements	Per Lodgement	129.30	127.40	1.5%	1.90
Enforcement Order Costs (Statutory)	Per Order	78.35	77.20	1.5%	1.15
Penalty Reminder Notice (Statutory)	Per Notice	26.20	25.80	1.6%	0.40
Department of Transport Extract Of Ownership (Statutory)	Per Item	9.85	9.70	1.5%	0.15
Capital Works Planning & Delivery					
Engineering Services					
Fees for Assessing and Approving Onsite Stormwater Detention					
Drainage Plans For Developments					
10 + Lot Development	Per Application	860.55	819.55	5.0%	41.00
2 & 3 Lot Developments	Per Application	229.50	218.55	5.0%	10.95
4 to 9 Lot Development	Per Application	573.65	546.35	5.0%	27.30
Apartment Buildings	Per Application	573.65	546.35	5.0%	27.30
Medium To Large Commercial Developments	Per Application	458.95	437.10	5.0%	21.85
Single Dwellings	Per Application	166.80	163.90	3.0%	4.90
Small Commercial Developments	Per Application	225.10	218.55	3.0%	6.55
Legal Point of Discharge					
Drainage Report Under Reg 133(2) Of Building Regulations	Per Application	146.80	144.70	1.5%	2.10
New Assets Design Checking & Construction Supervision - Assets Donated By Developers (% Of Construction Cost)					
Subdivision - Plan Checking	Per Design	Based on 0.75% of construction costs	Based on 0.75% of construction costs		
Subdivision - Construction Supervision	Per Design	Based on 2.5% of construction costs	Based on 2.5% of construction costs		
Miscellaneous Receipts					
Vehicle Crossing Survey	Per Design	394.05	382.55	3.0%	11.50
Photocopying					
Plan Printing	Per Plan	8.10	7.85	3.2%	0.25
Flood levels					
Flood level application	Per Application	50.00	N/A		
City Development					

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Planning Fees & Services					
Amend An Application For A Planning Permit After The Public Notice Period S57A (Revised Application Or Plans After Advertising Is Issued) (Reg 8A(1))					
>\$10,000 (Roughly Calculated At 40% Of Class)	Per Permit	619.20	607.05	2.0%	12.15
0 - \$10,000 (Roughly Calculated At 40% Of Class)	Per Permit	459.15	450.15	2.0%	9.00
Amend An Application To Amend A Planning Permit After The Public Notice Period S57A (Revised Application Or Plans After Advertising Is Issued) Reg 8A(2))					
>\$10,000 (Roughly Calculated At 40% Of Class)	Per Permit	TBA	TBA		
0 - \$10,000 (Roughly Calculated At 40% Of Class)	Per Permit	No Fee	No Fee		
Applications To Amend A Planning Permit (Section 72 & S62(3))					
Application To Amend A Permit (Except A Permit For A Single Dwelling) To Change What The Permit Allows Or; To Change Any Or All Of The Conditions Or; To Amend A Permit In Any Other Way Not Provided For In Regulation 8B (Class 2)	Per Permit	1,337.70	1,318.10	1.5%	19.60
Application To Amend A Permit To USE Land (Change Of Use – Includes Waiver Of Parking, Liquor Licensing, Changes To Hours Of Operation) (Class 3)	Per Permit	1,337.70	1,318.10	1.5%	19.60
Certificate Of Compliance (Planning)					
Certificate Of Compliance (Planning)	Per Permit	330.70	325.80	1.5%	4.90
Development Of Land (Buildings and Works To Two Or More Dwellings, Commercial Or Industrial Developments)					
Create, Vary Or Remove A Restriction Or A Right Of Way	Per Permit	1,337.70	1,318.10	1.5%	19.60
Create, Vary Or Remove An Easement	Per Permit	1,337.70	1,318.10	1.5%	19.60
Estimated Cost \$100,001 - \$1 000,000(Class 11)	Per Permit	1,570.60	1,547.60	1.5%	23.00
Estimated Cost: \$0-\$100,000 (Class 10)	Per Permit	1,164.80	1,147.80	1.5%	17.00
Estimated Cost: \$1,000,000 - \$5,000,000(Class 12)	Per Permit	3,464.40	3,413.70	1.5%	50.70
Estimated Cost: \$15,000,001 – \$50,000,000(Class 14)	Per Permit	26,039.50	25,658.30	1.5%	381.20
Estimated Cost: \$5,000,001 – \$15,000,000 (Class 13)	Per Permit	8,830.10	8,700.90	1.5%	129.20
Estimated Cost: >\$50,000,000 + (Class 15)	Per Permit	58,526.80	57,670.10	1.5%	856.70
Remove A Restriction (Existing Use Or Development)	Per Permit	1,337.70	1,318.10	1.5%	19.60
Vary Or Remove A Condition In Nature Of Easement In A Crown Grant (Other Than A Right Of Way)	Per Permit	1,337.70	1,318.10	1.5%	19.60
Extension Of Time To A Planning Permit					
1 Dwelling (Including Dwelling Extensions)	Per Application	278.20	270.10	3.0%	8.10
2-9 Dwellings	Per Application	655.20	624.00	5.0%	31.20
10-19 Dwellings	Per Application	1,061.50	1,030.00	5.0%	51.50
20+ Dwellings	Per Application	1,097.25	1,045.00	5.0%	52.25
Commercial/Industrial Use and/Or Development	Per Application	408.50	396.60	3.0%	11.90
Subdivision	Per Application	417.30	405.15	3.0%	12.15

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Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Extension Of Time To A Planning Permit - SECOND AND SUBSEQUENT REQUEST					
Second and Subsequent Extension Of Time Request (Charged In Addition To Base Fee)	Per Application	Normal EOT Request Cost Plus \$100	Normal EOT Request Cost Plus \$100		
1 Dwelling (including Dwelling Extensions)	Per Application	381.20	370.10	3.0%	11.10
10+ Dwellings	Per Application	1,186.50	1,130.00	5.0%	56.50
2-9 Dwellings	Per Application	760.20	724.00	5.0%	36.20
Commercial/Industrial Use and/or Development	Per Application	511.50	496.60	3.0%	14.90
Mixed Use	Per Application	1,163.90	1,130.00	3.0%	33.90
Subdivision	Per Application	520.30	505.15	3.0%	15.15
Fees For Planning Permit Applications (Prescribed/Statutory)					
Subdivision 1-2 Lots, An Existing Building, Consolidation Or Boundary Re-Alignment	Per Permit	1,337.70	1,318.10	1.5%	19.60
Subdivide Land Into 3 - 100 Lots	Per Permit	1,337.70	1,318.10	1.5%	19.60
Subdivide Land Into 101 - 200 Lots	Per Permit	2,675.30	2,636.20	1.5%	39.10
Subdivision 201-300 Lots	Per Permit	4,013.00	3,954.30	1.5%	58.70
Subdivide Land Into 301 - 400 Lots	Per Permit	5,350.70	5,272.40	1.5%	78.30
Use Only (Class 1)	Per Permit	1,337.70	1,318.10	1.5%	19.60
Fees For Planning Permit Applications (Prescribed/Statutory) - Regulation 6					
Amendments To Subdivision Plans Under Section 10 (2) Of subdivision Act	Per Permit	112.70	111.10	1.4%	1.60
Certification For Subdivision	Per Permit	177.40	174.80	1.5%	2.60
Fees For Planning Permit Applications (Prescribed/Statutory) - Regulation 7					
Certification For Consolidation and Other	Per Permit	112.70	111.10	1.4%	1.60
Fees For Planning Permit Applications (Prescribed/Statutory) - Regulation 8					
Re-Certification	Per Card	142.80	140.70	1.5%	2.10
General Enquiries					
Written Responses To Commercial Enquiries	Per Enquiry	208.05	202.00	3.0%	6.05
Written Responses To Residential Enquiries	Per Enquiry	173.05	168.00	3.0%	5.05
One Dwelling (Buildings and Works To One Dwelling Only)					
Estimated Cost: \$0-\$10,000 (Class 2)	Per Permit	202.90	199.90	1.5%	3.00
Estimated Cost: \$10,000-\$100,000 (Class 3)	Per Permit	638.80	629.40	1.5%	9.40
Estimated Cost: \$100,001 - \$500,000 (Class 4)	Per Permit	1,307.60	1,288.50	1.5%	19.10
Estimated Cost: \$500,001 - \$1,000,000 (Class 5)	Per Permit	1,412.80	1,392.10	1.5%	20.70
Estimated Cost: \$1,000,001 - \$2,000,000 (cost of works over \$2m, Class 12-15 fees apply) (Class 6)	Per Permit	1,518.00	1,495.80	1.5%	22.20
Onsite Notice (Sign)					
Onsite Notice (Sign)	Per Sign	56.65	55.00	3.0%	1.65

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Other Development (Application To Amend A Permit)					
If the estimated cost of any additional development to be permitted by the amendment is less than \$10,000 (Class 7 VicSmart)	Per Permit	202.90	199.90	1.5%	3.00
If The Estimated Cost Of Any Additional Development To Be Permitted By The Amendment Is \$0-100,000 (Class 11)	Per Permit	1,164.80	1,147.80	1.5%	17.00
If The Estimated Cost Of Any Additional Development To Be Permitted By The Amendment Is \$100,001 – \$1,000,000 (Class 12)	Per Permit	1,570.60	1,547.60	1.5%	23.00
If The Estimated Cost Of Any Additional Development To Be Permitted By The Amendment Is \$1,000,000 or more (Class 13)	Per Permit	3,464.40	3,413.70	1.5%	50.70
Photocopying Of Permits/Plans/Other Documents					
A1, A2, A0 Plans (Per Page)	Each	10.65	10.35	2.9%	0.30
A3 Plans/Page	Each	3.15	3.05	3.3%	0.10
A4 Plans/Page (Per Page)	Each	1.70	1.65	3.0%	0.05
Endorsed Plans A1, A2 & A0 (Per Page) (Includes Archive Retrieval Costs)	Each	16.35	15.85	3.2%	0.50
Endorsed Plans A4 & A3 (Includes Archive Retrieval Costs)	Per Set	45.90	44.55	3.0%	1.35
Planning Permits (Includes Archive Retrieval Costs) NB: No Fee Is Applicable To Permits Issued From 2011 Available For Emailed Electronically.	Each	65.05	63.15	3.0%	1.90
Planning Application Register Service					
Planning Application Determination Register - Per Month	Per Application	69.35	67.35	3.0%	2.00
Planning Permit Applications Register - Per Month	Per Application	69.35	67.35	3.0%	2.00
Plans To The Satisfaction Of The Responsible Authority					
Matters To The Satisfaction Of The Responsible Authority	Per Permit	330.70	325.80	1.5%	4.90
Public Notification (Advertising Fees)					
Giving Of 20 Or Less Written Notices 1-20 Letters	Per Notification	232.15	225.40	3.0%	6.75
Giving Of 21 - 30 Written Notices	Per Notification	332.90	323.20	3.0%	9.70
Giving Of 31 - 40 Written Notices	Per Notification	430.45	417.90	3.0%	12.55
Giving Of 41 - 50 Written Notices	Per Notification	528.00	512.60	3.0%	15.40
Giving Of 51 - 60 Written Notices	Per Notification	600.80	583.30	3.0%	17.50
Giving Of 61 - 70 Written Notices	Per Notification	708.45	687.80	3.0%	20.65
Giving Of 71 - 80 Written Notices	Per Notification	792.35	774.15	3.0%	23.20
Giving Of 81 - 90 Written Notices	Per Notification	886.20	860.40	3.0%	25.80
Giving Of 91 - 99 Written Notices	Per Notification	973.80	945.45	3.0%	28.35
Giving Of 100 - 199 Written Notices	Per Notification	979.60	951.05	3.0%	28.55
Giving Of 200 Written Notices Or More	Per Notification	1,957.00	1,900.00	3.0%	57.00
For On Site Notices	Second and Subsequent Sign	56.65	55.00	3.0%	1.65
Advertising Sign, Erection And Removal	Per Notification	206.00	200.00	3.0%	6.00
Refund Of Fees - Planning					
Refund Following A Withdrawal Of Application After Public Notice	Per Application	No Refund	No Refund		
Refund Following A Withdrawal Of The Application When Assessment Has Commenced But Prior To Public Notice	Per Application	Refund 25% Of Application Fee	Refund 25% Of Application Fee		
Refund Following A Withdrawal Of The Application When No Assessment Has Commenced	Per Application	Refund All Fees Exceeding a \$175 Administration Charge	Refund All Fees Exceeding a \$175 Administration Charge		
Refund Of Other Planning Related Application Fees (Note: No Refund Is Applicable For The Public Notice Costs)	Per Application	Refund 25% Of Application Fee	Refund 25% Of Application Fee		
Refund Of Planning Permit Application Fee Or An Application To Amend A Planning Permit Fee	Per Application	Refund All Fees Exceeding a \$175 Administration Charge	Refund All Fees Exceeding a \$175 Administration Charge		

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Request To Amend Plans Or Other Documents Pursuant To Secondary Consent Powers Of A Planning Permit					
Class 11 - Other Development (Less Than \$100,000)	Per Application	1,164.80	1,147.80	1.5%	17.00
Class 12 - Other Development (\$100,001 To \$1,000,000)	Per Application	1,570.60	1,547.60	1.5%	23.00
Class 13 - Other Development (\$1,000,001 Or More)	Per Application	3,464.40	3,413.70	1.5%	50.70
Class 3 - 1 Dwelling (Less Than \$10,000) and Development Associated With An Existing Single Dwelling On A Lot	Per Application	202.90	199.90	1.5%	3.00
Class 4 - One Dwelling (\$10,001 To \$100,000)	Per Application	638.80	629.40	1.5%	9.40
Class 5 - One Dwelling (\$100,001 To \$500,000)	Per Application	1,307.60	1,288.50	1.5%	19.10
Class 6 - One Dwelling (\$500,001 To \$2,000,000)	Per Application	1,412.80	1,392.10	1.5%	20.70
Class 7 - VicSmart (Less Than \$10,000)	Per Application	202.90	199.90	1.5%	3.00
Class 8 - VicSmart (Over \$10,000)	Per Application	435.90	429.50	1.5%	6.40
Class 9 - VicSmart (Subdivision)	Per Application	202.90	199.90	1.5%	3.00
Subdivide Land Into 2 Lots	Per Application	1,337.70	1,318.10	1.5%	19.60
Subdivide Land Into 3 - 100 Lots	Per Application	1,337.70	1,318.10	1.5%	19.60
Subdivide Land Into 101 - 200 Lots	Per Application	2,675.30	2,636.20	1.5%	39.10
Subdivide Land Into 201 - 300 Lots	Per Application	4,013.00	3,954.30	1.5%	58.70
Subdivide Land Into 301 - 400 Lots	Per Application	5,350.70	5,272.40	1.5%	78.30
If The Estimated Cost Of Any Additional Development To Be Permitted By The Amendment Is Less Than \$20,000 (Class 11)	Per Application	638.80	629.40	1.5%	9.40
Application To Amend Any Other VicSmart Permit (Other Than A Class 7, 8 Or 9) (Class 10)	Per Application	202.90	199.90	1.5%	3.00
Section 173 Agreements					
Application to Amend Or End A S173 Agreement	Per Application	668.80	659.00	1.5%	9.80
Single Dwellings (Application To Amend A Permit For Buildings and Works To A Single Dwelling Or Ancillary)					
If The Estimated Cost Of Any Additional Development To Be Permitted By The Amendment Is \$0-10,000 (Class 3)	Per Permit	202.90	199.90	1.5%	3.00
If The Estimated Cost Of Any Additional Development To Be Permitted By The Amendment Is \$10,000 - 100,000 (Class 4)	Per Permit	638.80	629.40	1.5%	9.40
If The Estimated Cost Of Any Additional Development To Be Permitted By The Amendment Is \$100,001 - \$500,000 (Class 5)	Per Permit	1,307.60	1,288.50	1.5%	19.10
If The Estimated Cost Of Any Additional Development To Be Permitted By The Amendment Is \$500,001 - \$2,000,000 (Class 6)	Per Permit	1,412.80	1,392.10	1.5%	20.70

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
SUBDIVISION (Application To Amend A Permit)					
Subdivide An Existing Building, Land Into 2 Lots, Realign Common Boundary and Consolidations (Class 17,18 & 19)	Per Permit	1,337.70	1,318.10	1.5%	19.60
Subdivide Land Into 3 - 100 Lots (Class 20)	Per Permit	1,337.70	1,318.10	1.5%	19.60
Subdivide Land Into 101 - 200 Lots (Class 20)	Per Permit	2,675.30	2,636.20	1.5%	39.10
Subdivide Land Into 201 - 300 Lots (Class 20)	Per Permit	4,013.00	3,954.30	1.5%	58.70
Subdivide Land Into 301 - 400 Lots (Class 20)	Per Permit	5,350.70	5,272.40	1.5%	78.30
Subdivision Bond Administration Fee					
Subdivision Bond Administration Fee	Per Application	978.50	950.00	3.0%	28.50
Submission Of Plans (To Satisfy A Permit Condition)					
Resubmission Of Plans (To Satisfy Permit Conditions) First Set Free, Second and Subsequent Sets	2nd & Subsequent Lodgement	163.25	158.50	3.0%	4.75
VicSmart Amendment To Permit					
If The Estimated Cost Of Any Additional Development To Be Permitted By The Amendment Is \$10,000 Or More (Class 8)	Per Permit	435.90	429.50	1.5%	6.40
VicSmart Amend Subdivision Or Consolidate Land Application (Class 9)	Per Permit	202.90	199.90	1.5%	3.00
Application To Amend Any Other VicSmart Permit (Other Than A Class 7, 8 Or 9) (Class 10)	Per Permit	202.90	199.90	1.5%	3.00
VicSmart Application					
Estimated Cost: \$0-\$10,000 (Class 7)	Per Permit	202.90	199.90	1.5%	3.00
Estimated Cost: More Than \$10,000 (Class 8)	Per Permit	435.90	429.50	1.5%	6.40
Subdivide Or Consolidate Land (Class 9)	Per Permit	202.90	199.90	1.5%	3.00
Lodgement Fees					
Pre-Application Advice 3-7 Dwellings	Per Application	265.25	257.50	3.0%	7.75
Pre-Application Advice 7 to less than 20 Dwellings	Per Application	530.48	515.00	3.0%	15.48
Pre-Application Advice 20+ Dwellings	Per Application	772.50	750.00	3.0%	22.50
Report & Consent					
Report & Consent for Buildings in Areas Subject to Flooding - VBA Regulation (2018) Clause 153	Per Application	294.70	377.55	-21.9%	-82.85
Building Services					
Building Application Fees - Domestic New Or Alts & Adds					
Demolition of A residential Dwelling and Outbuildings - Not on boundary	Each	382.35	371.40	3.0%	11.15
Demolition of A residential Dwelling and Outbuildings - on boundary	Each	725.00	N/A		
Dwelling Alterations & Additions \$40,001 - \$200,000 Cost Of Works	Each	1,345.35	1,306.15	3.0%	39.20
Dwelling Alterations & Additions \$200,001 - \$350,000 Cost Of Works	Each	1,640.55	1,592.75	3.0%	47.80
Dwelling Alterations & Additions \$350,001 - \$500,000 Cost Of Works	Each	2,047.35	1,987.70	3.0%	59.65
Dwelling Alterations & Additions >\$500,001 Cost Of Works	Each	POA	POA		
New Dwelling <=\$350,000 Cost Of Works	Each	1,592.75	1,546.35	3.0%	46.40
New Dwelling \$350,001 - \$500,000 Cost Of Works	Each	2,050.50	1,990.80	3.0%	59.70
New Dwelling >\$500,001 Cost Of Works	Each	2,575.00	2,500.00	3.0%	75.00

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Building Application Fees - Other					
Carport/Garage/Shade Structure/Water Tank/Verandah/Gazebo/Mast poles/Antennae	Each	740.25	718.70	3.0%	21.55
Demolition Other Than Dwelling	Each	833.90	809.60	3.0%	24.30
Fences/Retaining Walls	Each	753.65	731.70	3.0%	21.95
Reblock/Restump	Each	1,074.95	1,043.65	3.0%	31.30
Signage	Each	740.40	718.85	3.0%	21.55
Swimming Pools/Spas <= \$100,000 Cost Of Works	Each	739.60	718.05	3.0%	21.55
Swimming Pools/Spas > \$100,000 Cost Of Works	Each	1,030.00	1,000.00	3.0%	30.00
Underpin	Each	1,075.65	1,044.30	3.0%	31.35
Building Application Fees - Change Of Use					
Change Of Use - Other	Each	POA	POA		
Change Of Use Class 1A To 1B <=\$50,000 Cost Of Works	Each	1,912.80	1,857.10	3.0%	55.70
Change Of Use Class 1A To 1B >\$50,000 Cost Of Works	Each	POA	POA		
Building Application Fees - Multi Dwelling					
Dual Occupancy <=\$350,000 Cost Of Works	Each	1,640.55	1,592.75	3.0%	47.80
Dual Occupancy \$350,001 - \$500,000 Cost Of Works	Each	2,046.70	1,987.10	3.0%	59.60
Dual Occupancy >\$500,000 Cost Of Works	Each	POA	POA		
Multi-Unit Development > 2 Dwellings	Each	POA	POA		
Building Fees Professional Assessments					
RBS Termination	Each	1,875.70	1,821.05	3.0%	54.65
Reg 608 Partial Compliance Determination	Each	446.30	433.30	3.0%	13.00
Building Permit Advice (Written Advice)	Each Application	89.25	86.85	3.0%	2.60
Fire Safety - Essential Safety Measure Determinations	1	990.45	961.60	3.0%	28.85
Inspections Not Included In Building Permit Fees	Each	184.95	179.55	3.0%	5.40
Reg 503 - Subdivision Statement	Each Application	573.85	557.15	3.0%	16.70
Sub-Division Report For Commercial Buildings	Per Report	1,935.95	1,879.55	3.0%	56.40
Sub-Division Report For Multiple Dwellings (Exceeding Two)	Per Report	1,935.95	1,879.55	3.0%	56.40
Sub-Division Report For Two Dwellings	Per Report	967.95	939.75	3.0%	28.20
Assessment Following Part 8 Action On Council Issued Permits	Per Hour	213.60	207.40	3.0%	6.20
Fee For Alterations To Building Determinations - Regulation 608	Each	1,238.05	1,202.00	3.0%	36.05
Fee For Alternative Solution Determinations By MBS	Each	1,485.65	1,442.40	3.0%	43.25
Fee For Change Of Use To Building Determinations - Regulation 1011	Each	990.45	961.60	3.0%	28.85
Fee For Combine Allotment Statement - Regulation 502	Each	990.45	961.60	3.0%	28.85
Fee For MFB Reports Under Regulation 309 & 1003	Each	1,238.05	1,202.00	3.0%	36.05
Fee For Occupancy Permit For An Existing Building	Each	990.45	961.60	3.0%	28.85
Mods/Alternative Assessments - Domestic	Each	544.50	528.65	3.0%	15.85
Mods/Alternative Assessments - Other	Each	544.50	528.65	3.0%	15.85
Permit Variation - Minor- Change Of Name etc.	Each	249.90	242.60	3.0%	7.30
Permit Variation - Other (Not Minor)	Each	437.05	424.30	3.0%	12.75
Temporary Occupancy Permit - Place Of Public Entertainment	Each	POA	POA		
Temporary Occupancy Permit - Temporary Structure	Each	POA	POA		
Statutory Notices and Orders					
Request to Retain Illegal Building Works - Class 1 & 2	1	631.05	601.00	5.0%	30.05
Request to Retain Illegal Building Works - Class 3 & 9	1	1,009.70	961.60	5.0%	48.10
Request to Retain Illegal Building Works - Class 10	1	378.65	360.60	5.0%	18.05
Additional Inspection	Each	133.35	127.00	5.0%	6.35
Extension Of Time					
Applications For Extension To Commence Work	Per Permit	336.65	326.65	3.0%	9.80
Fees for Non-Regulatory Services					
Application for copy of building permit documents / Plans - Class 1 or 10 (single dwelling, non-refundable)	See Description	120.00	94.85	41.4%	35.15
Application for copy of building permit documents / Plans - Class 1 or 10 (units/multiple dwellings, non-refundable)	See Description	340.00	N/A		
Application for copy of building permit documents / Plans - Classes 2 to 9 (commercial, non-refundable)	See Description	340.00	161.20	110.9%	178.80
Copying Of Plans A0 - A2 (Per Sheet)	Per Sheet	10.80	10.50	2.9%	0.30
Copying Of Plans A3 (Per Sheet)	Per Sheet	3.10	3.00	3.3%	0.10
Copying Of Plans A4 (Per Sheet)	Per Sheet	1.65	1.60	3.1%	0.05

Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Lodgement Fees					
Value Of Building Work > \$5000	Each	123.70	121.85	1.5%	1.85
Non-Residential Building Fees - Class 5 - 9					
Additional Inspections	Each	158.75	154.15	3.0%	4.60
Final Inspection Of A Lapsed Permit	Each	501.10	486.50	3.0%	14.60
Mandatory Inspections	Each	207.90	201.85	3.0%	6.05
Alterations and Additional To Building <=\$1M Cost Of Works	Each	682.15	662.30	3.0%	19.85
Alterations and Additional To Building >\$1M Cost Of Works	Each	POA	POA		
New Building <=\$1M Cost Of Works	Each	682.15	662.30	3.0%	19.85
New Building >\$1M Cost Of Works	Each	POA	POA		
Property Enquiries					
Reg 51 - Request For Information	Each	47.90	47.20	1.5%	0.70
Refund Of Fees - Building					
Building Permit Application With Assessment Undertaken	Each	Refund Levy - Refund 25% Of All Other Fees	Refund Levy - Refund 25% Of All Other Fees		
Building Permit Application With No Assessment Undertaken	Each	Refund Levy - Refund All Other Fees Minus \$180 Administration Fee	Refund Levy - Refund All Other Fees Minus \$180 Administration Fee		
Council Report and Consent Application With Assessment Undertaken Without Decision	Each Regulation	Refund 25% Of Application Fee	Refund 25% Of Application Fee		
Council Report and Consent Application With No Assessment Undertaken	Each Regulation	Refund All Fees Exceeding a \$180 Administration Charge	Refund All Fees Exceeding a \$180 Administration Charge		
Residential Building Fees - Class 2 & 3					
Alterations & Additions To Building <=\$1M Cost Of Works	Each	663.05	643.75	3.0%	19.30
Alterations & Additions To Building >\$1M Cost Of Works	Each	POA	POA		
New Building <=\$1M Cost Of Works	Each	682.15	662.30	3.0%	19.85
New Building >\$1M Cost Of Works	Each	POA	POA		
Schedule Of Fees For Application To Council Acting As A Reporting Authority Pursuant To Reg 2.2 Of The Building Regulations					
Provision Of Property Ownership Details For The Purpose Of The Building Regulations - Report and Consent Notification By Applicant	Per Application	67.55	65.60	3.0%	1.95
Public Notice Of Application For The Consent & Report Of Council Comments in lieu of Report and Consent - Part 4 Application (Retrospective Application For R&C)	Each Application	134.90	130.95	3.0%	3.95
Building Above Or Below Certain Public Facilities - Per Additional Clause	See Description	503.10	488.45	3.0%	14.65
Building Above Or Below Certain Public Facilities - Per Single Clause	See Description	294.70	290.40	1.5%	4.30
Construction On Land Liable To Flooding Liable To Uncontrolled Overland Flow - Per Additional Clause	See Description	294.70	290.40	1.5%	4.30
Construction On Land Liable To Flooding Liable To Uncontrolled Overland Flow - Per Single Clause	See Description	294.70	290.40	1.5%	4.30
Construction Over An Easement Vested In Council	See Description	371.00	360.20	3.0%	10.80
Projecting Of The Building Beyond The Street Alignment - Per Additional Clause	See Description	294.70	290.40	1.5%	4.30
Projecting Of The Building Beyond The Street Alignment - Per Single Clause	See Description	294.70	290.40	1.5%	4.30
Public Protection Reg 116	Per Application	299.10	294.70	1.5%	4.40

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Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Section 29 A - Decision If Planning Permit Required For Demolition	Per Permit	86.40	85.20	1.4%	1.20
Report and Consent (Part 5)	See Description	294.70	290.40	1.5%	4.30
Sting Of Buildings Other Than In Accordance With Prescriptive Requirements Of Part 4 Of The Building Regulations - Per Single Clause	See Description	294.70	290.40	1.5%	4.30
Swimming Pool/Spa Registration (combined)	Per Registration	80.30	79.00	1.6%	1.30
Swimming Pool/Spa search fee	Per Registration	47.90	47.20	-100.0%	-47.20
Swimming Pool/Spa Registration	Per Registration	32.30	31.80	1.6%	0.50
Swimming Pool/Spa Barrier Certification - Compliant	Per certificate	20.70	20.40	1.5%	0.30
Swimming Pool/Spa Barrier Certification - Non-Compliant	Per certificate	390.80	385.00	1.5%	5.80
Swimming Pool/Spa Inspection Service	per inspection	362.50	320.00	13.3%	42.50
Environmental Health					
Food Act Premises Community Groups & Charities					
This Fee Is To Be Applied To Food Stalls/Mobile Food Vans Run By Charities & Community Groups	Per Application	0.25 x Class Premises Fee As Listed	0.25 x Class Premises Fee As Listed		
Food Act Premises Food Premises Registration Transfer					
Community Groups & Charities (All Classes)		50% Of Registration Fee	50% Of Registration Fee		
Food Act Premises Food Stalls/Mobile Food Vans Registration Transfer					
Community Groups & Charities (All Classes)	Per Application	50% Of Registration Fee	50% Of Registration Fee		
Transfer Application Fee For All Food Premises		346.70	339.90	2.0%	6.80
Food Act Premises New Registration Fees (Class 1 Or 2)					
Fee To Establish New Premises	Per Application	1,379.15	1,339.00	3.0%	40.15
Food Act Premises New Registration Fees (Class 3)					
Fee To Establish New Premises	Per Application	1,220.05	1,184.50	3.0%	35.55
Registered Premises Refund Of Registration Fees (Less Administration Fee)					
April To June	Per Application	No Refund Applicable	No Refund Applicable		
January To March	Per Application	No Refund Applicable	25% Of Registration Fee		
July To September	Per Application	No Refund Applicable	75% Of Registration Fee		
October To December	Per Application	No Refund Applicable	50% Of Registration Fee		
Administration Fee For Food Act and Public Health and Wellbeing Act Premises	Per Application	48.90	47.95	2.0%	0.95
Food Act Premises Registration and Renewal					
Premises With Excess Of 5 Employees - Base Fee For Additional Staff Above 5 FTE	Per Application	18.70	18.35	1.9%	0.35
Renewal Class 1	Per Application	679.00	659.20	3.0%	19.80
Renewal Class 2	Per Application	705.50	684.95	3.0%	20.55
Renewal Class 3	Per Application	625.15	509.65	3.0%	15.30

Description	Unit of Measure	2021-22 Financial Year	2020-21 Financial Year	Charge Difference %	Charge Difference \$
		Proposed Charge \$ (Incl GST)	Current Charge \$ (Incl GST)		
Short-Term Food Act Registration					
Food Act Registration (Up To 1 Month) For Temporary Premises Only	Per Application	53.05	51.50	3.0%	1.55
Stretrader Registration Associated With Registered Fixed Premises					
Fee For Stretrader Component Attached To Registered Fixed Premises	Per Application	201.55	195.70	3.0%	5.85
Miscellaneous					
Secondary Inspection Fee (For Non-Compliance Follow Up)	Per Application	223.70	219.30	2.0%	4.40
Late Renewal Penalty Fee	Per Penalty	218.50	214.20	2.0%	4.30
Plan Assessment Fee	Per Application	425.35	417.00	2.0%	8.35
Septic Tank Permit	Per Application	494.40	484.70	2.0%	9.70
Solicitor Enquiry (Response Within 10 Days)	Per Application	457.90	448.80	2.0%	9.00
Change of Premises Risk Classification (Business Activities)	Per Application	206.00	200.00	3.0%	6.00
Public Health and Wellbeing Act Prescribed Accommodation Initial Registration					
Prescribed Accommodation - Initial Registration Fee	Per Application	1,022.70	1,002.65	2.0%	20.05
Public Health and Wellbeing Act Premises Initial Registration					
Tattoosists, Beauty Parlours and Skin Penetration	Per Application	785.50	770.10	2.0%	15.40
Aquatic Facilities - Category One (Registration)	Per Application	300.00			
Public Health and Wellbeing Act Premises Renewal of Registration Fees					
Tattoosists, Beauty Parlours and Skin Penetration	Per Application	208.10	204.00	2.0%	4.10
Aquatic Facilities - Category One (Renewal)	Per Application	255.00			
Public Health and Wellbeing Act Premises Refund Of Registration Fees To Be Calculated and Charged On A Quarterly Prorata Basis For New Premises Less Administration Fee					
July To September	Per Application	No Refund Applicable	75.00%		
October To December	Per Application	No Refund Applicable	50.00%		
January To March	Per Application	No Refund Applicable	25.00%		
April To June	Per Application	No Refund Applicable	0.00%		
Public Health and Wellbeing Act Prescribed Accommodation Renewal of Registration Fees					
Prescribed Accommodation	Per Application	330.85	324.35	2.0%	6.50
Public Health and Wellbeing Act Premises Residential Tenancies Act					
Caravan Park - New Registration	Per Application	Fee Charged Every Two Years	Fee Charged Every Two Years		
Caravan Park - Renewal Of Registration	Per Application	Refer Schedule 2 Of Regulations	Refer Schedule 2 Of Regulations		
Caravan Park - Transfer Of Registration	Per Application	80.05	77.70	3.0%	2.35

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Description	Unit of Measure	2021-22	2020-21	Charge Difference %	Charge Difference \$
		Financial Year Proposed Charge \$ (Incl GST)	Financial Year Current Charge \$ (Incl GST)		
Public Health and Wellbeing Act One Off Hairdresser Registration					
Hairdresser	Per Application	907.05	880.65	3.0%	26.40
Public Health and Wellbeing Act Premises Transfer Of Registration					
Transfer Application Fee For All Public Health and Wellbeing Premises	Per Application	346.70	336.60	3.0%	10.10
City Strategy & Design					
Strategic Planning					
General Enquiries					
Written Responses To Mixed-Use/Commercial/Industrial Enquiries	Each	185.15	179.75	3.0%	5.40
Written Responses To Residential Enquiries	Each	137.30	133.30	3.0%	4.00
Photocopying Of Plans/Policies/Studies/Other Documents					
A0, A1 & A2 Plans / Page	Per Page	10.45	10.15	3.0%	0.30
A3 Plans / Page (Per Page)	Per Page	2.95	2.85	3.5%	0.10
A4 Plans / Page (Per Page)	Per Page	1.55	1.60	3.3%	0.05
Endorsed Plans A2, A1 & A0 (Per Page)	Per Page	15.55	15.10	3.0%	0.45
Endorsed Plans A4 & A3 (Per Page)	Per Set	45.35	44.05	3.0%	1.30
Planning Scheme Amendments					
Combined Amendment (Stage 1 + 50% Of Planning Permit Appln fee. Or, Planning Permit Appln Fee + 50% Of Stage 1, Whichever Is Greater) - Refer To Urban Planning For Planning Permit Appln Fee Schedule.	Each	(Stage 1 + 50% Of Planning Permit Appln Fee. Or, Planning Permit Appln Fee + 50% Of Stage 1, Whichever Is Greater)	(Stage 1 + 50% Of Planning Permit Appln Fee. Or, Planning Permit Appln Fee + 50% Of Stage 1, Whichever Is Greater)		
Likely To Receive Income From One Proponent Led Amendment	Each	3,035.45	2,991.00	1.5%	44.45
Mail Out Costs (Cost Recovery) - Planning Scheme Amendments	Each	9.40	9.15	2.7%	0.25
Stage 1: Amendment request (20(4) Ministerial Amendment)	Each	3,979.40	3,921.15	1.5%	58.25
Stage 1: Amendment request (20A) Ministerial Amendment	Each	958.00	944.00	1.5%	14.00
Stage 2: Consider Submissions (11 To (and Including) 20 Submissions)	Each	30,066.70	29,626.80	1.5%	440.10
Stage 2: Consider Submissions (Submissions That Exceed 20 Submissions)	Each	40,192.10	39,603.80	1.5%	588.30
Stage 3: Adoption	Each	478.95	471.95	1.5%	7.00
Stage 4: Approval by Minister	Each	478.95	471.95	1.5%	7.00
Public Notification (Exhibition/Advertising) Of Applications					
Public Notice By Sign On Site	Per Sign	33.40	32.45	2.9%	0.95
Public Notification (Exhibition/Advertising) Of Applications:					
Public Notice By Government Gazette	Per Notice	Determined By Government Gazette	Determined By Government Gazette		
Public Notice By Newspaper Advertisement	Per Advertisement	Determined By Newspaper	Determined By Newspaper		
Urban Design					
Parklet Program					
Long-Term Parklet (1 Car Space)	Per Item	546.35	546.35	0.0%	0.00
Long-Term Parklet (Each Additional Car Space)	Per Item	382.45	382.45	0.0%	0.00
Long-Term Parklet Permit	Per Invoice	218.55	218.55	0.0%	0.00
Short-Term Parklet Lease (1 Car Space)	Per Item	2,185.45	2,185.45	0.0%	0.00
Short-Term Parklet Lease (Each Additional Car Space)	Per Item	1,092.75	1,092.75	0.0%	0.00

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DRAFT Revenue and Rating Plan

2021-2025

MORELAND CITY COUNCIL | DRAFT REVENUE AND RATING PLAN 2021-2025

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1. Purpose

The Local Government Act 2020 requires each council to prepare a Revenue and Rating Plan to cover a minimum period of four years following each Council election. The Revenue and Rating Plan establishes the revenue raising framework within which the Council proposes to work.

The purpose of the Revenue and Rating Plan is to determine the most appropriate and affordable revenue and rating approach for Moreland City Council which in conjunction with other income sources will adequately finance the objectives in the Council Plan. It provides the key strategic directions that inform Council's financial decision making to ensure that sufficient funds can be derived to enable the Council Plan and maintain financial viability over the medium and long term.

Strategies outlined in this plan align with the objectives contained in the Council Plan and will feed into our budgeting and long-term financial planning documents, as well as other strategic planning documents under our Council's strategic planning framework.



This plan will explain how Council calculates the revenue needed to fund its activities, and how the funding burden will be apportioned between ratepayers and other users of Council facilities and services.

In particular, this plan will set out decisions that Council has made in relation to rating options available to it under the Local Government Act 2020 to ensure the fair and equitable distribution of rates amongst Council's ratepayers. It will also set out principles that are used in decision making for other revenue sources such as fees and charges.

It is also important to note that this plan does not set revenue targets for Council, it outlines the strategic framework and decisions that inform how Council will go about calculating and collecting its revenue.

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2. Introduction

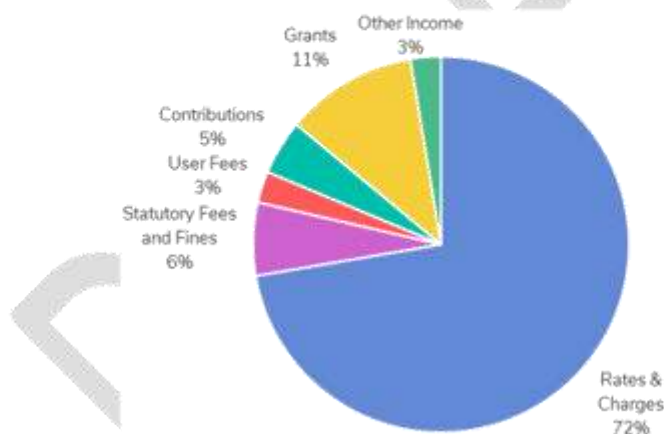
Council provides a number of services and facilities to our local community, and in doing so, must collect revenue to cover the cost of providing these services and facilities.

Council's revenue sources include:

- Rates and Charges
- Waste charges
- Grants from other levels of Government
- Statutory Fees and Fines
- User Fees
- Cash and non-cash contributions from other parties
- Interest from investments
- Sale of Assets

Rates are the most significant revenue source for Council and make up roughly 72% of its annual income as depicted by the chart below.

Chart 1: Financial Revenue by Percentage – Source: Draft Budget of for financial year 2021/22



The introduction of the Fair Go Rates System (rate capping) has provided substantial financial challenges to Council's long term financial sustainability and continues to restrict Council's ability to raise revenue to maintain service delivery levels and invest in community assets. This strategy will address Council's reliance on rate income and provide options to actively reduce that reliance.

Council provides a wide range of services to the community, often for a fee or charge. The nature of these fees and charges generally depends on whether they relate to statutory or discretionary services. Some of these, such as statutory planning fees, are set by State Government statute and are commonly known as regulatory fees. In these cases, councils usually have no control over service pricing. However, in relation to other services, Council has the ability to set a fee or charge and will set that fee based on the principles outlined in this revenue and rating plan.

Council revenue can also be adversely affected by changes to funding from other levels of government. Some grants are tied to the delivery of council services, whilst many are tied directly to the delivery of new community assets, such as roads or sports pavilions. It is important for Council to be clear about

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what grants it intends to apply for, and the obligations that grants create in the delivery of services or infrastructure.

3. Community Engagement

The Revenue and Rating Plan outlines Council's decision making process on how revenues are calculated and collected. The following public consultation process will be/was followed to ensure due consideration and feedback is received from relevant stakeholders.

Revenue and Rating Plan community engagement process:

- Draft Revenue and Rating Plan prepared by officers (March 2021)
- Draft Revenue and Rating Plan placed on public exhibition (17 May – 31 May 2021)
- Community engagement through local news outlets and social media (May 2021)
- Feedback Forum (8 June 2021)
- Draft Revenue and Rating Plan (with any revisions) presented to Council meeting for adoption (24 June 2021)

4. Rates and Charges

Rates are property taxes that allow Council to raise revenue to fund essential public services to cater to their municipal population. Importantly, it is a taxation system that includes flexibility for councils to utilise different tools in its rating structure to accommodate issues of equity and to ensure fairness in rating for all ratepayers.

Council has established a rating structure comprised of two key elements. These are:

- General Rates – Based on property values (using the Capital Improved Valuation methodology), which are indicative of capacity to pay and form the central basis of rating under the Local Government Act 1989
- Service Charges – A 'user pays' component for council services to reflect benefits provided by Council to ratepayers who benefit from a service

The formula for calculating General Rates, excluding any additional charges, arrears or additional supplementary rates is:

- Valuation (Capital Improved Value) x Rate in the Dollar

Council has a uniform rate in the dollar for each rating category.

Rates and charges are an important source of revenue, accounting for over 72% of operating revenue received by Council. The collection of rates is an important factor in funding Council services.

Planning for future rate increases is therefore an essential component of the long term financial planning process, and plays a significant role in funding both additional service delivery and the increasing costs related to providing Council services.

Council is aware of the balance between rate revenue (as an important income source) and community sensitivity to rate increases. With the introduction of the State Government's Fair Go Rates legislation, all rate increases are capped to a rate declared by the Minister for Local Government, which is usually announced in December for the following financial year.

Council currently utilises a service charge to fully recover the cost of Council's waste services and provides for future landfill rehabilitation costs. The garbage service charge is not capped under the Fair Go Rates legislation, and Council will continue to allocate surplus funds from this charge towards the provision of waste services.

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4.1 Rating legislation

The legislative framework set out in the Local Government Act 1989 determines councils ability to develop a rating system. The framework provides significant flexibility for Council to tailor a system that suits its needs.

Section 155 of the Local Government Act 1989 provides that a Council may declare the following rates and charges on rateable land:

- General rates under Section 158
- Municipal charges under Section 159
- Service rates and charges under Section 162
- Special rates and charges under Section 163

The recommended strategy in relation to municipal charges, service rates and charges and special rates and charges are discussed later in this document.

In raising Council rates, Council is required to primarily use the valuation of the rateable property to levy rates. Section 157 (1) of the Local Government Act 1989 provides Council with three choices in terms of which valuation base to utilise. They are: Site Valuation, Capital Improved Valuation and Net Annual Value.

The advantages and disadvantages of the respective valuation basis are discussed further in this document. Whilst this document outlines Council's strategy regarding rates revenue, rates data will be contained in the Council's Annual Budget as required by the Local Government Act 2020 and the integrated planning and reporting requirements of the act.

Section 94(2) of the Local Government Act 2020 states that Council must adopt a budget by 30 June each year (or at another time fixed by the Minister) to include:

- a) the total amount that the Council intends to raise by rates and charges;
- b) a statement as to whether the rates will be raised by the application of a uniform rate or a differential rate;
- c) a description of any fixed component of the rates, if applicable;
- d) if the Council proposes to declare a uniform rate, the matters specified in section 160 of the Local Government Act 1989;
- e) if the Council proposes to declare a differential rate for any land, the matters specified in section 161(2) of the Local Government Act 1989;

Section 94(3) of the Local Government Act 2020 also states that Council must ensure that, if applicable, the budget also contains a statement –

- a) that the Council intends to apply for a special order to increase the Council's average rate cap for the financial year or any other financial year; or
- b) that the Council has made an application to the ESC for a special order and is waiting for the outcome of the applications; or
- c) that a special Order has been made in respect of the Council and specifying the average rate cap that applies for the financial year or any other financial year.

This plan outlines the principles and strategic framework that Council will utilise in calculating and distributing the rating burden to property owners, however, the quantum of rate revenue and rating differential amounts will be determined in the annual Victorian City Council budget.

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4.2 Rating principles

Taxation Principles

When developing a rating strategy, in particular with reference to differential rates, a Council should give consideration to the following good practice taxation principles:

- Wealth Tax
- Equity
- Efficiency
- Simplicity
- Benefit
- Capacity to Pay
- Diversity.

Wealth Tax

The "wealth tax" principle implies that the rates paid are dependent upon the value of a ratepayer's real property and have no correlation to the individual ratepayer's consumption of services or the perceived benefits derived by individual ratepayers from the expenditures funded from rates.

Equity

Horizontal equity – ratepayers in similar situations should pay similar amounts of rates (ensured mainly by accurate property valuations, undertaken in a consistent manner, their classification into homogenous property classes and the right of appeal against valuation).

Vertical Equity – those who are better off should pay more rates than those worse off (the rationale applies for the use of progressive and proportional income taxation: it implies a "relativity" dimension to the fairness of the tax burden)

Efficiency

Economic efficiency is measured by the extent to which production and consumption decisions by people are affected by rates.

Simplicity

How easily a rates system can be understood by ratepayers and the practicality and ease of administration.

Benefit

The extent to which there is a nexus between consumption/benefit and the rate burden.

Capacity to Pay

The capacity of ratepayers or groups of ratepayers to pay rates.

Diversity

The capacity of ratepayers within a group to pay rates.

The rating challenge for Council therefore is to determine the appropriate balancing of competing considerations.

Rates and Charges Revenue Principles

Property rates will:

- be reviewed annually,
- not change dramatically from one year to next, and
- be sufficient to fund current expenditure commitments and deliverables outlined in all relevant Plans.

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4.3 Determining the Rating System – Uniform or Differential?

As highlighted in Section 3, Council may apply a uniform rate or differential rates to address the needs of the Council. They are quite different in application and have different administrative and appeal mechanisms that need to be considered.

Uniform rate

Section 160 of the Act stipulates that if a Council declares that general rates will be raised by the application of a uniform rate, the Council must specify a percentage as the uniform rate. Rates will be determined by multiplying that percentage by the value of the land.

Differential Rates

Advantages of a Differential rating system

The perceived advantages of utilising a differential rating system are:

- There is greater flexibility to distribute the rate burden between all classes of property, and therefore link rates with the ability to pay and reflecting the tax deductibility of rates for commercial and industrial premises;
- Differential rating allows Council to better reflect the investment required by Council to establish infrastructure to meet the needs of the commercial and industrial sector;
- Enables Council to encourage developments through its rating approach e.g. encourage building on vacant blocks;
- Allows Council to reflect the unique circumstances of some rating categories where the application of a uniform rate may create an inequitable outcome; this is however limited by the new requirements introduced under section 161 (2A) and (2B) of the Act.
- Allows Council discretion in the imposition of rates to 'facilitate and encourage appropriate development of its municipal district in the best interest of the community'.

Disadvantages of a Differential rating system

The perceived disadvantages in applying differential rating are:

- The justification of the differential rate can at times be difficult for the various rating groups to accept giving rise to queries, objections and complaints where the differentials may seem to be excessive.
- Differential rates can be confusing to ratepayers, as they may have difficulty in understanding the system. Some rating categories may feel they are unfavourably treated because they are paying a higher level of rates than other ratepayer groups.
- Differential rating involves a degree of administrative complexity as properties continually shift from one type to another requiring Council to update its records. Ensuring the accuracy/integrity of Council's database is critical to ensure that properties are correctly classified into their differential rate category.
- Council may not achieve the objectives it aims for through differential rating. For example, Council may set its differential rate objectives to levy a higher rate on land not developed, however, it is uncertain as to whether the differential rate achieves those objectives.

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Summary

Moreland City Council applies uniform rating (a uniform rate in the dollar) across all rateable properties. Uniform rating ensures all ratepayer groups are treated equally, as differential rating may be seen an unfair and excessive towards certain ratepayer groups.

4.4 Determining which valuation base to use

As outlined, under the Local Government Act 1989, Council has three options under the Local Government Act as to the valuation base it elects to use.

They are:

- **Capital Improved Valuation (CIV)** – Value of land and improvements upon the land
- **Site Valuation (SV)** – Value of land only
- **Net Annual Value (NAV)** – Rental valuation based on CIV. For residential and farm properties, NAV is calculated at 5 per cent of the Capital Improved Value. For commercial and industrial properties NAV is calculated as the greater of the estimated annual rental value or 5 per cent of the CIV.

Capital Improved Value (CIV)

Capital Improved Valuation is the most commonly used valuation base by Victorian Local Government with more than 70 Councils applying this methodology. Based on the value of both land and all improvements on the land, it is relatively easy to understand by ratepayers as it equates to the market value of the property.

The key driver of using CIV is the ability to apply differential rates (should this rating option be used). Section 161 of the Local Government Act 1989 provides that a Council may raise any general rates by the application of a differential rate if –

- It uses the capital improved value system of valuing land; and
- It considers that a differential rate will contribute to the equitable and efficient carrying out of its functions.

Where a Council does not utilise Capital Improved Valuation, it may only apply limited differential rates in relation to farm land, urban farm land or residential use land.

Advantages of using Capital Improved Valuation (CIV)

The main advantages of using Capital Improved Valuation are:

- Capital-improved value includes all improvements, and hence is often supported on the basis that it more closely reflects "capacity to pay". The CIV rating method takes into account the full development value of the property, and hence better meets the equity criteria than Site Value and NAV.
- With the current frequency of valuations (every two year), the market values are more predictable which has an impact on the number of objections resulting from valuations.
- The concept of the market value of property is far more easily understood with CIV rather than NAV or SV.
- Most Councils in Victoria have now adopted CIV which makes it easier to compare relative movements in rates and valuations across Councils.

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Disadvantages of using CIV

The main disadvantage with CIV is the fact that rates are based on the total property value which may not necessarily reflect the income level of the property owner as with pensioners and low-income earners.

Site Value (SV)

Although the Act provides for Councils to use Site Value as the basis of valuation, very few Councils have done so due to the very limited ability to apply differential rates.

Advantages of Site Value

- There is a perception that under site valuation, a uniform rate would promote development of land.
- Scope for possible concessions for urban farm land and residential use land.

Disadvantages in using Site Value

- SV does not consider the value of improvements. It shifts more of the burden to property owners that have larger areas of land. Typically, flats, units and townhouses will pay lower rates compared to stand alone houses on a suburban block of land, as the underlying land area is smaller.
- SV will reduce Council's rating flexibility and options to deal with any rating inequities due to the removal of the ability to levy differential rates;
- The rate-paying community has greater difficulty in understanding the SV valuation on their rate notices, as indicated by many inquiries from ratepayers on this issue handled by Council's Citizen Services and Property Revenue staff each year.

In very many ways, it is difficult to see an equity argument being served by the implementation of Site Valuation in Moreland City Council, therefore this method is not recommended.

Net Annual Value (NAV)

Net annual value, in concept, represents the annual rental value of a property. However, in practice, NAV is closely linked to capital improved value for residential. Valuers derive the NAV of residential properties directly as 5 per cent of CIV. In contrast to the treatment of residential properties, Net Annual Value for commercial and industrial properties is assessed with regard to actual market rental. This differing treatment of commercial versus residential and farms has led to some suggestions that all properties should be valued on a rental basis.

Overall, the use of NAV is not supported. For residential ratepayers, actual rental values pose some problems. The artificial rental estimate used may not represent actual market value, and means the base is the same as CIV but is harder to understand. In choosing a valuation base, Councils must decide on whether they wish to adopt a differential rating system (different rates in the dollar for different property categories) or a uniform rating system (same rate in the dollar). If a Council was to choose the former, under the Act it must adopt either of the CIV or NAV methods of rating

Summary

Moreland City Council applies Capital Improved Value (CIV) to all properties within the municipality to consider the fully developed value of the property. This basis of valuation considers the total market value of the land plus buildings and other improvements. CIV is considered to be the closest approximation to an equitable basis for distribution of the rating burden. It should be noted that more

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than 70 Victorian Councils apply CIV as their rating base and as such, it has a wider community acceptance and understanding than the other rating bases.

Property Valuations

The Valuation of Land Act 1960 is the principle legislation in determining property valuations. Under the Valuation of Land Act 1960, the Victorian Valuer-General conducts property valuations on an annual basis. Victorian City Council applies a Capital Improved Valuation (CIV) to all properties within the municipality to take into account the full development value of the property. This basis of valuation takes into account the total market value of the land including buildings and other improvements.

The value of land is always derived by the principal of valuing land for its highest and best use at the relevant time of valuation.

Council needs to be mindful of the impacts of revaluations on the various property types in implementing the differential rating strategy outlined in the previous section to ensure that rises and falls in Council rates remain affordable and that rating 'shocks' are mitigated to some degree.

Supplementary Valuations

Supplementary valuations are carried out for a variety of reasons including rezoning, subdivisions, amalgamations, renovations, new constructions, extensions, occupancy changes and corrections. The Victorian Valuer-General is tasked with undertaking supplementary revaluations and advises Council on a monthly basis of valuation and Australian Valuation Property Classification Code (AVPCC) changes.

Supplementary valuations bring the value of the affected property into line with the general valuation of other properties within the municipality. Objections to supplementary valuations can be lodged in accordance with Part 3 of the Valuation of Land Act 1960. Any objections must be lodged with Council within two months of the issue of the supplementary rate notice.

Objections to property valuations

Part 3 of the Valuation of Land Act 1960 provides that a property owner may lodge an objection against the valuation of a property or the Australian Valuation Property Classification Code (AVPCC) within two months of the issue of the original or amended (supplementary) Rates and Valuation Charges Notice (Rates Notice), or within four months if the notice was not originally issued to the occupier of the land.

A property owner must lodge their objection to the valuation or the AVPCC in writing to the Victorian City Council. Property owners also have the ability to object to the site valuations on receipt of their Land Tax Assessment. Property owners can appeal their land valuation within two months of receipt of their Council Rate Notice (via Council) or within two months of receipt of their Land Tax Assessment (via State Revenue Office).

4.5 Municipal charge

Another rating option available to Councils is the application of a municipal charge. Under Section 159 of the Local Government Act 1989, a Council may declare a municipal charge to cover some of the administrative costs of the Council. The legislation is not definitive on what comprises administrative costs and does not require Council to specify what is covered by the charge.

A Council's total revenue from a municipal charge in a financial year must not exceed 20 per cent of the combined sum total of the Council's total revenue from the municipal charge and the revenue from general rates.

The application of a municipal charge represents a choice to raise a portion of the rates by a flat fee for all properties, rather than sole use of the CIV valuation method.

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The arguments in favour of a municipal charge are similar to waste charges. They apply equally to all properties and are based upon the recovery of a fixed cost of providing administrative services irrespective of valuation. The same contribution amount per assessment to cover a portion of Councils administrative costs can be seen as an equitable method of recovering these costs.

The argument against a municipal charge is that this charge is regressive in nature and would result in lower valued properties paying higher overall rates and charges than they do at present. The equity objective in levying rates against property values is lost in a municipal charge as it is levied uniformly across all assessments.

This rating and revenue plan acknowledges that Council does not currently utilise Municipal Charge, however may consider this option in future where appropriate.

4.6 Special charge schemes

Special rates and charges are covered under Section 163 of the Local Government Act 1989 which enables Council to declare a special rate or charge or a combination of both for the purposes of:

- Defraying any expenses; or
- Repaying with interest any advance made or debt incurred, or loan raised by Council;

In relation to the performance of a function or the exercise of a power of the Council, if Council considers that the performance of the function or the exercise of the power is or will be of special benefit to the persons required to pay the special rate or special charge.

There are detailed procedural requirements that Council needs to follow to introduce a special rate or charge, including how Council can apply funds derived from this source.

Section 185 of the Local Government Act provides appeal rights to VCAT in relation to the imposition of a special rate or charge. The Tribunal has wide powers, which could affect the viability of the special rate or charge. It can set the rate or charge completely aside if it is satisfied that certain criteria are met.

Council should be particularly mindful of the issue of proving that special benefit exists to those that are being levied the rate or charge.

In summary, differential rates are much simpler to introduce and less subject to challenge. There may be instances however where a special charge is desirable if raising the levy by use of CIV is not equitable.

Moreland City Council generally applies special rate/charge schemes to commercial centres. The purpose of these schemes is to ensure the future prosperity and viability of commercial centres across the Moreland City Council, and the special rates/charges are raised to assist Council in conjunction with business associations to carry out promotional, marketing and business development activities within commercial activity centres. In some instance schemes may apply to infrastructure projects that are narrowly defined.

4.7 Service rates and charges

Section 162 of the Local Government Act 1989 provides Council with the opportunity to raise service rates and charges for any of the following services:

- a) the provision of a water supply;
- b) the collection and disposal of refuse;
- c) the provision of sewerage services;
- d) any other prescribed service.

Moreland City Council currently applies a Service Charge for the collection and disposal of refuse on properties within the municipality (the Waste Services charge). Moreland City Council's current waste services charges reflect the full cost of the service.

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The advantages of the waste services charge is that it is readily understood and accepted by residents as a fee for a direct service that they receive. It further provides equity in the rating system in that all residents who receive exactly the same service level all pay an equivalent amount.

The disadvantage of the waste service charge is similar to the municipal charge in that it is regressive in nature. A fixed charge to a property with a low value comprises a far greater proportion of the overall rates than it does to a property with a higher value.

The waste services charge has been designed to encourage ratepayers to reduce their waste management behaviour through the use of pricing signals. The smaller the bin size, the lower the proportional cost of each litre of bin capacity (the lower the waste services charge). This is due to the cost to Council (and thus ratepayers) of managing waste to landfill and recycling material.

4.8 Non-rateable Properties

Section 154 of the Local Government Act 1989 provides for non-rateable properties as follows:

- (1) Except as provided in this section, all land is rateable.
- (2) The following land is not rateable land -
 - (a) land which is unoccupied and is the property of the Crown or is vested in a Minister, a Council, a public statutory body or trustees appointed under an Act to hold that land in trust for public or municipal purposes;
 - (b) any part of land, if that part—
 - (i) is vested in or owned by the Crown, a Minister, a Council, a public statutory body or trustees appointed under an Act to hold that land in trust for public or municipal purposes; and
 - (ii) is used exclusively for public or municipal purposes;
 - (c) any part of land, if that part is used exclusively for charitable purposes;
 - (d) land which is vested in or held in trust for any religious body and used exclusively—
 - (i) as a residence of a practising Minister of religion; or
 - (ii) for the education and training of persons to be Ministers of religion; or
 - (iii) for both the purposes in subparagraphs (i) and (ii);
 - (e) land which is used exclusively for mining purposes;
 - (f) land held in trust and used exclusively—
 - (i) as a club for or a memorial to persons who performed service or duty within the meaning of section 3(1) of the Veterans Act 2005; or
 - (ii) as a sub-branch of the Returned Services League of Australia; or
 - (iii) by the Air Force Association (Victoria Division); or
 - (iv) by the Australian Legion of Ex-Servicemen and Women (Victorian Branch).
- (3) For the purposes of subsections (2)(a) and (2)(b) any part of the land is not used exclusively for public or municipal purposes if—
 - (a) it is used for banking or insurance; or
 - (b) a house or flat on the land—

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- (i) is used as a residence; and
 - (ii) is exclusively occupied by persons including a person who must live there to carry out certain duties of employment; or
 - (c) it is used by the Metropolitan Fire Brigades Board.
- (3A) For the purposes of subsection (2)(b), any part of land does not cease to be used exclusively for public purposes only because it is leased—
- (a) to a rail freight operator within the meaning of the Transport Act 1983; or
 - (b) to a passenger transport company within the meaning of that Act.
- (4) For the purposes of subsections (2)(c) and (2)(d), any part of the land is not used exclusively for charitable purposes if it is in any of the following categories—
- (a) it is separately occupied and used for a purpose which is not exclusively charitable;
 - (b) a house or flat on the land—
 - (i) is used as a residence; and
 - (ii) is exclusively occupied by persons including a person who must live there to carry out certain duties of employment;
 - (c) it is used for the retail sale of goods;
 - (d) it is used to carry on a business for profit (unless that use is necessary for or incidental to a charitable purpose).

As listed above, the Act has limited provisions for properties that should be exempted from paying rates.

Council reviews the non-rateable properties on a bi-annual basis.

It should be noted that whilst the Act provides criteria for land which cannot be rated, it does not stop Council allowing additional specific exemptions to specific properties or uses. Given the importance of rates revenue to Council, it is recommended that specific additional exemptions be avoided, and other means of support used to assist organisations deemed worthy of support by Council.

4.9 Cultural & Recreational Lands – a charge in lieu of the general rate

Council declares the Cultural and Recreation land in accordance with the Cultural and Recreational Land Act 1963 – Section 4.

The Cultural and Recreational Land Act 1963 provides that “an amount be payable in lieu of rates in each year being such amount as the municipal council thinks reasonable having regard to the services provided in relation to such lands and having regard to the benefit to the community derived from such recreational lands”.

Council currently has two properties that are classified as cultural and recreational land.

- a) 47-97 Glenroy Road, Glenroy (Northern Golf Club)

Benefit to the Community

The club operates on a membership basis and most of its services are not available to the general public, with the exception of some large functions e.g. wedding receptions. The club has approximately 1,300 members, with 50% of them being Moreland residents. This equates to approx. 0.4% of total population and 0.9% of total number of households.

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On the other hand, the club's contribution to the preservation of the natural environment needs to be acknowledged and reflected in Council's decision on the amount to be charged in lieu of rates.

Council has purchased around 1.8 hectares of land from Northern Golf Club, which will allow substantial land for open space and public use. Council has also obtained the Right of First Refusal to purchase all or part of the additional land. There are benefits to Council (and thus the Moreland community) arising from the purchase of this land and the Right of First Refusal.

Services Provided

Council services provided to Northern Golf Club are primarily in the form of community infrastructure, which is no different to any other non-residential properties in the municipality that are levied 100% of the general rate.

- b) Res 1 Outlook Road, Coburg (Coburg Basketball Stadium)

Benefit to the Community

The Coburg Basketball Stadium is managed by Sports Stadium Victoria and runs inclusive basketball programs for the community. It is well acknowledged by the community for its inclusive programs covering a broad age range from young children to adults.

Services Provided

Council services provided to the Coburg Basketball Stadium are primarily in the form of community infrastructure, which is no different to any other non-residential properties in the municipality that are levied 100% of the general rate.

In accordance with section 4(1) of the Cultural and Recreational Land Act 1963, the following rebate percentages are applied to the general rates declared:

- | | |
|--------------------------------|-----|
| a) 47-97 Glenroy Road, Glenroy | |
| • Northern Golf Club | 90% |
| b) Res 1 Outlook Road, Coburg | |
| • Coburg Basketball Stadium | 75% |

It is recommended that Council continues to treat all eligible recreational land in accordance with the Cultural and Recreational Land Act 1963.

4.10 Considerations Given to Retirement Villages

The Minister, in the final Guidelines for Differential Rate (April 2013), states that "Council must give consideration to reducing the rate burden through use of a reduced differential rate include (but are not limited to):

- Farm land (as defined by the Valuation of Land Act 1960); and
- Retirement village land (as defined by the Retirement Villages Act 1986)."

Moreland does not have farm land so this does not apply.

Council has considered whether a differential rate should be applied to retirement village land. Council has decided that it is not appropriate to apply a lower differential rate to retirement villages for the following reasons:

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1. Retirement villages receive Council services and have access to community infrastructure in the same way as other residents. In particular, retirement village residents often access Council provided aged services, which is heavily subsidised by rates.
2. Local government rates are a type of tax and not a fee for service. Rates are required to subsidise the delivery of services and capital works that would otherwise be unaffordable if charged on a case by case basis.

4.11 Collection and administration of rates and charges

The purpose of this section is to outline the rate payment options, processes, and the support provided to ratepayers facing financial hardship.

Payment options

In accordance with the Local Government Act 1989, Section 167(1), Ratepayers have the option of paying rates and charges by way of four instalments. Payments are due on the prescribed dates below, or alternatively a payment in full can be made by 30 September.

- 1st Instalment: 30 September
- 2nd Instalment: 30 November
- 3rd Instalment: 28 February
- 4th Instalment: 31 May

Council offers a range of payment options including:

- in person at Council offices (cheques, money orders, EFTPOS, credit/debit cards and cash),
- online via Council's ratepayer portal, direct debit (on prescribed instalment due dates or monthly),
- BPAY,
- Australia Post (over the counter, over the phone via credit card and on the internet),
- by mail (cheques and money orders only).

Interest on arrears and overdue rates

Interest is charged on all overdue rates in accordance with Section 172 of the Local Government Act 1989. The interest rate applied is fixed under Section 2 of the Penalty Interest Rates Act 1983, which is determined by the Minister and published by notice in the Government Gazette.

Pensioner rebates

Holders of a Centrelink or Veteran Affairs Pension Concession card or a Veteran Affairs Gold card which stipulates TPI or War Widow may claim a rebate on their sole or principal place of residence. Upon initial application, ongoing eligibility is maintained, unless rejected by Centrelink or the Department of Veteran Affairs during the annual verification procedure. Upon confirmation of an eligible pensioner concession status, the pensioner rebate is deducted from the rate account before payment is required by the ratepayer.

With regards to new applicants, after being granted a Pensioner Concession Card (PCC), pensioners can then apply for the rebate at any time throughout the rating year. Retrospective claims up to a maximum of one previous financial year can be approved by Council on verification of eligibility criteria, for periods prior to this claims may be approved by the relevant government department.

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Deferred payments

Under Section 170 of the Local Government Act 1989, Council may defer the payment of any rate or charge for an eligible ratepayers who property is their sole place of residency, allowing ratepayers an extended period of time to make payments or alternatively to forestall payments on an indefinite basis until the ratepayer ceases to own or occupy the land in respect of which rates and charges are to be levied.

Deferral of rates and charges are available to all ratepayers who satisfy the eligibility criteria and have proven financial difficulties. Where Council approves an application for deferral of rates or charges, interest will continue to be levied on the outstanding balance of rates and charges but at an interest rate fixed annually by Council. This deferred interest rate will typically be well under the penalty interest rate levied by Council on unpaid rates and charges.

Ratepayers seeking to apply for such provision will be required to submit a Rates Deferment Application form which is available at the council offices, on the Council website or which can be posted upon request.

Rates Assistance Policy

It is acknowledged at the outset that various ratepayers may experience financial hardship for a whole range of issues and that meeting rate obligations constitutes just one element of a number of difficulties that may be faced. The purpose of the Rates Assistance Policy is to provide options for ratepayers facing such situations to deal with the situation positively and reduce the strain imposed by financial hardship.

Ratepayers may elect to either negotiate a rate payment plan or apply for a rate deferral. Ratepayers seeking to apply for such provision will be required to submit a Rates Deferment Application form or a Rate Arrangement Application which is available at the council offices, website or can be posted upon request.

Debt recovery

Council makes every effort to contact ratepayers at their correct address but it is the ratepayers' responsibility to properly advise Council of their contact details. The Local Government Act 1989 Section 230 and 231 requires both the vendor and buyer of property, or their agents (e.g. solicitors and or conveyancers), to notify Council by way of notice disposition or acquisition of an interest in land.

In the event that an account becomes overdue, Council will issue an overdue reminder notice which will include accrued penalty interest. In the event that the account remains unpaid, Council may take legal action without further notice to recover the overdue amount. All fees and court costs incurred will be recoverable from the ratepayer.

If an amount payable by way of rates in respect to land has been in arrears for three years or more, Council may take action to sell the property in accordance with the Local Government Act 1989 Section 181.

Fire Services Property Levy

In 2016 the Victorian State Government passed legislation requiring the Fire Services Property Levy to be collected from ratepayers. Previously this was collected through building and property insurance premiums. The Fire Services Property Levy helps fund the services provided by the Metropolitan Fire Brigade (MFB) and Country Fire Authority (CFA), and all levies collected by Council are passed through to the State Government.

The Fire Services Property Levy is based on two components, a fixed charge, and a variable charge which is linked to the Capital Improved Value of the property. This levy is not included in the rate cap, and increases in the levy are at the discretion of the State Government.

Moreland City Council currently applies the Capital Improved Valuation methodology to levy its rates.

5. Other Revenue Items

5.1 User fees and charges

User fees and Charges are those that Council will charge for the delivery of services and use of community infrastructure.

Examples of User Fees and Charges include:

- Waste Management fees
- Aged Services fees
- Registration Fees
- Building Service Fees

The provision of infrastructure and services form a key part of Council's role in supporting the local community. In providing these, Council must consider a range of 'Best Value' principles including service cost and quality standards, value-for-money, and community expectations and values. Council must also balance the affordability and accessibility of infrastructure and services with its financial capacity and in the interests of long-term financial sustainability.

Councils must also comply with the government's Competitive Neutrality Policy for significant business activities they provide and adjust their service prices to neutralise any competitive advantages when competing with the private sector.

In providing services to the community, Council must determine the extent of cost recovery for particular services consistent with the level of both individual and collective benefit that the services provide and in line with the community's expectations.

Services are provided on the basis of one of the following pricing methods:

- a) Market Price
- b) Full Cost Recovery Price
- c) Subsidised Price

Market pricing (A) is where Council sets prices based on the benchmarked competitive prices of alternate suppliers. In general market price represents full cost recovery plus an allowance for profit. Market prices will be used when other providers exist in the given market, and Council needs meet its obligations under the government's Competitive Neutrality Policy.

It should be noted that if a market price is lower than Council's full cost price, then the market price would represent Council subsidising that service. If this situation exists, and there are other suppliers existing in the market at the same price, this may mean that Council is not the most efficient supplier in the marketplace. In this situation, Council will consider whether there is a community service obligation and whether Council should be providing this service at all.

Full Cost recovery price (B) aims to recover all direct and indirect costs incurred by Council. This pricing should be used in particular where a service provided by Council benefits individual customers specifically, rather than the community as a whole. In principle, fees and charges should be set at a level that recovers the full cost of providing the services unless there is an overriding policy or imperative in favour of subsidisation.

Subsidised pricing (C) is where Council subsidises a service by not passing the full cost of that service onto the customer. Subsidies may range from full subsidies (i.e. Council provides the service free of charge) to partial subsidies, where Council provides the service to the user with a discount. The

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subsidy can be funded from Council's rate revenue or other sources such as Commonwealth and state funding programs.

Full Council Subsidy Pricing and Partial Cost Pricing should always be based on knowledge of the full cost of providing a service.

As per the Victorian Auditor General's Office report "Fees and charges – cost recovery by local government" recommendations, Council has developed a user fee pricing policy to help guide the fair and equitable setting of prices. The policy outlines the process for setting fee prices and includes such principles as:

- Both direct and indirect costs to be taken into account when setting prices
- Accessibility, affordability and efficient delivery of services must be taken into account
- Competitive neutrality with commercial providers.

Council will develop a table of fees and charges as part of its annual budget each year. Proposed pricing changes will be included in this table and will be communicated to stakeholders before the budget is adopted, giving them the chance to review and provide valuable feedback before the fees are locked in.

5.2 Statutory fees and charges

Statutory fees and fines are those which Council collects under the direction of legislation or other government directives. The rates used for statutory fees and fines are generally advised by the state government department responsible for the corresponding services or legislation, and generally councils will have limited discretion in applying these fees.

Examples of Statutory Fees and Fines include:

- Planning and subdivision fees
- Building and Town planning fees
- Infringements and fines
- Land & Property Information Certificate fees

Penalty and fee units are used in Victoria's Acts and Regulations to describe the amount of a fine or a fee.

Penalty units

Penalty units are used to define the amount payable for fines for many offences. For example, the fine for selling a tobacco product to a person aged under 18 is four penalty units.

The rate for penalty units is indexed each financial year so that it is raised in line with inflation. Any change to the value of a penalty unit will happen on 1 July each year.

Fee units

Fee units are used to calculate the cost of a certificate, registration or licence that is set out in an Act or Regulation. For example, the cost of depositing a Will with the supreme court registrar of probates is 1.6 fee units.

The rate for one fee units is indexed each financial year so that it is raised in line with inflation. Any change to the value of a penalty unit will happen on 1 July each year.

The cost of fees and penalties is calculated by multiplying the number of units by the current value of the fee or unit. The exact cost may be rounded up or down.

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5.3 Grants

Grant revenue represents income usually received from other levels of government. Some grants are singular and attached to the delivery of specific projects, whilst others can be of a recurrent nature and may or may not be linked to the delivery of projects.

Council pursues all avenues to obtain external grant funds for to deliver important infrastructure and service outcomes for the community. Council may use its own funds to leverage higher grant funding and maximise external funding opportunities.

When preparing its financial plan, Council considers its project proposal pipeline, advocacy priorities, upcoming grant program opportunities, and co-funding options to determine what grants to apply for. Council will only apply for and accept external funding if it is consistent with the Community Vision and does not lead to the distortion of Council Plan priorities.

Grant assumptions are then clearly detailed in Council's budget document. No project that is reliant on grant funding will proceed until a signed funding agreement is in place.

5.4 Contributions

Contributions represent funds received by Council, usually from non-government sources, and are usually linked to projects.

Contributions can be made to Council in the form of either cash payments or asset hand-overs.

Examples of Contributions include:

- Monies collected under Developer Contribution Plans (DCP)
- Monies collected under the Open Space Contribution
- Contributions from user groups towards upgrade of facilities
- Assets handed over to council from developers at the completion of a subdivision, such as roads, drainage, and streetlights.

Contributions should always be linked to a planning or funding agreement. Council will not undertake any work on a contribution-funded project until signed agreement outlining the contribution details is in place.

Contributions linked to developments can be received well before any Council expenditure occurs. In this situation, the funds will be identified and held separately in a restricted reserve for the specific works identified in the agreements. Restricted reserves are held for Developer Contribution Plan (DCP) and Open Space Contributions.

5.5 Interest on investments

Council receives interest on funds managed as part of its investment portfolio, where funds are held in advance of expenditure, or for special purposes. The investment portfolio is managed per Council's investment policy, which seeks to earn the best return on funds, whilst minimising risk.

Gender Impact Assessment

Proposed 4-Year Budget 2021-25 (June 2021)



This gender impact assessment of the Proposed Budget 2021-25 (Proposed Budget) was undertaken by the Finance Unit at Moreland City Council. A gender impact assessment tool that referenced the Gender Impact Assessment Toolkit was adapted for the assessment, using the relevant steps outlined in the Gender Equality Act 2020. All comments were made with the Gender Equality Act in mind and based on the experience and expertise of Council officers involved. This is not legal advice.

Gender Impact Assessment Toolkit

What are Gender Impact Assessments?

Gender impact assessments are a way of critically thinking about how policies, programs and services will meet the different needs of women, men and gender diverse people.

The aim of gender impact assessments is to create better and fairer outcomes and ensure all people have equal access to opportunities and resources.

The Gender Equality Act

The Gender Equality Act 2020 was enacted on 25 February 2020 and commenced on 31 March 2021.

Part 3 of the Gender Equality Act requires organisations to undertake gender impact assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public.

Under the Gender Equality Act, a gender impact assessment must:

1. Assess how the policy, program or service affect people of different genders.
2. Explain how Officers will design or change the policy, program or service to better meet the needs of people of different genders. How the changes will address gender inequality and promote gender equality.
3. Apply an intersectional approach by applying a user's experience of gender inequality that may be shaped by other aspects of their identity including: Aboriginality; age; disability; ethnicity; gender identity; race; religion; sexual orientation.

The main purposes of the Gender Equality Act are:

(a) to require the public sector, Councils and universities to take positive action towards achieving workplace gender equality; and

(b) to require the public sector, Councils and universities to promote gender equality in their policies, programs and services.

The Gender Equality Act does not specify a particular method for assessment of impact on gender. An approach for preparing assessments was adapted from the Gender Impact Assessment Toolkit, Commission for Gender Equality in the public sector.

Moreland Human Rights Policy

The Moreland Human Rights Policy 2016–2026 provides a framework and objectives for the implementation of Council's human rights obligations. It is aligned with the Victorian Charter of Human Rights and Responsibilities Act 2006. An implementation plan supports the delivery of the policy.

The policy provides Council with an overarching framework for delivering accessible, equitable and inclusive programs, services and decision-making processes. It aims to unite and strengthen Council's existing policies and commitment by adopting an intersectional approach in addressing discrimination and promoting diversity and inclusion.

This assessment makes mention of priority groups specified in the Policy, which are:

- Aboriginal and Torres Strait Islander communities
- Migrant and refugee communities
- People with disability
- Women
- GLBTIQ communities.

Proposed Budget 2021-25

Background

This Proposed Budget (noting 2021/22 information is outlined in more detail, however a four year budget has been prepared) is intended to provide the community with visibility over how the broad range of services are funded in order for council to support Moreland's diverse and growing community. These services are intended to positively impact the community, including different genders. The Proposed Budget details the funding required to deliver services to a high standard whilst maintaining, upgrading and expanding our community infrastructure. The Proposed Budget outlines revenue of \$237,843,000 and expenditure of \$198,789,00 for 2021/22.

The impacts of Covid-19 are expected to continue to challenge all Moreland residents, businesses, community groups and the wider community for an extended period. Council's Covid Recovery Plan recognises the disproportionate effect on vulnerable groups in particular, which has magnified existing inequalities.

Council also continues to be financially impacted by the resulting uncertainty and this has been considered in preparing the Proposed Budget for 2021-22. Council has worked hard to find cost savings while providing ongoing support to the community given that Covid-19 has left many economically disadvantaged and impacted the community's health and wellbeing.

Assessment of Potential Gender Impacts

The Proposed Budget does include many examples of items where Council will be developing or reviewing a policy, program or service with a direct and significant impact on the public. Such impacts will trigger the requirement for Council to undertake gender impact assessments. One key example of this would be specific projects listed in the proposed Capital Works program, such as the redevelopment of the Fawkner Leisure Centre. Assessments on individual policies, programs or services will be prepared at the appropriate time to their development or review.

This assessment aims to consider the wider / more general impacts of the Proposed Budget on gender equality in Moreland and focuses on those broader elements which are considered most likely to impact people of various genders differently.

It is considered that the Proposed Budget will have an overall positive impact on gender equality in Moreland. In particular, a positive impact is likely to arise from delivery of services and infrastructure to support the broader community, including women and other priority groups and those disadvantaged community members.

Define the Issues and Challenge Assumptions

Issues and Challenge Assumptions	Comment
What issue is the policy, program or services aiming to address?	<p>Moreland's Proposed Budget seeks to provide the community with visibility over how the broad range of services (over 150 services) and infrastructure is funded in order for council to support Moreland's diverse and growing community. These services are intended to positively impact the community, including different genders. The Proposed Budget details the funding required to deliver services to a high standard whilst also maintaining, upgrading, expanding and/or creating new community infrastructure.</p> <p>The Proposed Budget is a culmination of Council's programs, policies, and initiatives that will be delivered over the next 4 years. These programs, policies and initiatives will impact on all genders to varying degrees, alongside other identity factors including: Aboriginality; age; disability; ethnicity; gender identity; race; religion; sexual orientation.</p>
Are the people who are targeted and impacted by the policy, program or service included in the decision-making?	<p>The engagement process for the Budget included gathering information from the community to inform the draft budget between February and March this year.</p> <p>A range of engagement methods were used to maximise participation and to ensure that people could contribute ideas to the budget in an accessible and inclusive way. Engagement activities included:</p> <ul style="list-style-type: none"> • A listening post to capture ideas at ten community-based pop-up events at different geographical locations around Moreland; • Call for written-submissions by post and via our digital engagement platform Conversations Moreland; • Targeted engagement with non-English Speaking communities to inform the Budget process; • An Ideas Forum event where community members could meet in person or via Zoom with Councillors to share their ideas. <p>Council did specifically arrange to hold one targeted engagement session with women from emerging communities (which included a question on the budget/budget ideas). Based on participants feedback, this session was held online and incentives to maximise women's participation were offered, including the provision of free childcare. The pop-up events were also designed to be as welcoming as possible including encouraging children's participation.</p> <p>In this first stage of engagement Council received 81 submissions to the draft budget including 3 submissions in languages other than English. Sixteen community members also met with Council at the Budget Ideas Forum to present their ideas on 31 March 2021. Council didn't collect specific demographic information for those who submitted budget ideas.</p>

Issues and Challenge Assumptions	Comment
	<p>but this will be further explored in future engagement processes.</p> <p>The participation rates in stage one engagement for the Budget were the highest that Council has ever reached, and this was the first year that Council received submissions to the Budget in other languages.</p> <p>The second phase of engagement occurred from 17 May until 30 May. The purpose of this stage of engagement was to share the draft document of the Budget with the community and invite comments on the draft. Methods for this stage of engagement were aligned with Council's Community Engagement Policy 2020 and included:</p> <ul style="list-style-type: none"> • Call for feedback on the draft budget by post and via our digital engagement platform Conversations Moreland; • Targeted engagement of previous submitters and non-English speaking and CALD communities, inviting feedback on the draft document; • A Feedback Forum event where community members can attend Council in person to share their feedback on the draft Budget. <p>In phase 2 engagement, between May and June 2021, Council received 64 submissions on the Draft Budget document, and 20 people attended the Community Feedback Forum to present their feedback on the Draft Budget.</p>
<p>Do you think that people of different genders access this policy, program or service at the same rate?</p>	<p>This assessment does not provide for a gender impact assessment for each and every individual policy, program or service included in the Proposed Budget. Gender Impact Assessments will be prepared at the appropriate time when individual policies, programs or services are in development or review.</p> <p>This assessment aims to consider the wider and more general impacts of the Proposed Budget on gender equality in Moreland and focuses on those broader elements which are considered most likely to impact people of various genders differently.</p> <p>Data available on a municipal level includes we support an Estimated Resident Population (for 2020) of 188,762 residents. In 2016, 51.1% of the population were female, 48.9% of the population were male and 0.5% of the population were Aboriginal and Torres Strait Islander.</p> <p>Council's workforce comprises 816.1 FTE, of which 441 are female (54% of the workforce), delivering services to the community. Council will be completing a Workplace Gender Audit by 30 June 2021 and will be part of the State Governments People Matters Survey, which will inform Council's first Gender Equity Action Plan and Workforce Plan to be completed in 2021.</p> <p>Council did not collect specific demographics / gender information in relation to the submissions received on the</p>

Issues and Challenge Assumptions	Comment
	Draft/Proposed Budget; however as set out earlier, this can be explored for future processes.
Do you think that everyone who accesses this policy, program or service has the same needs from it?	<p>The Moreland Health Profile 2020 highlights the differing needs across the community by applying a gender and inclusion lens. Some examples of differing needs that Council needs to consider in the provision of over 150 services and infrastructure projects include:</p> <ul style="list-style-type: none"> • Physical health: A high number of Sexually Transmitted Infection notifications for women; Poorer health outcomes for Aboriginal and Torres Strait Islander people, LGBTIQ+ adults and people with disability. • Mental health: Low levels of subjective wellbeing for people aged over 75 years, Aboriginal Victorians, LGBTIQ+ adults and people with disability. • Green and active living: A slightly lower proportion of adults participate in organised physical activity than Victoria; Impacts of Covid-19 have disproportionately affected participation for women and girls, seniors, people with disability and those experiencing socio-economic disadvantage. • Safe Environment: Family violence against women and their children remains high despite the Victorian Government's substantial investment for prevention and response. • Moving Around: Barriers to equitable use of transport include access for people with disability and perceived sense of safety for women; Lack of perceived safety in public places and at night, especially for women. • Safe and Affordable Housing: A higher than metropolitan-average number of people experiencing homelessness. • Healthy Livelihoods: Fawkner, Hadfield, Glenroy and Coburg North experience higher levels of socio-economic disadvantage, a higher concentration of low-income households and higher rates of unemployment; Covid-19 has significantly impacted income and employment and disproportionately impacted women, young people and those from asylum seeker, refugee and migrant backgrounds.
Do the different social roles and responsibilities that people take on affect the way people access and use this policy, program or service?	The potential impact of differing social roles and responsibilities that people take on will form part of Gender Impact Assessments where required for specific policies, programs and services to be developed or reviewed.
What additional needs might there be for people with disabilities, or from different cultural identities, ages, gender identities, sexual orientations or	Addressing specific needs for people with disabilities or from different cultural identities, ages, gender identities, sexual orientations or religions will form part of Gender Impact Assessments where required for specific policies, programs and services to be developed or reviewed.

Issues and Challenge Assumptions	Comment
religions?	

Understand your context

Context	Comment
Who is likely to be affected?	<p>Council's budget directly impacts the Moreland community. The Proposed Budget outlines how we will fund the delivery of essential services to the community and how we will create, maintain and repair our infrastructure assets at the level expected by the community. These services include:</p> <ul style="list-style-type: none"> • waste management • delivering meals • parks and open spaces • supporting local businesses • regulating traffic • supporting older people in their homes • planning permit process • animal registrations • cleaning streets • providing services to local families and children. <p>These services, and the creation and maintenance of community infrastructure, support the wellbeing and prosperity of our community, including women and priority groups as set out in The Moreland Human Rights Policy 2016–2026.</p>
What are the lived experiences of diverse groups?	<p>As part of the Imagine Moreland community engagement broader aspirations and priorities raised across Moreland included:</p> <ul style="list-style-type: none"> • improved and increased community facilities that are appropriate for all ages, abilities and cultures • a desire for more green open spaces, for passive and active recreation • increased tree cover, particularly as part of streetscaping. • residential developments that are of high quality and incorporate adequate shared open space for residents • safe and accessible cycle and walkways that connect people to logical destinations such as schools, shops and parks. <p>Specific community feedback shared at the budget ideas forum on the 31 March 2021 included seeking Council support/funding for initiatives that would promote inclusion and address the concerns of different ages, genders and diverse community, including:</p> <ul style="list-style-type: none"> • festivals to support our culturally diverse community • provision of infrastructure/services to support senior citizens • ensure that all new and existing developments meet the Universal Design principles so that everyone of all abilities

	<p>can access our environment equally and with dignity - including streets, footpaths, parks, buildings</p> <ul style="list-style-type: none"> • new opportunities for community to voice their hopes and aspirations • implementing safety and accessibility measures – in our shopping strips, pedestrian/cycling infrastructure, sporting and other community facilities, transport/public transport • increased infrastructure and resources for women and non-binary for activities, safe spaces and social cohesion • develop a creative space for vulnerable people with a view to forming connections through the medium of music and media • program to support a cooperative education approach to prevention of domestic violence. <p>Specific community feedback shared at the budget ideas forum on the 2 June 2021 included seeking Council support/funding for initiatives that would promote inclusion and address the concerns of different ages, genders and diverse community, including:</p> <ul style="list-style-type: none"> • support to fund courses / nature programs to foster mental health through exposure to natural surrounds and connectivity with others, and physical health through activity • increase funding to help Moreland residents reduce carbon emissions, to improve climate resilience and adapt to a changing climate • improvements to Merri Creek trail to improve safety and accessibility for all users • improve accessibility and social opportunities for older people including improving access to footpaths and parks • to direct funding towards measures that will reduce barriers to walking • delivery of road safety and bike lane improvements • new and improved infrastructure including drainage and sporting facilities to keep the community safe and healthy – all ages • provision of infrastructure/services to support our youngest citizens – pre schoolers • festivals to support our culturally diverse community • Council investment in youth outreach services to improve the lives of young people that promote youth participation and wellbeing in a pandemic context. <p>Note: All submissions received on the draft budget have been considered as part of preparing the Proposed Budget to be presented for adoption at Council’s meeting in June 2021.</p>
<p>What different impacts may be likely for different people?</p>	<p>The Proposed Budget currently includes a range of key initiatives which is expected to have a positive impact on the Moreland community and specifically women, other priority groups and disadvantaged community members.</p>

Although this analysis is high level, key positive gender impacts are diverse and expected to include: increasing liveability, creating safer neighbourhoods, reducing living costs/ utility bills, decreasing the health and wellbeing impacts on more vulnerable members of the community associated with climate impacts e.g. heatwaves, providing for inclusive spaces (e.g. Glenroy community hub), incorporating safety and accessibility measures into infrastructure delivery and improving gender equality in service delivery and programs.

Some key projects that could reasonably be expected to deliver positive gender impacts (as per the above summarised examples) included in the Proposed Budget are:

- Zero Carbon Moreland (ZCM) Emergency Action Plan (\$0.4 million)
- Urban Forest Strategy – Tree Planting Regime (\$0.5 million) and Nature Plan Implementation (\$0.1 million)
- Continuing the Youth Strategy implementation (\$0.2 million) and funding a Youth Assertive Outreach Program (\$0.05 million)
- Similar to the above, Council's Capital Works Program forming part of the Proposed Budget has a range of key projects that could also be reasonably be expected to deliver positive gender impacts including:
 - Continuing the construction of the Glenroy Community Hub (\$11.0 million);
 - Commencing the design of the \$20.6 million Fawkner Leisure Centre redevelopment (\$0.6 million);
 - Commencing the construction of the \$11.3 million Fleming Park redevelopment (\$6.5 million);
 - Park Close to Home, the creation of new parks in dense urban areas including Service Street, Coburg, Cardinal Road, Glenroy and the commencement of Frith Street, Brunswick (\$3.6 million);
 - Designing the Merri Trail ramp upgrade at Bowden Reserve (\$0.1 million);
 - Additional funding for bus shelters and seating (\$0.1 million);
 - Library Books and Library Collection (\$1.0 million);
 - Footpaths and Bike paths (\$7.1 million); and
 - Roads and carparks (\$8.9 million).

In looking at the Proposed Capital works program in more detail, there are a range of specific projects that will have a positive gender impact as they are initiatives which seek to address safety/ improve safety perceptions, improve accessibility and access for the community, including women. The below is a small sample of such projects as listed in the Proposed Budget/ Capital works program:

- **Transport management projects:**
 - threshold treatments at various locations

- provision of streetlighting (various locations)
- DDA compliance in shopping strips and activity centres (various locations)
- Newlands Road Signalised Intersection
- **Footpaths and bike paths:**
 - Installation pedestrian signals
 - Merri Creek Path Widening
 - Upfield Shared Path Widening and Lighting
 - De Carle Street Protected Bike Lanes
 - Kingfisher Garden Merri Creek Path DDA
- **Activity Centre and Shopping Strip upgrades**
- **Public toilet upgrades**
- **Pavilion and Sports Clubs:**
 - Holbrook Reserve Female Friendly Change Rooms- Brunswick West
 - John Pascoe Fawcner reserve - Social Rooms
- **Early years facilities upgrades (various locations)**
- **Community Use Facilities:**
 - Glenroy community hub
 - Saxon Street community hub
- **Aquatic and leisure centres:**
 - Coburg Leisure Centre -Lighting, CCTV, Audio visuals
 - Coburg Outdoor Pool - 8 x 15 Toddlers Pool
 - Fawcner Leisure Centre Redevelopment-Fawcner
- **Parks and Reserves:**
 - Playground Strategy - Implementation-Variou
 - Lighting in Public Open Space-Variou Locations
 - Delivering a Park Close to Home.

The pandemic impacts the community including social and economic impacts, which in turn impacts upon gender equality. The Proposed Budget includes core services and programs to support the community through the pandemic and economic recovery:

- Continuing the solar and/or thermal grants for low-income earners (\$0.4 million)
- Funding to develop a new Food Hub in Moreland's north (\$0.1 million), along with core funding for Council's food systems strategy program (\$0.1 million)
- Additional operational funding to support expanded operations for community services at the new Glenroy Community Hub (\$0.1 million)
- Funding for Social Cohesion Plan (\$0.1 million) and Living and Ageing Well Plan (\$0.1 million)
- Core Economic Development services and programs to support local business
- Other programs and services in Council's core services and operational projects
- Supporting job creation through Council's capital works program.

Base resources, as set out in the Proposed Budget for Human Resources, Community Development and Social Policy and others, will also be used to:

- deliver and implement Council's first Workforce Plan and Gender Equality Action Plan in 2021 to improve gender equality in the workplace
- support the implementation of gender impact assessments and Council's response to improve diversity, inclusion and support actions to meet the needs of persons of different genders; address gender inequality; and promote gender equality.

Council's Proposed 4 year Revenue and Rating Plan acknowledges that various ratepayers may experience financial hardship for a whole range of issues and that meeting rate obligations constitutes just one element of a number of difficulties they may face. Council's Rates Assistance Policy provides options for ratepayers facing such situations to deal with the situation positively and reduce the strain imposed by financial hardship. Ratepayers may elect to either negotiate a rate payment plan or apply for a rate deferral.

The above analysis of initiatives is high level in terms of gender impact and supporting marginalised groups.

Options Analysis

The Proposed Budget has not been presented as options for consideration, however community feedback received has been considered prior to Council making its final decision on the Proposed Budget.

The Proposed 4-Year Budget 2021-2025 continues to deliver services to Moreland's 188,000 plus residents within the one and a half per cent rate cap set by the State Government. The Proposed Budget funds Councillor and community initiatives and delivers critical major projects while maintaining Council's financial sustainability. The Proposed Budget has been developed in an unprecedented and rapidly changing environment following the onset of the COVID-19 pandemic. The COVID-19 pandemic has had a significant impact on Council's revenue over the past eighteen months and the financial impact is anticipated to continue in to the 2021-22 financial year.

In addition to information provided earlier in this assessment, the Proposed Budget aims to benefit and meet the needs of persons of different genders, ages and backgrounds, to address disadvantage and inequality and promote inclusion through the delivery of many core services.

Some examples of these core services delivered by Council that seek to have a positive impact on genders and marginalised groups include:

- **Home and Community Care (HACC)** – provides programs to older people, people with a disability and their carers, referrals to and information about other related services, and assistance with care (net cost \$291,000)
- **Children services** and programs for families (net cost \$1,431,000)
- **Community development and social policy** / actions to promote human rights, accessibility for all, volunteering, community service networks, food security, social cohesion, reconciliation, gender equality, family violence prevention, gambling harm prevention (net cost \$1,865,000)
- **Recreation services** - improve sport and physical activity participation for people of all ages gender, background and ability (net cost (\$1,227,000)
- **Home care** – this service aims to assist eligible residents to remain living at home independently and in a safe and secure environment (net cost \$2,507,000)
- **Social support services** – social support programs including Community Transport, Food Services, Social Support Connection Options (net cost \$1,823,000)
- **Maternal and Child Health (and Immunisations) service** - supports the optimal health and development of young children and families in their parenting role (net cost \$3,173,000)
- **Youth Services** - aims to improve the lives of young people through the provision of safe, supportive and inclusive programs and spaces that promote youth participation and wellbeing (net cost \$1,339,000).

The Proposed Budget in Appendix A also lists proposed Operating Projects 2021-22 that will have a positive gender impact, some key examples include:

- Covid-19 Relief and rebuild – operation Newstart (\$10,000)
- Moreland Affordable Housing Ltd (\$215,641)

The Proposed Budget in Appendix A also lists Strategic Projects 2021-22 that will have a positive gender impact, some key examples include:

- Arts Investment Grant (\$50,000)
- Ballert Mooroop Community Hub (\$100,000)
- Beethoven Music Festival (Public Feedback Submission) (\$7,500)

- Disability Access Plan (\$50,000)
- Disability Audits (\$30,000)
- Expand the opening hours of outdoor pools (\$30,000)
- Food bank in the north (\$85,000)
- Inclusive employment (\$96,000)
- Men's Program: Building Safer Relationships (Public Feedback Submission) (\$10,000)
- More support for homeless (\$10,000)
- Nature Plan implementation actions (\$80,000)
- Outdoor help and transport (\$80,000)
- Social Cohesion Plan (\$50,000)
- Solar thermal low income grants (\$400,000)
- Youth Assertive Outreach Program (\$50,000)
- Youth Strategy Implementation (\$186,000)
- Phasing out gas (\$100,000)
- ZCM Emergency Action Plan (\$365,000).

Costs and Risks - and how these are distributed – refer to the Proposed Budget for more details (costings of specific / relevant initiatives are highlighted throughout this assessment).

OVERALL GENDER IMPACT / RESPONSE:

It is considered that the Proposed Budget will have an overall positive impact on gender equality in Moreland. In particular, a positive impact is likely to arise from delivery of services and infrastructure to support the broader community, including women and other priority groups and those disadvantaged community members.

Recommendation

Note that the Proposed Budget will be presented for Council consideration and with a recommendation to declare the rates for 2021-22 at its meeting on Thursday 24 2021.

4.2 DRAFT PROCUREMENT POLICY 2021-2025

Director Business Transformation Sue Vujcevic

Procurement

Officer Recommendation

That Council adopts the draft Procurement Policy 2021-2025, at Attachment 1 to this report with effect from 1 July 2021.

REPORT

Executive Summary

The current Procurement Policy under the *Local Government Act 1989* (LGA 1989) was approved by Council on 12 June 2020 and was due for review by June 2021.

Moreland Council is required to update its Procurement Policy between 1 July 2021 and 31 December 2021 to comply with the *Local Government Act (LGA) 2020*. Under the LGA 2020, the Procurement Policy is to be reviewed by Council every four years. Until an updated Procurement Policy is introduced, the competitive tendering thresholds under the 1989 LGA will continue to apply.

Rather than review the current Procurement Policy to seek Council endorsement before end June 2021, then create an updated Procurement Policy to meet LGA 2020 requirements not long after that, Council officers have prepared an updated Procurement Policy to meet new LGA requirements and seek endorsement in June 2021 to streamline the processes.

The Procurement leads of the Northern Region Group of Councils (Whittlesea Council, Banyule Council, Darebin Council, Mitchell Shire Council, Moreland Council, Nillumbik Council, Hume Council) have collaborated to prepare a standard Procurement Policy for adoption by the Councils under the LGA 2020 prior to 30 June 2021.

The proposed changes that are incorporated in the updated Procurement Policy (detailed further in the Background section of this report) include:

- Public tender threshold increased to \$300,000 (incl. GST) for goods and services (from \$150,000 incl. GST) and works (from \$200,000 incl. GST).
- Standardised Procurement Policy across the region leading to consistency and better practice, with ability for Council specific requirements in the appendices of the policy.
- Exemptions from public tenders or expressions of interest.
- Sourcing of goods, services or works from one supplier (sole sourcing) or a restricted group of suppliers (select) based on public interest criteria will be permitted.
- Council must consider collaboration with other Councils for contracts with a minimum value of \$1 million per annum.
- Commitment to Sustainable Procurement that aligns with our economic, social and environmental priorities and outcomes and includes a focus on the promotion of opportunities for Moreland based businesses.

Previous Council Decisions

NOM31/20 Indigenous Procurement Policy - 8 July 2020

That Council:

1. *Receives a report on the feasibility of adopting a similar policy to its procurement policy where it commits to award at least three per cent of contracts through indigenous businesses.*

EMF20/20 PROCUREMENT POLICY ANNUAL REVIEW 2020/21- 10 June 2020

That Council:

1. *Adopts the Procurement Policy 2020-21, at Attachment 1 to this report.*

With the following amendment:

Amend 3.3.1 Social Sustainability by adding an extra dot point: Excluding from future contracts, tenders or business dealings from any companies involved in developing new coal mines.

2. *In future, with regard to reports on Council Policy which officers deem it is not necessary to undertake a community engagement and consultation process, that this is made explicit in the report with a rationale outlining the reasons it does not need to go through Council's Community Engagement and Public Participation policy processes.*

PET 13/20 Climate Action Moreland/ Adani Coal Mine - 11 March 2020

That Council:

1. *Receives the petition requesting Council to amend the procurement policy in line with the general policy decisions of Council regarding Adani and the climate emergency.*

NOM54/19 GHD Consultancy Group and Adani Mining - 9 October 2019

That Council:

...

2. *Amends Council's Procurement Policy to add a dot point under Section 3.3.2 Environmental Sustainability that states, 'excluding from future contracts, tenders or business dealings any companies involved in the Adani mine and associated rail infrastructure projects.'*

1. Policy Context

The *Local Government Act 2020* (2020 Act) received royal assent on 24 March 2020 and will fully replace the *Local Government Act 1989* (1989 Act).

The current Moreland Procurement Policy (1989 Act) is due for review on 12 June 2021. The new Act requires that Councils adopt a Procurement Policy (under 2020 Act) within six months of section 108 coming into effect (i.e. by 31 December 2021).

The updated (draft) Procurement Policy is in alignment with the Moreland Council Plan 2017-21 strategic objective 'Responsible Council'.

2. Background

Under the new *Local Government Act 2020* (2020 Act) Council is required to prepare and adopt a Procurement Policy:

- Which specifies the principles, processes and procedures applying in respect of the purchase of goods and services by Council, including for the carrying out of works (section 108); and
- That Council must review every four years.

Council's Procurement Policy must include the following:

- Contract value or threshold for public tenders;
- Description of tender evaluation criteria;
- Description of how Council will seek collaboration with other Councils and public bodies;

- Conditions under which Council may procure without inviting tenders or expressions of interest;
- Description of public tender process; and
- Any other matters prescribed by the regulations (note the regulations relating to procurement have not been set and are not anticipated to have any impact at this stage).

Collaborative procurement is a key requirement of the new LGA 2020. The Procurement leads of the Northern Region Group of Councils have collaborated to prepare a standard Procurement Policy for adoption by the Councils under LGA 2020 prior to 30 June 2021.

The adoption of a standard Procurement Policy will establish a consistent approach to procurement across the Northern Region.

Features of the proposed updated Procurement Policy include:

- Increased public tender thresholds
- Increased quotation and Request for Quote (RFQ) thresholds
- Specific exemptions from tenders
- Sole and Select Sourcing
- Collaborative procurement considerations
- Standardised sustainable procurement, principles and objectives.

The benefits of a standardised policy across the Councils in the Northern Region include minimising obstacles for collaboration, consistency (leading to better compliance and best practice across the region), and a standardised approach for addressing Audit/Independent Broad-Based Anti-Corruption Commission (IBAC) concerns.

Features of the updated Procurement Policy

Key features of the updated Policy are summarised below:

Procurement Policy Feature	Details
Public tender threshold increased	<ul style="list-style-type: none"> • Increased to \$300,000 (incl. GST) for goods and services (from \$150,000 incl. GST) and works (from \$200,000 incl. GST), to reflect the cumulative consumer price index (CPI) impact on the existing tender thresholds. • The current Procurement Policy is defined largely by the 1989 LGA which mandates that councils must engage in a competitive tender process (whether by tender or EOI) for contracts for goods and services over \$150,000 incl. GST and the carrying out of works over \$200,000 incl. GST. These thresholds set have not kept up with indexing to CPI. This has led to increase over time of the need for contracts, administrative burden for councils and suppliers and considerable increases in the time required to deliver outcomes to the community. • Analysis of historical Moreland Procurement data in Council's Contract Management System indicates that 90%-95% of Council's public tenders have a contract value of more than \$300,000 incl. GST. • Increased public tender thresholds will allow Northern Region Group of Councils to address the issues above.

Procurement Policy Feature	Details
Standardised across Northern Region Group of Councils	<p>Standardised procurement policy across the region leading to consistency and better practice including:</p> <ul style="list-style-type: none"> • All 7 Councils in the Northern Region are aiming to the adopt \$300,000 tender threshold • Standardised sustainable procurement, principles and objectives. <p>The reason of this change is explained in further detail in the Issues section of this report (Innovation and Continuous Improvement).</p>
Exemptions from public tenders or expressions of interest	<p>The following circumstances are exempt from the general publicly advertised tender, quotation and expression of interest requirements (this will help Moreland Council achieve objectives set in the updated Procurement Policy):</p> <ul style="list-style-type: none"> • A contract made because of genuine emergency or hardship. • A contract made with, or a purchase from a contract made by, another government entity, government-owned entity or other approved third party. • Extension of contracts while Council is at market • Professional services unsuitable for tendering (e.g. Legal Services). • Novated Contracts. • Information technology resellers and software developers (e.g. renewal of software licences or upgrades to existing systems). • Regional Waste and Resource Recovery Groups Contracts. • Statutory Compulsory Monopoly Insurance Schemes. • Operating Leases. • Moreland Council specific examples of exemptions listed in the Appendix to the updated Policy: <ul style="list-style-type: none"> ○ A contract made with, or a purchase from a contract made by, another government entity, government-owned entity or other approved third party up to the tendering threshold (e.g. State Government's Construction Supplier Register (CSR). ○ Sole suppliers such as Services Authorities and their appointed contractors (e.g. water, gas, telecommunications and electricity).
Sole or Select Sourcing	<p>Sourcing of goods, services or works from one supplier (sole sourcing) or a restricted group of suppliers (select) based on public interest criteria are allowed.</p> <p>This will allow Moreland Council to comply with the <i>Local Government Act 2020</i>.</p>

Procurement Policy Feature	Details
Northern Region Collaborative Procurement Considerations	<ul style="list-style-type: none"> • Council must consider collaboration with other Councils for contracts with a minimum value of \$1 million per annum. • Northern Region Group of Councils Procurement leads will develop an annual consolidated a contract register to identify procurement opportunities. • Ability to opt-in to collaborative contracts, during the contract term. <p>This will allow Moreland Council to comply with the Local Government Act 2020 and achieve value for money outcomes for the community.</p>
Moreland City Council approach to Sustainable Procurement	<p>The Council commits to applying the principles of sustainability to all of its decision-making and activities. The following key improvements have been added to the updated Procurement Policy:</p> <p>Commitment to Sustainable Procurement:</p> <ul style="list-style-type: none"> • Council will consider economic, environmental and social sustainability criteria in all purchases and will allocate sustainability evaluation criteria weighting of minimum 10% in all public tender evaluation criteria. This weighting will be allocated based on the category of expenditure and nature of the purchase unless there are strong reasons why this is not appropriate or feasible and only as agreed by relevant Director. <p>Environmental Sustainability</p> <ul style="list-style-type: none"> • Council is committed to addressing the climate emergency and will be excluding from future contracts, tenders or business dealings any companies involved in the Adani mine and associated rail infrastructure projects; and will be excluding from future contracts, tenders or business dealings from any companies involved in developing new coal mines. • Where applicable Council will purchase goods, services and works that reduce air, water and soil pollution, greenhouse gas emissions, waste production, natural resource depletion and biodiversity depletion whenever they present an acceptable Value for Money outcome, and in some cases where they might not. <p>Social Sustainability</p> <p>The draft policy aims to increase opportunities for those experiencing disadvantage (Disability, Youth, Homelessness) as follows:</p> <ul style="list-style-type: none"> • Elevating the inherent ‘social value’ of doing business; • Increase procurement from Social Enterprises registered with Social Traders; • Employment of people experiencing disadvantage by our suppliers; • Creating new jobs and opportunities for people who may be struggling to find work;

Procurement Policy Feature	Details
	<ul style="list-style-type: none"> • Increasing employment and skills through training, internships, and apprenticeships; • Developing local communities; • Targeting cohorts that may be experiencing economic exclusion; • Reinvigorating depressed or marginalised communities; • Improving equity of access to opportunities. <p>Economic Sustainability</p> <p>The draft policy aims to increase opportunities for Moreland based businesses, Small Businesses and Start-ups as follows:</p> <ul style="list-style-type: none"> • Increase purchasing from businesses located in Moreland municipality • Increase generation of local employment • Fostering innovation and emerging sectors • Taking into account the life cycle impacts of products purchased (purchase, operation and disposal) • Building relationships and encouraging purchasing from local suppliers, including social enterprises to help build their capacity • Increase support for local production and manufacturing • Adapting our internal systems to provide shorter payment terms for emerging start-up businesses to support cash flow.

3. Issues

Standardisation of the Procurement Policy

The Procurement Policy that has been standardised across the Northern Region Group of Councils is structured as follows:

- Body of the policy covers compliance aspects common and standard to all Councils within the Northern Region Group of Councils, including Public tender thresholds.
- All Northern Region Councils agree to generally adopt the same content in the body of the policy and review every four years.
- The appendices of the policy will contain individual Council specific content and requirements and can be amended at any time by each individual Council outside the collaborative process. For Moreland, this content includes:
 - Moreland City Council Procurement Methodology Thresholds
 - Moreland City Council – Sustainable Procurement Policy
 - Moreland City Council Specific Exemptions
 - Associated Moreland City Council Documents.

How previous Council decision have been incorporated into the updated policy

To address Council's decision as per PET 13/20 Climate Action Moreland/ Adani Coal Mine 11 March 2020 and NOM54/19 GHD Consultancy Group and Adani Mining 9 October 2019, the following wording has been added to the updated Procurement Policy:

Council is committed to addressing the climate emergency and will be excluding from future contracts, tenders or business dealings any companies involved in the Adani mine and associated rail infrastructure projects; and will be excluding from future contracts, tenders or business dealings from any companies involved in developing new coal mines.

For NOM31/20 Indigenous Procurement Policy 8 July 2020, a separate report will be submitted to Council in September 2021 to address the feasibility of adopting a similar policy to its procurement policy where it commits to award at least three per cent of contracts through indigenous businesses.

Council will explore opportunities to engage Aboriginal and Torres Strait Islander suppliers for procurement activity. The following key priorities have been included in the updated Policy to increase procurement with Aboriginal and Torres Strait Islander people:

- Ensure all Council staff engaged in procurement activities have undertaken cultural safety training to increase the successful selection and engagement of Aboriginal and Torres Strait Islander suppliers.
- Increase procurement from Aboriginal and Torres Strait Islander businesses including those registered with Supply Nation and Kinaway.
- Increase employment of local Aboriginal and Torres Strait Islander people through suppliers when appropriate
- Increase the use of Aboriginal and Torres Strait Islander Businesses as subcontractors.

For NOM51/20 Refugee Detention Centre in Moreland 9 December 2020, a separate report will be submitted to Council in September 2021 in regard to Moreland Council's use of any services from any company that participates in, profits from or facilitates the detention of refugees and people seeking asylum in Australia or in offshore detention. The updated Policy seeks to be consistent with Moreland's Human Rights Policy. The principles and objectives as set out in the draft includes:

“Council is committed to building stronger communities and meeting social objectives which benefit the municipality and commits to integration of measures in its procurement processes and documentation which promote improved social outcomes.

Council's sustainable procurement (as detailed in Appendix 2) will be underpinned by the following principles:

- A thorough understanding of the socio-economic issues affecting the community;
- Creation of training and employment opportunities for unemployed or disadvantaged residents and ratepayers in Council's municipality, and marginalised job seekers in Council's municipality, to address local socio-economic issues;
- Promotion of equity, diversity and equal opportunity; and
- Respect for human rights, the rule of law and international norms of behaviour.”

Given the policy has been drafted to align with Council's existing Human Rights policy the updated policy includes the wording below:

Council is committed to respecting human rights and will be excluding from future contracts, tenders or business dealings any companies involved in onshore or offshore detention of refugees and people seeking asylum in Australia.

As above, a report will be prepared for the September 2021 Council meeting in relation to any current use of services with companies involved in onshore or offshore detention centres).

Innovation and Continuous Improvement

The standardisation of the procurement policy across the Region is ground-breaking thinking for Victorian councils and this collaborative process has been welcomed and applauded by other Regional Procurement Excellence Networks (RPEN), Municipal Association of Victoria (MAV), Local Government Victoria and Maddocks Lawyers.

The benefits of a standard policy across the Councils in the Northern Region include:

- Minimising obstacles to collaborative procurement across the Northern Region as a result of policy standardisation.
- Consistency leading to better compliance and best practice.
- Standard approach for addressing Audit/IBAC concerns.
- Northern RPEN leading all the procurement networks in developing a standard policy – it is anticipated that other RPENs will look to adopt policy as well.

Collaboration

Collaborative procurement is a key tenet of the new LGA 2020.

- The Procurement Leads of the Northern Region Group of Councils collaborated to prepare a standard policy for adoption by the Northern Region Councils under the LGA 2020.
- Each of the Councils who participate will be able to enter into a contract with the preferred supplier identified through the Collaborative Procurement process or may choose as a group to enter into a contract using "jump in/opt-in" contract provisions during the contract term, or with the Council which conducted the public tender.
- In developing the policy extensive consultation was undertaken with other Councils; the MAV, Local Government Victoria and Sustainability Victoria.

Community Engagement on the updated policy

Council's Community Engagement Policy 2020 states that for policy matters related to Council's internal organisational operations Council will not engage the community. Therefore, as this Procurement Policy applies only to Council's internal operations, no community engagement process is required.

Community impact

The positive community impacts supported by the updated policy are summarised in the background section of this report (Features of the updated Procurement Policy).

Climate emergency and environmental sustainability implications

Policy implications in relation to the climate emergency and environmental sustainability implications are summarised in the background section of this report (Features of the updated Procurement Policy).

Economic sustainability implications

Economic sustainability implications are summarised in the background section of this report (Features of the updated Procurement Policy).

Legal and risk considerations

Under the new LGA 2020, Council is required to prepare and adopt a Procurement Policy:

- which specifies the principles, processes and procedures applying in respect of the purchase of goods and services by Council, including for the carrying out of works (section 108); and
- that Council must review every four years.

The updated Procurement Policy under LGA 2020 must be adopted prior to 31 December 2021. Until this policy is adopted, the current Procurement Policy under the LGA 1989, will continue to apply.

Human Rights Consideration

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

4. Community consultation and engagement

Affected persons rights and interests

Council's Community Engagement Policy 2020 states that for policy matters related to Council's internal organisational operations Council will not engage the community. Therefore, as this Procurement Policy applies only to Council's internal operations, no community engagement process is required as set out in the issues section of this report.

In developing the updated Procurement policy, consultation was undertaken with key stakeholders below (which included workshops, meetings, a procurement survey with Moreland City Council staff):

- Northern Region Group of Councils (Whittlesea Council, Banyule Council, Darebin Council, Mitchell Shire Council, Moreland Council, Nillumbik Council, Hume Council)
- Leadership Team of Moreland City Council
- Municipal Association of Victoria
- Local Government Victoria
- Sustainability Victoria – advice on the sustainability principles and objectives
- Maddocks Lawyers – legal advice on compliance with the new *Local Government Act 2020*
- Northern Region Corporate Services Directors Group.

Feedback and discussion with the stakeholders above included:

- Ensuring economic, environmental and social sustainability outcomes are being achieved where they can through our procurement activities
- Addressing Climate Emergency and promoting circular economy participation
- Promotion of equity, diversity and equal opportunity
- Ensuring new jobs and opportunities are created for people who may be struggling to find work (such as employment that is gender-equitable and inclusive of people with disability)

- Ensuring Women's equality and safety practices such as the contractor having in place family violence and leave policies, flexible work options, gender-equitable employment, equal remuneration and promoting a workplace culture that is equitable, respectful and supportive
- Ensuring all businesses have the same opportunity to bid for Council business
- Increasing employment opportunities for Aboriginal and Torres Strait Islander people, people with disability, refugees, disadvantaged people and long term unemployed
- Creation of training and employment opportunities for unemployed or disadvantaged residents and ratepayers in Council's municipality, and marginalised job seekers in Council's municipality, to address local socio-economic issues
- Enhancing partnerships with other Councils, providers and community stakeholders
- Respect for human rights, the rule of law and international norms of behaviour
- Inclusion of Emergency in the Exemption under the Procurement Policy section.

The above feedback has been incorporated into the updated Policy shown at **Attachment 1**.

Affected persons rights and interests

Before making a decision that affects a person's rights, Council must identify whose rights may be directly affected and provide an opportunity for that person (or persons) to convey those views regarding the effect on their rights and consider those views. As set out above, consultation was undertaken with key stakeholders.

5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

6. Financial and Resources Implications

There are no direct financial implications or resource implications related to this policy. Proper application of the policy will continue to improve general financial outcomes relating to purchasing and contract management.

7. Implementation

In accordance the *Local Government Act 2020* (LGA), Section 108 Procurement Policy; Part (6) of this provision requires that Council must adopt the first Procurement Policy under this section within 6 months of the commencement of this section (i.e. from 1 July 2021).

In this regard, and in accordance with Section 13 of the *Interpretation of Legislation Act 1984* - Exercise of powers between passing and commencement of Act, where a provision of an Act which does not come into operation immediately amends another Act, the power may be exercised at any time after the passing of the Act but its exercise does not confer a right or impose an obligation on a person before the coming into operation of the provision except insofar as is necessary or expedient for the purpose of:

- bringing the Act or provision into operation; or
- making the Act or provision or the other Act as amended fully effective at or
- after that coming into operation.

To this end, Council is able to consider adoption of the updated Procurement Policy (shown at **Attachment 1**) prior to the commencement of section 108(6) at its Special Council meeting on 24 June 2021; however, its effect (the updated Procurement Policy) cannot take place until 1 July 2021 (as set out in the recommendation section of this report).

Subject to Council's decision, when endorsed, the policy will be uploaded to the internet as a public policy and communicated to all Council officers.

Attachment/s

1 [↓](#) Draft Procurement Policy 2021-2025 D21/220834

PROCUREMENT POLICY 1 JULY 2021- 30 JUNE 2025



**ADOPTED BY COUNCIL:
JUNE 2021
FOR EFFECT 1 JULY 2021**

Procurement Policy

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Definitions and Abbreviations

Term	Definition
Act	Local Government Act 2020 .
Collaborative Procurement Arrangement	A contract established by the Council, government or a nominated agent, such as Procurement Australasia, Municipal Association of Victoria (MAV), Northern Region Group of Councils or local government entity, for the benefit of numerous state, federal and/or local government entities that achieves best value by leveraging combined economies of scale.
Commercial in Confidence	Information that, if released, may prejudice the business dealings or commercial interests of Council or another party, e.g. prices, discounts, rebates, profits, methodologies and process information, etc.
Contract Management	The process that ensures all parties to a contract fully meet their respective obligations as efficiently and effectively as possible, in order to deliver the contract objectives and provide Value for Money.
Council	Moreland City Council
Councillors	Council's elected representatives (the Mayor and Councillors) or Administrator(s) appointed to act in this capacity.
Council Staff	Includes all Council officers, temporary employees, contractors, volunteers and consultants while engaged by Council.
IBAC	The Independent Broad-based Anti-corruption Commission
Indigenous Business	An Indigenous Business is one that is at least 50% owned by an Aboriginal or Torres Strait Islands person(s) (consistent with Supply Nation's definition).
Local Business	A commercial business with an operational premises that is physically located within the municipal borders of the 7 Northern Regional Councils.
Northern Councils Alliance (NCA)	The 7 Councils comprising the NCA, being the Cities of Banyule, Darebin, Hume, Moreland and Whittlesea and Mitchell and Nillumbik Shire Councils.
Probity	Within government, the term "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.
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.
Schedule of Rates Contract	A standing offer arrangement based on a Schedule of Rates contract that sets out rates for goods and services which are available for the term of the agreement but

Term	Definition
	without a commitment to purchase a specified value or quantity of goods or services.
Sustainability	Activities that meet the needs of the present without compromising the ability of future generations to meet their needs.
Tender Process	The process of inviting parties from either a select list or via public advertisement to submit an offer by tender followed by evaluation of submissions and selection of a successful bidder or tenderer in accordance with pre-determined evaluation criteria.
Total Contract Sum	<p>The potential total value of the contract including:</p> <ul style="list-style-type: none"> • costs for the full term of the contract, including any options for either party to extend the contract; • applicable goods and services tax (GST); • anticipated contingency allowances or variations; • all other known, anticipated and reasonably foreseeable costs.
Value for Money	<p>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:</p> <ul style="list-style-type: none"> • Non-cost factors such as contribution to the advancement of Council's priorities, 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.

I. Procurement Policy

A. Overview

This Procurement Policy is made under Section 108 of the [Local Government Act 2020 \(the Act\)](#). The Act requires each council to:

- Prepare and adopt a procurement policy which specifies the principles, processes and procedures applying in respect of the purchase of goods and services and carrying out of works by the Council; and
- Review its Procurement Policy at least once during each 4-year term of the Council.
- This Policy has been developed collaboratively by the Northern Councils Alliance with a view to facilitating smooth collaborative procurement processes, consistent with the Act. This Policy also incorporates content that is specific to the Council and may differ from that of the other NCA councils and is intended to apply only to procurement involving the Council.

B. Applicability

This Policy applies to all contracting and procurement activities at the Council and is applicable to Councillors and Council Staff.

It is recognised this will enhance achievement of the Council's objectives such as sustainable and socially responsible procurement, supporting local economies and obtaining Value for Money, leading to a better result in the provision of goods, services and works for the benefit of the community.

This Policy provides direction on the conduct of procurement activities throughout the sourcing, management and disposal phases. It also covers the general procurement framework but does not extend to the related accounts payable processes.

The Council must comply with this Procurement Policy before entering into a contract for the purchase of goods or services or the carrying out of works.

C. Objectives

This Policy is consistent with the requirements of S108(2) of the Act and will:

- Seek to promote open and fair competition and provide Value for Money;
- Provide clear guidelines to the Council to allow consistency and control over procurement activities;
- Demonstrate accountability to ratepayers and residents;
- Provide guidance on ethical behaviour in public sector procurement;
- Demonstrate the application of best practice in procurement activities;
- Demonstrate the consideration of sustainability in procurement with respect to social, economic and environmental factors;
- Increase the probability of obtaining the best outcome for the municipal community when procuring goods and services;
- Seek to undertake collaborative procurement in accordance with section 2.3.4 of this Policy; and
- Seek to be consistent with Moreland's Human Rights Policy.

These objectives will be achieved by requiring, that the Council's contracting, purchasing and contract management activities:

- Support the Council's corporate strategies, aims and objectives;
- Span the whole life cycle of an acquisition and take sustainability considerations into account;
- Achieve demonstrable Value for Money;
- Are conducted in, and demonstrate an impartial, fair and ethical manner;
- Seek continual improvement through innovative and technological initiatives; and
- Generate and support Local Business through inclusion wherever practicable.

1 Procedures

1.1 Treatment of GST

All monetary values stated in this policy include GST unless specifically stated otherwise.

2 Effective Legislative and Policy Compliance and Control

2.1 Ethics and Probity

2.1.1 Requirement

The Council's procurement activities shall be performed in an open, transparent and ethical manner with demonstrated integrity, fairness and accountability that meets relevant legal requirements.

All tender processes shall be conducted in accordance with the requirements of this Procurement Policy and any associated procedures, relevant legislation, relevant Australian Standards, Commercial Law and *the Act*.

2.1.2 Conduct of Councillors and Council Staff

Councillors and Council Staff shall at all times conduct themselves in ways that are in accordance with the Councillor Code of Conduct or the Staff Code of Conduct respectively, and will perform their duties ethically and with integrity and must:

- Treat potential and existing suppliers with equality and fairness;
- Not use their position to seek or receive personal gain in procurement matters;
- Maintain confidentiality of Commercial in Confidence information;
- Present the highest standards of professionalism and probity;
- Afford suppliers and tenderers with the same information and an equal opportunity to tender or quote for goods, services and works contracts;
- Be able to account for all decisions and demonstrate and provide evidence of the processes followed;
- Not perform any work under any Council contracts they are supervising i.e. Council Staff cannot also work for the relevant supplier;
- Query incidents, decisions or directions that appear to contradict or deviate from Council's standards of ethics or probity or established policies and procedures; and
- Ensure that this Procurement Policy and Council's Procurement Guidelines are adhered to in relation to any expenditure of Council funds.

2.1.3 Conflict of Interest

Councillors and Council Staff shall at all times avoid situations which may give rise to an actual or perceived conflict of interest. A conflict of interest may be a 'general' or a 'material' conflict of interest.

A member of Council Staff has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the person's private interests could result in that person acting in a manner that is contrary to their public duty.

A member of Council Staff has a material conflict of interest in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter. The benefit or loss may be direct or indirect and pecuniary or non-pecuniary. Affected persons include, among others, the member of Council Staff and their family members.

Council Staff involved in the procurement process, in particular preparing tender documentation, writing tender specifications, opening tenders, participating in tender

evaluation panels, preparing a recommendation report; and Councillors and Council Staff awarding tenders must:

- **Avoid** conflicts of interest, whether material or general or actual, potential or perceived;
- **Declare** that they do not have a conflict of interest in respect of the procurement. All Council Staff participating in tender evaluation panels must complete a Conflict of Interest declaration. Council Staff must declare any actual or perceived conflicts in line with Council's internal processes for reporting conflicts of interest; and
- **Observe** prevailing Council and Government guidelines on how to prevent or deal with conflict of interest situations; and not take advantage of any tender related information whether or not for personal gain.

2.1.4 Fair and Honest Dealing

All prospective contractors and suppliers must be treated impartially and afforded an equal opportunity to tender or submit a quotation.

Any suspected improper conduct, including suspected fraud, corruption, substantial mismanagement of public resources, risk to public health and safety, risk to the environment, or detrimental action should be managed in accordance with Council's internal policies and processes.

2.1.5 Probity, Accountability and Transparency

Accountability in procurement means being able to justify and provide evidence of the process followed. An independent third party must be able to see clearly that a process has been followed and that the process was fair and reasonable.

Council Staff must be able to account for all procurement decisions and ensure all procurement activities leave an audit trail for monitoring and reporting purposes.

2.1.6 Gifts and Benefits

No Councillor or member of Council Staff shall seek or accept any immediate or future reward or benefit in return for the performance of any duty or work for Council or where it could be reasonably perceived as influencing them or their position or undermining their integrity or the integrity of the process in some way.

Any gift or benefit offered to a Councillor or Council Staff will be managed in accordance with Council's internal policies and processes.

Councillors and Council Staff, particularly contract supervisors:

- must not knowingly visit a current supplier's premises without invitation when acting in their official capacity; and
- must not knowingly engage a Council supplier for private benefit, unless that engagement is on proper commercial terms.

2.1.7 Disclosure of Information

Commercial in Confidence information received by the Council must not be disclosed and is to be stored in a secure location.

Councillors and Council Staff must take all reasonable measures to maintain confidentiality of:

- Information disclosed by organisations in tenders, quotation or during tender negotiations; and

- Commercial in Confidence information.

Councillors and Council Staff are to avoid references to current or proposed contracts in discussion with acquaintances or outside interests.

Discussion with potential suppliers during tender evaluations should not go beyond the extent necessary to resolve doubt on what is being offered by that supplier.

At no stage should any discussion be entered into which could improperly influence the procurement process or negotiation of a contract prior to the contract approval process being finalised, other than authorised pre-contract negotiations.

2.1.8 Complaints & Reporting suspicious activities

Complaints Handling

Members of the public and suppliers, are encouraged to report known or suspected incidences of improper conduct to the CEO. Councillors and Council Staff will report and manage complaints in accordance with Council's internal policies and processes.

Reporting Suspicious Activities

All Councillors, Council Staff and Council suppliers are required at all times to act honestly and with integrity and to safeguard the public resources for which they are responsible. Council is committed to protecting all revenue, expenditure and assets from any attempt to gain illegal benefits (financial or otherwise).

Council will take all reasonable steps to protect those who assist Council by providing information about suspected fraud. This will include confidentiality of identity and protection from harassment, to the extent possible.

Suspected improper conduct, offers of bribes, commissions and any other irregular approaches from suppliers, prospective suppliers or other individuals will be investigated and reported in accordance with Council's internal policies and processes.

The CEO must notify IBAC of any matter they suspect on reasonable grounds to involve corrupt conduct occurring or having occurred in accordance with mandatory reporting requirements under the *Independent Broad-based Anti-Corruption Commission Act 2011*.

2.2 Governance

2.2.1 Structure

Council has delegated a range of powers, duties and functions to the CEO in relation to procurement. The delegation aims to ensure that the Council's procurement structure operates according to processes that:

- Are flexible enough to procure in a timely manner the diverse range of goods, works and services required by Council;
- Guarantee that prospective contractors and suppliers are afforded an equal opportunity to tender or submit a quotation; and
- Encourage competition and collaboration, even where the CEO runs a procurement process under delegation.

2.2.2 Methods

The Council's standard methods for procuring goods, services and works shall be by any of the following:

- Purchase order following a quotation process from suppliers for goods or services that represent best Value for Money under the quotation thresholds adopted by the Council. An approved purchase order must be created prior to committing expenditure on behalf of Council for the provision of services, goods or works in accordance with the Council's procurement thresholds and guidelines;
- Under contract following a quotation or tender process;
- Using Collaborative Procurement Arrangements;
- Multi-stage tenders commencing with an EOI followed by a tender process;
- Under a sole-sourcing arrangement in line with the conditions contained in section 2.3.2.3;
- Purchasing Cards; and
- Petty Cash,

unless other arrangements are authorised by Council or under appropriate delegated authority on an 'as needs' basis as required by abnormal circumstances such as emergencies.

2.2.3 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 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.

2.3 Procurement Thresholds and Competition

Wherever it would likely achieve best value, procurements will be arranged under a relevant contractual arrangement established in accordance with section 108 of *the Act* and this Procurement Policy.

In every procurement activity all practicable efforts will be made to consider the sustainable procurement considerations as listed in Section 3.2.

Council will invite offers from the supply market for goods, services and works in accordance with the thresholds listed in Appendix I.

2.3.1 Procurement Principles

Council will apply the following fundamental best practice principles to procurement, irrespective of the value and complexity of that procurement:

- Value for Money;
- Sustainability (social, economic and environmental);
- Open and fair competition;
- Accountability;
- Risk management; and
- Probity and transparency.

2.3.2 Procurement Methodology

Section 108 of the Act details that each Council will set the public tender threshold above which tenders or expressions of interest for contracts must be publicly invited.

A public tender process must be used for all procurements valued at \$300,000 and above (incl. GST) for goods, services or works.

For procurements under \$300,000 (incl. GST), the procurement methodology and thresholds detailed in Appendix I will apply.

2.3.2.1 Exemptions from tendering

The following circumstances are exempt from the general publicly advertised tender, quotation and expression of interest requirements.

Exemption Name	Explanation, limitations, responsibilities and approvals
1. A contract made because of genuine emergency or hardship	<ul style="list-style-type: none"> • Where the Council has resolved that the contract must be entered into because of an emergency (e.g. to provide immediate response to a natural disaster, declared emergency).
2. A contract made with, or a purchase from a contract made by, another government entity, government-owned entity or other approved third party.	<ul style="list-style-type: none"> • This general exemption allows engagements: <ul style="list-style-type: none"> ○ With another government entity or government owned entity. For example, Federal, State or Local Government or an entity owned by the Federal, State or Local Government; and/or ○ In reliance on contracts and arrangements established by another government entity, local authority or local government group purchasing scheme, Municipal Association of Victoria (MAV) or National Procurement network members (e.g. Local Buy), Procurement Australia (PA).
3. Extension of contracts while Council is at market	<ul style="list-style-type: none"> • Allows Council to extend an existing contract where the procurement process to replace the contract has commenced, and where the tender process or negotiations will take or are taking longer than expected. • This exemption may be used when the establishment of an interim short-term arrangement with an alternative supplier is considered not to be in the public interest, as it may be cost prohibitive and/or present a risk in the delivery of critical public services to the municipality.
4. Professional services unsuitable for tendering	<ul style="list-style-type: none"> • Legal Services. • Insurance.
5. Novated Contracts	<ul style="list-style-type: none"> • Where the initial contract was entered into in compliance with the Act and due diligence has been undertaken in respect to the new party.

Exemption Name	Explanation, limitations, responsibilities and approvals
6. Information technology resellers and software developers	<ul style="list-style-type: none"> Allows Council to renew software licenses and maintenance and support, or upgrade existing systems, where there is only one supplier of the software, who holds the intellectual property rights to the software.
7. Regional Waste and Resource Recovery Groups	<ul style="list-style-type: none"> Situations where a Regional Waste and Resource Recovery Group constituted the Environment Protection Act 1970 had already conducted a public tender for and on behalf of its member councils.
8. Statutory Compulsory Monopoly Insurance Schemes	<ul style="list-style-type: none"> Motor vehicle compulsory third party WorkCover
9. Operating Leases	<ul style="list-style-type: none"> Where a lessor leases an asset (generally a vehicle or plant and equipment) to the Council and assumes the residual value risk of the vehicle.
10. Other specific Council exemptions	<ul style="list-style-type: none"> Defined in Appendix 3. Specific Council exemptions will be reviewed and updated in Appendix 3 from time to time, as per the Policy Review Process (section 5.1.2).

2.3.2.2 Contract Variations

All contract variations must be assessed to determine whether they are properly characterised as variations, or whether they are in effect a new contract. This will depend on factors like:

- The monetary value of the proposed variation, i.e. the value of the variation in the context of the thresholds fixed by the Procurement Policy; and
- The subject matter of the proposed variation, and whether it is consistent with the scope of the original contract.

2.3.2.3 Sole or select sourcing

Supply of goods, services or works can be sought from one supplier (sole sourcing) or a restricted group of suppliers (select sourcing) where it is consistent with this Procurement Policy and:

- It is in the public interest;
- There is one or a limited number of available tenderers in the market or suppliers able to submit quotations;
- The marketplace is restricted by statement of license or third-party ownership of an asset (excluding public utility plant); or
- Council is party to a joint arrangement where Council jointly owns the Intellectual Property with a third party provider.

Sole Sourcing:

If there is a current procurement or disposal process in place, that process must be terminated prior to sole sourcing being implemented.

Sole sourcing is subject to existing delegations.

Select Sourcing:

Select sourcing is subject to existing delegations.

2.3.3 Public Tender Requirements

All public tenders invited by the Council will be published via Council's eTendering Portal and may be advertised in the media.

Information regarding Current Tenders and Awarded Tenders will be published on Council's website.

2.3.3.1 Tender Evaluation

A tender evaluation panel will be established to evaluate each tender submission against the tender's selection criteria. Tender evaluation panels can include external personnel in order to ensure the best outcome for a procurement activity and must comprise of at least 3 persons including a chairperson.

A detailed Tender Evaluation/ Procurement Plan shall be developed, approved and strictly adhered to by that panel. Amongst other things, this involves the establishment of more detailed evaluation criteria (i.e. than those published with the tender) and the application of a pre-approved and robust weighted scoring system.

The Tender Evaluation/Procurement Plan should be completed and signed off prior to the tender being issued.

2.3.3.2 Evaluation Criteria

The Council may include the following evaluation criteria categories to determine whether a proposed contract provides Value for Money:

- Mandatory Compliance criteria (e.g. ABN registration, OH&S, Fair Work Act);
- Tendered price;
- Capacity of the Tenderer to provide the goods and/or services and/or works;
- Capability of the Tenderer to provide the Goods and/or Services and/or Works; and
- Demonstration of sustainability (social, economic and environmental).

2.3.3.3 Probity Advisor

A formal probity plan should be developed, and a probity advisor appointed in the following circumstances:

- Where the proposed Total Contract Sum exceeds \$10 million over the life of the contract or for a lesser value set by Council from time to time; or
- Where a proposed contract is considered by Council or the CEO to be particularly complex, of a high risk or controversial nature, and requiring a high level of public confidence.

A probity advisor may be appointed to any tender evaluation panel and may be appointed to oversee the evaluation process.

2.3.3.4 Shortlisting and Negotiations

Council may conduct a shortlisting process during EOI, tender and quotation processes. Shortlisting can be based on any criterion or criteria but only in pursuit of the most advantageous outcome for the Council.

Shortlisted tenderers may be invited by the Council to submit a best and final offer in relation to all or certain aspects of their respective tenders. Once a preferred tenderer/s is/are selected, negotiations can be conducted in order to obtain the optimal solution and

commercial arrangements, within the original scope and intent of the tender. Probity requirements apply to all negotiations.

2.3.4 Collaborative Procurement

In accordance with section 108(c) of the Act, the Council will give consideration to collaboration with other Councils and public bodies or utilise Collaborative Procurement Arrangements, when procuring goods, services and works in order to take advantage of economies of scale.

Council Staff must consider any opportunities for Collaborative Procurement in relation to a procurement process undertaken by Council. Any Council report that recommends commencing a procurement process must set out information relating to opportunities for Collaborative Procurement, if available, including:

- The nature of those opportunities, if any, and the councils or public bodies with which they are available; and
- Why Council did, or did not, pursue the identified opportunities for collaboration in relation to that procurement process.

When collaborating with the NCA, the Council will do so in accordance with the following:

- The NCA will develop a consolidated contract register to identify joint procurement projects on an annual basis.
- Council contracts with a minimum value of \$1 million per annum (per Council), for the ongoing supply of goods or provision of services or works, other than projects that are unique to an individual Council (e.g. unique construction or works projects), will be included in the consolidated contract register for collaboration consideration;
- Other contracts which, due to the subject matter, nature or scope, are likely to deliver operational efficiencies if procured in collaboration with the NCA, must be included in the consolidated contract register for consideration as a possible joint procurement opportunity;
- Where Collaborative Procurement is to be pursued:
 - A pre-market approval submission will be submitted to each Council and the NCA prior to commitment to collaboration, seeking delegation of contract approval to CEOs;
 - The NCA will establish a Heads of Agreement that gives authority for a lead council to act as each Council's agent in the Collaborative Procurement;
 - Each of the Councils who participate will be able to enter into a contract with the preferred supplier identified through the Collaborative Procurement process, or may choose as a group to enter into a contract using "jump in/opt-in" contract provisions during the contract term, or with the Council which conducted the public tender; and
 - Each participating council must be involved in:
 - The initial decision to undertake the Collaborative Procurement;
 - Preparation of, and agreement to, the specifications;
 - Ensuring probity for the Collaborative Procurement; and
 - The acceptance of tender(s) and awarding of contract(s).

Furthermore, Council may collaborate with other Councils or other bodies such as MAV Procurement or Procurement Australasia to procure goods, services or works, or utilise existing Collaborative Procurement Arrangements for the procurement of goods, services or works established through a public tender process where it provides an advantageous, Value for Money outcome for the Council.

Any Federal or State Government grant funded projects may be excluded from collaborative procurement.

2.4 Delegation of Authority

2.4.1 Requirement

Delegations define the limitations within which Council Staff are permitted to commit Council to the procurement of goods, services or works and the associated costs. The Instrument of Delegation allows specified Council Staff to undertake certain purchases, quotation, tender and contractual processes without prior referral to the Council. This enables the Council to conduct procurement activities in an efficient and timely manner whilst maintaining transparency and integrity.

Council has delegated responsibilities relating to the expenditure of funds for the purchase of goods, services and works, the acceptance of quotations and tenders and for contract management activities to the CEO. The CEO has further delegated some of those responsibilities to other members of Council Staff, subject to specified conditions and limitations.

2.5 Internal Controls

The CEO will install and maintain a framework of internal controls over procurement processes that will ensure:

- More than one person is involved in and responsible for the authorisation and management of a transaction from end to end;
- Transparency in the procurement process;
- A clearly documented audit trail exists for procurement activities;
- Appropriate authorisations are obtained and documented;
- Systems are in place for appropriate monitoring and performance measurement; and
- A process is in place for escalation, where appropriate, of procurement matters (including procedural non-compliance) to the Executive Leadership Team, the Audit and Risk Committee and Council.

2.6 Risk Management

2.6.1 General

Risk assessments are a vital part of the procurement planning process, particularly for significant contracts. Risks will be identified for each part of the sourcing, transition, delivery and finalisation stages of procurement. Appropriate risk avoidance and mitigation strategies will be employed whenever practicable and appropriate.

2.7 Endorsement

Council Staff must not publicly endorse any products or services without the permission of the relevant Director or the CEO.

2.8 Dispute Resolution

Where relevant, all Council contracts shall incorporate dispute management and alternative dispute resolution provisions to minimise the chance of disputes escalating to legal action.

2.9 Contract Management

In order to continually improve its procurement and contract management processes and outcomes, Council will evaluate and seek to improve on all aspects of procurement and contract management, in accordance with its documented procurement processes and Contract Management Guidelines.

Good contract management ensures goods, services and works are delivered to the required standards of quality and quantity as intended by the contract through:

- Establishing a system monitoring and achieving the responsibilities and obligations of all parties under the contract;
- Providing a means for the early recognition of issues and performance problems and the identification of solutions;
- Adhering to the Council’s risk management framework and relevant Occupational Health and Safety and sustainability requirements.

Council contracts are to include contract management requirements commensurate with the complexity of the procurement. Furthermore, contracts are to be proactively managed by the member of Council Staff responsible for the delivery of the contracted goods, services or works to ensure the Council and therefore the community, receives Value for Money.

Council awards some contracts that are strategically critical and of relatively high value.

3 Demonstrate Sustained Value

3.1 Achieving Value for Money

3.1.1 Requirement

The 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 determinant of Value for Money.

3.1.2 Approach

This will be facilitated by:

- Achieving continuous improvement in procurement activity;
- Developing, implementing and managing processes that support the co-ordination and streamlining of activities throughout the procurement lifecycle;
- Effective use of competition;
- Using existing Council contractual arrangement or Collaborative Procurement Arrangements where appropriate;
- Identifying and rectifying inefficiencies in procurement processes;
- Developing cost efficient tender processes;
- Council Staff responsible for providing procurement services or assistance within the Council providing competent advice in terms of available products and agreements; and
- Working with suppliers to create relationships that are professional, productive, and are appropriate to the value and importance of the goods, services and works being acquired.

3.2 Sustainable Procurement

3.2.1 Sustainable procurement definition

Sustainable procurement involves decision making that has positive environmental, social and economic impacts possible across the entire lifecycle of goods, services and works. The United Nations Environment Programme defines sustainable procurement as a “process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves Value for Money on a whole of life basis in terms of generating benefits not only the organisation, but also to society and the economy whilst minimising damage to the environment.”

3.2.2 Applying sustainable procurement in Council

Sustainability will be embedded in the Council’s work. All Council Staff will have a clear and shared understanding about what it means and how they can apply it to their procurement needs. The Council commits to applying the principles of sustainability to all of its decision-making and activities.

Council demonstrates sustainable procurement by:

- Being accountable for its impacts on society, the economy and the environment including the impacts of the organisation’s supply chain;
- Examining anticipated organisational, project and/or community needs;
- Continually improving sustainability specifications, practices and outcomes; and
- Planning and undertaking sustainability evaluations as part of contracting activities.

3.2.3 Principles and objectives

In its Sustainable Procurement Policy as detailed in Appendix 2. Council commits to:

- Applying specific principles of sustainability to its decision-making and activities; and
- Focusing on specific Economic, Environmental and Social objectives.

The following Economic, Environmental and Social objectives have been determined in line with these principles.

Area	Principles	Objectives
Economic	<p>Council is committed to procurement that supports Local Business and economic diversity in the NCA. Where practicable and applicable Council will give preference to goods manufactured or produced in Australia and will actively seek quotations and tenders from Local Businesses in the Northern Region.</p> <p>Council’s Sustainable Procurement Policy (as detailed in Appendix 2) will be underpinned by the following principles:</p> <ul style="list-style-type: none"> • Ensuring accountability and transparency; • Ensuring Value for Money outcomes; • Ensuring open and effective competition, and development of competitive Local Business and industry; • Fostering innovation and emerging sectors; and • Considering life cycle costs 	<p>Council’s economic sustainability approach aims to:</p> <ul style="list-style-type: none"> • Achieve Value for Money on a whole of life (including disposal) basis, rather than just initial cost; • Consider broader life cycle impacts of products procured; • Ensure probity and accountability in the procurement process; • Commit to sourcing locally as detailed in Appendix 2; • Build relationships with Local Business and encourage procurement from them to help build their capacity; and • Increase local employment. <p><i>Appendix 2 details the policy by which Council will achieve the above objectives.</i></p>

Area	Principles	Objectives
Environmental	<p>Where applicable Council will purchase goods, services and works that reduce air, water and soil pollution, greenhouse gas emissions, waste production, natural resource depletion and biodiversity depletion whenever they present an acceptable Value for Money outcome, and in some cases where they might not. Council's sustainable procurement strategies (as detailed in Appendix 2) will be underpinned by the following principles:</p> <ul style="list-style-type: none"> • Considering a product's or asset's lifecycle; • Promoting circular economy participation; • Managing demand to reduce procurement requirements; • Encouraging innovation through specifications; and • Engaging suppliers who are also committed to reducing their environmental impact. 	<p>Council's environmental sustainability and approach aims to:</p> <ul style="list-style-type: none"> • Improve energy efficiency; • Reduce greenhouse gas emissions from Council operations, capital works and supply chain; • Minimise waste generation; • Improve water efficiency; • Minimise air, water and soil pollution; • Minimise biodiversity impacts; and • Increase the use of recycled content materials to: <ul style="list-style-type: none"> ○ Reduce demand for raw materials and non-renewable resources; ○ Support the ongoing viability of the recycling and resource recovery sector; and ○ Close the loop on kerbside recycling. <p><i>Appendix 2 details the policy by which Council will achieve the above objectives.</i></p>
Social	<p>Council is committed to building stronger communities and meeting social objectives which benefit the municipality and commits to integration of measures in its procurement processes and documentation which promote improved social outcomes. Council's sustainable procurement (as detailed in Appendix 2) will be underpinned by the following principles:</p> <ul style="list-style-type: none"> • A thorough understanding of the socio-economic issues affecting the community; • Creation of training and employment opportunities for unemployed or disadvantaged residents and ratepayers in Council's municipality, and marginalised job seekers in Council's municipality, to address local socio-economic issues; • Promotion of equity, diversity and equal opportunity; and • Respect for human rights, the rule of law and international norms of behaviour. 	<p>Council's social sustainability approach aims to:</p> <ul style="list-style-type: none"> • Ensure vendors do not exploit workers and provide fair wages, including inclusive business practices; • Maintain a social procurement program to increase social procurement spend across the NCA; • Ensure sourced products are accessible by all segments of the community; • Increase employment opportunities for Aboriginal and Torres Strait Islander people, people with a disability, refugees, disadvantaged people and long term unemployed; • Improve gender equity; and • Prevent, detect and remove modern slavery from Council's supply chain. <p><i>Appendix 2 details the strategies by which Council will achieve the above objectives.</i></p>

4 Build and Maintain Supply Relationships

4.1 Managing Suppliers

Council recognises the importance of effective and open working relationships with its suppliers and is committed to managing existing suppliers via performance measurements to ensure the benefits negotiated through contracts are delivered.

4.2 Supply Market Development

A wide range of suppliers are encouraged to compete for Council work. The focus for new work need not always be with the larger more familiar businesses. Other types of organisations offering business diversity include:

- Green suppliers;
- Local, small to medium sized enterprises (SMEs) and Social enterprises;
- Ethnic and minority businesses (e.g. Indigenous Business); and
- Volunteer and community organisations.

5 Policy Key Linkages and Governance

5.1.1 Standards and Linkages

The Council's procurement activities shall be carried out to the professional standards in accordance with best practice and in compliance with the Act and applicable policies and procedures including Codes of Conduct for Councillors, Council Staff and suppliers.

Compliance will be monitored by the Council's Procurement Team and minor issues identified will be addressed by Council Staff in leadership positions. Where required, serious compliance issues will be reported by the CEO to the Audit and Risk Committee and Council.

All Council policies comply with the *Victorian Charter of Human Rights and Responsibilities*.

This Policy has clear linkages to a range of codes, charters, legislation and Council documents, including:

- [Local Government Act 2020](#)
- Procurement procedures and guidelines
- Purchasing and accounts payable manuals
- Codes of Conduct and associated policies
- Contract management guidelines

Other relevant legislative requirements include compliance with the [Competition and Consumer Act 2010](#), *Goods Act 1958*, *Fair Work Act 2009*, *Working with Children Act 2005*, *Working with Children Regulations 2016* and the *Environment Protection Act 1970* and *Environment Protection Act 2017* and other relevant Australian Standards.

5.1.2 Policy Review Process

In accordance with *the Act*, Council will review its Procurement Policy at least once during each 4-year term of the Council.

Members of the NCA will endeavour to work together to keep this Policy under review and to prepare any amendments to Sections 1-4.

Any amendment to the Sections within Appendices 1, 2, 3 and 4, which is specific to the individual Council can be made at any time during the 4-year term of the Council and is only required to be reviewed and adopted by the individual Council.

5.1.3 Policy Enquiries and Contact Details

For further information on this policy, please contact Council's Procurement Function on:

Email: procurement@moreland.vic.gov.au

Phone: 03 9240 1111

APPENDICES

All policy requirements contained within these Appendices Sections are only applicable to Moreland City Council

Appendix I – Moreland City Council Procurement Methodology Thresholds

Requirement for tenders, proposals and quotes

Council will invite tenders, proposals, quotes and expressions of interest from the supply market for goods, services and works in accordance with the thresholds listed below:

Procurement Threshold Incl. GST	Procurement Methodology
<\$1,000	<ul style="list-style-type: none"> One verbal quotation.
\$1,001 - \$10,000	<ul style="list-style-type: none"> Obtain at least one written quotation.
\$10,001 - \$30,000	<ul style="list-style-type: none"> Obtain at least two written quotations.
\$30,001 - \$100,000	<ul style="list-style-type: none"> At least three written quotes are to be invited from suppliers who are considered able to meet the requirements. Where only one quote is received from those invited, Value for Money must be demonstrated. Quotations process to consider sustainability principles (social, economic and environmental).
\$100,001 - \$300,000	<ul style="list-style-type: none"> Obtain a Contract Number. Undertake a formal Request for Quote process (at least three written quotes) by following the process within Council's eTendering Portal. Where only one quote is received from those invited, Value for Money must be demonstrated. Quotations process to consider sustainability principles (social, economic and environmental).
> \$300,000	<ul style="list-style-type: none"> A Public Tender Process is required for the procurement of goods, services and works where once-off or ongoing cumulative spend over the life the contract is expected to exceed \$300,000.

Procurement transactions will not be split to circumvent those thresholds. Obtaining sufficient quotations can sometimes be difficult, e.g. if there are few suppliers for the goods, services or works being sought or where the work is highly specialised. In such a case a Director/Branch Manager may waive the requirement to request three quotations if they reasonably consider that it is appropriate to do so. Waivers should be in writing and saved to Councils document management system

Appendix 2 Moreland City Council – Sustainable Procurement Policy

Sustainable Procurement

Council will standardise procurement activities directly impacting Council’s supply chain, optimising Council’s ability to identify and deliver positive sustainability outcomes (social, economic and environmental) through procurement.

Council’s supply chain has a material impact on the organisation’s sustainability performance, therefore Council has a strong focus on sustainable procurement.

To deliver on Council’s commitment to sustainable procurement, Council uses procurement as an opportunity to generate social, environmental and economic benefits. This demonstrates corporate social responsibility by taking positive action to demonstrate Council’s commitment to the environment and local community, including the Victoria Social Procurement Framework.

Social and Sustainable procurement can be grouped into two broad approaches:

- Direct – Purchasing of goods, services or construction works (by Council or through the supply chain) from:
 - a. Victorian social enterprises;
 - b. Victorian Aboriginal and Torres Strait Islander businesses;
 - c. Refugee businesses and businesses that benefit refugee communities;
 - d. Local businesses; and
 - e. other social benefit suppliers, including Australian Disability Enterprises.
- Indirect – Council using the tendering process and clauses in contracts with the private sector to seek sustainability outcomes.

Social, environmental and economic sustainability criteria are to be considered at the planning stage of procurement and included in Council’s tender documentation to achieve Council’s Social and Sustainable outcomes. Environmental and social outcomes sought to be achieved through the tender may be imbedded in any tender criteria.

Social, environmental and economic sustainability criteria are to be evaluated independently of one another and are not to be bundled into a single sustainability measure.

Priorities and Considerations:

Depending on the nature of the procurement, Council shall explore opportunities to engage suppliers who will help to achieve Moreland City Council’s sustainability priorities and outcomes. The following economic and social priorities have been determined in line with the sustainability principles outlined in Section 3.2.3. of the Procurement Policy:

Priorities	Considerations
Increase opportunities for those experiencing disadvantage (Disability, Youth, Homelessness)	<p>Elevating the inherent ‘social value’ of doing business</p> <p>Increase procurement from Social Enterprises registered with Social Traders</p> <p>Employment of people experiencing disadvantage by our suppliers</p>

	<p>Creating new jobs and opportunities for people who may be struggling to find work</p> <p>Increasing employment and skills through training, internships, and apprenticeships</p> <p>Developing local communities</p> <p>Targeting cohorts that may be experiencing economic exclusion</p> <p>Reinvigorating depressed or marginalised communities</p> <p>Improving equity of access to opportunities</p>
<p>Increase business opportunities for Aboriginal and Torres Strait Islander people</p>	<p>Ensure all Council staff engaged in procurement activities have undertaken cultural safety training to increase the successful selection and engagement of Aboriginal and Torres Strait Islander suppliers</p> <p>Increase procurement from Aboriginal and Torres Strait Islander businesses including those registered with Supply Nation and Kinaway</p> <p>Increase employment of local Aboriginal and Torres Strait Islander people through suppliers when appropriate</p> <p>Increase the use of Aboriginal and Torres Strait Islander Businesses as subcontractors</p>
<p>Support Safe and Fair workplaces (including recognising equality and diversity, children’s safety, observing core labour standards, and ensuring fair working conditions)</p>	<p>Investigate supply chain to ensure suppliers are meeting Modern Slavery Act</p> <p>Occupational Health and Safety is considered in all procurement</p> <p>Reportable conduct embedded and managed within appropriate contracts</p> <p>Child Safety considerations embedded within appropriate contracts</p> <p>Ensure gender equality and diversity within supplier businesses</p> <p>Recognising equality, equity and diversity</p> <p>Observing core labour standards</p>
<p>Increase Opportunities for Moreland based businesses, Small Businesses and Start-ups</p>	<p>Increase purchasing from businesses located in Moreland municipality</p> <p>Increase generation of local employment</p> <p>Fostering innovation and emerging sectors</p> <p>Taking into account the life cycle impacts of products purchased (purchase, operation and disposal)</p>

	<p>Building relationships and encouraging purchasing from local suppliers, including social enterprises to help build their capacity</p> <p>Increase support for local production and manufacturing</p> <p>Adapting our internal systems to provide shorter payment terms for emerging start-up businesses to support cash flow</p>
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Applying sustainable procurement in Council:

Council will consider economic, environmental and social sustainability criteria in all purchases and will allocate sustainability evaluation criteria weighting of minimum 10% in all public tender evaluation criteria. This weighting will be allocated based on the category of expenditure and nature of the purchase unless there are strong reasons why this is not appropriate or feasible and only as agreed by relevant Director.

Council applies sustainable procurement by examining organisational, project, environmental/economic/social and community needs for each procurement activity and by:

- Refining sustainability strategies and specifications for each procurement activity.
- Where appropriate, making selected sustainability elements a mandatory condition of the procurement activity.
- Planning and undertaking sustainability evaluations as part of contracting activities and including appropriate subject matter experts.

When engaging in procurement, Council will consider the following:

A. Social Sustainability

Social sustainability focuses on the social aspects of sustainability and social equity. Social equity addresses disadvantage and is underpinned by principles of diversity, acceptance, fairness, compassion, inclusiveness and access for people of all abilities. A focus is also placed on people who are under-represented and with less opportunity. Socially sustainable procurement generates positive outcomes for and contributes to building stronger communities by:

- Promoting the inherent 'social value' of doing business;
- Creating new jobs and opportunities for people who may be struggling to find work such as employment that is gender-equitable and inclusive of people with disability;
- Women's equality and safety practices such as the contractor having in place family violence and leave policies, flexible work options, gender-equitable employment, equal remuneration and promoting a workplace culture that is equitable, respectful and supportive;
- Targeting cohorts that may be experiencing economic exclusion;
- Reinvigorating depressed or marginalised communities;
- Improving equity of access to opportunities;
- Seeking value in-kind offerings that support community programs or events that provide social outcomes;
- Ensuring all businesses have the same opportunity to bid for Council business;
- Enhancing partnerships with other Councils, providers and community stakeholders;

- Exploring, where appropriate and possible, the opportunity to maximise the social benefits of a contract by offering 'social tender'; and
- Ensuring that suppliers do not exploit workers and provide fair wages, including inclusive and sustainable business practices.

Depending on the nature of the procurement, Council shall explore opportunities in engaging Social Sustainability and Social Enterprise arrangements for the procurement of goods, services and works.

Council is committed to respecting human rights and will be excluding from future contracts, tenders or business dealings any companies involved in onshore or offshore detention of refugees and people seeking asylum in Australia.

B. Environmental Sustainability

To support the achievement of objectives and targets within Council's environmental strategies (in particular Zero Carbon Moreland, Integrated Water Management Strategy, Sustainable Council Buildings Policy, Waste and Litter Strategy and Plastic Wise Policy), Council will minimise its impact on the environment by purchasing goods, services and construction which avoid air, water and soil pollution and minimise natural resource and biodiversity depletion. Council will equally consider the environmental performance of all suppliers and contractors and encourage them to conduct their operations in an environmentally sensitive manner.

Depending on the nature of the procurement, specifications for tenders and contracts will contain sustainability requirements or performance measures as appropriate to the product or service being procured. Environmentally sustainable procurement includes but is not limited to:

- Energy/climate change: maximising energy efficiency and reducing greenhouse gas emissions, including the negative impacts of transportation when purchasing goods and services;
- Waste and recycling:
 - a. Avoiding unnecessary consumption, reducing waste to landfill and increasing amount of waste recycled;
 - b. Prefacing the procurement of services to meet Council's needs rather than acquiring new physical assets, as appropriate;
 - c. Selecting products/services that have minimal effect on the depletion of natural resources and biodiversity (i.e. recycled content within products, no harmful toxins, avoidance of single-use plastics etc);
 - d. Using only 100% recycled paper and encouraging less reliance on paper in processes where applicable.
- Water and waterways: reducing potable water consumption, minimising stormwater pollution and improving water management.

Council is committed to addressing the climate emergency and will be excluding from future contracts, tenders or business dealings any companies involved in the Adani mine and associated rail infrastructure projects; and will be excluding from future contracts, tenders or business dealings from any companies involved in developing new coal mines.

C. Economic Sustainability

Dependent on the nature of the procurement, Council supports local businesses and economic diversity and viability by:

- Building and maintaining a strong community by exploring ways to generate local employment (particularly among disadvantaged residents and social enterprises) and further strengthening the local economy, Victorian businesses and workers;
- Weightings supporting opportunities for the local industry and suppliers may be applied where deemed appropriate by Council. The degree of available competition will vary and may be dependent upon such things as the type of project, service or goods and the number of potential suppliers;
- Increasing activity and spend in the local economy with identifiable benefits to the community (including for the Northern Region);
- Achieving value-for-money outcomes across the community through the use of effective procurement practices;
- Fostering innovation and emerging sectors;
- Building supplier capability by conducting local supplier forums and tender briefing sessions on future opportunities and tendering information;
- Networking and presence building within the municipality.

Appendix 3 Council Specific Exemptions

This section will list any additional exemptions not listed in Section 2.3.2.1 from tendering/RFQ applicable to Moreland City Council that are identified from time to time.

- State Government Registers (e.g. Construction Supplier Register) and Ministerial Approved Arrangements
For building and construction works, where there are suitable building, and construction industry contractors or consultants on the Construction Supplier Register (CSR) maintained by the Department of Treasury and Finance for and on behalf of the State Government, staff are required to seek a minimum of three quotes (if the expenditure is expected to exceed \$30,000) from suppliers on the register in accordance with ministerial approval arrangements and applicable Procurement guidelines. Standard quotes processes then apply as outlined in the Procurement guidelines.
- Sole suppliers such as Services Authorities and their appointed contractors (e.g. water, gas, telecommunications and electricity).

Appendix 4 Associated Moreland City Council Documents

- Councillor Code of Conduct
- Employee Code of Conduct
- Gifts, Benefits and Hospitality Policy for Employees
- Gifts, Benefits and Hospitality Policy for Councillors
- Councillors Travel, Accommodation and Personal Expenses Policy
- Corporate Credit Card Policy
- Fraud and Corruption Control Policy
- Child Safe Policy
- Instrument of Sub-Delegation by the Chief Executive Officer to Council staff
- Financial Delegations Policy
- Risk Management Policy
- Victorian Local Government Best Practice Procurement Guidelines
- Moreland Human Rights Policy