



**GREATER  
DANDENONG**  
*City of Opportunity*

# **AGENDA**

## **TUESDAY 26 APRIL 2022**

Commencing at 7:00 PM

### **COUNCIL MEETING**

#### **Statement - Coronavirus (COVID-19)**

At the time of printing this Agenda, the Council Meeting to be held on Tuesday 26 April 2022, will be open to the public but will be subject to density quotients and vaccination mandates.

If we are unable to accommodate you indoors, you will still be able to watch the webcast live on the Urban Screen in Harmony Square.

To view the webcast and stay informed of the status of Council Meetings please visit Council's website.

**COUNCIL CHAMBERS**  
**225 Lonsdale Street, Dandenong VIC 3175**

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## **1 MEETING OPENING**

### **1.1 ATTENDANCE**

#### **Apologies**

### **1.2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS OF THE LAND**

Council acknowledges the Traditional Owners and Custodians of this land, the Bunurong people and pay our respects to their Elders past, present and emerging while also recognising their deep and continuing connections to climate, culture and country.

We also pay our respect to all Aboriginal and Torres Strait Islander peoples and their Elders and acknowledge their journey.

### **1.3 OFFERING OF PRAYER, REFLECTION OR AFFIRMATION**

As part of Council's commitment to recognising the cultural and spiritual diversity of our community, the prayer, reflection or affirmation this evening will be offered by Pastor David Owen from the Greater Dandenong Ministers Fellowship.

### **1.4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Meeting of Council held 11 April 2022.

#### **Recommendation**

**That the minutes of the Meeting of Council held 11 April 2022 be confirmed.**

## 1.5 DISCLOSURES OF INTEREST

Any interest that a Councillor or staff member has deemed to be significant and has disclosed as either a material or general interest is now considered to be a conflict of interest. Conflict of Interest legislation is detailed in Division 2 – Conflicts of Interest: sections 126, 127, 128, 129 & 130 of the *Local Government Act 2020*. This legislation can be obtained by contacting the Greater Dandenong Governance Unit on 8571 5216 or by accessing the Victorian Legislation and Parliamentary Documents website at [www.legislation.vic.gov.au](http://www.legislation.vic.gov.au).

If a Councillor discloses any interest in an item discussed at any Council Meeting (whether they attend or not) they must:

- complete a disclosure of interest form prior to the meeting.
- advise the chairperson of the interest immediately before the particular item is considered (if attending the meeting).
- leave the chamber while the item is being discussed and during any vote taken (if attending the meeting).

The Councillor will be advised to return to the chamber or meeting room immediately after the item has been considered and the vote is complete.

## **2 OFFICERS' REPORTS - PART ONE**

### **2.1 DOCUMENTS FOR SEALING**

#### **2.1.1 Documents for Sealing**

File Id:	A2683601
Responsible Officer:	Manager Governance

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#### **Report Summary**

Under the Victorian Local Government Act, each Council is a body corporate and a legal entity in its own right. Each Council must therefore have a common seal (like any corporate entity) that is an official sanction of that Council.

Sealing a document makes it an official document of Council as a corporate body. Documents that require sealing include agreements, contracts, leases or any other contractual or legally binding document that binds Council to another party.

#### **Recommendation Summary**

This report recommends that the listed documents be signed and sealed.

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### 2.1.1 Documents for Sealing (Cont.)

#### Item Summary

There are three (3) items being presented to Council's meeting of 26 April 2022 for signing and sealing as follows:

1. A letter of recognition to Vanessa Duncan, Community Services for 10 years of service to the Greater Dandenong City Council;
2. A letter of acknowledgement and appreciation to the outgoing Mayor for the 2020-2021 mayoral term – Cr Angela Long; and
3. An instrument of Appointment of Authorised Officer under the provisions of the *Local Government Act 1989*, the *Local Government Act 2020*, the *Heritage Act 2017*, the *Infringements Act 2006*, the *Land Acquisition and Compensation Act 1986*, the *Planning and Environment Act 1987*, the *Road Management Act 2004*, the *Road Safety Act 1986*, the *Sex Work Act 1994*, the *Subdivision Act 1988*, the *Victorian Civil and Administrative Tribunal Act 1998* and the Regulations made under each of those Acts; the Local Laws made under the *Local Government Act 1989* and the *Local Government Act 2020*; and any other Act, Regulation or delegated legislation (including the Greater Dandenong Planning Scheme) which relates to the powers of the Council made under the provisions and enactments described. This instrument enables the following Council officers to carry out the statutory responsibilities of the above Acts and is subject to policy and delegations previously adopted by Council:
  - Christian Middlemiss.

#### Recommendation

**That the listed documents be signed and sealed.**

## 2.2 DOCUMENTS FOR TABLING

### 2.2.1 Petitions and Joint Letters

File Id:	qA228025
Responsible Officer:	Manager Governance
Attachments:	Petitions and Joint Letters

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### Report Summary

Council receives a number of petitions and joint letters on a regular basis that deal with a variety of issues which have an impact upon the City.

Issues raised by petitions and joint letters will be investigated and reported back to Council if required.

A table containing all details relevant to current petitions and joint letters is provided in Attachment 1. It includes:

1. the full text of any petitions or joint letters received;
2. petitions or joint letters still being considered for Council response as pending a final response along with the date they were received; and
3. the final complete response to any outstanding petition or joint letter previously tabled along with the full text of the original petition or joint letter and the date it was responded to.

**Note: On occasions, submissions are received that are addressed to Councillors which do not qualify as petitions or joint letters under Council's current Governance Rules. These are also tabled.**

### **2.2.1 Petitions and Joint Letters (Cont.)**

#### **Petitions and Joint Letters Tabled**

Council received one petition update, no new petitions and no joint letters prior to the Council Meeting of 26 April 2022.

***N.B: Where relevant, a summary of the progress of ongoing change.org petitions and any other relevant petitions/joint letters/submissions will be provided in the attachment to this report.***

#### **Recommendation**

**That this report and Attachment be received and noted.**

**2.2.1 Petitions and Joint Letters (Cont.)**

**DOCUMENTS FOR TABLING**

**PETITIONS AND JOINT LETTERS**

**ATTACHMENT 1**

**PETITIONS AND JOINT LETTERS**

**PAGES 6 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 1000.*

**2.2.1 Petitions and Joint Letters (Cont.)**

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
22/02/22	<p>• <b>PETITION TO HAVE BETTER DRAINAGE/SEWERAGE SYSTEMS</b></p> <p>Due to heavy rain, we of Royal Avenue, Springvale 3171 request to have better drainage system for our street. The heavy rain has caused flooding to all the addresses mentioned below. The current drainage system cannot cope with heavy rain and we wish to have some action to be taken by the council.</p> <p>We the undersigned are concerned citizens who urge our leaders to act now to provide better sewage/drainage for Royal Avenue residents. Thanks.</p>	10	Completed	<p>Tabled at CM 29/03/2022</p> <p>Responsible Officer: Director Business, Engineering &amp; Major Projects.</p> <p>Acknowledgement letter sent 15/03/2022 to Mr R Nguyen, the first signatory.</p> <p><b>Update provided 29/03/22</b>                      An interim response has been sent to the head petitioner advising officers will conduct an investigation into their request.</p> <p><b>Further update 13/04/22</b>                      Below is a copy of the detailed response sent to the head petitioner on 12/04/22:</p> <p><b>RE: Petition to have Better Drainage/Sewerage System in Royal Avenue, Springvale.</b></p> <p>The Asset Planning Team at Greater Dandenong Council has been forwarded a petition from ten residents of Royal Avenue, Springvale, requesting Council to provide better sewerage/drainage for Royal Avenue residents.</p> <p>The residents' concerns that the current drainage system cannot cope with heavy rain and that this has caused flooding of properties at 1-2/45, 49 and 1-5/51 Royal Avenue is acknowledged.</p> <p>Under the objectives of the <i>Local Government Act 1989</i>, Council has a duty of care to provide equitable and appropriate services and facilities for the community and to ensure that those services are</p>

*If the details of the attachment are unclear, please contact Governance on 8571 1000.*

**2.2.1 Petitions and Joint Letters (Cont.)**

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
				<p>managed efficiently and effectively. Council therefore has a management system, which includes routine drain inspection, maintenance and cleaning, in place to ensure that the Council stormwater drains are operating efficiently.</p> <p>Intense rainfall occurring within a short duration can cause flash flooding. This type of flooding is usually hard to predict, as it is highly localised and occurs with little advanced warning. Flash flooding occurs when rainfall exceeds soil infiltration capacity and/or the capacity of the drainage system.</p> <p>Overland flow flooding occurs when the capacity of the drainage system is exceeded by the volume of stormwater runoff within the catchment. As drainage systems are only designed and constructed up to a certain capacity, the drainage systems are expected to flood over certain storm severity. More recent developments are designed to ensure overland flows for storms up to 1 in 100 years return period are contained within the roads however, this was not always the case and overland flows can impact on properties, dwellings and other buildings.</p> <p>Provided the drainage system was designed in accordance with the relevant standards prevailing at the time there is no legal obligation on Council to undertake improvements to the existing drainage infrastructure. Royal Avenue was not designed to contain storms of such extremes and Council understands Springvale has unfortunately endured a number of storms of such intensity in the past five months. Council further acknowledges the related overland flow has resulted in local flooding.</p>

*If the details of the attachment are unclear, please contact Governance on 8571 1000.*

**2.2.1 Petitions and Joint Letters (Cont.)**

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
				<p>While Council has a program of upgrading its stormwater drainage system, this is carried out a Catchment level of planning. Catchment drainage systems are upgraded in accordance with prioritisation based generally on the levels of risk and intensity of damage associated with flooding in each catchment. The Royal Avenue properties are located within Catchment 2A which is one of 54 catchments across Greater Dandenong. Based on annual average damage, Catchment 2A is, for example, ranked 39th out of the 54, 43rd in terms of annual average damage per square kilometre and 47th for annual average damage per property.</p> <p>This catchment ranking makes it a lower priority for upgrading stormwater managements assets than most others in Greater Dandenong. In the interests of providing equitable and appropriate services and facilities for the community and to ensure that those services are managed efficiently and effectively, immediate catchment-wide upgrades are not expected to be delivered in the short to medium term (within the next 5-10 years). However, Council is currently investigating the extent of flooding and damage resulting from the excessive storm events experienced during the past Summer season and will seek to identify what more immediate improvements across Greater Dandenong and including Royal Avenue, Springvale, if any, might be possible.</p> <p>In the meantime, there are measures that individual property owners can take to minimise the impact that flooding might have on their properties. Information about such measures can be obtained from Council's website at <a href="https://www.greaterdandenong.vic.gov.au/water-and-stormwater">https://www.greaterdandenong.vic.gov.au/water-and-stormwater</a>.</p>

*If the details of the attachment are unclear, please contact Governance on 8571 1000.*

**2.2.1 Petitions and Joint Letters (Cont.)**

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*If the details of the attachment are unclear, please contact Governance on 8571 1000.*

**2.2.1 Petitions and Joint Letters (Cont.)**

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*If the details of the attachment are unclear, please contact Governance on 8571 1000.*

## **2.3 STATUTORY PLANNING APPLICATIONS**

### **2.3.1 Planning Decisions Issued by Planning Minister's Delegate - March 2022**

File Id: qA280444

Responsible Officer: Director City Planning Design & Amenity

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#### **Report Summary**

This report provides Council with an update on the exercise of delegation by Planning Minister's delegate.

No decisions were reported for the month of March 2022.

#### **Recommendation**

**That the report be noted.**

### **2.3.2 Planning Delegated Decisions Issued - March 2022**

File Id:	qA280
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Planning Delegated Decisions Issued March 2022

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#### **Report Summary**

This report provides Council with an update on the exercise of delegation by Council officers.

It provides a listing of Town Planning applications that were either decided or closed under delegation or withdrawn by applicants in March 2022.

It should be noted that where permits and notices of decision to grant permits have been issued, these applications have been assessed as being generally consistent with the Planning Scheme and Council's policies.

Application numbers with a PLA#, PLN#.01 or similar, are applications making amendments to previously approved planning permits.

The annotation 'SPEAR' (Streamlined Planning through Electronic Applications and Referrals) identifies where an application has been submitted electronically. SPEAR allows users to process planning permits and subdivision applications online.

#### **Recommendation**

**That the items be received and noted.**

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**2.3.2 Planning Delegated Decisions Issued - March 2022 (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**PLANNING DELEGATED DECISIONS ISSUED -  
MARCH 2022**

**ATTACHMENT 1**

**PLANNING DELEGATED DECISIONS ISSUED  
MARCH 2022**

**PAGES 13 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 5235*

2.3.2 Planning Delegated Decisions Issued - March 2022 (Cont.)

City of Greater Dandenong

Planning Delegated Decisions Issued from 01/03/2022 to 31/03/2022

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA21/0079	PinAppAmd	No	12 Commercial Drive DANDENONG SOUTH VIC 3175	S Kroyherr	AMENDMENT TO: Materials Recycling (parent PLN10/0450)	Amend permit to allow a temporary shipping container to be located on the site	Delegate	AmendPerm	24/03/2022	Dandenong
PLA21/0103	PinAppAmd	No	7 Park Drive DANDENONG SOUTH VIC 3175	Vic Civil Ply Ltd	AMENDMENT TO: The development of the land for a Cement Silo (PLN21/0070)	Amend endorsed plans to allow layout changes to yard	Applicant	Withdrawn	18/03/2022	Dandenong
PLA21/0623	PinAppAmd	No	442 Springvale Road SPRINGVALE SOUTH VIC 3172	P Truong	AMENDMENT TO planning permit PLA21/0009, which allows for use and development of an education centre, place of assembly (place of worship), accommodation, reduction in the car parking requirement, removal of native vegetation and alteration to a Road Zone Category 1 (PLN12/0398). The amendment seeks to alter the conditions of permit and the endorsed plans	Amend permit condition 3.1.1 relating to hours and number of attendees, minor amendments to endorsed plans resulting in amendments to conditions 1, 2, 3 and 4	Delegate	AmendPerm	08/03/2022	Springvale South
PLA21/0627	PinAppAmd	No	79 Indian Drive KEYSBOROUGH VIC 3173	Sunova Group (Aus) Pty Ltd	AMENDMENT TO: Development of the land for one (1) warehouse building and a reduction to the car parking requirements to Clause 52.06 (PLN18/0458)	Proposal is contrary to the policy in Clauses 18.02-4S and 52.06 (Car Parking) and fails to meet decision guidelines of Clause 65 (orderly planning of the area)	Delegate	Refusal	30/03/2022	Keysborough South

EANTOS 1 01/04/2022

**2.3.2 Planning Delegated Decisions Issued - March 2022 (Cont.)**

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA21/0628	PtnAppAmd	No	754 Princes Highway SPRINGVALE VIC 3171	Doiz Holdings Pty Ltd	AMENDMENT TO: planning permit PLN15/0199.05, which allows for: The use and develop the site for the purpose of a Service Station and Food and Drink Premises (Restaurant), Restricted Recreation Facility (Gym) and Medical Centre, construct buildings and works associated with a supermarket and restricted retail premises, erect and display illuminated and non-illuminated business identification signage, to reduce the bicycle parking requirements, to reduce the car parking requirements and to alter access to a Road Zone Category 1, all in accordance with the endorsed plans. The amendment seeks to alter the permit preamble and the endorsed plans.	Amend endorsed plans to allow construction of elevator, lift shaft and enclosed foyer, addition of 600sqm pharmacy and associated signage, relocation of gym, amend permit to allow change of use and display of high wall signs	Delegate	AmendPerm	24/03/2022	Springvale North
PLA21/0635	PtnAppAmd	No	Church 21 Soden Road BANGHOLME VIC 3175	A & A Design & Planning Pty Ltd	AMENDMENT TO: planning permit PLN03/0460.01 which allows for use and develop the site for the purpose of a Place of Worship and Place of Assembly with associated landscaping and a reduction in car parking. The amendment seeks to amend the preamble and the endorsed plans. (PLN03/0460)	Amend endorsed plans to allow construction of front fence and signage	Delegate	AmendPerm	04/03/2022	Keysborough South
PLA21/0639	PtnAppAmd	No	1-3 Gladstone Road DANDENONG VIC 3175	Fabco Pty Ltd	AMENDMENT TO: Use of the land for a supermarket and shops, buildings and works, sale of packaged liquor, display of internally illuminated business identification signage (PLN21/0152)	Amend permit condition 11 relating to trading hours	Delegate	AmendPerm	02/03/2022	Cleeland

2.3.2 Planning Delegated Decisions Issued - March 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA22/0002	PinAppAmd	No	211-215 Chapel Road KEYSBOROUGH VIC 3173	Woolworths Group Limited	AMENDMENT TO: The development of land for the purposes of a Supermarket, Medical Centre and Retail Premises, the display of internally illuminated business identification signage and the creation of an access to a Road Zone Category 1 (Hulton Road) (PLN11/0062)	Amend permit preamble and conditions	Delegate	AmendPerm	24/03/2022	Keysborough South
PLA22/0003	PinAppAmd	No	111 Indian Drive KEYSBOROUGH VIC 3173	Merit Interiors Pty Ltd	AMENDMENT TO: Construction of buildings and works (PLN21/0140)	Amend planning permit to allow construction of an additional mezzanine storage area	Delegate	AmendPerm	31/03/2022	Keysborough South
PLA22/0024	PinAppAmd	No	54 Scott Street DANDENONG VIC 3175	Profile Constructions	AMENDMENT TO: Subdivision of the land into thirty four (34) lots DECLARED AREA (SPEAR)	Amend permit conditions 1.1 (lower basement layout) and 1.3 (car parking allocations) to be consistent with endorsed plans PDA15/0004	Delegate	AmendPerm	28/03/2022	Dandenong
PLN16/0464.04	PinAppAmd	No	Road Reserve PUBLIC HIGHWAYS VIC 3175	Major Road Projects Victoria	AMENDMENT TO: Buildings and Works and Removal of Vegetation - Thompsons Road Duplication Stage 2 (PLN16/0464)	Amend permit to allow removal of additional vegetation	Applicant	Withdrawn	04/03/2022	Dandenong
PLN20/0589	PinApp	No	43-63 Princess Highway DANDENONG SOUTH VIC 3175	Albet Australia Sub Tc Pty Ltd	Development of the land for two (2) warehouses, reduction in car parking requirements, native vegetation removal and alteration of access to a road in a Transport Zone 2	Commercial 2 Zone, 192900sqm	Delegate	PlanPermit	04/03/2022	Dandenong
EANTOS					3				01/04/2022	

**2.3.2 Planning Delegated Decisions Issued - March 2022 (Cont.)**

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN20/0591	PlnApp	No	1 Pike Court NOBLE PARK VIC 3174	K X Architecture Pty Ltd	Development of the land for five (5) dwellings and a reduction of a visitor car space	General Residential 1 Zone, 1384sqm	Delegate	PlanPermit	24/03/2022	Springvale South
PLN21/0095	PlnApp	No	6-8 Bryants Road DANDENONG VIC 3175	JacqMarie Design Studio	Use of Lot 16 for the purpose of a Car Sales	Industrial 1 Zone, motor vehicle sales and business identification	Delegate	PlanPermit	28/03/2022	Dandenong
PLN21/0097	PlnApp	No	350 Springvale Road SPRINGVALE VIC 3171	Town Planning Group Pty Ltd	Use and Development of the land for a medical centre, Development of a caretaker's house, the display of business identification signage, a reduction of the car parking requirement and the creation/alteration of access to a road in a Transport Zone 2 Staged subdivision of land SPEAR	Proposal fails to comply with Clause 15.01-2S (Building Design), Clause 32.08 (General Residential Zone), Clause 52.06 (Car Parking)	Delegate	Refusal	29/03/2022	Springvale Central
PLN21/0155	PlnApp	No	41-59 Colemans Road DANDENONG SOUTH VIC 3175	Charter Hall C/- KLM Spatial		Industrial	Delegate	PlanPermit	11/03/2022	Dandenong
PLN21/0194	PlnApp	No	31 Victor Avenue DANDENONG NORTH VIC 3175	Arkham Design Pty Ltd	Development of the land for three (3) dwellings (two (2) double-storey dwellings and one (1) single-storey dwelling)	Neighbourhood Residential 1 Zone, 725sqm	Delegate	PlanPermit	18/03/2022	Dandenong North
EANTOS					4				01/04/2022	

2.3.2 Planning Delegated Decisions Issued - March 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0214	Pln/App	No	1661 Centre Road SPRINGVALE VIC 3171	Smart Planning and Design	Development of the land to construct and carry out works to an existing warehouse building, construct and display business identification signage exceeding a total display area of 8 sqm; reduce the number of car parking spaces required under Clause 52.06-5 and the alteration of access to a road in at Transport Zone 2	Industrial 1 Zone, 2241sqm, arcade games showroom	Delegate	Plan/Permit	02/03/2022	Springvale North
PLN21/0244	Pln/App	No	5 Campbell Street DANDENONG VIC 3175	Chilkons Consulting	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 653sqm	Delegate	Plan/Permit	23/03/2022	Yarraman
PLN21/0278	Pln/App	No	23 Burden Street SPRINGVALE VIC 3171	KMT Design Pty Ltd	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 664sqm	Delegate	Plan/Permit	23/03/2022	Springvale North
PLN21/0306	Pln/App	No	1/301 Thomas Street DANDENONG VIC 3175	MBDesignstudio	Construct buildings and works and a reduction of the car parking requirement associated with a Shop under Clause 52.06 of the Greater Dandenong Scheme DECLARED AREA	Commercial Development 2 Zone, 101sqm, construction of second floor for the purpose of storage	Delegate	Plan/Permit	17/03/2022	Dandenong
PLN21/0337	Pln/App	No	80 Halton Road NOBLE PARK NORTH VIC 3174	A Jeyabalarisingam	Development of the land for two (2) double storey dwellings	Neighbourhood Residential 1 Zone, 537sqm	Delegate	Plan/Permit	01/03/2022	Noble Park North
EANTOS					5				01/04/2022	

2.3.2 Planning Delegated Decisions Issued - March 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0369	PinApp	No	1/32 Moncur Avenue SPRINGVALE VIC 3171	Zai Pty Ltd	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 826sqm	Delegate	PlanPermit	24/03/2022	Springvale Central
PLN21/0378	PinApp	No	39 Windsor Avenue SPRINGVALE VIC 3171	Simon Greenwood Architects	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 877sqm	Delegate	PlanPermit	24/03/2022	Springvale Central
PLN21/0380	PinApp	No	9A Belfort Street DANDENONG VIC 3175	J & J Property and Constructions Pty Ltd	Subdivision of the land into two (2) lots SPEAR	No response to further information request	Delegate	Lapsed	10/03/2022	Yarraman
PLN21/0433	PinApp	No	1/35 Olympic Avenue SPRINGVALE SOUTH VIC 3172	P Thomas	Development of the land for five (5) dwellings (four double storey and one single storey to the rear)	General Residential 1 Zone, 1120sqm	Delegate	NOD	25/03/2022	Springvale South
PLN21/0445	PinAppVic	Yes	103 Ann Street DANDENONG VIC 3175	DML Land Surveys	Subdivision of the land into two (2) lots SPEAR VICSMART	Residential	Delegate	PlanPermit	23/03/2022	Cleland
PLN21/0451	PinApp	No	50 Ross Street DANDENONG VIC 3175	Urban Arch Design	Development of the land for three (3) dwellings on a lot comprising two (2) double storey dwellings and one (2) single storey dwelling to the rear	No response to further information request	Delegate	Lapsed	18/03/2022	Cleland
EANTOS					6				01/04/2022	

**2.3.2 Planning Delegated Decisions Issued - March 2022 (Cont.)**

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0457	PinApp	No	35 Stephenson Street SPRINGVALE VIC 3171	Three Thirds Group	Development of the land for two (2) dwellings (one (1) double-storey dwelling and one (1) single-storey dwelling to the rear)	General Residential 1 Zone, 766sqm	Delegate	PlanPermit	23/03/2022	Springvale North
PLN21/0474	PinApp	No	158 Cleland Street DANDENONG VIC 3175	Cadcon Enterprises Pty Ltd	Development of the land for three (3) dwellings (two (2) double-storey dwellings and one (1) single-storey dwelling)	General Residential 1 Zone, 597.75sqm	Delegate	PlanPermit	23/03/2022	Cleland
PLN21/0476	PinApp	No	70 Ross Street DANDENONG VIC 3175	A Khorrami	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 603sqm	Delegate	NOD	15/03/2022	Cleland
PLN21/0510	PinApp	No	100 South Gippsland Highway DANDENONG SOUTH VIC 3175	Graham Nicholas Projects	Development of the land for a warehouse building, extension to the existing car park, construction of a vehicle hard stand and removal of native vegetation	Industrial 1 Zone, 3115sqm, development of single storey storage building and ancillary office, expansion of car park and removal of native vegetation	Delegate	PlanPermit	31/03/2022	Dandenong
PLN21/0536	PinApp	No	6 Henty Street DANDENONG VIC 3175	KZ Zaw, YT Ha	Development of the land for a double storey dwelling to the rear of the existing dwelling, and alterations and additions (including a second storey) to the existing dwelling DECLARED AREA	Residential Growth 1 Zone, 613sqm	Delegate	NOD	07/03/2022	Cleland
PLN21/0550	PinApp	No	241 Perry Road KEYSBOROUGH VIC 3173	Stephen D'Andrea Pty Ltd	Development of the land for a warehouse	Industrial 1 Zone, 4147sqm warehouse with ancillary office	Delegate	PlanPermit	08/03/2022	Keysborough South
EANTOS					7				01/04/2022	

2.3.2 Planning Delegated Decisions Issued - March 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0551	PinApp	No	241 Perry Road KEYSBOROUGH VIC 3173	Stephen D'Andrea Pty Ltd	Development of the land for a warehouse	Industrial 1 Zone, 3786sqm warehouse with ancillary office	Delegate	PlanPermit	3/10/2022	Keysborough South
PLN21/0577	PinApp	No	197 Corrigan Road NOBLE PARK VIC 3174	Concept to Completion Pty Ltd	Development of the land for two (2) double storey dwellings (one existing double storey dwelling and one proposed double storey dwelling) and Subdivision of the land into two lots	General Residential 1 Zone, 661sqm	Delegate	PlanPermit	16/03/2022	Noble Park
PLN21/0578	PinApp	No	18 Wales Street SPRINGVALE VIC 3171	Abacus Design & Planning	Development of the land for four (4) double storey dwellings	General Residential 3 Zone, 696sqm	Delegate	PlanPermit	30/03/2022	Springvale North
PLN21/0579	PinApp	No	36 Gatum Court NOBLE PARK VIC 3174	JN Beddard	Development of the land for a second single storey dwelling to the rear of an existing dwelling and alterations and additions to the existing dwelling	General Residential 1 Zone, 867sqm	Delegate	PlanPermit	0/10/3/2022	Yarraman
PLN21/0584	PinApp	No	754 Princes Highway SPRINGVALE VIC 3171	SLR Consulting Australia Pty Ltd	To display business identification, promotional and internally illuminated signage	Commercial 2 Zone, replacement signage for rebranding of service station	Delegate	PlanPermit	0/10/3/2022	Springvale North
PLN21/0588	PinApp	No	4 Jeffers Street NOBLE PARK VIC 3174	J Richard Designs	Development of one (1) double storey dwelling to the rear of an existing single storey dwelling and alterations to the existing dwelling	General Residential 1 Zone, 645sqm	Delegate	NOD	0/3/03/2022	Yarraman
EANTOS					8				01/04/2022	

**2.3.2 Planning Delegated Decisions Issued - March 2022 (Cont.)**

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0613	Pln/App	No	70 Birmingham Street SPRINGVALE VIC 3171	SMC Endeavour Pty Ltd	Development of the land for three (3) dwellings (comprising two (2) double storey dwellings and one (1) single storey dwelling at the rear)	General Residential 1 Zone, 737sqm	Delegate	Plan/Permit	24/03/2022	Springvale North
PLN21/0627	Pln/App	No	6-10 Hammond Road DANDENONG VIC 3175	Everyday Car Sales	Use of the land for Car Sales and Motor Repairs and a reduction in car parking requirements DECLARED AREA	Comprehensive Development 2 Zone	Delegate	Plan/Permit	01/03/2022	Dandenong
PLN21/0651	Pln/App	No	25 Glasscocks Road DANDENONG SOUTH VIC 3175	Glasscocks 25 Pty Ltd C/- KLM Spatial	Development and use of the land for one (1) warehouse building and one (1) office, the removal of native vegetation within the Dandenong South Native Vegetation Precinct Plan and a reduction in the number of bicycle spaces required for the use of the land as an office	Industrial 1 Zone, 9854sqm, construction of a warehouse with ancillary office	Delegate	Plan/Permit	24/03/2022	Dandenong
PLN21/0680	Pln/App/Vic	Yes	43 Timor Circuit KEYSBOROUGH VIC 3173	Flowtherm Australia	Reduction on the car parking requirements associated with an industry VICSMART	Industrial 1 Zone, reduce number of car parking spaces by 3	Applicant	Withdrawn	10/03/2022	Keysborough South
PLN21/0681	Pln/App	No	6 Wilson Street DANDENONG VIC 3175	DQ Designs	Development of the land for two (2) double storey dwellings	Proposal fails to meet Clause 21.05-1 (Urban Design), Clause 32.07 (RGZ objectives), Clause 22.09-3.1 (General Design Principles), Clause 22.09-3.2 (Substantial Change Area Design Principles) and Clauses 55, 52.06 and 65	Delegate	Refusal	15/03/2022	Dandenong
EANTOS					9				01/04/2022	

2.3.2 Planning Delegated Decisions Issued - March 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0686	PinApp	No	1 Frances Drive DANDENONG SOUTH VIC 3175	FFI Developments Vic Pty Ltd	Development and display of a Panel Sign (Business Identification)	Industrial 1 Zone, business identification sign	Delegate	PlanPermit	23/03/2022	Dandenong
PLN21/0687	PinApp	No	Balance vacant land 389 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Pellicano Investments 4 Pty Ltd	Development of the land for a warehouse and restricted retail and use of the land for restricted retail	Industrial 1 Zone, 4407sqm, development of warehouse and ancillary office and showroom	Delegate	PlanPermit	02/03/2022	Dandenong
PLN21/0684	PinApp	No	125 Glasscocks Road DANDENONG SOUTH VIC 3175	Goodman Property Services Pty Ltd (Australia) c/- KLM Spatial South)	Creation of easements E-1, E-2, E-3 and E-4 on PS748344 (Future properties: 27 and 33 Endeavour Court, Dandenong South)	Industrial	Delegate	PlanPermit	28/03/2022	Dandenong
PLN21/0686	PinApp	No	Service Station 158-164 Stud Road DANDENONG VIC 3175	SLR Consulting Australia Pty Ltd	To display business identification, promotional and internally illuminated signage	No response to further information request	Delegate	Lapsed	04/03/2022	Cleland
PLN21/0689	PinApp	No	103 Langthorne Street DANDENONG VIC 3175	Z Abedi	Development of the land for two (2) double storey dwellings	No response to further information request	Delegate	Lapsed	24/03/2022	Dandenong
PLN21/0723	PinApp	No	25 Francesco Drive DANDENONG NORTH VIC 3175	Nobelius Land Surveyors Pty Ltd	Subdivision of the land into two (2) lots SPEAR	Residential	Delegate	PlanPermit	10/03/2022	Dandenong North
EANTOS					10				01/04/2022	

2.3.2 Planning Delegated Decisions Issued - March 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0727	PlnApp	No	64 Dumbiane Road NOBLE PARK VIC 3174	Melbourne Land Surveyors Pty Ltd	Subdivision of the land into two (2) lots SPEAR	Residential	Delegate	PlanPermit	02/03/2022	Yarraman
PLN22/0019	PlnApp	No	StAnthony's Primary School 92-98 Buckley Street NOBLE PARK VIC 3174	I3architects	Buildings and works (administration building)	General Residential 1 Zone, 26767sqm, alterations to the facade and external surrounds of existing administration building	Delegate	PlanPermit	09/03/2022	Noble Park
PLN22/0021	PlnApp	No	10E Balmoral Avenue SPRINGVALE VIC 3171	EMC Western Pty Ltd	Use of the land for the sale and consumption of liquor (on-premises licence) in association with the existing Restaurant	No response to further information request	Delegate	Lapsed	17/03/2022	Springvale Central
PLN22/0029	PlnApp	No	39 Ronald Street DANDENONG VIC 3175	Nilsson Noel & Holmes (Surveyors) Pty Ltd	Subdivision of the land into four (4) lots SPEAR	Residential	Delegate	PlanPermit	18/03/2022	Dandenong
PLN22/0041	PlnApp	No	5 Sunline Avenue NOBLE PARK NORTH VIC 3174	Geomatics Engineers Melbourne Pty Ltd	Subdivision of the land into four (4) lots SPEAR	Residential	Delegate	PlanPermit	18/03/2022	Noble Park North
PLN22/0054	PlnApp	No	Parkmore Centre Management 317-321 Cheltenham Road KEYSBOROUGH VIC 3173	The Reject Shop	To display two (2) internally illuminated business identification signs and one (1) non-illuminated business identification sign	Commercial 1 Zone, internally illuminated sign	Delegate	PlanPermit	31/03/2022	Keysborough
EANTOS					11				01/04/2022	

**2.3.2 Planning Delegated Decisions Issued - March 2022 (Cont.)**

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN22/0055	Pln/App	No	65 Coolavin Road NOBLE PARK NORTH VIC 3174	A.S.H. Farah Nominees Pty Ltd	Use of the land for the purpose of a convenience shop and fuel depot and associated buildings and works	Proposed use as a convenience shop and fuel depot is prohibited pursuant to Clause 32.09-2 of the Greater Dandenong Scheme	Delegate	Refusal	31/03/2022	Noble Park North
PLN22/0056	Pln/App	No	12 Gwendie Street DANDENONG VIC 3175	M J Reddie Surveys Pty Ltd	Removal of an Easement SPEAR	Residential	Applicant	Withdrawn	28/03/2022	Cleveland
<b>59</b>										
EANTOS					12				01/04/2022	

### 3 QUESTION TIME - PUBLIC

**Question Time at Council meetings provides an opportunity for members of the public in the gallery to address questions to the Councillors, Delegates and/or officers of the Greater Dandenong City Council. Questions must comply with s. 4.5.8 of Council's Governance Rules.**

#### QUESTIONS FROM THE GALLERY

Questions are limited to a maximum of three (3) questions per individual. Where time constraints deem it likely that not all questions can be answered within the time allowed for Question Time, the Mayor at his/her discretion may determine only the first question may be presented verbally with others deferred to be managed in the same manner as public questions not verbally presented. Priority will be given to questions that relate to items on the Council Agenda for that meeting. Questions including any preamble should not exceed 300 words.

b) All such questions must be received in writing on the prescribed form or as provided for on Council's website and at Ordinary meetings of Council. Where there are more than three (3) questions received from any one individual person, the Chief Executive Officer will determine the three (3) questions to be considered at the meeting.

c) All such questions must clearly note a request to verbally present the question and must be received by the Chief Executive Officer or other person authorised for this purpose by the Chief Executive Officer no later than:

- i) the commencement time (7.00pm) of the Ordinary meeting if questions are submitted in person; or
- ii) noon on the day of the Ordinary meeting if questions are submitted by electronic medium.

d) A question can only be presented to the meeting if the Chairperson and/or Chief Executive Officer has determined that the question:

- i) does not relate to a matter of the type described in section 3(1) of the *Local Government Act 2020* (confidential information);
- ii) does not relate to a matter in respect of which Council or a Delegated Committee has no power to act;
- iii) is not defamatory, indecent, abusive or objectionable in language or substance, and is not asked to embarrass a Councillor, Delegated Member or Council officer; and
- iv) is not repetitive of a question already asked or answered (whether at the same or an earlier meeting).

e) If the Chairperson and/or Chief Executive Officer has determined that the question may not be presented to the Council Meeting or Delegated Committee, then the Chairperson and/or Chief Executive Officer:

- i) must advise the Meeting accordingly; and
- ii) will make the question available to Councillors or Members upon request.

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**3 QUESTION TIME - PUBLIC (Cont.)**

- f) The Chairperson shall call on members of the gallery who have submitted an accepted question to ask their question verbally if they wish.
- g) The Chairperson, Chief Executive Officer or delegate may then direct that question to be answered by a nominated Councillor or member of Council staff.
- h) No debate on, or discussion of, a question or an answer will be permitted other than for the purposes of clarification.
- i) A Councillor, Delegated Committee Member or member of Council staff nominated to answer a question may:
- i) seek clarification of the question from the person who submitted it;
  - ii) seek the assistance of another person in answering the question; and
  - iii) defer answering the question, so that the answer may be researched and a written response be provided within ten (10) working days following the Meeting (the question thereby being taken on notice).
- j) Question time for verbal presentations is limited in duration to not more than twenty (20) minutes. If it appears likely that this time is to be exceeded then a resolution from Council will be required to extend that time if it is deemed appropriate to complete this item.
- k) The text of each question asked and the response will be recorded in the minutes of the Meeting.

## **4 OFFICERS' REPORTS - PART TWO**

### **4.1 CONTRACTS**

#### **4.1.1 Contract No. 2122-30 Callander Road Drainage Upgrade Stage 1**

File Id:

Responsible Officer:

Director Business, Engineering & Major Projects

**Attachments:**

**Tender Information (Confidential)**

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#### **1. Report Summary**

This report outlines the tender process undertaken to select a suitability qualified and experienced contractor for the drainage upgrade at Callander Road Noble Park.

#### **2. Recommendation Summary**

This report recommends that Council award Contract No. 2122-30 Callander Road Drainage Upgrade – Stage 1 to Comar Constructions Pty Ltd for a lump-sum of Two million, Two hundred and Sixty-Seven Thousand, Three Hundred and Thirty Dollars and Fifty-Three cents (\$2,267,330.53) including GST, including the additional provisional item for a dedicated traffic and liaison officer for \$64,592.00 including GST and excluding provisional item P03: Raised platform markings (\$51,612.00 including GST).

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#### 4.1.1 Contract No. 2122-30 Callander Road Drainage Upgrade Stage 1 (Cont.)

### 3. Background

Following earlier investigations in 2019; Council undertook extensive flood modelling of areas known as “catchments 9 and 16”, which, combined, covers most of Noble Park. This modelling aimed to identify and assess solutions, considering both present and future scenarios associated with areas with drainage concerns. A number of mitigation/upgrade works were identified, costed and subjected to a cost-benefit analysis. One particular area was identified being the Callander Road Drainage Upgrade, a drainage augmentation project.

The project involves the installation of large drainage infrastructure within the roadway of Callander Road from Kelvinside Road to the Princes Highway service road. This includes drainage pipes within Kelvinside Road, Vincent Crescent, Jenkins Street and Dunblane Road. Funded in stages, this contract is for stage 1 of the construction works. When fully completed, the project will reduce flood risk in the area.

Recent weather events have highlighted the drainage capacity issues within the Callander Road area. The modelling work undertaken shows that this situation will worsen over the coming years without these mitigation works.

In addition to drainage installation, the works will also include asphalt works and traffic management. These elements have been previously programmed but paused until the drainage works have been undertaken.

### 4. Tender Process

This tender was advertised on Saturday 19 February 2022 in The Age Newspaper, Greater Dandenong City Council Website via Vendor Panel and it closed at 2.00pm on Thursday 10 March 2022.

At the close of the tender advertising period, tender submissions were received from four (4) contractors as indicated below:

- All-Waste Pumping Solutions Pty Ltd trading as AWS Civil
- Comar Constructions Pty Ltd
- Jaydon Construction Pty Ltd
- Kalow Holdings Pty Ltd

### 5. Tender Evaluation

The tender evaluation panel comprised Design Engineer, Coordinator Civil Projects, Asset Management Engineer and Contracts & Administration Officer. All panel members signed Council’s probity forms declaring that they would evaluate tenders fairly and would disclose any conflict of interest

Each submission was assessed and ranked against all evaluation criteria by each member of the evaluation panel. These rankings were then collated and multiplied by the weighting to give a weighted attribute score for each criterion and totaled to give an overall comparative evaluation score for all criteria as shown in the following tables.

**4.1.1 Contract No. 2122-30 Callander Road Drainage Upgrade Stage 1 (Cont.)**

The tenders were evaluated using Council's Weighted Attribute Value Selection Method. The advertised evaluation criteria and the allocated weightings for evaluation are as follows:

<b>Evaluation Criteria</b>	<b>Weighting</b>
Price	40%
Experience/Previous Work	22.5%
Programme/Methodology	22.5%
Social Procurement	5%
Local Industry	5%
Environmental	5%
OHS Management System	Pass/Fail
Environmental Management System	Pass/Fail

The Evaluation Criteria 1 – 6 are given a point score between 0 and 5 as detailed in the following table.

<b>Score</b>	<b>Description</b>
5	Excellent
4	Very Good
3	Good, better than average
2	Acceptable
1	Marginally acceptable (Success not assured)
0	Not Acceptable (failed to satisfy required standards)

The four (4) submissions were assessed and ranked against all evaluation criteria, to ensure that each tenderer met the standards required for Council contractors. A fail in any criterion would automatically exclude a tenderer from further consideration for this contract.

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**4.1.1 Contract No. 2122-30 Callander Road Drainage Upgrade Stage 1 (Cont.)**

The six weighted attribute points scores resulting from the assessment are shown in the following table:

<b>Tenderer</b>	<b>Price Point</b>	<b>Non-Price Points</b>	<b>Total Score</b>	<b>OHS</b>	<b>EMS</b>
Comar Construction Pty Ltd	1.06	2.57	3.63	Certified & Compliance with Rapid Global	
Jaydo Construction Pty Ltd	1.20	1.99	3.19	Certified & Compliance with Rapid Global	
Kalow Holdings Pty Ltd	1.04	1.66	2.90	Not assessed	
All-Waste Pumping Solutions Pty Ltd trading as AWS Civil	0.87	1.64	2.51	Not assessed	

**Please Note:** *Rapid Global is a third-party pre-qualification and verification system used by Council and six (6) other Victorian Councils enabling the sharing of OH&S data. It is a Risk and OH&S system where contractors can upload their Occupational Health & Safety, Risk and Environment Plans and Policies as well as up to date insurances.*

The two highest rated tenderers, Jaydo Construction Pty Ltd and Comar Construction Pty Ltd, were invited to be interviewed and provide further clarifications.

As these works involve large excavations closing roads and blocking driveways, it was considered critical that this disruption to residents be minimised. Thus, how each tenderer planned to manage the access of local residents to their houses or travelling around the area was examined in addition to the technical aspects.

During their interview, Comar Construction clearly demonstrated they had considered the site conditions and potential issues based on their demonstrated knowledge and past work in the area and that this was included in their price. They clearly understood the impacts on residents and propose to use methods and resources to reduce this risk. For example, Comar's price includes a significant additional cost to provide a dedicated community liaison/traffic controller to manage the residents' property access and requirements throughout the works. This liaison officer will work to ensure each resident is kept updated on works and their impact.

In contrast, Jaydo Construction, while technically capable, were not able to demonstrate that they had fully considered or understood the wider impacts of the works. Their tender price was based on far more favourable site conditions, such as unacceptably lengthy restrictions to property access, an issue unable to be resolved during the tender period.

**Note:**

***The higher the price score – lower the tendered price.***

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#### 4.1.1 Contract No. 2122-30 Callander Road Drainage Upgrade Stage 1 (Cont.)

***The higher the non-price score – represents better capability and capacity to undertake the service.]***

### 6. Financial Implications

The allocated budget for the project is \$2,082,321.00 excluding GST. It includes external funding of \$1.7 million from the Federal Government.

With their submission, Comar proposed an additional, dedicated liaison to manage resident access and communications at a cost of \$58,720 (excluding GST). Considering the disruptive nature of the works on residents and the impact on their property access, the panel recommends the inclusion of this item.

With this inclusion, the funding requirement would be \$2,108,129.57 excluding GST. As this is slightly over budget, it is proposed to remove Provisional Item P03 (red asphalt raised platform wearing course). As this item would be near the end of the project, should a project underspend be forecasted, it will be still be possible to include this item later.

With this adjustment, the funding required of the contract is \$2,061,209.57, excluding GST.

***Lump Sum A lump sum contract or a stipulated sum contract will require that the supplier agree to provide specified services for a stipulated or fixed price.***

### 7. Social Procurement

Comar Construction abides by the Equal Opportunity Act for any open employment opportunities for any local to apply. Comar endeavours to protect benefits related to all parties and promote society fairly and harmoniously.

### 8. Local Industry

Comar Construction will spend \$30k for Labour, \$350k for Materials, \$200k for Plants and \$50k for Supervisor. The materials are from the following companies:

- Concrete - Dabacos/Hanson/Holcim/Dandy Pre-Mix
- Re-Crushed Rock – City Circle – Dandenong South
- Pits Covers – R&S Grating, Dandenong South
- Machinery – Hitachi Construction Machinery – Dandenong South
- State Plant Hire – Dandenong
- Reece Plumbing Supplies – Dandenong & Doveton

### 9. Statement of Environmental

Comar will be required to have on-site energy use and will be using their generators with relevant emission standards. All materials are recycled where applicable.

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#### 4.1.1 Contract No. 2122-30 Callander Road Drainage Upgrade Stage 1 (Cont.)

### 10. Consultation

During the tender evaluation process and in preparation of this report, relevant Council Officers from City Improvement, Asset Management, Council's Occupational Health & Safety and Environmental Planning were all consulted.

### 11. The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* (the LGA 2020) states that a Council must in the performance of its role give effect to the overarching governance principles. When a

tender process is undertaken it is fundamentally underpinned by the following overarching governance principles:

- Section 9(a) of the LGA2020 - Council decisions are to be made and actions taken in accordance with the relevant law;
- Section 9(b) of the LGA2020 - Priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- Section 9(c) of the LGA2020 - the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- Section 9(e) of the LGA 2020 - innovation and continuous improvement is to be pursued;
- Section 9(f) of the LGA 2020 - collaboration with other councils and governments and statutory bodies is to be sought;
- Section 9(g) of the LGA2020 - the ongoing financial viability of the Council is to be ensured; and
- Section 9(i) of the LGA2020 - the transparency of Council decisions, actions and information is to be ensured.

In giving effect to the overarching governance principles above, the following supporting principles are also considered throughout any tender process:

- Section 89 of the LGA2020 - the strategic planning principles; and
- Section 1010 of the LGA 2020 - the financial management principles.

### 12. Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

All matters relevant to the Victorian Human Rights Charter have been considered in the preparation of this report and are consistent with the standards set by the Charter.

Included in the tender submissions, successful contractors have completed the Modern Slavery Questionnaire, Questionnaire for Potential Contractors (Fair work) and the Victorian Child Safe Standards Questionnaire (Schedule 9).

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#### 4.1.1 Contract No. 2122-30 Callander Road Drainage Upgrade Stage 1 (Cont.)

The responses provided to these statements by all successful contractors were assessed and determined to be satisfactory in the context of the Victorian Charter of Human Rights and Responsibilities.

### 13. The Gender Equality Act 2020

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Included in the tender submissions, successful contractors have completed the Modern Slavery Questionnaire, Questionnaire for Potential Contractors (Fair work) and the Victorian Child Safe Standards Questionnaire (Schedule 9).

The responses provided to these statements by all successful contractors were assessed and determined to be satisfactory in the context of the Victorian Charter of Human Rights and Responsibilities.

### 14. Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

This report has no impact on Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 or the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability

### 15. Conclusion

At the conclusion of the tender evaluation process, which included a preselection interview, the evaluation panel agreed that the tender submission from **Comar Construction Pty Ltd** represented the best value outcome for Council and should be accepted due to:

- Demonstrated experience performing similar works to a high standard of quality.
- Well considered methodology factoring site and technical constraints.
- History of positive and proactive approach to issue resolution.
- Bonus communication strategy to assist in managing resident needs and expectations.
- Overall best value for money based on multifactorial scoring shown in the preceding evaluation scoring tables.

**4.1.1 Contract No. 2122-30 Callander Road Drainage Upgrade Stage 1 (Cont.)**

**16. Recommendation**

**That Council:**

- 1. awards Contract No. 2122-30 Callander Road Drainage Upgrade Stage 1 to Comar Construction Pty Ltd for the lump sum Two million, Two hundred and Sixty-Seven Thousand, Three Hundred and Thirty Dollars and Fifty-Three cents (\$2,267,330.53) including GST, including the additional provisional item for a dedicated traffic and liaison officer for \$64,592.00 including GST and excluding provisional item P03: Raised platform markings (\$51,612.00 including GST); and**
  
- 2. signs and seals the contract documents when prepared.**

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**4.1.1 Contract No. 2122-30 Callander Road Drainage Upgrade Stage 1 (Cont.)**

REPORT  
Contracts

26 April 2022

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**CONTRACTS**

**CONTRACT NO. 2122-30 CALLANDER ROAD DRAINAGE  
UPGRADE STAGE 1**

**ATTACHMENT 1**

**TENDER INFORMATION  
(CONFIDENTIAL)**

**PAGES 5 (including cover)**

This attachment has been deemed confidential by the Chief Executive Officer under section 3(1) of the  
*Local Government Act 2020* and has not been provided within the Public Agenda.

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Page 1

## **4.2 FINANCE AND BUDGET**

### **4.2.1 2022-23 Proposed Capital Works Program**

File Id:

Responsible Officer:

Executive Manager Finance & Information  
Technology

Attachments:

2022-23 Proposed Capital Works Program

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#### **1. Report Summary**

As part of the process of preparing the 2022-23 Budget a key element of the Budget is the proposed capital works expenditure for 2022-23. Given these works relate to specific areas of Council's business, there is a higher potential for works to create a conflict of interest for Councillors to declare. In order that all Councillors may vote on the 2022-23 Budget, the purpose of this report is to seek 'pre-endorsement' of the capital program, which then provides all Councillors with an exemption from declaring an interest in respect of the preparation of the Budget.

#### **2. Recommendation Summary**

This report recommends that Council adopts the proposed schedule of capital works to be included in the 2022-23 Budget.

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#### 4.2.1 2022-23 Proposed Capital Works Program (Cont.)

### 3. Background

**Section 129 of the *Local Government Act 2020* and Regulation 7 (r) (i) (ii) and iii) of *The Local Government (Governance and Integrity) Regulations 2020* provides that:**

“If a budget or revised budget to be approved by a Council includes funding for a matter in respect of which a Councillor has a conflict of interest, the Councillor is taken not to have a conflict of interest for the purposes of approving the budget or revised budget if:

- The Council approved the matter and the proposed funding previously, and
- The Councillor disclosed the nature of conflict of interest under Section 130 of the *Local Government Act 2020* when the decision in respect of the funding was originally considered and made.

Accordingly, the proposed 2022-23 capital works program is tabled separately for Council endorsement prior to consideration of the 2022-23 Annual Budget. A full copy of the proposed 2022-23 capital program is attached to this report. In summary the capital works program proposes a total of \$55.59 million of works. The more significant projects include:

- \$12.52 million Road Resurfacing Program, Road Rehabilitation Program and Road Reconstruction Program (*including Roads to Recovery grant funded works of \$1.02 million*).
- \$10.68 million Keysborough South Community Hub Development – Construction (Stage 2 of 2) (*funded from borrowings of \$6.12 million, State Government grant funding of \$2.5 million and Development Contribution Plan (DCP) reserve transfer \$2.06 million*).
- \$4.27 million Perry Road – Construction and widening from Greens Road to Pacific Drive (Stage 1 of 3) (*funded by DCP reserve \$2.82 million and DCP contribution income \$1.45 million*).
- \$4.14 million Drainage Renewal program and upgrade works.
- \$2.65 million Kerb and Channel Renewal and Resurfacing Programs and Local Area Traffic Management (LATM) Program – New and Renewal.
- \$2.50 million Ross Reserve - Athletics Track Reconstruction.
- \$2.50 million Abbots Road (between National Drive and Railway) – Widening Construction (Complete stage 2).
- \$2.00 million Footpath Renewal Program, Pram Ramp Renewal Program and Active Transport Infrastructure Priority Program.
- \$1.83 million Dandenong Wellbeing Centre (DWC, Oasis replacement) – Construction (Stage 1).

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#### 4.2.1 2022-23 Proposed Capital Works Program (Cont.)

- \$1.51 million Building Renewal Program.
- \$871,000 Rosewood Downs Primary School – Fit Out Kindergarten Room and Maternal and Child Health and Community Facilities (leasehold)
- \$800,000 Vanity Lane – Construction of Streetscape (Stage 3) (\$400,000 funded by the Dandenong Activity Centre parking and development reserve).
- \$750,000 Frederick Wachter Reserve – District playground construction and passive park upgrade (Stage 2 of 2) (\$340,000 funded by Open Space planning, development and improvement reserve).
- \$500,000 Dandenong Sports and Event Centre – detailed design and planning.
- \$400,000 Dandenong Community Hub – completion of detailed design.
- \$440,000 Table Tennis Centre – detailed design.
- \$350,000 Barry Powell Reserve (Bains Pavilion) – detailed design.

#### 5. Proposal

That Council adopt the proposed 2022-23 Capital Works Program.

#### 6. Financial Implications

The proposed 2022-23 Capital Works Program has been fully funded in the Proposed 2022-23 Budget.

#### 7. Consultation

Whilst Council can ‘pre-adopt’ the 2022-23 Capital Works Program, the full program of works still forms a component of the Annual Budget. Deliberative community engagement is not prescribed for the Budget in either the *Local Government Act 2020* or the *Local Government (Planning and Reporting) Regulations 2020*. However, community engagement will be undertaken on the Budget in accordance with Council’s Community Engagement Policy and placed out for public submissions for a 28-day period concluding on 31 May 2022. Council will consider any submissions received prior to adopting the Budget on the 27 June 2022.

#### 8. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People’s Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.  
It’s a city where you can enjoy and embrace life through celebration and equal opportunity.*

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#### 4.2.1 2022-23 Proposed Capital Works Program (Cont.)

*We harmonise the community by valuing multiculturalism and the individual.  
Our community is healthy, vibrant, innovative and creative.  
Our growing city is committed to environmental sustainability.  
Welcome to our exciting and peaceful community.*

#### **8.1 Community Vision 2040**

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community.
- Education training, entrepreneurship and employment opportunities.
- Sustainable environment.
- Embrace diversity and multiculturalism.
- Mind, Body and Spirit.
- Art and Culture.

#### **8.2 Council Plan 2021-25**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following strategic objectives:

- A socially connected, safe and healthy city.
- A city that respects and celebrates diversity, our history and the arts.
- A city of accessible, vibrant centres and neighbourhoods.
- A green city committed to a sustainable future.
- A city that supports entrepreneurship, quality education and employment outcomes.
- A Council that demonstrates leadership and a commitment to investing in the community.

### **9. The Overarching Governance Principles of the *Local Government Act 2020***

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles.

This report and its attachments give effect to the overarching governance principles, by complying with the relevant laws (*Local Government Act 2020* and *Local Government (Governance and Integrity) Regulations 2020*), ensuring the ongoing financial viability of Council as well as the transparency of Council decisions, action and information.

Also, in giving effect to the overarching governance principles above, the following supporting principles have been taken into account:

- a. the community engagement principles (section 56);
- b. the public transparency principles (section 58);
- c. the strategic planning principles (section 89);

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#### 4.2.1 2022-23 Proposed Capital Works Program (Cont.)

- d. the financial management principles (section 101);
- e. the service performance principles (section 106).

### 10. Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

All matters relevant to the Victorian Human Rights Charter have been considered in the preparation of this report and are consistent with the standards set by the Charter. The consultation processes with both the community and key stakeholders in Council were undertaken in a manner which provided a wide range of opportunities for people to influence Council's decision making.

### 11. The Gender Equality Act 2020

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

The *Gender Equality Act 2020* requires that Council completes Gender Impact Assessments on all new policies, programs and services that directly and significantly impact the public.

The 2022-23 Budget and Ten-Year Long-Term Financial Plan undoubtedly have an impact on the broader community given that they allocate financial resources to the delivery of programs and services and for the provision of community infrastructure.

Conducting a Gender Impact Assessment (GIA) on these documents is, however, not an easy exercise given that both largely present aggregated financial information that does not readily lend itself to a GIA process.

The most practical application of a GIA process to the Budget and Long-Term Financial Plan is to assess how the key components are developed prior to becoming aggregated data in the final documents.

The second biggest expenditure component of Council's Budgets and Long-Term Financial Plans relates to allocation of funds to Capital Improvement Program (CIP).

The preparation of the CIP program goes through multiple stages prior to being included in the final documents. These include:

- Preparation of bids for projects
- Internal review and assessment of bids
- Recommended prioritisation by Council Executive
- Final Council consideration and development of final CIP plan
- Delivery of the projects

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#### 4.2.1 2022-23 Proposed Capital Works Program (Cont.)

Council is currently developing criteria for identification of projects requiring a GIA as part of the business case bid process, ie - for all projects that have a significant impact on the public. This would likely include bids such as road and footpath infrastructure as well as new community facilities.

In the initial assessment of CIP bids, it is also being considered whether an additional weighting criterion be included on gender impact. Gender impact will, where practical, also include an intersectional approach.

And finally, for major capital projects, it is proposed that prior to the delivery of these projects a further gender lens be applied. This may include a review of concept/detailed designs to ensure it appropriately addresses gender issues.

### 12. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

In relation to the Capital Improvement Program (CIP), project bids are assessed on how well the project responds to climate change and how well the sustainability themes adopted by Council are represented.

This involves a General Assessment of the project as well as how the project addresses the 10 sustainability themes identified within the Greater Dandenong Sustainability Strategy 2016-2030. A streamlined climate change Self-Assessment Method has been developed for incorporation within the 2022-23 bid year via the 'CIP Self-Assessment Climate Change Tool'. There is an expectation that the higher the project cost, the greater the number of themes that need to be addressed.

The major projects that are being progressed in the Proposed 2022-23 Budget, such as Keysborough South Community Hub (\$10.68 million) and Dandenong Wellbeing Centre (\$1.83 million) have a strong focus on incorporating environmentally sustainable design principles.

### 13. Related Council Policies, Strategies or Frameworks

- Financial Management – Policy

### 14. Conclusion

The recommendation below for Council consideration has been split into two components to allow Councillors to vote on sections of the Capital Works Program in order for individual Councillors to declare conflicts of interest.

**4.2.1 2022-23 Proposed Capital Works Program (Cont.)**

**15. Recommendation**

**That Council adopts:**

- 1. the proposed 2022-23 capital works program for inclusion in the draft 2022-23 Budget with the exceptions of project 60 (Dandenong Day Nursery project); and**
- 2. the capital works included in project 60 in respect of the Dandenong Day Nursery.**

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**4.2.1 2022-23 Proposed Capital Works Program (Cont.)**

**FINANCE AND BUDGET**

**2022-23 PROPOSED CAPITAL WORKS PROGRAM**

**ATTACHMENT 1**

**PROPOSED BUDGET 2022-23  
CAPITAL PROGRAM**

**PAGES 6 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 5235*

4.2.1 2022-23 Proposed Capital Works Program (Cont.)

CITY OF GREATER DANDENONG 2022-23 BUDGET  
 CAPITAL WORKS PROGRAM

No.	Project name	Asset expenditure type				Funding sources						
		Total	New	Renewal	Upgrade	Expansion	Total	Grants	Contributions	Council cash	Reserves	Loans
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>PROPERTY</b>												
<b>Buildings</b>												
1	Keysborough South Community Hub - Construction (Stage 2)	10,679,000	-	-	-	-	2,500,000	-	-	-	2,059,000	6,120,000
2	Precinct Energy Plant (PEP) - Detailed Design (Stage 2)	250,000	-	250,000	-	-	-	-	-	-	250,000	-
3	Dandenong Community Hub - Design Development (Stage 2)	400,000	400,000	-	-	-	-	-	400,000	-	-	-
4	Dandenong Wellbeing Centre (DWC) - Construction (Stage 1)	1,830,000	-	1,830,000	-	-	-	-	1,830,000	-	-	-
5	Dandenong Sports and Events Centre (DSEC) - Precinct Design	500,000	500,000	-	-	-	-	-	500,000	-	-	-
6	Heritage Kindergarten - Upgrade of Fort Area	20,000	-	-	20,000	-	-	-	20,000	-	-	-
7	Heritage Kindergarten - Renovation of Outdoor Space	20,000	-	-	20,000	-	-	-	20,000	-	-	-
8	Dandenong South Kindergarten - Renovation of Outdoor Space	20,000	-	-	20,000	-	-	-	20,000	-	-	-
9	Building Renewal Program	1,505,000	-	1,505,000	-	-	-	-	1,505,000	-	-	-
10	Noble Park Aquatic Centre (NPAC) - Minor Upgrade Works (x6)	36,500	-	-	36,500	-	-	-	36,500	-	-	-
11	Civic Archive - Storage Solution	40,000	-	-	40,000	-	-	-	40,000	-	-	-
12	MCH Centres x9 - Installation of Camera and Intercom System	30,000	30,000	-	-	-	-	-	-	-	-	-
13	Police Paddocks Reserve - Water Main Renewal	150,000	-	150,000	-	-	-	-	150,000	-	-	-
14	Dandenong Civic Centre - Domestic Hot Water Renewal	100,000	-	100,000	-	-	-	-	100,000	-	-	-
15	Springvale Town Hall - Redesign Blind for Compliance	40,000	-	-	40,000	-	-	-	40,000	-	-	-
16	Coolinda Centre - DDA Compliance Construction	180,000	-	-	180,000	-	-	-	180,000	-	-	-
17	Table Tennis Centre - Detailed Design	440,000	-	-	440,000	-	-	-	440,000	-	-	-
18	Barry Powell Reserve (Bains Pavilion) - Redevelopment Detailed Design (Stage 2 of 4)	350,000	-	-	350,000	-	-	-	350,000	-	-	-
	<b>Sub-total buildings</b>	<b>16,590,500</b>	<b>11,609,000</b>	<b>3,585,000</b>	<b>1,396,500</b>	<b>-</b>	<b>2,500,000</b>	<b>-</b>	<b>5,661,500</b>	<b>2,309,000</b>	<b>6,120,000</b>	

\* Grant funding is subject to review and funding body approval

4.2.1 2022-23 Proposed Capital Works Program (Cont.)

CITY OF GREATER DANDENONG 2022-23 BUDGET  
 CAPITAL WORKS PROGRAM

No.	Project name	Asset expenditure type					Funding sources					
		Total	New	Renewal	Upgrade	Expansion	Total	Grants	Contributions	Council cash	Reserves	Loans
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Leasehold improvements</b>												
19	Rosewood Downs Primary School - Fit Out Kindergarten Room	100,000	-	-	100,000	-	100,000	-	-	100,000	-	-
20	Rosewood Downs Primary School - MCH and Community Facilities	771,000	-	-	771,000	-	771,000	-	-	771,000	-	-
	Sub-total leasehold improvements	871,000	-	-	871,000	-	871,000	-	-	871,000	-	-
	<b>TOTAL PROPERTY</b>	<b>17,461,500</b>	<b>11,609,000</b>	<b>3,585,000</b>	<b>2,267,500</b>	<b>-</b>	<b>17,461,500</b>	<b>2,500,000</b>	<b>-</b>	<b>6,532,500</b>	<b>2,309,000</b>	<b>6,120,000</b>
<b>PLANT AND EQUIPMENT</b>												
<b>Fixtures, fittings and furniture</b>												
21	Furniture Renewal Program	45,000	-	45,000	-	-	45,000	-	-	45,000	-	-
	Sub-total fixtures, fittings and furniture	45,000	-	45,000	-	-	45,000	-	-	45,000	-	-
<b>Computers and telecommunications</b>												
22	Audio Visual Renewal Program	96,000	-	96,000	-	-	96,000	-	-	96,000	-	-
23	Keysborough Food Services - Integrity Security Upgrade	10,000	-	-	10,000	-	10,000	-	-	10,000	-	-
24	Dandenong Civic Centre - Increase Council Chamber Conference Microphones	17,500	-	-	17,500	-	17,500	-	-	17,500	-	-
	Sub-total computers and telecomm.	123,500	-	96,000	27,500	-	123,500	-	-	123,500	-	-
<b>Library resources</b>												
25	Library Strategy	878,000	-	878,000	-	-	878,000	-	-	878,000	-	-
	Sub-total library resources	878,000	-	878,000	-	-	878,000	-	-	878,000	-	-
	<b>TOTAL PLANT AND EQUIPMENT</b>	<b>1,046,500</b>	<b>-</b>	<b>1,019,000</b>	<b>27,500</b>	<b>-</b>	<b>1,046,500</b>	<b>-</b>	<b>-</b>	<b>1,046,500</b>	<b>-</b>	<b>-</b>

\* Grant funding is subject to review and funding body approval

4.2.1 2022-23 Proposed Capital Works Program (Cont.)

CITY OF GREATER DANDENONG 2022-23 BUDGET  
 CAPITAL WORKS PROGRAM

No.	Project name	Asset expenditure type				Total	Funding sources								
		Total	New	Renewal	Upgrade		Expansion	Total	Grants	Contributions	Council cash	Reserves	Loans		
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>INFRASTRUCTURE</b>															
<b>Roads</b>															
26	Abbotts Road (Between National Drive and Railway) - Widening Construction (Complete Stage 2)	2,500,000	-	-	2,500,000	-	-	-	2,500,000	-	-	2,500,000	-	-	
27	Perry Road - Construction and Widening from Greens Road to Pacific Drive (Stage 1 of 3)	4,267,983	-	-	4,267,983	-	-	1,447,347	-	-	2,820,636	-	-		
28	Kerb and Channel Renewal Program	500,000	-	500,000	-	-	-	-	500,000	-	-	-	-		
29	Kerb and Channel Resurfacing Program	1,500,000	-	1,500,000	-	-	-	-	1,500,000	-	-	-	-		
30	Road Resurfacing Program	6,000,000	-	6,000,000	-	-	-	-	6,000,000	-	-	-	-		
31	Roads to Recovery Resurfacing Program	1,017,807	-	1,017,807	-	-	-	1,017,807	-	-	-	-	-		
32	Road Rehabilitation Program	2,500,000	-	2,500,000	-	-	-	-	2,500,000	-	-	-	-		
33	Road Reconstruction Program	3,000,000	-	3,000,000	-	-	-	-	3,000,000	-	-	-	-		
34	Local Area Traffic Management (LATM) Program - New	500,000	500,000	-	-	-	-	-	-	-	500,000	-	-		
35	Local Area Traffic Management (LATM) Renewal Program	150,000	-	150,000	-	-	-	-	-	-	150,000	-	-		
	<b>Sub-total roads</b>	<b>21,935,790</b>	<b>500,000</b>	<b>14,667,807</b>	<b>6,767,983</b>	<b>-</b>	<b>1,017,807</b>	<b>1,447,347</b>	<b>16,650,000</b>	<b>2,820,636</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>Bridges</b>															
36	Bridge Renewal Program	270,000	-	270,000	-	-	-	-	270,000	-	-	-	-		
	<b>Sub-total bridges</b>	<b>270,000</b>	<b>-</b>	<b>270,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>270,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>Footpaths and cycleways</b>															
37	Footpath Renewal Program	1,400,000	-	1,400,000	-	-	-	-	1,400,000	-	-	-	-		
38	Pram Ramp Renewal Program	100,000	-	100,000	-	-	-	-	100,000	-	-	-	-		
39	Active Transport Infrastructure Priority Program (ATIPP)	500,000	500,000	-	-	-	-	-	-	-	500,000	-	-		
	<b>Sub-total footpaths and cycleways</b>	<b>2,000,000</b>	<b>500,000</b>	<b>1,500,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		

\* Grant funding is subject to review and funding body approval

4.2.1 2022-23 Proposed Capital Works Program (Cont.)

CITY OF GREATER DANDENONG 2022-23 BUDGET  
 CAPITAL WORKS PROGRAM

No.	Project name	Asset expenditure type					Funding sources					
		Total	New	Renewal	Upgrade	Expansion	Total	Grants	Contributions	Council cash	Reserves	Loans
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Drainage</b>												
40	Drainage Reactive Works Program	500,000	-	500,000	-	-	-	-	500,000	-	-	-
41	Drainage Renewal Works Program	1,537,000	-	1,537,000	-	-	-	-	1,537,000	-	-	-
42	Pit Renewal for Road Resurfacing Program	800,000	-	800,000	-	-	-	-	800,000	-	-	-
43	Catchment 38A (Kingswood Crescent and Ebdon Street) - Drainage Upgrade	1,200,000	-	-	1,200,000	-	-	-	1,200,000	-	-	-
44	Pit Renewal Program	100,000	-	100,000	-	-	-	-	100,000	-	-	-
	<b>Sub-total drainage</b>	<b>4,137,000</b>	<b>-</b>	<b>2,937,000</b>	<b>1,200,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,137,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Recreational, leisure &amp; community facilities</b>												
45	Frederick Wächter Reserve - District Playground Construction and Passive Park Upgrade (Stage 2 of 2)	750,000	-	-	750,000	-	-	-	410,000	-	340,000	-
46	Ross Reserve (Oval 1 & 2 and Synthetic Pitch) - Install 3 Electronic Scoreboards	246,000	246,000	-	-	-	-	-	246,000	-	-	-
47	Thomas Carroll Reserve - Synthetic Cricket Wicket	40,000	-	-	40,000	-	-	-	40,000	-	-	-
48	Frederick Wächter Reserve (Tennis) - Lighting Renewal Construction	367,710	-	367,710	-	-	-	-	367,710	-	-	-
49	Active Reserves Renewal Program	280,000	-	280,000	-	-	-	-	280,000	-	-	-
50	Ross Reserve - Athletics Track Reconstruction	2,500,000	-	-	2,500,000	-	-	-	2,500,000	-	-	-
51	Children's Services Centres x4 - Installation of Shade Structure	80,000	80,000	-	-	-	-	-	80,000	-	-	-
52	Parkfield Reserve - Tennis Courts and Carpark Renewal Design	50,000	-	50,000	-	-	-	-	50,000	-	-	-
53	Frederick Wächter Reserve (North Oval) - Lighting Renewal Design	10,000	-	10,000	-	-	-	-	10,000	-	-	-
54	Ross Reserve (Oval 2) - Lighting Renewal	450,000	-	450,000	-	-	-	-	450,000	-	-	-
55	Thomas Carroll Reserve (Oval 1) - Lighting Renewal Construction (Training Standard)	311,064	-	311,064	-	-	-	-	311,064	-	-	-
56	Ian Tatterson Leisure Park - District Playground Upgrade (Stage 3 of 3)	500,000	-	-	500,000	-	-	-	500,000	-	-	-
57	Glendale Reserve - Neighbourhood Playground, Park Furniture and Landscape Upgrade (Stage 2)	330,000	-	-	330,000	-	-	-	-	-	330,000	-
58	Barry Powell Reserve - Multi-Court and Associated Infrastructure Design	20,000	20,000	-	-	-	-	-	20,000	-	-	-
59	Greaves Reserve (Oval 1 and 4) - Lighting Installation Design (Training Standard)	20,000	20,000	-	-	-	-	-	20,000	-	-	-

\* Grant funding is subject to review and funding body approval

4.2.1 2022-23 Proposed Capital Works Program (Cont.)

CITY OF GREATER DANDENONG 2022-23 BUDGET  
 CAPITAL WORKS PROGRAM

No.	Project name	Asset expenditure type					Funding sources					
		Total	New	Renewal	Upgrade	Expansion	Total	Grants	Contributions	Council cash	Reserves	Loans
60	Dandenong Day Nursery - Toddlers Playground Shade Structure	\$ 45,000	\$ 45,000	-	-	-	\$ 45,000	-	-	45,000	-	-
61	Ross Reserve - Installation of Lighting to Basketball Court	160,000	160,000	-	-	-	160,000	-	-	160,000	-	-
62	Tyers Lane Reserve (Westwood/Stanley) - Landscape Improvements and Tree Planting	40,000	-	-	40,000	-	40,000	-	-	40,000	-	-
63	Parkfield Reserve - Install Electronic Scoreboard	70,000	70,000	-	-	-	70,000	-	-	70,000	-	-
64	Drinking Fountains - Various Parks	40,000	40,000	-	-	-	40,000	-	-	40,000	-	-
65	Parkland Reserve - Park Improvements	40,000	40,000	-	-	-	40,000	-	-	40,000	-	-
	Sub-total recreational, leis & comm facilities	6,349,774	721,000	1,468,774	4,160,000	-	6,349,774	-	-	5,679,774	670,000	-
	<b>Parks, open space and streetscapes</b>	<b>800,000</b>	-	-	800,000	-	<b>800,000</b>	-	-	400,000	400,000	-
66	Vanity Lane - Construction of Streetscape (Stage 3)	300,000	300,000	-	-	-	300,000	-	-	300,000	-	-
67	Noble Park - Revitalisation	83,000	-	-	83,000	-	83,000	-	-	83,000	-	-
68	Railway Parade Shopping Strip - Streetscape Upgrade Construction	100,000	-	100,000	-	-	100,000	-	-	100,000	-	-
69	Guardrail Renewal Program	285,000	-	285,000	-	-	285,000	-	-	285,000	-	-
70	Lighting Renewal Program	200,000	-	200,000	-	-	200,000	-	-	200,000	-	-
71	Arkwright Drive Wetlands - Contamination and Rehabilitation	150,000	150,000	-	-	-	150,000	-	-	-	150,000	-
72	Trinotuan Park - Landscape and Park Infrastructure at New Basketball Court	342,000	-	342,000	-	-	342,000	-	-	342,000	-	-
73	Passive Open Space Renewal Program	40,000	-	-	40,000	-	40,000	-	-	40,000	-	-
74	Burden Park - Landscape and Infrastructure Improvements (Stage 1)	50,000	-	-	50,000	-	50,000	-	-	50,000	-	-
75	Norrie Cox Reserve - Neighbourhood Park Furniture and Landscape Upgrade	40,000	-	-	40,000	-	40,000	-	-	40,000	-	-
76	Kenneth Reserve - Pocket Park Upgrade (Stage 1)	2,390,000	450,000	927,000	1,013,000	-	2,390,000	-	-	1,840,000	550,000	-
	Sub-total parks, open space & streetscapes	37,082,564	2,171,000	21,770,581	13,140,983	-	37,082,564	1,017,807	1,447,347	30,576,774	4,040,636	-
	<b>TOTAL INFRASTRUCTURE</b>	<b>55,590,564</b>	<b>13,780,000</b>	<b>26,374,581</b>	<b>15,435,983</b>	<b>-</b>	<b>55,590,564</b>	<b>3,517,807</b>	<b>1,447,347</b>	<b>38,155,774</b>	<b>6,349,636</b>	<b>6,120,000</b>

\* Grant funding is subject to review and funding body approval

#### 4.2.2 Proposed 2022-23 Budget

File Id:

Responsible Officer:

Executive Manager Finance & Information  
Technology

Attachments:

Proposed Budget 2022-23

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### 1. Report Summary

Under the *Local Government Act 2020* (the Act) Council is required to prepare a budget each financial year (including the subsequent three financial years) and to have that budget adopted by 30 June.

Whilst deliberative community engagement is not prescribed for the Proposed Budget in either the Act, or the *Local Government (Planning and Reporting) Regulations 2020*, the Proposed 2022-23 Budget, in conjunction with the Long-Term Financial Plan 2023-2032 (annual update) will be placed on public exhibition for the purposes of inviting public submissions and community engagement and will again be tabled for Council consideration and adoption at the 27 June 2022 Council meeting.

The Proposed Budget 2022-23 is included as Attachment 1 to this report.

### 2. Recommendation Summary

This report recommends that Council adopts in principle the Proposed 2022-23 Budget and place the Proposed 2022-23 Budget, in conjunction with the Long-Term Financial Plan 2023-2032 (annual review) on public exhibition for 28 days for the purposes of inviting public submissions and community engagement as per Council's Community Engagement Policy. Following the conclusion of the public consultation period and any submissions received, the Proposed 2022-23 Budget will again be tabled for Council consideration and adoption at the 27 June 2022 Council meeting.

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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

### 3. Background

The Budget forms an integral part of Council's integrated strategic planning and reporting framework. The Proposed Budget 2022-23 is based on the best information currently available and is once again being set in the context of continuing uncertainty about the impact of the pandemic upon Council's finances.

The 2022-23 Budget continues to respond to the loss of revenue to Council caused by COVID and while Council has and continues to find cost savings, we need to look more extensively at how we prioritise the services we provide and achieve value for money savings and efficiencies into the future. Whilst the 2022-23 Budget and the following three years is largely based on a return to some degree of economic normality, Council is presented with many after effect challenges of COVID. It is still unclear when Council income, such as from leisure services, parking, Dandenong Market, civic facilities and performing arts centre, The Drum Theatre will return to pre-pandemic "normal" usage levels. Several of these adverse financial impacts of COVID are not expected to immediately cease in 2022-23 and may take years to recover if at all, largely driven by the rapid shift of new consumer behaviours.

The areas of ongoing financial impact noted above are forecast to be below Council's typical return and have resulted in Council's operational cash outcome being lower than forecast for 2022-23. To fund the reduced operational outcome, a detailed review of all operational budgets identified savings to partly offset the impacts but was not sufficient. Whilst not ideal, the 2022-23 Proposed Budget includes a small drop-in capital works funded from Council's operations of around \$398,000 to fund the shortfall.

The financial outlook for Council remains steady and it is pleasing that the 2022-23 Proposed Budget has been developed with an aim to continue Council's commitment to invest in services and infrastructure in a financially responsible way by balancing the needs of our community while achieving long term financial sustainability and most importantly to reset and recover in a post COVID environment. However, the longer-term impact of COVID on our community and on our operations is still uncertain. As such we recognise Council's proposed financial direction for future years may require changes.

Despite the challenges, the 2022-23 Proposed Budget will deliver a capital works program of more than \$55 million. This includes more than \$26 million on asset renewal in the city. This builds on the strong capital investment over the past several years including the Springvale Community Hub, Dandenong Civic Centre and Library, redevelopment of the Dandenong Market, construction of the Noble Park Aquatic Centre and construction of Tatterson Park Community Sports Complex.

The Budget also includes significant building projects – construction of the Keysborough South Community Hub (\$10.68 million), Stage 1 construction of Dandenong Wellbeing Centre (\$1.83 million) and completion of detailed design for the Dandenong Community Hub (\$400,000). Detailed design will also commence for Barry Powell Reserve and Tennis Table Centre, as well as precinct design for the Dandenong Sports and Events Centre. Budget has also been allocated towards Rosewood Downs Primary School - fit out of kindergarten room and maternal child health community facilities.

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#### **4.2.2 Proposed 2022-23 Budget (Cont.)**

The road resurfacing program and widening construction of Abbots Road Stage 2 (\$2.50 million) and Perry Road (\$4.27 million) are also included in the 2022-23 Proposed Budget (partly funded by Roads to Recovery grant funding, development contribution levies and reserves).

To achieve this level of capital works investment in 2022-23, Council has sought several funding sources other than rates, including borrowings, grant funding and transfers from internal reserves.

Council remains in a steady financial position for 2022-23 through sound and prudent leadership by Council and its staff, although this will continue to be tested by the compounding effect of rate capping and COVID-19 after-effects. Council has largely been protected from the impacts of rate capping to this point due to higher levels of supplementary rates. However, Council will either have to make significant changes to its operational services or accept that timelines for new projects will face longer term delays in order to be affordable for Council.

New facilities such as the Keysborough South Community Hub (\$1.6 million estimate) and Dandenong Community Hub will add considerable costs annually to Council's operational budgets. Council's forward capital investment decisions and their consequential operational and infrastructure servicing expenditure (whole of life costing) will necessitate a shift in strategic thinking in the medium to long term

#### **Property Revaluations and the Rate Rise**

Average rates in 2022-23 will increase by 1.75 per cent, in line with the rate cap set by the Victorian Government under rate capping legislation.

The City of Greater Dandenong has moved from biennial to annual valuations in line with the state government changes introduced from 1 July 2018. The valuation function is now centralised with the Valuer-General of Victoria. Valuation figures used in this 2022-23 Proposed Budget report are not yet certified valuations provided by the Valuer General's office.

It should be noted that since the introduction of rate capping it is important for residents to understand that these two matters are quite independent of each other. The rate cap is applied to the total rates that Council can raise and not to individual properties. A resident's rate bill may vary by more or less than the rate cap due to the relative property valuation, the type of property classification (residential, commercial, industrial, etc) and other charges not subject to the rate cap (for example, the waste charge). This means that ratepayers will experience changes to their rates that vary from the standard increase of 1.75 per cent (both higher and lower). In practice, the total Council rates collected will increase by 1.75 per cent while individual property movements may vary greatly.

The following table highlights that overall Council properties have increased by 17.34 per cent from the 2021-22 forecast valuations, however, the various classes of land have experienced different movements compared to the overall average outcome. Residential and commercial have experienced lower increases and industrial valuations experiencing the highest 25.11 per cent followed by residential vacant valuations and then farm valuations 22.26 per cent and 20.67 percent respectively.

**4.2.2 Proposed 2022-23 Budget (Cont.)**

Type or class of land	Budget	Forecast	Budget	Movement in valuations %
	2021-22	2021-22	2022-23	
	Revaluation	Revaluation	Revaluation	
	CIV	CIV	CIV	
	\$'000	\$'000	\$'000	
General	33,388,805	33,507,640	38,473,905	14.82%
Commercial	3,976,656	4,023,962	4,580,136	13.82%
Industrial	11,970,529	12,210,441	15,276,230	25.11%
Vacant residential	394,343	509,158	622,483	22.26%
Farm	369,435	341,448	412,020	20.67%
<b>Total value of land</b>	<b>50,099,767</b>	<b>50,592,648</b>	<b>59,364,774</b>	<b>17.34%</b>

By way of example the table below highlights the rating impact on the various rating types should Council retain the current rate differential structure (outcomes based on an annual increase in rates of 1.75 per cent).

Type or class of land	Proposed	% increase 2021-22 to 2022-23
	rates	
	2022-23	
	\$'000	
General	57,055	(2.17%)
Commercial	12,905	(3.02%)
Industrial	62,298	6.60%
Vacant residential	1,385	4.17%
Farm	458	2.81%
<b>Total</b>	<b>134,101</b>	<b>1.75%</b>

As shown in the table the rating experiences between rating groups is reasonably dynamic with residential properties on average decreasing by 2.17 per cent and industrial properties increasing by 6.60 per cent. The commercial sector has been the weakest experiencing a decrease of 3.02 per cent.

This disparity in the valuation movements means that unless Council adjusts its differential rating structure, industrial residential rates would increase by an average of 6.60 per cent. On this basis, it is recommended that the following differential rates be applied.

**4.2.2 Proposed 2022-23 Budget (Cont.)**

Type or class of land	Existing rating differential 2022-23	Proposed rating differential 2022-23	% increase 2021-22 to 2022-23
General	100%	100%	(1.34%)
Commercial	190%	190%	(2.20%)
Industrial	280%	275%	5.58%
Vacant residential	150%	150%	5.06%
Farm	75%	75%	3.68%
			<b>1.75%</b>

The proposed model above decreases the differential on industrial properties by 5 per cent to 275 per cent which increases the average residential rate decrease to 1.34 per cent and commercial rate decrease to 2.20 per cent. This model retains the decrease in residential and commercial rates 1.34 per cent and 2.20 percent respectively (both categories are weaker than all others at present indicated by the lower level of valuation increases in these sectors in 2022).

On this basis, it is recommended that the existing differential rating structures be amended to take account of the impacts of the 2022 Council revaluation.

**Waste charges**

The 2022-23 Proposed Budget proposes an increase of \$28.00 (or 6.36 per cent) in the default annual waste charge (inclusive of the State Government landfill levy) which is linked directly to the cost of providing the waste services, priced on a cost recovery basis.

The Victorian State Governments introduction of Recycling Victoria – A New Economy details an increase in the landfill levy from \$120.90 in 2021-22 to \$125.90 in 2022-23. This increase represents \$79 per household (\$69 in 2021-22).

The 2022-23 Proposed Budget allows for costs associated with Council's current recycling contract combined with the higher landfill levy, while also continuing to be sustainably responsible in the process.

Residential rate in the dollar	Forecast 2021-22	Budget 2022-23	% Variance	\$ Variance
Median residential valuation in Greater Dandenong	\$ 600,940	\$ 690,000		
Residential rate in the dollar	0.0017259	0.0014830		
General rates	\$ 1,037.17	\$ 1,023.24	(1.34%)	\$ (13.93)
Waste charge (including State Government landfill levy) *	\$ 440.00	\$ 468.00	6.36%	\$ 28.00
<b>Total rates and charges median residential property</b>	<b>\$ 1,477.17</b>	<b>\$ 1,491.24</b>	<b>0.95%</b>	<b>\$ 14.07</b>

\* Includes State Government landfill levy of \$79 in 2022-23 (\$69 in 2021-22).

#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Overall, the increase in general rates and waste charges for the median residential valued property is 0.95 per cent. The total annual impact is \$14.07 or 27 cents per week.

#### **Investing in infrastructure and meeting the asset renewal challenge**

Council retains a strong focus on the future needs for this municipality. The 2022-23 Proposed Budget continues with significant investment in the infrastructure of our city, despite the constraints imposed by rate capping. An extensive Capital Works Program totalling \$55.59 million will be undertaken in 2022-23. This capital investment includes Council funding from rate revenue of \$38.16 million. Whilst this budget was reduced by \$398,000 to fund an operational deficit of \$398,000 caused by continued COVID impacts, it represents an increase of \$1.96 million from the 2021-22 Adopted Budget (\$36.20 million).

The challenge to fund the appropriate replacement of existing assets (roads, drains, buildings, etc) is one that City of Greater Dandenong shares with many other municipalities. In our case, the challenge is beginning to become urgent as much of our key infrastructure was built in the 1960's and 1970's and will soon reach the end of their useful lives.

The 2022-23 Council Budget continues to address the asset renewal challenge. The 2022-23 Proposed Budget allocates a total of \$41.81 million for renewal and upgrade of our assets.

In order to achieve Council's objectives of meeting the asset renewal challenge whilst at the same point delivering key new infrastructure, it is essential that Council strongly scrutinise its operational budgets annually and look to achieve efficiencies.

Capital expenditure funding sources	Original Budget	Budget	Projections		
	2021-22 \$'000	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000
Capital grants	9,996	3,518	816	-	-
Capital contributions	2,935	1,447	2,929	-	-
Transfer from reserves	8,110	6,350	8,871	8,900	650
Loan proceeds	6,120	6,120	32,500	33,100	-
Funded from operational surplus	36,201	38,155	37,677	35,267	33,932
<b>Total capital works funding</b>	<b>63,362</b>	<b>55,590</b>	<b>82,793</b>	<b>77,267</b>	<b>34,582</b>

*Note: future years may be subject to reductions due to the impacts of rate capping legislation. The investment in each year represents a downwards trend as a result of funding debt servicing costs associated with planned borrowings to part fund major projects including Dandenong Wellbeing Centre (Oasis replacement) and Dandenong Community Hub. Future spending may be further impacted by the COVID after-effects.*

Whilst there is a reduction from 2021-22 Original Budget levels, the previous table highlights that significant funding sources other than from rates will fund an increased level of capital works expenditure. The \$55.59 million in capital works in 2022-23 will be funded by internal reserve transfers

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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

of \$6.35 million, borrowings of \$6.12 million and capital grant and contribution funding of \$4.97 million. This will allow Council to progress the Keysborough South Community Hub major project and fund significant renewal and upgrade program works in roads, drains and footpaths and cycleways.

Over the next three years, further loan proceeds totalling \$65.60 million and internal reserve funding of \$16.3 million will fund significant works associated with the Dandenong Wellbeing Centre (replacement of Dandenong Oasis) and construction of the new Dandenong Community Hub.

#### **Key capital projects included in the 2022-23 Proposed Budget**

The 2022-23 Council Budget provides funding for a range of key capital projects that are worthy of highlight and include:

- \$12.52 million Road Resurfacing Program, Road Rehabilitation Program and Road Reconstruction Program (*including Roads to Recovery grant funded works of \$1.02 million*).
- \$10.68 million Keysborough South Community Hub Development – Construction (Stage 2 of 2) (*funded from borrowings of \$6.12 million, State Government grant funding of \$2.5 million and Development Contribution Plan (DCP) reserve transfer \$2.06 million*).
- \$4.27 million Perry Road – Construction and widening from Greens Road to Pacific Drive (Stage 1 of 3) (*funded by the Development Contribution reserve \$2.82 million and contribution income \$1.45 million*).
- \$4.14 million Drainage Renewal program and upgrade works.
- \$2.65 million Kerb and Channel Renewal and Resurfacing Programs and Local Area Traffic Management (LATM) Program – New and Renewal.
- \$2.50 million Ross Reserve - Athletics Track Reconstruction.
- \$2.50 million Abbots Road (between National Drive and Railway) – Widening Construction (Complete stage 2).
- \$2.00 million Footpath Renewal Program, Pram Ramp Renewal Program and Active Transport Infrastructure Priority Program.
- \$1.83 million Dandenong Wellbeing Centre (DWC, Oasis replacement) – Construction (Stage 1).
- \$1.51 million Building Renewal Program.
- \$871,000 Rosewood Downs Primary School – Fit Out Kindergarten Room and Maternal and Child Health and Community Facilities (leasehold)

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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

- \$800,000 Vanity Lane – Construction of Streetscape (Stage 3) (\$400,000 funded by the Dandenong Activity Centre parking and development reserve).
- \$750,000 Frederick Wachter Reserve – District playground construction and passive park upgrade (Stage 2 of 2) (\$340,000 funded by Open Space planning, development and improvement reserve).
- \$500,000 Dandenong Sports and Event Centre – detailed design and planning.
- \$400,000 Dandenong Community Hub – completion of detailed design.
- \$440,000 Table Tennis Centre – detailed design.
- \$350,000 Barry Powell Reserve (Bains Pavilion) – detailed design.

Two operating initiatives totalling \$356,000 have also been included in the 2022-23 Proposed Budget (refer section 4.7 for details).

In summary the 2022-23 Proposed Budget has been developed during a time of recovery from the effects of COVID across our community. The pandemic has had significant impact across all sectors of our community during the past two financial years. There is continued uncertainty about the extent of the after-effects and the pace at which activity levels will return to a new normal. This Budget is well positioned for recovery albeit with some after-effects continuing for part of the 2022-23 financial year and possibly beyond. Capital spending will continue to stimulate local employment, businesses and suppliers. The Budget is one that strikes a good balance between ensuring Council continues to provide operational services and support to the community and a capital spending program to provide much needed local infrastructure.

### 5. Proposal

This report proposes that Council adopt the 2022-23 Budget for the purposes of placing the budget on public display for 28 days and to receive and consider public submissions in respect of the Budget prior to final adoption on 27 June 2022.

### 6. Financial Implications

The Proposed 2022-23 Budget complies with the requirements under the *Local Government Act 2020* and continues to address the infrastructure renewal challenge despite the constraints imposed by rate capping legislation and COVID related impacts.

### 7. Consultation

Deliberative community engagement is not prescribed for a Budget in either the Act, or the *Local Government (Planning and Reporting) Regulations 2020*. However, community engagement will be undertaken on Council's Proposed 2022-23 Budget, in conjunction with the Long-Term Financial Plan 2023-2032 in accordance with Council's Community Engagement Policy.

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#### **4.2.2 Proposed 2022-23 Budget (Cont.)**

The Proposed 2022-23 Budget and Long-Term Financial Plan 2023-2032 will be placed on public exhibition for the purposes of inviting public submissions. Following the conclusion of the public consultation period and any submissions received, the 2022-23 Budget and Long-Term Financial Plan 2023-2032 will again be tabled for Council consideration and adoption at the 27 June 2022 Council meeting.

### **8. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans**

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.  
It's a city where you can enjoy and embrace life through celebration and equal opportunity.  
We harmonise the community by valuing multiculturalism and the individual.  
Our community is healthy, vibrant, innovative, and creative.  
Our growing city is committed to environmental sustainability.  
Welcome to our exciting and peaceful community.*

#### **8.1 Community Vision 2040**

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community.
- Education, training, entrepreneurship and employment opportunities.
- Sustainable environment.
- Embrace diversity and multiculturalism.
- Mind, Body and Spirit.
- Art and Culture.

#### **8.2 Council Plan 2021-25**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following strategic objectives:

- A socially connected, safe and healthy city.
- A city that respects and celebrates diversity, our history and the arts.
- A city of accessible, vibrant centres and neighbourhoods.
- A green city committed to a sustainable future.
- A city that supports entrepreneurship, quality education and employment outcomes.
- A Council that demonstrates leadership and a commitment to investing in the community.

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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

### 9. The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* (the Act) states that a Council must in the performance of its role give effect to the overarching governance principles.

The 2022-23 Budget gives effect to these principles by:

- complying with the relevant law (section 9(2)(a) of the Act). The Act requires councils to prepare a budget for each financial year and the three subsequent financial years (section 94). There are a number of required disclosures to be included in the budget such as services and initiatives to be funded, prescribed indicators and measures of service performance, major initiatives prioritised in the Council Plan, rate income amounts and models (whether in accordance with the rate cap and with detailed disclosures for differential rate models). In addition, the *Local Government (Planning and Reporting) Regulations 2020* state that the format of the budgeted financial statements must be consistent with the Local Government Model Financial Report.
- giving priority to achieving the best outcomes for the municipality, including future generations (section 9(2)(b) of the Act). This ensures that in relation to community engagement practices, Council Officers are compliant, act with integrity and act in the best interests of Council and the community.
- the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is promoted (section 9(2)(c) of the Act). This document has a direct impact on the economic and social sustainability of Council and has considered climate change and sustainability in its preparation (see section 13 of this Council Report).
- innovation and continuous improvement have been pursued (section 9(2)(e) of the Act). This Budget has provision for evaluation, monitoring and review.
- collaboration with other Councils and Governments and statutory bodies has been sought (section 9(2)(f) of the Act).
- the ongoing financial viability of the Council has been ensured (section 9(2)(g) of the Act) by including forecast projections for the budget year and subsequent three financial years, as well as ensuring financial performance indicators are within acceptable ranges.
- regional, state and national plans and policies have been taken into account in strategic planning and decision making (section 9(2)(h) of the Act).
- transparency of Council decisions, actions and information is ensured by the community engagement of this Budget (section 9(2)(i) of the Act), as well as ongoing monitoring and reporting to Council during the budget year to ensure that resources are prudently and efficiently managed.

Also, in giving effect to the overarching governance principles above, Council has also considered the following supporting principles (with Act references) in developing the 2022-23 Budget:

- a. the community engagement principles (section 56);
- b. the public transparency principles (section 58);

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#### **4.2.2 Proposed 2022-23 Budget (Cont.)**

- c. the strategic planning principles (section 89);
- d. the financial management principles (section 101);
- e. the service performance principles (section 106).

### **10. Victorian Charter of Human Rights and Responsibilities**

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

All matters relevant to the Victorian Human Rights Charter have been considered in the preparation of this report and are consistent with the standards set by the Charter. The consultation processes with both the community and key stakeholders were undertaken in a manner which provided a wide range of opportunities for people to participate and influence Council's decision making. All rights to privacy were maintained and all activities were conducted to ensure that cultural and religious practices were supported.

### **11. The Gender Equality Act 2020**

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

The *Gender Equality Act 2020* requires that Council completes Gender Impact Assessments on all new policies, programs and services that directly and significantly impact the public.

The 2022-23 Budget and Ten-Year Long-Term Financial Plan undoubtedly have an impact on the broader community given that they allocate financial resources to the delivery of programs and services and for the provision of community infrastructure.

Conducting a Gender Impact Assessment (GIA) on these documents is, however, not an easy exercise given that both largely present aggregated financial information that does not readily lend itself to a GIA process.

The most practical application of a GIA process to the Budget and Long-Term Financial Plan is to assess how the key components are developed prior to becoming aggregated data in the final documents. The following assessments are made in respect of these key areas:

#### **11.1 Operational Services**

The most significant amount of funds allocated in the 2022-23 Budget and Long-Term Financial Plan relates to the ongoing cost of providing operational services to the community. Council's operational expenditure (excluding depreciation and amortisation) in the 2022-23 Budget amounts to \$176.19 million.

The preparation of the budgets for these services commences in November of the year prior and is largely concluded in draft format by the end of February immediately prior to the new financial year commencing on 1 July.

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#### **4.2.2 Proposed 2022-23 Budget (Cont.)**

The preparation included the development and finalisation of departmental business plans that include assessments of risk and new initiatives. It is proposed that for all future Budget processes that the inclusion of a GIA process/lens is built into this stage for all services which would ensure the aggregation of all operating budgets embraces a 'gender lens'. A gender lens will, where practical, also include an intersectional approach to consider how gender inequality can be compounded by disadvantage or discrimination that a person may experience on the basis of other factors such as age, disability or ethnicity. All new initiative budget requests for 2022-23 were required to indicate how gender equality had been considered as part of each submission.

#### **11.2 Fees and Charges**

Whilst the most significant revenue amounts in Council's Budget and Long-Term Financial Plan arises from Rates and Charges and Government Grants, Council has little control over either of these processes. Rates are essentially a property tax based on a high degree of legislative guidance and grants are determined by the State and Federal Governments.

Fees and Charges represent our third highest level of revenue and is the area that Council has the most discretion over.

A large number of fees are regulatory in nature and the fee amount is not within Council's discretion. For the Fees and Charges set by Council, Service Unit Managers and Leaders were prompted to reflect on gender equality considerations when reviewing the annual increase in Council-set Fees and Charges.

For future periods, Council's Revenue and Rating Plan includes a Pricing Policy guideline for the setting of fees and charges to include the requirement for fees to have a GIA completed for all major fee areas.

#### **11.3 Capital Improvement Program**

The second biggest expenditure component of Councils Budgets and Long-Term Financial Plans relates to allocation of funds to Capital Improvement Program (CIP).

The preparation of the CIP program goes through multiple stages prior to being included in the final documents. These include:

- Preparation of bids for projects
- Internal review and assessment of bids
- Recommended prioritisation by Council Executive
- Final Council consideration and development of final CIP plan
- Delivery of the projects

Council is currently developing criteria for identification of projects requiring a GIA as part of the business case bid process, ie - for all projects that have a significant impact on the public. This would likely include bids such as road and footpath infrastructure as well as new community facilities.

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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

In the initial assessment of CIP bids, it is also being considered whether an additional weighting criterion be included on gender impact. Gender impact will, where practical, also include an intersectional approach.

And finally, for major capital projects, it is proposed that prior to the delivery of these projects a further gender lens be applied. This may include a review of concept/detailed designs to ensure it appropriately addresses gender issues.

### 12. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

Introducing climate change mitigation and adaptation measures into Council's strategic management and business plans will have an impact on Council's budget,

however, the cost of inaction would be many times greater. It is therefore critical that decisions are based on sound evidence to ensure the most efficient climate-resilient assets are in place to meet the city's future service needs. The community also needs to be aware of their climate change risks and respond by taking responsibility for their own actions, assets and risks. Local governments are often considered best placed to help their local community to reduce risks and adapt to climate change due to their local knowledge and close connection to the community. [*Local Government Climate Change Adaptation Roles and Responsibilities under Victorian legislation: Guidance for local government decision-makers. The State of Victoria Department of Environment, Land, Water and Planning 2020.*] Greater Dandenong, as the most socio-economically disadvantaged community in Melbourne, will be more exposed to some of the worst impacts, as the more vulnerable in our community are likely to lack the resources to prepare for or respond to climate change, or to recover from its impacts.

While economic consideration of climate change is important, it is difficult to ascribe singular costs to climate action on a line item basis within the limits of a budget. The complexities, interrelationships, and flow on effects of climate change risk, as well as the inherent value of related concepts such as ecological systems and human health, make this impossible.

Council instead recognises that the majority of budgeted areas address Council's Climate Emergency Declaration and Strategy through related processes, embedded within the areas themselves.

This includes in areas such as:

- 2020 Sustainable Buildings Policy – that aims to facilitate increased sustainability outcomes through Council's new building projects resulting in lower energy consumption and bills.

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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

- Lighting Up Greater Dandenong plan– that aims to facilitate improved sustainability and lighting outcomes through the upgrade of local streetlights, saving on emissions and operational costs.
- Power Purchasing Agreement contract – that aims to enable Council to purchase all of its electricity needs from 100% renewable sources and at a lower cost.
- Capital Improvement projects – increased consideration of sustainability and climate change as part of submissions for funding through Council’s Capital Improvement Program (CIP) budget. Project bids are assessed on how well the project responds to climate change and how well the sustainability themes adopted by Council are represented. A streamlined climate change Self-Assessment Method has been developed for incorporation within the 2022-23 bid year via the ‘CIP Self-Assessment Climate Change Tool’.
- Vulnerability Assessments – that aim to assess the vulnerability of Council’s infrastructure and the services to the community they provide to the impacts of climate change.

Climate change and sustainability initiatives to be progressed in 2022-23 are highlighted below:

- An increase in the tree planting program budget from \$492,000 in 2021-22 to \$862,000 in the Proposed 2022-23 Budget to support an accelerated implementation of the ‘Greening Our City’ Urban Tree Strategy.
- In the Proposed 2022-23 Capital Improvement Program, the major projects such as Keysborough South Community Hub (\$10.68 million) and Dandenong Wellbeing Centre (\$1.83 million) have a strong focus on incorporating environmentally sustainable design principles.
- Implementation of the Climate Emergency Strategy, Sustainability Strategy and climate emergency declaration.

### 13. Related Council Policies, Strategies or Frameworks

The strategies, plans and policies that contribute to the 2022-23 Budget are as follows:

- Revenue and Rating Plan 2021-2025
- Proposed Long Term Financial Plan 2023-2032
- Financial Management Policy
- Council’s Community Engagement Policy
- Council Plan 2021-2025

### 14. Conclusion

In summary the 2022-23 Proposed Budget is one that strikes a good balance between ensuring Council continues to provide operational services and support to the community and a capital spending program to provide much needed local infrastructure and at the same time complying with the 1.75 per cent rate cap imposed by rate capping legislation.

**4.2.2 Proposed 2022-23 Budget (Cont.)**

**15. Recommendation**

**That:**

- 1. Council adopts in principle and places the Proposed 2022-23 Budget (along with the Long-Term Financial Plan 2023-2032) on public exhibition for a period of 28 days (commencing 3 May 2022 concluding on 31 May 2022); and**
- 2. following consideration and hearing of any submissions received, Council considers the Proposed 2022-23 Budget for adoption at the Council meeting to be held on 27 June 2022.**

**4.2.2 Proposed 2022-23 Budget (Cont.)**

**FINANCE AND BUDGET**

**PROPOSED 2022-23 BUDGET**

**ATTACHMENT 1**

**BUDGET 2022-23 - PROPOSED**

**PAGES 186 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 5235*

4.2.2 Proposed 2022-23 Budget (Cont.)

# Budget 2022-23

**PROPOSED**



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**4.2.2 Proposed 2022-23 Budget (Cont.)**

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## 4.2.2 Proposed 2022-23 Budget (Cont.)



### Mayor and CEO's Introduction

It's a pleasure to present the 2022-23 Proposed Budget to the Greater Dandenong City community for comment. The Budget forms an integral part of Council's integrated strategic planning and reporting framework.

The Proposed Budget 2022-23 is based on the best information currently available and is once again being set in the context of continuing uncertainty about the impact of the pandemic upon Council's finances.

The 2022-23 Budget continues to respond to the loss of revenue to Council caused by COVID and while Council has and continues to find cost savings, we need to look more extensively at how we prioritise the services we provide and achieve value for money savings and efficiencies into the future. Whilst the 2022-23 Budget and the following three years is largely based on a return to some degree of economic normality, Council is presented with many after effect challenges of COVID. It is still unclear when Council income, such as from leisure services, parking, Dandenong Market, civic facilities and performing arts centre, The Drum Theatre will return to pre-pandemic "normal" usage levels. Several of these adverse financial impacts of COVID are not expected to immediately cease in 2022-23 and may take years to recover if at all, largely driven by the rapid shift of new consumer behaviours.

The areas of ongoing financial impact noted above are forecast to be below Council's typical return and have resulted in Council's operational cash outcome being lower than forecast for 2022-23. To fund the reduced operational outcome, a detailed review of all operational budgets identified savings to partly offset the impacts but was not sufficient. Whilst not ideal, the 2022-23 Proposed Budget includes a small drop-in capital works funded from Council's operations of around \$398,000 to fund the shortfall.

The financial outlook for Council remains steady and it is pleasing that the 2022-23 Proposed Budget has been developed with an aim to continue Council's commitment to invest in services and infrastructure in a financially responsible way by balancing the needs of our community while achieving long term financial sustainability and most importantly to reset and recover in a post COVID environment. However, the longer-term impact of COVID on our operations is still uncertain. As such we recognise Council's proposed financial direction for future years may require changes.

Despite the challenges, the 2022-23 Proposed Budget will deliver a capital works program of more than \$55 million. This includes more than \$26 million on asset renewal in the city. This builds on the strong capital investment over the past several years including the Springvale Community Hub, Dandenong Civic Centre and Library, redevelopment of the Dandenong Market, construction of the Noble Park Aquatic Centre (and more recently the redevelopment of the gym space) and construction of Tatterson Park Community Sports Complex. These assets have greatly improved the amenity of living in this Council.

The Budget also includes significant building projects – construction of the Keysborough South Community Hub (\$10.68 million), Stage 1 construction of Dandenong Wellbeing Centre (\$1.83 million) and completion of detailed design for the Dandenong Community Hub (\$400,000). Detailed design will also commence for Barry Powell Reserve and Tennis Table Centre, as well as precinct design for the Dandenong Sports and Events Centre. Budget has also been allocated towards Rosewood Downs Primary School - fit out of kindergarten room and maternal child health community facilities.

The road resurfacing program and widening construction of Abbotts Road Stage 2 (\$2.50 million) and Perry Road (\$4.27 million) are also included in the 2022-23 Proposed Budget (partly funded by Roads to Recovery grant funding, development contribution levies and reserves).

To achieve this level of capital works investment in 2022-23, Council has sought several funding sources other than rates, including borrowings, grant funding and transfers from internal reserves.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



No new borrowings are proposed in 2022-23 however \$6.12 million approved in the 2021-22 budget from the State Government's Community Infrastructure Loan Scheme are proposed to be drawn down in the 2022-23 financial year to fund the Keysborough Community Hub.

Council remains in a steady financial position for 2022-23 through sound and prudent leadership by Council and its staff, although this will continue to be tested by the compounding effect of rate capping and COVID-19 after-effects. Council has largely been protected from the impacts of rate capping to this point due to higher levels of supplementary rates. However, Council will either have to make significant changes to its operational services or accept that timelines for new projects will face longer term delays in order to be affordable for Council.

New facilities such as the Keysborough South Community Hub (\$1.6 million estimate) and Dandenong Community Hub will add considerable costs annually to Council's operational budgets. Council's forward capital investment decisions and their consequential operational and infrastructure servicing expenditure (whole of life costing) will necessitate a shift in strategic thinking in the medium to long term

### Property Revaluations and the Rate Rise

Average rates in 2022-23 will increase by 1.75 per cent, in line with the rate cap set by the Victorian Government under rate capping legislation.

The City of Greater Dandenong has moved from biennial to annual valuations in line with the state government changes introduced from 1 July 2018. The valuation function is now centralised with the Valuer-General of Victoria. Valuation figures used in this 2022-23 Proposed Budget report are not yet certified valuations provided by the Valuer General's office.

It should be noted that since the introduction of rate capping it is important for residents to understand that these two matters are quite independent of each other. The rate cap is applied to the total rates that Council can raise and not to individual properties. A resident's rate bill may vary by more or less than the rate cap due to the relative property valuation, the type of property classification (residential, commercial, industrial, etc) and other charges not subject to the rate cap (for example, the waste charge). This means that ratepayers will experience changes to their rates that vary from the standard increase of 1.75 per cent (both higher and lower). In practice, the total Council rates collected will increase by 1.75 per cent while individual property movements may vary greatly.

The following table highlights that overall Council properties have increased by 17.34 per cent from the 2021-22 forecast valuations, however, the various classes of land have experienced different movements compared to the overall average outcome. Residential and commercial have experienced lower increases and industrial valuations experiencing the highest 25.11 per cent followed by residential vacant valuations and then farm valuations 22.26 per cent and 20.67 percent respectively.

Type or class of land	Budget	Forecast	Budget	Movement in valuations %
	2021-22	2021-22	2022-23	
	Revaluation CIV \$'000	Revaluation CIV \$'000	Revaluation CIV \$'000	
General	33,388,805	33,507,640	38,473,905	14.82%
Commercial	3,976,656	4,023,962	4,580,136	13.82%
Industrial	11,970,529	12,210,441	15,276,230	25.11%
Vacant residential	394,343	509,158	622,483	22.26%
Farm	369,435	341,448	412,020	20.67%
<b>Total value of land</b>	<b>50,099,767</b>	<b>50,592,648</b>	<b>59,364,774</b>	<b>17.34%</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



By way of example the table below highlights the rating impact on the various rating types should Council retain the current rate differential structure (outcomes based on an annual increase in rates of 1.75 per cent).

Type or class of land	Proposed rates 2022-23 \$'000	% increase 2021-22 to 2022-23
General	57,055	(2.17%)
Commercial	12,905	(3.02%)
Industrial	62,298	6.60%
Vacant residential	1,385	4.17%
Farm	458	2.81%
<b>Total</b>	<b>134,101</b>	<b>1.75%</b>

As shown in the table the rating experiences between rating groups is reasonably dynamic with residential properties on average decreasing by 2.17 per cent and industrial properties increasing by 6.60 per cent. The commercial sector has been the weakest experiencing a decrease of 3.02 per cent.

This disparity in the valuation movements means that unless Council adjusts its differential rating structure, industrial residential rates would increase by an average of 6.60 per cent. On this basis, it is recommended that the following differential rates be applied.

Type or class of land	Existing rating differential 2022-23	Proposed rating differential 2022-23	% increase 2021-22 to 2022-23
General	100%	100%	(1.34%)
Commercial	190%	190%	(2.20%)
Industrial	280%	275%	5.58%
Vacant residential	150%	150%	5.06%
Farm	75%	75%	3.68%
			<b>1.75%</b>

The proposed model above decreases the differential on industrial properties by 5 per cent to 275 per cent which increases the average residential rate decrease to 1.34 per cent and commercial rate decrease to 2.20 per cent. This model retains the decrease in residential and commercial rates 1.34 per cent and 2.20 percent respectively (both categories are weaker than all others at present indicated by the lower level of valuation increases in these sectors in 2022).

On this basis, it is recommended that the existing differential rating structures be amended to take account of the impacts of the 2022 Council revaluation.

**Waste charges**

The 2022-23 Proposed Budget proposes an increase of \$28.00 (or 6.36 per cent) in the default annual waste charge (inclusive of the State Government landfill levy) which is linked directly to the cost of providing the waste services, priced on a cost recovery basis.

The Victorian State Governments introduction of Recycling Victoria – A New Economy details an increase in the landfill levy from \$120.90 in 2021-22 to \$125.90 in 2022-23. This increase represents \$79 per household (\$69 in 2021-22).

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

4.2.2 Proposed 2022-23 Budget (Cont.)



As documented in the past three years, disruptions in the recycling processing market are “disrupters on a global scale”. These challenging events are still foreseeable into the future. The 2022-23 Proposed Budget allows for the costs associated with continuing Council’s current recycling contract combined with the higher landfill levy, while also continuing to be sustainably responsible in the process.

Residential rate in the dollar	Forecast		Budget		% Variance	
	2021-22	2022-23	2022-23	2022-23		
Median residential valuation in Greater Dandenong	\$ 600,940	\$ 690,000				
Residential rate in the dollar	0.0017259	0.0014830				
General rates	\$ 1,037.17	\$ 1,023.24			(1.34%)	\$ (13.93)
Waste charge (including State Government landfill levy) *	\$ 440.00	\$ 468.00			6.36%	\$ 28.00
<b>Total rates and charges median residential property</b>	<b>\$ 1,477.17</b>	<b>\$ 1,491.24</b>			<b>0.95%</b>	<b>\$ 14.07</b>

\* Includes State Government landfill levy of \$79 in 2022-23 (\$69 in 2021-22).

Overall, the increase in general rates and waste charges for the median residential valued property is 0.95 per cent. The total annual impact is \$14.07 or 27 cents per week.

**Investing in infrastructure and meeting the asset renewal challenge**

Council retains a strong focus on the future needs for this municipality. The 2022-23 Proposed Budget continues with significant investment in the infrastructure of our city, despite the constraints imposed by rate capping. An extensive Capital Works Program totalling \$55.59 million will be undertaken in 2022-23. This capital investment includes Council funding from rate revenue of \$38.16 million. Whilst this budget was reduced by \$398,000 to fund an operational deficit of \$398,000 caused by continued COVID impacts, it represents an increase of \$1.96 million from the 2021-22 Adopted Budget (\$36.20 million).

The challenge to fund the appropriate replacement of existing assets (roads, drains, buildings, etc) is one that City of Greater Dandenong shares with many other municipalities. In our case, the challenge is beginning to become urgent as much of our key infrastructure was built in the 1960’s and 1970’s and will soon reach the end of their useful lives.

The 2022-23 Council Budget continues to address the asset renewal challenge. The 2022-23 Proposed Budget allocates a total of \$41.81 million for renewal and upgrade of our assets.

In order to achieve Council’s objectives of meeting the asset renewal challenge whilst at the same point delivering key new infrastructure, it is essential that Council strongly scrutinise its operational budgets annually and look to achieve efficiencies.

	Original	Budget	Projections		
	Budget		2023-24	2024-25	2025-26
	2021-22	2022-23	2023-24	2024-25	2025-26
	\$'000	\$'000	\$'000	\$'000	\$'000
Capital grants	9,996	3,518	816	-	-
Capital contributions	2,935	1,447	2,929	-	-
Transfer from reserves	8,110	6,350	8,871	8,900	650
Loan proceeds	6,120	6,120	32,500	33,100	-
Funded from operational surplus	36,201	38,155	37,677	35,267	33,932
<b>Total capital works funding</b>	<b>63,362</b>	<b>55,590</b>	<b>82,793</b>	<b>77,267</b>	<b>34,582</b>

Note: future years may be subject to reductions due to the impacts of rate capping legislation. The investment in each year represents a downwards trend as a result of funding debt servicing costs associated with planned borrowings to part fund major projects including Dandenong Wellbeing Centre (Oasis replacement) and Dandenong Community Hub. Future spending may be further impacted by the COVID after-effects.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



Whilst there is a reduction from 2021-22 Original Budget levels, the previous table highlights that significant funding sources other than from rates will fund an increased level of capital works expenditure. The \$55.59 million in capital works in 2022-23 will be funded by internal reserve transfers of \$6.35 million, borrowings of \$6.12 million and capital grant and contribution funding of \$4.97 million. This will allow Council to progress the Keysborough South Community Hub major project and fund significant renewal and upgrade program works in roads, drains and footpaths and cycleways.

Over the next three years, further loan proceeds totalling \$65.60 million and internal reserve funding of \$16.3 million will fund significant works associated with the Dandenong Wellbeing Centre (replacement of Dandenong Oasis) and construction of the new Dandenong Community Hub.

### **Key capital projects included in the 2022-23 Proposed Budget**

The 2022-23 Council Budget provides funding for a range of key capital projects that are worthy of highlight and include:

- \$12.52 million Road Resurfacing Program, Road Rehabilitation Program and Road Reconstruction Program (including Roads to Recovery grant funded works of \$1.02 million).
- \$10.68 million Keysborough South Community Hub Development – Construction (Stage 2 of 2) (funded from borrowings of \$6.12 million, State Government grant funding of \$2.5 million and Development Contribution Plan (DCP) reserve transfer \$2.06 million).
- \$4.27 million Perry Road – Construction and widening from Greens Road to Pacific Drive (Stage 1 of 3) (funded by the Development Contribution reserve \$2.82 million and contribution income \$1.45 million).
- \$4.14 million Drainage Renewal program and upgrade works.
- \$2.65 million Kerb and Channel Renewal and Resurfacing Programs and Local Area Traffic Management (LATM) Program – New and Renewal.
- \$2.50 million Ross Reserve - Athletics Track Reconstruction.
- \$2.50 million Abbotts Road (between National Drive and Railway) – Widening Construction (Complete stage 2).
- \$2.00 million Footpath Renewal Program, Pram Ramp Renewal Program and Active Transport Infrastructure Priority Program.
- \$1.83 million Dandenong Wellbeing Centre (DWC, Oasis replacement) – Construction (Stage 1).
- \$1.51 million Building Renewal Program.
- \$871,000 Rosewood Downs Primary School – Fit Out Kindergarten Room and Maternal and Child Health and Community Facilities (leasehold)
- \$800,000 Vanity Lane – Construction of Streetscape (Stage 3) (\$400,000 funded by the Dandenong Activity Centre parking and development reserve).
- \$750,000 Frederick Wachter Reserve – District playground construction and passive park upgrade (Stage 2 of 2) (\$340,000 funded by Open Space planning, development and improvement reserve).
- \$500,000 Dandenong Sports and Event Centre – detailed design and planning.
- \$400,000 Dandenong Community Hub – completion of detailed design.
- \$440,000 Table Tennis Centre – detailed design.
- \$350,000 Barry Powell Reserve (Bains Pavilion) – detailed design.

Two operating initiatives totalling \$356,000 have also been included in the 2022-23 Proposed Budget (refer section 4.7 for details).

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#### 4.2.2 Proposed 2022-23 Budget (Cont.)



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In summary the 2022-23 Proposed Budget has been developed during a time of recovery from the effects of COVID across our community. The pandemic has had significant impact across all sectors of our community during the past two financial years. There is continued uncertainty about the extent of the after-effects and the pace at which activity levels will return to a new normal. This Budget is well positioned for recovery albeit with some after-effects continuing for part of the 2022-23 financial year and possibly beyond. Capital spending will continue to stimulate local employment, businesses and suppliers. The Budget is one that strikes a good balance between ensuring Council continues to provide operational services and support to the community and a capital spending program to provide much needed local infrastructure.

I commend the 2022-23 Proposed Budget to Council and the community.

**John Bennie PSM**  
**Chief Executive Officer**

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### Budget process

#### Council Plan outcomes

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.

#### Basis of budget preparation

This section lists the budget processes to be undertaken in order to adopt the Budget in accordance with the *Local Government Act 2020* (the Act) and *Local Government (Planning and Reporting) Regulations 2020* (the Regulations).

Under the Act, Council is required to prepare and adopt a Budget for each financial year and the subsequent three financial years (section 94(1) of the Act).

The 2022-23 Proposed Budget, which is included in this report, is for the year 1 July 2022 to 30 June 2023, as well as the subsequent three financial years and is prepared in accordance with the Act and Regulations. The budget includes financial statements being a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows and Statement of Capital Works. These statements have been prepared for the year ending 30 June 2021 in accordance with the Act and Regulations and are consistent with the annual financial statements which are prepared in accordance with Australian Accounting Standards. The budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Regulations which support the Act, such as the capital works program to be undertaken, the human resources required, and other financial information Council requires in order to make an informed decision about the adoption of the budget.

In advance of preparing the budget, officers firstly review and update Council's long-term financial plan projections. Financial projections for ten years are included in Council's Long Term Financial Plan (LTFP), which is the key medium to long-term financial plan produced by Council on a rolling basis. The preparation of the budget, within this broader context, begins with officers preparing the operating and capital components of the Budget during January and February. A draft budget is then prepared, and various iterations are considered by Council at informal briefings during March and April. A 'proposed' budget is prepared in accordance with the Act and submitted to Council in April for approval 'in principle'. Whilst not required under the Act, Council intends to give 'public notice' that it intends to 'adopt' the budget and will make the budget available for inspection online for four weeks. Council will then receive, hear and consider any public submissions on any information contained in the budget before adoption of the budget by Council. The budget is required to be adopted by 30 June.

The budget includes consideration of several long-term strategies to assist Council in considering the budget in a proper financial management context.

Key dates for the Budget process:

Budget process	Timing
Budget submitted to Council for approval "in principle"	26 April
Public notice advising of intention to adopt Budget	3 May
Budget available for public inspection and comment	3 May – 31 May
Submissions considered by Council	8 June
Budget presented to Council for adoption	27 June

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### Budget influences

This section sets out the key budget influences arising from the internal and external environment within which Council operates.

#### External influences

The four years represented within the Budget are 2022-23 through to 2025-26. In preparing the 2022-23 Proposed Budget, several external influences have been taken into consideration. These are outlined below:

##### Location

Greater Dandenong encompasses an area of 129 square kilometres in Melbourne's south-east, approximately 35 kilometres from the central business district. It is bounded by Police Road in the north, Dandenong Creek and South Gippsland Freeway to the east, Thompson Road in the south, and by Westall and Springvale Roads to the west.

The suburbs of Greater Dandenong are Dandenong, Dandenong South, Bangholme, Springvale, Springvale South, Noble Park, Noble Park North and Keysborough.

Neighbouring councils include Casey, Knox, Monash, Kingston and Frankston.

Greater Dandenong maintains over 35 sports reserves, 188 kilometres of bike and shared paths, 1,100 kilometres of footpaths, 152 playgrounds, 197 parks and 33 bushland areas.

##### Population

Greater Dandenong has a population of approximately 168,362 (2021 ABS population estimate). This is forecast to increase to an estimated total of 200,000 by 2031, largely as a result of residential developments in Keysborough, central Dandenong and dispersed construction across the city.

Two thirds of the residents of Greater Dandenong were born overseas, making this the most culturally diverse municipality in Victoria, with residents from 157 different birthplaces.

Reflecting its cultural diversity Greater Dandenong also has a wide diversity of spoken languages, with seven out of ten residents speaking languages other than English in their homes which is more than twice the metropolitan level. 1,100 asylum seekers live in Greater Dandenong and in 2020 4,100 immigrants settled in the municipality.

##### Housing

Rising housing costs coupled with low incomes among many Greater Dandenong residents have caused increasing financial hardship for many local families with two in five at risk of housing related financial stress or homelessness. The cost of purchasing a home in this city has risen much faster than income levels. In 2020, 54 per cent of residents own or are purchasing their homes and 32 per cent of residents rent their accommodation, similar to the metropolitan level.

##### Employment within Greater Dandenong

Approximately 97,000 people are employed in the City of Greater Dandenong.

Greater Dandenong provides 22,000 jobs in manufacturing for the region with health care and social assistance the next largest industry with over 9,000 jobs. 97,000 people work within CGD who are mostly people living outside of the municipality.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### Education

Young people in Greater Dandenong experience less favourable early school development, leave school earlier, less often attend university, are more often disengaged from employment and education, and are more likely to be unemployed later in life, than those throughout Melbourne.

While the level of participation by 20-24 year olds in university is slightly lower than the metropolitan average, attendance at TAFE is relatively high at 10 per cent compared with 6.7 per cent of Victorian residents at the same age.

38 per cent of residents between 25 and 44 years of age hold a degree qualification.

### COVID-19 pandemic

COVID-19 has presented a continually evolving and significant challenge to businesses, households, and the economy worldwide. Council has acted in the interest of keeping our community, residents and workforce safe.

The City of Greater Dandenong will need to continue to be responsive to the city's changing needs with the latest advice and guidance being received from State and Federal Governments in relation to the management of COVID-19 (Coronavirus) pandemic.

Across the 2019-20, 2020-21 and 2021-22 financial years, the forecast estimate for the impact of the pandemic is now north of \$24 million. The impacts are a mix of decisions made by Council to provide community relief and outcomes that are not under Council's control. The 2022-23 Proposed Budget also includes a drop-in capital funding of around \$398,000 to fund operational impacts that will not immediately cease (explained below).

Whilst the 2022-23 Budget and the following three years is largely based on a return to some degree of economic normality, Council is presented with many after effect challenges of COVID. It is still unclear when Council income, such as from leisure services, parking, Dandenong Market, and civic facilities and performing arts centre, The Drum Theatre will return to pre-pandemic "normal" usage levels. Several of these adverse financial impacts of COVID are not expected to immediately cease in 2022-23 and may take years to recover if at all, largely driven by the rapid shift of new consumer behaviours.

- Interest on investments is expected to continue to be adversely affected. The 2022-23 Budget includes a \$500,000 budget for interest income, down from \$761,000 in the 2021-22 Original Budget. Council's typical investment return pre-pandemic was on average \$3 million annually.
- The Dandenong Market is not expected to produce a surplus result in 2022-23, therefore, no distribution to Council is forecast in the 2022-23 Draft Budget. Whilst the return was initially expected to decrease in 2022-23 due to a recent re-negotiation of the Management Services Agreement, the recovery from the pandemic will be slow with assumed revenue impacts, increasing costs in contracts and investment in resources to rebuild.
- The management of Council's leisure and aquatic centres by Council's new wholly owned entity, South East Leisure from 1 July 2022 is also anticipating a slow return by the community to leisure and aquatic activities and gym memberships.
- Community use of Council's Civic Facilities and performing arts centre, The Drum Theatre are also not expected to return to pre-pandemic 'normal' usage levels in 2022-23.

The after-effects of COVID on some Council's services is still uncertain and impact assessments on resource allocations, rates and revenue-based services continue to be undertaken as economic activity returns to a new normal post pandemic.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### **Rate cap, supplementary rates and property valuations**

The Victorian State Government cap on the average property rate increase for 2022-23 has been set at 1.75 per cent (2021-22 1.50 per cent).

The Valuer General of Victoria now conducts annual rateable property general valuations. This was previously every two years.

Supplementary rates are additional rates received after the budget is adopted each year, for the part of the year when a property value increases in value (e.g. due to improvements made or change in land class), or new residents become assessable. Importantly, supplementary rates recognise that new residents require services on the day they move into Greater Dandenong and Council is committed to providing these. Supplementary rates income is based on historical and forecast data and is set at anticipated levels. Historically, Greater Dandenong has experienced a trend of high supplementary rate growth, however, in recent years, this trend has declined. The current financial year has seen an improvement in supplementary rates as activity levels increase post COVID-19.

### **Superannuation**

Council has an ongoing obligation to fund any investment shortfalls in the Defined Benefits Scheme – the Local Authorities Superannuation Fund Defined Benefit Plan (LASF DB). The last call on Local Government was in the 2012-13 financial year where Council was required to pay \$10.57 million to top up its share of the Defined Benefits Scheme.

The amount and timing of any liability is dependent on the global investment market. Equity markets have rebounded; however, market volatility remains. The Vested Benefit Index (VBI) at 31 December 2021 for the sub-plan was 111.2 per cent which satisfies superannuation prudential standards and is above the fund's nominated shortfall threshold (currently 97 per cent). Vision Super will continue to monitor the plan's financial position. At present the actuarial ratios are at a level that additional calls from Local Government are not expected in the next 12 months.

### **Financial Assistance Grants**

The largest source of government funding to Council is through the annual Victoria Local Government Grants Commission (VLGGC) allocation. The overall state allocation is determined by the Federal Financial Assistance grant. Council's Financial Assistance grant allocation for the 2021-22 financial year increased slightly from the prior year (by 0.47 per cent), which does not help to match the cost increases of CPI. The 2022-23 forecast is set at a conservative economic outlook assuming the same level of funding allocated in 2021-22.

### **Capital Grants**

Council has been successful in obtaining a number of non-recurrent capital grants in 2021-22.

For a number of years, Greater Dandenong has also benefited from millions of dollars in Federal Government Roads to Recovery (R2R) funding to improve road safety and undertake local road upgrades. The current R2R program commenced 1 July 2019 and will continue through to 30 June 2024. Council's life of program allocation for the period 1 July 2019 to 30 June 2024 is a confirmed \$5.09 million. A total amount of \$1.02 million has been allocated in 2022-23.

### **Consumer Price Index**

Melbourne All Groups (CPI) increases on goods and services of 2.5 per cent through the year to the December quarter 2021 (ABS). State-wide CPI is forecast to be 1.75 per cent for the 2022-23 year (Victorian Budget Papers 2021-22).

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### **Cost Shifting**

A continuation of cost shifting where Federal and State government grants do not increase by the same percentage as Council's cost of providing these services.

### **Development Contributions**

The rate of growth and flow of development contributions income depends on land sales and the desire of developers to construct new developments within the municipality. Changes in this impact on the level of non-monetary contributions received by Council.

An increase in maintenance costs of parks and gardens occurs due to continued trend of receiving gifted open space assets from developers.

### **Waste, Recycling and Landfill Levy**

Over the last 30 years, recycling has been considered a critical service experienced by all. In recent years, the recycling industry has been through some challenging moments and events that are disrupters on the global scale. These challenging events are still foreseeable into the future; however, Greater Dandenong will continue to work closely with the State and Federal Governments to make inroads in the recycling sector.

The Environment Protection Agency (EPA) regulation has a sustained impact on Council with regards to compliance with existing and past landfill sites. Waste disposal costs are also impacted by industry changes such as increasing EPA landfill levies and negotiation of contracts, e.g. recycling sorting and acceptance.

The State Government Landfill Levy is set to increase from \$105.90 in 2021-22 to \$125.90 in 2022-23. This increase in landfill levy results in additional costs to Council which are recovered via Council's waste service charge.

In response to concerns associated with the continued and growing issue of dumped rubbish in the municipality, Council has implemented a number of initiatives for the 2022-23 year in an attempt to resolve or mitigate the issue. These initiatives have resulted in additional costs which are recovered via Council's waste service charge.

The waste service charge for 2022-23, incorporating kerbside collection and recycling, will increase by an average 6.36 per cent or \$28.00 (default waste charge). This increase in the waste charge has been caused by the significant increase in the State Government landfill levy and hard waste collection contract rates and demand, combined with the dumped rubbish initiatives.

### **Fire Services Property Levy (FSPL)**

The FSPL will continue to be collected by Council on behalf of the State Government in accordance with the Fire Services Property Levy Act 2012.

Financial support arrangements were provided to council for the 2020-21 and 2021-22 financial years for administration support. At the time of budget preparation, Council has not received confirmation of future financial support arrangements that cease at 30 June 2022.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### Internal influences

In addition to the external factors noted, there are several internal factors which also impact on the setting of the 2022-23 Council Budget.

#### Service Planning

Council is committed to maintaining services to current standards (as a minimum) in the areas of parks, roads and drainage maintenance. This will require Council to make a higher investment in the ongoing renewal of these assets through its Capital Works Program.

#### Enterprise Agreement (EA)

The existing Enterprise Agreement (EA) 2018 ends on 30 June 2022. The new EA is currently being negotiated and the pay increase for future years is not yet known. An assumed employee parameter consistent with the rate cap/CPI has been assumed for forthcoming years.

#### Ongoing operational costs of capital works/asset construction

Upon completion of the Keysborough South Community Hub, Council will take on the ongoing operational costs of the newly developed Hub which will add over \$1.6 million per annum in net costs to the Budget. Council's forward capital investment decisions and their consequential operational and infrastructure servicing expenditure (whole of life costing) will necessitate a shift in strategic thinking in the medium to long term (for example the Dandenong Community Hub) which will also add ongoing operational costs when completed).

#### Service Plans and Strategies - Planning for meeting community needs

Council's broad approach in fulfilling its long-term obligations to facilitate acceptable services for the community is to plan and develop service strategies. These strategies:

- Describe the nature and extent of existing service and the infrastructure presently facilitating the delivery of service.
- Identify plausible scenarios that could impact on service delivery.
- Establish key issues/challenges.
- Develop/review goals and objectives.
- Formulate and assess alternative strategic and policy responses.
- Evaluate and recommend preferred strategy and policy.
- Formulate action plans and programs to implement preferred strategy including proposals for funding.
- Feed into the Asset Management Plan for the infrastructure group(s) that facilitates service delivery.

Typical strategies include: Arts and Cultural Heritage Strategy, Regional Food Strategy, Sustainability Strategy, Digital Strategy, Greater Dandenong Housing Strategy, Tourism Strategy and Action Plan, Road Management Plan, Road Safety Strategy, Open Space Strategy, Sports Facility Plan, Active Sport and Active Recreation Strategy, Playground Strategy, Economic Development Strategy, Waste and Litter Strategy, Walking Strategy, Cycling Strategy and Ageing is About Living Strategy and Action Plan.

#### Capital expenditure funding

Whilst the four-year Budget is based on a decrease in capital works investment funded from Council's operations of around \$38.16 million in 2022-23 to \$33.93 million in 2025-26. The decrease is due to the required funding for two significant major projects - Dandenong Wellbeing Centre (replacement of Oasis) and Dandenong Community Hub.

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**4.2.2 Proposed 2022-23 Budget (Cont.)**

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



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Council proposes to draw down on \$71.7 million in new borrowings over 2022-23 to 2024-25 to partly fund these significant projects that together will cost Council over \$100 million over the next four years. The capital works investment funded from Council's operations has been reduced in forthcoming years to offset the debt servicing costs of these new borrowings and the operational costs associated with the new Dandenong Community Hub facility. The remaining project costs will be funded by Council cash and internal reserves.

It should be noted that the actual amount of capital expenditure will vary significantly from year to year depending on capital grant revenue, loan funds and use of Council reserves.

4.2.2 Proposed 2022-23 Budget (Cont.)



**Impact of current year (2021-22) on the 2022-23 Proposed Budget**

This section of the report highlights the impact that outcomes in 2021-22 have had on the 2022-23 Proposed Budget. The figures utilised in this section adjust the net operating result calculated in accordance with accounting standards to include cash costs such as capital works and exclude non-cash transactions such as depreciation, non-cash contributions and book value of assets sold to reach a management accounting result.

The table below illustrates that Council is currently forecasting to complete 2021-22 with a minor surplus outcome of \$286,000. The 2021-22 Forecast has been subject to review particularly due to the continuing impacts of the COVID-19 pandemic as a result of a gradual improvement to activity levels and the final forecast cash result has been adjusted for these impacts.

Description	Forecast	Budget	Variance	Variance
	Actual 2021-22 \$'000	2022-23 \$'000	\$'000	%
<b>Net operating result</b>	<b>29,635</b>	<b>26,564</b>	<b>(3,071)</b>	<b>(10.4%)</b>
<b>Add (less) cash costs not included in operating result</b>				
Capital expenditure	94,986	55,590	(39,396)	(41.5%)
Loan repayments	3,372	3,484	112	3.3%
Loan proceeds	-	(6,120)	(6,120)	100.0%
Repayment of lease liabilities	689	710	21	3.0%
Transfer from reserves	(27,835)	(8,635)	19,200	(69.0%)
Transfer to reserves	17,581	6,403	(11,178)	(63.6%)
<b>Sub total</b>	<b>88,793</b>	<b>51,432</b>	<b>(37,361)</b>	<b>(42.1%)</b>
<b>Add (less) non-cash costs included in operating result</b>				
Depreciation	33,237	33,943	706	2.1%
Amortisation - intangible assets	604	604	-	0.0%
Amortisation - right of use assets	100	60	(40)	(40.0%)
Written down value of assets sold	301	261	(40)	(13.3%)
Contributions - non-monetary	(10,000)	(10,000)	-	0.0%
<b>Sub total</b>	<b>24,242</b>	<b>24,868</b>	<b>626</b>	<b>2.6%</b>
Surplus (deficit) for the year	(34,916)	-		
Accumulated surplus brought forward	35,202	-		
<b>Accumulated surplus brought forward</b>	<b>286</b>	<b>-</b>		

In respect of the 2021-22 full year forecast result, the current full year forecast of \$34.92 million represents a reduction in the deficit outcome (i.e. – a surplus of \$286,000) compared to the 2021-22 Mid-Year Budget. Despite 2021-22 being another extraordinary financial year with the pressures and impacts of the COVID-19 pandemic and storm events, the forecast result currently predicts a minor cash surplus. However, the current forecast review highlights many ups and downs in revenue and expenditure and is explained further below.

The full year forecast result is the subject of an extensive review undertaken with departments during the March quarter and may be subject to change as reviews are currently being finalised.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



Council's 2021-22 initial financial position was heavily influenced by early COVID-19 impacts and council officers will continue to closely monitor the impacts to our financial position for the remainder of 2021-22. Whilst the current forecast position indicates a small surplus result, the unfavourable financial impact in 2021-22 relates to a combination of:

- Emergency works required as a result of storm events in 2021-22 (\$1.20 million).
- COVID-19 has also caused further unfavourable financial impacts in terms of reduced user fee and statutory fine income, etc. The pandemic impacts are expected to improve as activity levels slowly return to normal but are difficult to predict.

These unfavourable impacts have been largely offset by employee expense savings across the organisation (including casuals and overtime) largely due to delayed recruitment, lower need for overtime and casuals due to activity levels (COVID related), savings in the Capital Improvement Program and general administration costs across the organisation, as well as higher than anticipated recovery income.

Highlighted below are some of the emerging trends (favourable/unfavourable) in the 2021-22 forecast surplus of \$286,000 (please note that fully grant funded programs/projects have been excluded from these variance explanations):

### *Favourable*

- Employee costs savings of \$1.87 million across all directorates – Engineering Services (\$634,000), Community Services (\$529,000), Corporate Services (\$377,000) and City Planning, Design and Amenity (\$361,000).
- Capital Improvement Program (\$571,000) mainly favourable outcomes in footpath and building renewal programs which have been utilised to partly offset the storm event impact.
- Recovery income higher than anticipated (generally reimburses expenditure incurred by Council) (\$468,000) mainly in the areas of Health for legal costs (\$127,000), Community Care for traineeships subsidy (\$101,000), Drum Theatre for staff costs deployed to an emergency management COVID-19 program (\$104,000) and Risk Management for insurance recoveries (\$54,000).
- Administration costs across the organisation (\$430,000) mainly events (\$257,000), printing and stationery (\$65,000), community education (\$46,000), and promotions (\$30,000). Some of these are COVID related where services slowed, or events ceased due to restrictions.
- Anticipated partial recovery of an overdue debt that was considered 100% uncollectible (\$300,000).
- Utility costs savings (\$160,000) primarily electricity (\$211,000) partly offset by higher water costs (\$100,000).

### *Unfavourable*

- Cost of emergency works due to storm events (\$1.20 million) in Roads and Drains and Parks. This is not considered to be recoverable and is partly offset by favourable outcomes in the capital improvement program (mainly footpath and building renewal).
- Legal costs in Health (\$654,000) which will be partly recovered and have been included in the forecast.
- A forecast reduction in statutory fees and fines income across the organisation of \$547,000 mainly due to continued lower infringement income across the parking, litter, local law and animal areas, statutory planning income and health/food registrations. Further impacts relating to activity levels impacted by COVID.

#### 4.2.2 Proposed 2022-23 Budget (Cont.)



- Lower fees and charges of \$326,000 primarily in Community Care (\$182,000), car parking (\$60,000) and Health (\$57,000).
- Lower asset sales (\$224,000) – arising from slower vehicle turnover due to lower kilometres travelled in council vehicles. Primarily due to COVID working from home arrangements.
- Community Care grant income (\$390,000) – lower grant income due to Council's inability to meet targets during COVID-19 restrictions particularly in Home and Community Care and Home Maintenance (with minimal cost savings able to be achieved).
- Lower interest on investments returns further projected of (\$178,000) largely due to the current low interest rate environment impacted by COVID.

#### Major 2022-23 Proposed Budget outcomes

The 2022-23 Proposed Budget has been prepared on the following assumptions:

- Council rates are capped to 1.75 per cent as per the rate capping legislation.
- The default residential waste charge (including State Government landfill levy) will increase by \$28.00 (or 6.36 per cent) from \$440.00 to \$468.00. This increase is due primarily to higher State Government landfill levy costs, hard waste collection rates and demand and initiatives to resolve dumped rubbish issues.
- Council's total capital expenditure in 2022-23 is estimated to be \$55.59 million with \$38.16 million being funded from Council rate revenue. This represents an increase of \$1.96 million from the 2021-22 Original Budget, however, the 2022-23 capital expenditure budget was dropped by \$398,000 to fund an operational deficit caused by ongoing COVID-19 impacts. The COVID-19 pandemic has resulted in a combined reduction of \$13.5 million in the capital works program over the past three financial years (2019-20 to 2021-22).
- In 2022-23, Council will draw down \$6.12 million in borrowings (to part fund the Keysborough South Community Hub major project) and repay \$3.48 million of existing borrowings. These are not new borrowings, \$6.12 million was approved in the 2021-22 budget from the State Government's Community Infrastructure Loan Scheme and are now proposed to be drawn down in the 2022-23 financial year to fund the Keysborough Community Hub.
- Council will maintain funding for road asset renewal with funds of \$14.67 million budgeted for in 2022-23 (partly funded by grant funding of \$1.02 million).
- Council continues to record an underlying operational surplus in terms of the accounting result.

4.2.2 Proposed 2022-23 Budget (Cont.)



**Economic Assumptions**

In terms of the direct parameters upon which the 2022-23 Proposed Budget is based, the below table highlights the broad escalation percentages in respect of key areas.

Description	Notes	Budget 2022-23	Projections		
			2023-24	2024-25	2025-26
CPI forecast	1	1.75%	2.00%	2.00%	2.00%
Rate revenue cap	2	1.75%	2.00%	2.00%	2.00%
Fees and charges - Council	3	2.25%	2.50%	2.50%	2.50%
Fees and fines - statutory	3	1.50%	2.00%	2.00%	2.00%
Financial Assistance Grants funding	4	0.00%	0.00%	1.00%	1.00%
Grants and subsidies	4	1.00%	1.00%	1.00%	1.00%
Employee costs	5	1.75%	2.00%	2.00%	2.00%
Employee costs (incremental costs)	5	0.50%	0.50%	0.50%	0.50%
Electricity		1.75%	2.00%	2.00%	2.00%
Street lighting		1.75%	2.00%	2.00%	2.00%
Water		1.75%	2.00%	2.00%	2.00%
Gas		1.75%	2.00%	2.00%	2.00%
Fuel		1.75%	2.00%	2.00%	2.00%

**Notes:**

1. State-wide CPI is forecast to be 1.75 per cent for the 2022-23 year (Victorian Budget Papers 2021-22). CPI in the following year is assumed to be 2.00 per cent thereafter.
2. Rates in the 2022-23 year are based on the forecast CPI of 1.75 per cent as directed by the Minister Local Government under rate capping legislation. The remaining years (2023-24 to 2025-26) are based on the assumed CPI.
3. Fees and charges are generally linked to labour cost increases as most services provided by Council have a significant labour component. Therefore, the fees and charges parameter in 2022-23 is 2.25 per cent and 2.50 per cent thereafter. Where services do not include a labour cost component the inflation rate may be used instead. In addition, considerations of community factors are required such as encouraging use of a service and ability to pay. Statutory fees are set by legislation and are frequently not indexed on an annual basis. Any parameter increase for statutory fees relates to an assumed increase in volume. Council fees and charges are fully documented in Section 6.
4. Grants and subsidies have been budgeted with a conservative economic outlook at 1 per cent over the next four years. The Financial Assistance grant funding has not been incremented for the first two years and has been conservatively increased by 1 per cent in the subsequent two years.
5. The existing Enterprise Agreement (EA) 2018 ends on 30 June 2022, therefore, the employee cost parameter for 2022-23 has been set at 1.75 per cent, consistent with the rate cap (plus an allowance for salary relativities). The employee cost parameter for future years has been set based on the same assumption.

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### Gender Equality

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

The *Gender Equality Act 2020* requires that Council completes Gender Impact Assessments on all new policies, programs and services that directly and significantly impact the public.

The 2022-23 Proposed Budget and Ten-Year Long-Term Financial Plan undoubtedly have an impact on the broader community given that they allocate financial resources to the delivery of programs and services and for the provision of community infrastructure.

Conducting a Gender Impact Assessment (GIA) on these documents is, however, not an easy exercise given that both largely present aggregated financial information that does not readily lend itself to a GIA process.

The most practical application of a GIA process to the Budget and Long-Term Financial Plan is to assess how the key components are developed prior to becoming aggregated data in the final documents. The following assessments are made in respect of these key areas:

#### Operational Services

The most significant amount of funds allocated in the 2022-23 Proposed Budget and Long-Term Financial Plan relates to the ongoing cost of providing operational services to the community. Councils operational expenditure (excluding depreciation and amortisation) in the 2022-23 Proposed Budget amounts to \$184.40 million.

The preparation of the budgets for these services commences in November of the year prior and is largely concluded in draft format by the end of February immediately prior to the new financial year commencing on 1 July.

The preparation included the development and finalisation of departmental business plans that include assessments of risk and new initiatives. It is proposed that for all future Budget processes that the inclusion of a GIA process/lens is built into this stage for all services which would ensure the aggregation of all operating budgets embraces a 'gender lens'. A gender lens will, where practical, also include an intersectional approach to consider how gender inequality can be compounded by disadvantage or discrimination that a person may experience on the basis of other factors such as age, disability or ethnicity.

#### Fees and Charges

Whilst the most significant revenue amounts in Councils Budget and Long-Term Financial Plan arises from Rates and Charges and Government Grants, Council has little control over either of these processes. Rates are essentially a property tax based on a high degree of legislative guidance and grants are determined by the State and Federal Governments.

Fees and Charges represent our third highest level of revenue and is the area that Council has the most discretion over. For the Fees and Charges set by Council, Service Unit Managers and Leaders were prompted to reflect on gender equality considerations when reviewing the annual increase in Council-set Fees and Charges.

For future periods, Council will amend its Revenue and Rating Plan which includes a Pricing Policy guideline for the setting of fees and charges to include the requirement for fees to have a GIA completed for all major fee areas.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### Capital Improvement Program

The second biggest expenditure component of Councils Budgets and Long-Term Financial Plans relates to allocation of funds to Capital Improvement Program (CIP).

The preparation of the CIP program goes through multiple stages prior to being included in the final documents. These include:

- Preparation of bids for projects
- Internal review and assessment of bids
- Recommended prioritisation by Council Executive
- Final Council consideration and development of final CIP plan
- Delivery of the projects

Rather than conducting a GIA on the Budget document, Council is currently developing criteria for identification of projects requiring a GIA as part of the business case bid process, ie - for all projects that have a significant impact on the public. This would likely include bids such as road and footpath infrastructure as well as new community facilities.

In the initial assessment of CIP bids, it is also proposed that an additional weighting criteria be included on gender impact. Gender impact will, where practical, also include an intersectional approach.

And finally, for major capital projects, it is proposed that prior to the delivery of these projects a further gender lens be applied. This may include a review of concept/detailed designs to ensure it appropriately addresses gender issues.

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



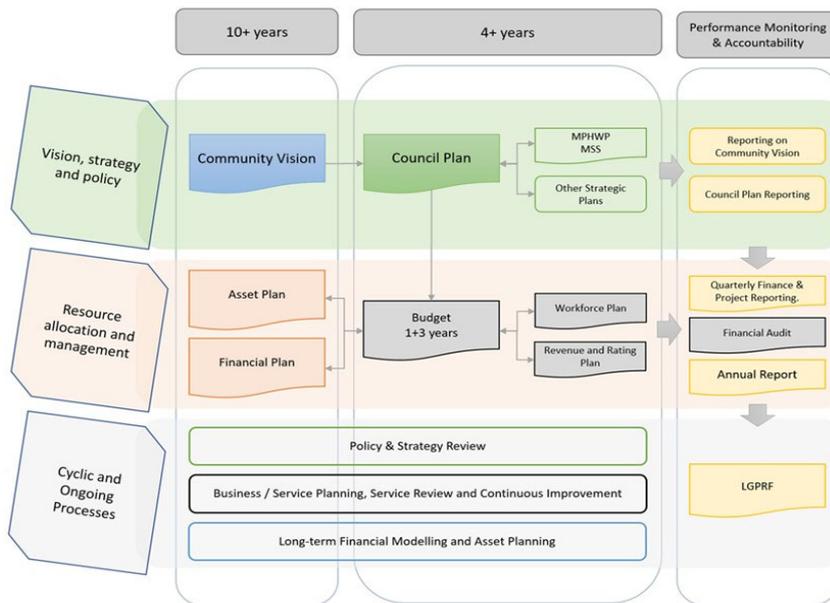
**1. Link to the Integrated Planning and Reporting Framework**

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.

Greater Dandenong City Council's Integrated Planning Framework guides Council's planning long term, (Community Vision and Long Term Financial Plan), medium term (Council Plan (incorporating the Municipal Public Health and Wellbeing Plan), and Strategies) and short term (Annual Plan, Budget and Business Plans). It also includes reporting mechanisms to ensure accountability and community engagement processes to capture and meet the needs and aspirations of our residents and business owners.

**1.1 Legislative Planning and Accountability Framework**

The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The diagram below depicts the integrated planning and reporting framework that applies to local government in Victoria. 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.



Source: Department of Jobs, Precincts and Regions

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

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### *Community Vision*

The vision for Greater Dandenong was developed by the Greater Dandenong People's Panel through a deliberative engagement process. It highlights the long term aspirations for our community to 2040 and highlights the key principles that Council can focus on to help achieve this.

### *Council Plan*

The Council Plan, incorporating the Municipal Public Health and Wellbeing Plan, outlines the key priorities for Council over a four-year period including how Council will protect, improve and promote public health and wellbeing within the municipality. These priorities are influenced by the community vision, municipal health status and determinants, and the legislative requirements of local government. Progress against this plan and the health and wellbeing priorities is reported quarterly to the community and key stakeholders.

### *Key planning considerations*

#### *Service level planning*

Although councils have a legal obligation to provide some services— such as animal management, local roads, food safety and statutory planning—most council services are not legally mandated, including some services closely associated with councils, such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities can change. Therefore, councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works. Community consultation needs to be in line with a council's adopted Community Engagement Policy and Public Transparency Policy.

## 1.2 Our purpose

### *Community Vision 2040*

The City of Greater Dandenong is a home to all. It's a city where you can enjoy and embrace life through celebration and equal opportunity!

We harmonise the community by valuing multiculturalism and the individual. Our community is healthy, vibrant, innovative and creative.

Our growing city is committed to environmental sustainability.

Welcome to our exciting and peaceful community.

### *Our values*

At the City of Greater Dandenong, we have adopted a set of values we call 'REACH' which define who we are and how we interact with each other and our community. REACH stands for:

- Respectful
- Engaged
- Accountable
- Creative
- Honest

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



*Strategic objectives*

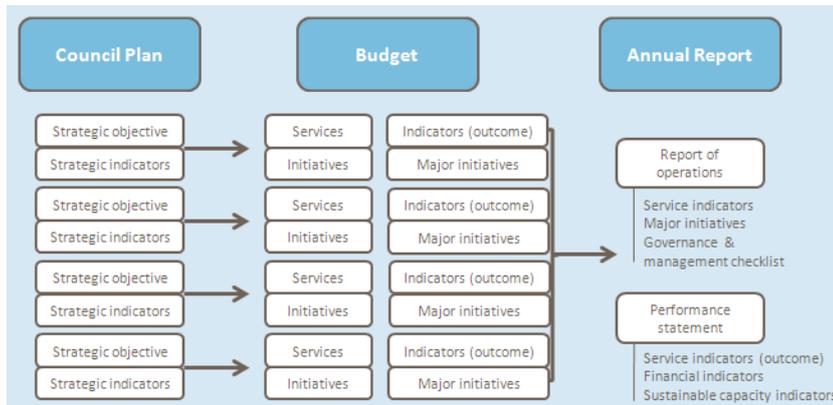
Strategic Objective	Description
1. A socially connected, safe and healthy city	Council acknowledges that creating a connected, healthy and safe community is at the core of everything we do. We make a commitment to improving participation in sport and recreation, supporting our residents to build greater social connections, and facilitate collaborations and partnerships which enhance health, wellbeing and resilience in our community.
2. A city that respects and celebrates diversity, our history and the arts	The cultural diversity of Greater Dandenong is the defining point of difference for this city. There are many aspects of diversity in addition to multiculturalism. Diversity of culture, ability, age, gender, faith and sexuality are all acknowledged and considered in the development and delivery of our services. Support for the arts and our local history are also key priorities for our municipality.
3. A city of accessible, vibrant centres and neighbourhoods	The appearance and amenity of the city defines its space. Council strives for best practice urban design and planning to create a city for the future that has high quality amenity for current and future residents, and appropriate levels of development. Planning and development within the city are regulated through the Greater Dandenong Planning Scheme which sets out the vision for the city through zoning, style and type of development, and regulatory functions.
4. A green city committed to a sustainable future	Council is committed to a proactive and collaborative approach to climate change. Council has a Sustainability Strategy and a Climate Emergency Strategy that provide guidance on many key priorities, such as reducing waste, increasing transport options, improving our built environment, protecting our natural environment and tackling the effects of climate change.
5. A city that supports entrepreneurship, quality education and employment outcomes	As outlined in Council's long-term strategy "Achieving Greater Dandenong's Potential - A Local Economic and Employment Development Strategy for our City": Greater Dandenong will be a place where people of all ages and backgrounds can reach their potential, gain the skills and education they need for success in life, and be part of a prosperous economy where all trade, manufacturing and business activity flourishes. Council is committed to supporting and strengthening the manufacturing presence in the city as well as promoting local jobs for local people, and supporting women in business.
6. A Council that demonstrates leadership and a commitment to investing in the community	Council is committed to the effective management of assets and resources to ensure our financial sustainability. Proactive engagement with residents to ensure that communication about all of council's services, planning activities and decisions are accessible to everyone is key. Community input into decision making is actively encouraged through a range of consultation opportunities throughout the year.

4.2.2 Proposed 2022-23 Budget (Cont.)



2. Services and Service Performance Indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2022-23 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council's operations. Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.



Source: Department of Jobs, Precincts and Regions

4.2.2 Proposed 2022-23 Budget (Cont.)



CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

**2.1 Strategic Objective 1 - A socially connected, safe and healthy city**

Council acknowledges that creating a connected, healthy and safe community is at the core of everything we do. We make a commitment to improving participation in sport and recreation, supporting our residents to build greater social connections, and facilitate collaborations and partnerships which enhance health, wellbeing and resilience in our community.

*Please note that some service areas contribute to more than one strategic objective, however, for the purposes of the financial tables in Section 2, the service area has been allocated to the most relevant strategic objective.*

**Services**

Service area	Description of services provided		Forecast		Budget 2022-23
			Actual 2020-21	Actual 2021-22	
			\$'000	\$'000	\$'000
<b>Community Services Executive</b>	This function provides the oversight and leadership of the provision of Community Services to the municipality. Also includes an operational budget to operate the new community precincts (Springvale Community Hub and Keysborough South Community Hub).	Income	-	-	-
		Expenditure	(661)	(799)	(729)
		<b>Surplus/(deficit)</b>	<b>(661)</b>	<b>(799)</b>	<b>(729)</b>
<b>Community Wellbeing</b>	This department focuses on developing and supporting a range of initiatives and services to enhance the health and wellbeing of families. This includes family day care, family support services, kindergarten and child care committee support, preschool field officer program, 'Best Start' and early years projects, immunisation, festivals and events, maternal and child health, parenting programs and youth services.	Income	11,168	12,017	11,454
		Expenditure	(15,888)	(21,803)	(17,711)
		<b>Surplus/(deficit)</b>	<b>(4,720)</b>	<b>(9,786)</b>	<b>(6,257)</b>
<b>Community Development, Sport and Recreation</b>	Focuses on community advocacy, leisure planning, sport and recreation programs and community grant funding.	Income	453	865	668
		Expenditure	(8,202)	(12,312)	(9,262)
		<b>Surplus/(deficit)</b>	<b>(7,749)</b>	<b>(11,447)</b>	<b>(8,594)</b>
<b>Community Care</b>	Community Care provides services and programs to assist older people and people with a disability to remain living in the community including home based and centre based services, specialised community transport and support for clubs and groups within the city.	Income	9,231	9,980	10,734
		Expenditure	(12,564)	(14,202)	(14,555)
		<b>Surplus/(deficit)</b>	<b>(3,333)</b>	<b>(4,222)</b>	<b>(3,821)</b>
<b>Regulatory Services</b>	Provides compliance, education and enforcement functions related to animal management, fire prevention, local laws, parking management, planning compliance, public safety and security, litter prevention and school crossings.	Income	6,929	6,987	11,325
		Expenditure	(7,271)	(8,503)	(9,580)
		<b>Surplus/(deficit)</b>	<b>(342)</b>	<b>(1,516)</b>	<b>1,745</b>
<b>TOTAL STRATEGIC OBJECTIVE 1 - Surplus/(deficit)</b>			<b>(16,805)</b>	<b>(27,770)</b>	<b>(17,656)</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



**Major Initiatives**

- Implement Year Three of the Make Your Move Strategy Greater Dandenong Physical Activity Strategy 2020-30.
- Support the establishment and transition of South East Leisure in the management of Council's major aquatic and recreation facilities.
- Progress the construction of the Keysborough South Community Hub.
- Complete the business case and concept design for Dandenong Community Hub.

**Other Initiatives**

- Finalise and commence implementation of the Climate Change Community Engagement and Mobilisation Plan.
- Deliver preventative health activities to Aboriginal and Torres Strait Islander families, through the New Directions project.
- Implement the VicHealth Local Government Partnership health promotion modules.
- Develop Keysborough South Community Hub Strategic and Action Plan.
- Implement the Domestic Animal Management Plan.

**2.2 Strategic Objective 2 - A city that respects and celebrates diversity, our history and the arts**

The cultural diversity of Greater Dandenong is the defining point of difference for this city. There are many aspects of diversity in addition to multiculturalism. Diversity of culture, ability, age, gender, faith and sexuality are all acknowledged and considered in the development and delivery of our services. Support for the arts and our local history are also key priorities for our municipality.

**Services**

Service area	Description of services provided	Forecast		
		Actual 2020-21 \$'000	Actual 2021-22 \$'000	Budget 2022-23 \$'000
<b>Community Arts, Cultural and Libraries</b>	Income	1,506	2,039	1,758
	Expenditure	(9,567)	(10,894)	(10,776)
	<i>Surplus/(deficit)</i>	<i>(8,061)</i>	<i>(8,855)</i>	<i>(9,018)</i>
<b>TOTAL STRATEGIC OBJECTIVE 2 - Surplus/(deficit)</b>		<b>(8,061)</b>	<b>(8,855)</b>	<b>(9,018)</b>

**Major Initiatives**

- Launch the Dandenong New Art Gallery.
- Progress the Precinct Energy Plant Creative Industries Hub development.
- Implement Year 1 of the Arts and Cultural Heritage Strategy.
- Implement Year 1 of the Library Services Strategy.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### Initiatives

- Deliver major events including Springvale Snow Fest, Children's Festival and New Year's Eve.
- Implement Council's Reconciliation Action Plan.
- Support community initiatives to advance gender equality.

### 2.3 Strategic Objective 3 – A city of accessible, vibrant centres and neighbourhoods

The appearance and amenity of the city defines its space. Council strives for best practice urban design and planning to create a city for the future that has high quality amenity for current and future residents, and appropriate levels of development. Planning and development within the city are regulated through the Greater Dandenong Planning Scheme which sets out the vision for the city through zoning, style and type of development, and regulatory functions.

### Services

Service area	Description of services provided	Forecast			
		Actual 2020-21 \$'000	Actual 2021-22 \$'000	Budget 2022-23 \$'000	
<b>Business, Engineering and Major Projects Executive</b>	This function is focused on the built and natural environment and provides the oversight of the Engineering and Infrastructure functions of Council, as well as Council's major activity centres, place making, revitalisation, economic development, investment attraction and future growth.	Income	-	-	-
		Expenditure	(387)	(407)	(409)
		<b>Surplus/(deficit)</b>	<b>(387)</b>	<b>(407)</b>	<b>(409)</b>
<b>Business and Revitalisation</b>	The department leads and coordinates the revitalisation of the Dandenong, Springvale and Noble Park activity centres through the stewardship of property development, infrastructure planning, stakeholder engagement and place making. It also includes the Economic Development team which markets the city as a business destination, facilitates business attraction, investment and employment creation, supports existing businesses and measures and monitors the local and regional economy to enhance the economic prosperity of the city. This area also promotes the city's cultural precincts and coordinates the cultural tours.	Income	613	283	12
		Expenditure	(2,234)	(3,394)	(2,444)
		<b>Surplus/(deficit)</b>	<b>(1,621)</b>	<b>(3,111)</b>	<b>(2,432)</b>
<b>Roads</b>	Responsible for the maintenance of the city's road, drainage and footpath network. Road maintenance is a key function of Council, funding the ongoing upkeep of local roads.	Income	17	53	12
		Expenditure	(5,599)	(7,106)	(6,306)
		<b>Surplus/(deficit)</b>	<b>(5,582)</b>	<b>(7,053)</b>	<b>(6,294)</b>

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



Service area	Description of services provided		Forecast		Budget 2022-23 \$'000
			Actual 2020-21 \$'000	Actual 2021-22 \$'000	
<b>Building Maintenance</b>	Building Maintenance services cover everyday building issues and helps maintain other Council properties and structures, including bus shelters, fencing and building lighting. Also includes nominated building demolitions.	Income	32	21	19
		Expenditure	(8,537)	(9,217)	(8,821)
		<i>Surplus/(deficit)</i>	<i>(8,505)</i>	<i>(9,196)</i>	<i>(8,802)</i>
<b>Transport and Civil Development</b>	This unit is responsible for the long term planning and advocacy of Council's transport network, asset protection and civil development and design. The unit provides engineering input to planning and development and civil work applications.	Income	1,324	1,427	1,302
		Expenditure	(2,105)	(2,170)	(2,339)
		<i>Surplus/(deficit)</i>	<i>(781)</i>	<i>(743)</i>	<i>(1,037)</i>
<b>City Planning, Design and Amenity Executive</b>	This function provides the oversight of the planning, development, building and regulatory services activities. Also includes Level Crossing Removal Project.	Income	-	-	-
		Expenditure	(462)	(502)	(471)
		<i>Surplus/(deficit)</i>	<i>(462)</i>	<i>(502)</i>	<i>(471)</i>
<b>Planning and Design</b>	This unit provides statutory, strategic, design and sustainability planning services to the city as well as monitoring and enforcement of planning legislation and permissions.	Income	1,726	1,739	2,004
		Expenditure	(5,085)	(5,225)	(5,445)
		<i>Surplus/(deficit)</i>	<i>(3,359)</i>	<i>(3,486)</i>	<i>(3,441)</i>
<b>City Improvement</b>	The project delivery team performs a project management function with the primary purpose of delivering Council's Capital Works program associated with its roads, drains, facilities and open space.	Income	-	192	-
		Expenditure	(2,296)	(2,732)	(2,044)
		<i>Surplus/(deficit)</i>	<i>(2,296)</i>	<i>(2,540)</i>	<i>(2,044)</i>
<b>Major Projects</b>	Responsible for coordinating the planning, advocacy / funding and development of major projects that provide social, community and economic benefits for Greater Dandenong in line with the strategic priorities of Council. Also, includes Team 11 which was the working title of a bid to bring an A-League Team to South East Melbourne. This bid process has now closed, however, the project concept will continue in 2021-22.	Income	195	50	-
		Expenditure	(553)	(599)	(196)
		<i>Surplus/(deficit)</i>	<i>(358)</i>	<i>(549)</i>	<i>(196)</i>
<b>TOTAL STRATEGIC OBJECTIVE 3 - Surplus/(deficit)</b>			<b>(23,351)</b>	<b>(27,587)</b>	<b>(25,126)</b>

**Major Initiatives**

- Continue to progress the development of a new aquatic and wellbeing centre to replace Dandenong Oasis at Mills Reserve.
- Complete the Noble Park Activity Centre Structure Planning Scheme Amendment.
- Construct Stage 1 of the Vanity Lane pedestrian link in central Dandenong.
- Facilitate the Development Victoria/Capital Alliance investment project in the Revitalising Central Dandenong Foster Street Precinct.
- Complete key capital works across the city.

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



**Initiatives**

- Implement the Greater Dandenong Regional Food Strategy.
- Review the Municipal Early Years Infrastructure Plan to accommodate the roll-out of three year old kindergarten.
- Provide ongoing funds for road safety treatments to address priority locations where the greatest road safety risks are identified.

**2.4 Strategic Objective 4 – A green city committed to a sustainable future**

Council is committed to a proactive and collaborative approach to climate change. Council has a Sustainability Strategy and a Climate Emergency Strategy that provide guidance on many key priorities, such as reducing waste, increasing transport options, improving our built environment, protecting our natural environment and tackling the effects of climate change.

**Services**

Service area	Description of services provided		Forecast		Budget 2022-23 \$'000
			Actual 2020-21 \$'000	Actual 2021-22 \$'000	
<b>Infrastructure Services and Planning</b>	Responsible for waste collection services, Spring Valley landfill maintenance and rehabilitation, fleet management, asset management and strategic asset planning.  <i>* Please note this Service area excludes waste income, fleet sale proceeds and cost of fleet sold.</i>	Income	2,380	1,111	397
		Expenditure	(32,935)	(32,980)	(34,094)
		<b>Surplus/(deficit)</b>	<b>(30,555)</b>	<b>(31,869)</b>	<b>(33,697)</b>
<b>Parks</b>	The Parks Service unit maintains the City of Greater Dandenong's parks and public open spaces in order to improve the health and wellbeing of the community, provide accessible, usable open spaces for residents and improve the value of assets within the municipality.	Income	664	285	116
		Expenditure	(13,496)	(15,015)	(15,238)
		<b>Surplus/(deficit)</b>	<b>(12,832)</b>	<b>(14,730)</b>	<b>(15,122)</b>
<b>Building and Compliance Services</b>	Building and Compliance Services maintain standards of amenity, habitation and safety in buildings. The unit provides services including building inspections, enforcement of safety standards, advice and consultation on building regulations issues and issuing of building permits. This unit is also responsible for environmental health and food legislation.	Income	1,958	2,100	2,656
		Expenditure	(3,812)	(5,008)	(4,276)
		<b>Surplus/(deficit)</b>	<b>(1,854)</b>	<b>(2,908)</b>	<b>(1,620)</b>
<b>TOTAL STRATEGIC OBJECTIVE 4 - Surplus/(deficit)</b>			<b>(45,241)</b>	<b>(49,507)</b>	<b>(50,439)</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



**Major Initiatives**

- Continue development of improvements to open space reserves.
- Implement the Open Space Strategy, Urban Forest Strategy, Green Wedge Management Plan and Neighbourhood Activity Centre Strategy.
- Implement year five of the Greening Our City: Urban Tree Strategy.
- Implement the Climate Emergency Strategy, Sustainability Strategy and climate emergency declaration.
- Review and update the Asset Management Strategy.

**Other Initiatives**

- Commence implementation of the Electric Vehicle Transition Plan.
- Undertake the Sustainability Festival.
- Audit the industrial and commercial areas with a focus on hazardous materials and waste storage identification and elimination.

**2.5 Strategic Objective 5 – A city that supports entrepreneurship, quality education and employment outcomes**

As outlined in Council's long-term strategy "Achieving Greater Dandenong's Potential - A Local Economic and Employment Development Strategy for our City": Greater Dandenong will be a place where people of all ages and backgrounds can reach their potential, gain the skills and education they need for success in life, and be part of a prosperous economy where all trade, manufacturing and business activity flourishes. Council is committed to supporting and strengthening the manufacturing presence in the city as well as promoting local jobs for local people and supporting women in business.

**Services**

Service area	Description of services provided	Forecast		
		Actual 2020-21	Actual 2021-22	Budget 2022-23
		\$'000	\$'000	\$'000
<b>South East Business Networks (SEBN)</b>	Through its unique and collaborative network models, SEBN brings people and companies together to protect the economic viability of the region by ensuring a stronger, more resilient and globally engaged business community. SEBN promotes the role of women in business and the development and integration of our diverse community into the workplace.	Income 496	463	351
		Expenditure (908)	(1,326)	(1,007)
		<i>Surplus/(deficit)</i>	<i>(412)</i>	<i>(656)</i>
<b>TOTAL STRATEGIC OBJECTIVE 5 - Surplus/(deficit)</b>		<b>(412)</b>	<b>(863)</b>	<b>(656)</b>

**Major Initiatives**

- Drive the ongoing implementation of the Local Economic and Employment Development Strategy.
- Manage and Chair the Greater Dandenong Regional Employment Taskforce and associated projects.
- Deliver an action plan to guide the next phase of the Community Revitalisation project and strengthen pathways to economic participation (SPEP).

4.2.2 Proposed 2022-23 Budget (Cont.)



Other Initiatives

- Deliver key events that showcase women in business.
- Support and facilitate the 'This is IT' Schools program in collaboration with SELLEN and industry partners.
- Review the Family Day Care Business and Marketing plans to maintain market share and community expectation.

2.6 Strategic Objective 6 – A Council that demonstrates leadership and a commitment to investing in the community

Council is committed to the effective management of assets and resources to ensure our financial sustainability. Proactive engagement with residents to ensure that communication about all of council's services, planning activities and decisions are accessible to everyone is key. Community input into decision making is actively encouraged through a range of consultation opportunities throughout the year.

Service area	Description of services provided		Forecast		Budget 2022-23 \$'000
			Actual 2020-21 \$'000	Actual 2021-22 \$'000	
<b>Office of the Chief Executive</b>	The Office of the Chief Executive (CEO) has overall responsibility for the operations of the organisation, and carriage of the Strategic Risk Register. Each member of the executive management team reports to the CEO, in addition to Corporate Services management (interim structure).	Income	-	-	-
		Expenditure	(644)	(695)	(668)
		<i>Surplus/(deficit)</i>	<i>(644)</i>	<i>(695)</i>	<i>(668)</i>
<b>Corporate Services</b>	Corporate Services is responsible for the internal audit program and directorate administration support (interim structure).	Income	-	-	-
		Expenditure	(528)	(265)	(279)
		<i>Surplus/(deficit)</i>	<i>(528)</i>	<i>(265)</i>	<i>(279)</i>
<b>Media, Communications, Customer Service and Civic Facilities</b>	The Media and Communications unit is responsible for all media management, marketing and communications campaigns and activities, web management, print shop services, community engagement and corporate planning and reporting. The Customer Service unit is responsible for the corporate call centre and three face to face customer service centres. The Civic and Community Facilities unit manages a diverse range of facilities for use or hire by Council and the community.	Income	193	272	656
		Expenditure	(5,063)	(5,424)	(5,850)
		<i>Surplus/(deficit)</i>	<i>(4,870)</i>	<i>(5,152)</i>	<i>(5,194)</i>

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

4.2.2 Proposed 2022-23 Budget (Cont.)



CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

Service area	Description of services provided		Forecast		Budget 2022-23 \$'000
			Actual 2020-21 \$'000	Actual 2021-22 \$'000	
<b>Governance</b>	Governance is responsible for the overall governance of the organisation and the management of Council's commercial property portfolio. The unit is also responsible for the management, storage and disposal of corporate records to support business transactions and for evidentiary purposes. Also includes return from Dandenong Market.	Income	1,529	1,243	1,340
		Expenditure	(2,752)	(2,925)	(3,207)
		<i>Surplus/(deficit)</i>	<i>(1,223)</i>	<i>(1,682)</i>	<i>(1,867)</i>
<b>Information Technology</b>	The Information Technology unit is responsible for the provision of cost-effective information and telecommunication solutions to staff and councillors.	Income	3	10	-
		Expenditure	(4,811)	(5,494)	(5,777)
		<i>Surplus/(deficit)</i>	<i>(4,808)</i>	<i>(5,484)</i>	<i>(5,777)</i>
<b>People, Culture and Innovation</b>	Responsible for supporting the human resource capital within the organisation. This function also includes occupational health and safety, purchasing and procurement systems, industrial relations, professional development, contract management, insurance and risk management and continuous improvement.	Income	418	567	124
		Expenditure	(5,149)	(6,510)	(6,050)
		<i>Surplus/(deficit)</i>	<i>(4,731)</i>	<i>(5,943)</i>	<i>(5,926)</i>
<b>Financial Services</b>	Financial Services exists to enable Council to comply with statutory requirements, provide strategic financial direction, undertake essential business processes and support the organisation with financial assistance and advice. Property Revenue includes the administration of rates and valuation services.	Income	158	198	323
		Expenditure	(2,595)	(2,951)	(3,183)
		<i>Surplus/(deficit)</i>	<i>(2,437)</i>	<i>(2,753)</i>	<i>(2,860)</i>
<b>TOTAL STRATEGIC OBJECTIVE 6 - Surplus/(deficit)</b>			<b>(19,241)</b>	<b>(21,974)</b>	<b>(22,571)</b>

**Major Initiatives**

- Continue to work with agencies on COVID-19 response and recovery efforts.
- Complete a Workforce Management Plan and other workforce requirements under the Local Government Act 2020.
- Comply with the auditing and reporting requirements of the Gender Equality Act 2020 including the implementation of the Gender Equality Action Plan
- Review Council's Long Term Financial Plan.

**Initiatives**

- Develop an organisation wide Conflict of Interest framework and policy.
- Develop and document the organisational Customer Service Experience (CSX) strategy to optimise customer's interactions with Council.
- Strengthen Council's digital governance through a continuous improvement program to ensure digital solutions meet the business needs of Council.

4.2.2 Proposed 2022-23 Budget (Cont.)



2.4 Performance statement

The service performance outcome indicators detailed in the following section will be reported on within the Performance Statement which is prepared at the end of the year as required by section 98 of the Act and included in the 2022-23 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 full set of prescribed performance indicators are audited each year by the Victorian Auditor General who issues an audit opinion on the Performance Statement. The major 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.

2.5 Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Governance	Satisfaction	Satisfaction with Council decisions. (Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community).	Community satisfaction rating out of 100 with the performance of Council in making decisions in the interest 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 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 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
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities. (Number of visits to aquatic facilities per head of population).	Number of visits to aquatic facilities / Population

**4.2.2 Proposed 2022-23 Budget (Cont.)**

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



Service	Indicator	Performance Measure	Computation
Animal Management	Health and safety	Animal management prosecutions. (Percentage of animal management prosecutions which are successful).	Number of successful animal management prosecutions / Total number of animal management prosecutions
Food safety	Health and safety	Critical and major non-compliance outcome notifications. (Percentage of critical and major non-compliance outcome notifications that are followed up by Council)	[Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about food premises] x100
Maternal and Child Health	Participation	Participation in the MCH service. (Percentage of children enrolled who participate in the MCH service)	[Number of children who attend the MCH service at least once (in the financial year) / Number of children enrolled in the MCH service] x100
Maternal and Child Health	Participation	Participation in the MCH service by Aboriginal children. (Percentage of Aboriginal children enrolled who participate in the MCH service)	[Number of Aboriginal children who attend the MCH service at least once (in the financial year) / Number of Aboriginal children enrolled in the MCH service] x100

4.2.2 Proposed 2022-23 Budget (Cont.)



2.6 Reconciliation with budgeted operating result

	2022-23		
	Surplus/ (Deficit) \$'000	Expenditure \$'000	Income \$'000
Strategic objective 1	(17,656)	(51,837)	34,181
Strategic objective 2	(9,018)	(10,776)	1,758
Strategic objective 3	(25,126)	(28,475)	3,349
Strategic objective 4	(50,439)	(53,608)	3,169
Strategic objective 5	(656)	(1,007)	351
Strategic objective 6	(22,571)	(25,014)	2,443
<b>Total services</b>	<b>(125,466)</b>	<b>(26,021)</b>	<b>2,794</b>
<b>Non-attributable expenditure</b>			
Depreciation	(33,943)		
Amortisation - right of use assets	(604)		
Amortisation - intangible assets	(60)		
Borrowing costs	(2,667)		
Interest charges - leases	(22)		
Written down value of assets sold/scrapped	(261)		
Other non attributable *	(2,788)		
<b>Total non-attributable expenditure</b>	<b>(40,345)</b>		
<b>Surplus/(Deficit) before funding sources</b>	<b>(165,811)</b>		
<b>Funding sources</b>			
Rates and charges	137,123		
Waste charge revenue	24,958		
Financial Assistance Grants	12,123		
Interest earnings	500		
Asset sales	706		
Contributions - non-monetary	10,000		
Contributions - monetary	3,447		
Capital grant funding	3,518		
<b>Total funding sources</b>	<b>192,375</b>		
<b>Surplus for the year</b>	<b>26,564</b>		

\* Other non-attributable includes bank charges, external audit fees, annual leave and long service leave provisions and fire services levy payable on Council owned properties.

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#### 4.2.2 Proposed 2022-23 Budget (Cont.)



### 3. Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2022-23 has been supplemented with projections to 2025-26.

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

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

An additional statement - 'Conversion to Cash Result' is also provided after the Comprehensive Income Statement.

4.2.2 Proposed 2022-23 Budget (Cont.)



**Comprehensive Income Statement**  
For the four years ending 30 June 2026

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

	Notes	Forecast		Projections		
		Actual 2021-22 \$'000	Budget 2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000
<b>Income</b>						
Rates and charges	4.1.1	156,217	162,081	165,945	171,097	176,341
Statutory fees and fines	4.1.2	7,169	9,696	9,849	10,046	10,347
User fees	4.1.3	6,403	9,389	9,410	9,673	9,945
Grants - operating	4.1.4	29,955	33,940	32,974	32,212	32,368
Grants - capital	4.1.4	25,011	3,518	816	-	-
Contributions - monetary	4.1.5	7,879	3,447	4,929	2,000	2,000
Contributions - non-monetary	4.1.5	10,000	10,000	10,000	10,000	10,000
Net gain on disposal of property, infrastructure, plant and equipment		179	445	428	514	444
Other income	4.1.6	5,162	4,849	6,606	6,716	7,032
<b>Total income</b>		<b>247,975</b>	<b>237,365</b>	<b>240,957</b>	<b>242,258</b>	<b>248,477</b>
<b>Expenses</b>						
Employee costs	4.1.7	92,788	91,636	93,283	93,953	96,789
Materials and services	4.1.8	80,670	75,427	77,384	80,020	79,883
Depreciation	4.1.9	33,237	33,943	34,621	35,314	36,020
Amortisation - intangible assets	4.1.10	100	60	60	60	60
Amortisation - right of use assets	4.1.11	604	604	604	598	598
Bad and doubtful debts		1,266	1,953	2,050	2,153	2,260
Borrowing costs		2,803	2,667	3,042	3,745	4,050
Finance costs - leases		22	22	22	22	22
Other expenses	4.1.12	6,850	4,489	4,371	5,298	4,553
<b>Total expenses</b>		<b>218,340</b>	<b>210,801</b>	<b>215,437</b>	<b>221,163</b>	<b>224,235</b>
<b>Surplus/(deficit) for the year</b>		<b>29,635</b>	<b>26,564</b>	<b>25,520</b>	<b>21,095</b>	<b>24,242</b>
<b>Other comprehensive income</b>						
<i>Items that will not be reclassified to surplus or deficit in future periods:</i>						
Net asset revaluation increment (decrement)		-	-	-	-	-
<b>Total comprehensive result</b>		<b>29,635</b>	<b>26,564</b>	<b>25,520</b>	<b>21,095</b>	<b>24,242</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



**Conversion to Cash Result**  
For the four years ending 30 June 2026

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

	Forecast		Projections		
	Actual 2021-22 \$'000	Budget 2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000
<b>Net operating result</b>	<b>29,635</b>	<b>26,564</b>	<b>25,520</b>	<b>21,095</b>	<b>24,242</b>
<b>Add (less) cash costs not included in operating result</b>					
Capital expenditure	94,986	55,590	82,793	77,267	34,582
Loan repayments	3,372	3,484	5,601	8,401	10,348
Loan proceeds	-	(6,120)	(32,500)	(33,100)	-
Repayment of lease liabilities	689	710	724	738	753
Transfer from reserves	(27,835)	(8,635)	(11,339)	(11,356)	(3,292)
Transfer to reserves	17,581	6,403	5,778	5,419	8,789
<b>Sub total</b>	<b>88,793</b>	<b>51,432</b>	<b>51,057</b>	<b>47,369</b>	<b>51,180</b>
<b>Add (less) non-cash costs included in operating result</b>					
Depreciation	33,237	33,943	34,621	35,314	36,020
Amortisation - intangible assets	100	60	60	60	60
Amortisation - right of use assets	604	604	604	598	598
Written down value of assets sold	301	261	252	302	260
Contributions - non-monetary	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
<b>Sub total</b>	<b>24,242</b>	<b>24,868</b>	<b>25,537</b>	<b>26,274</b>	<b>26,938</b>
<b>Surplus (deficit) for the year</b>	<b>(34,916)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Accumulated surplus brought forward</b>	<b>35,202</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Accumulated surplus brought forward</b>	<b>286</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



**Balance Sheet**

For the four years ending 30 June 2026

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

	Notes	Forecast	Budget	Projections		
		Actual 2021-22 \$'000	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000
<b>Assets</b>						
<b>Current assets</b>						
Cash and cash equivalents		128,925	126,900	126,298	119,416	116,724
Trade and other receivables		26,804	28,088	29,260	30,575	31,949
Other assets		4,004	4,085	4,165	4,249	4,334
<b>Total current assets</b>	4.2.1	<b>159,733</b>	<b>159,073</b>	<b>159,723</b>	<b>154,240</b>	<b>153,007</b>
<b>Non-current assets</b>						
Trade and other receivables		295	295	295	295	295
Property, infrastructure, plant and equipment		2,518,226	2,549,552	2,607,412	2,659,003	2,667,245
Investment property		10,860	10,860	10,860	10,860	10,860
Right-of-use assets		1,085	1,191	1,311	1,451	1,606
Intangible assets		102	102	102	102	102
<b>Total non-current assets</b>	4.2.1	<b>2,530,568</b>	<b>2,562,000</b>	<b>2,619,980</b>	<b>2,671,711</b>	<b>2,680,108</b>
<b>Total assets</b>		<b>2,690,301</b>	<b>2,721,073</b>	<b>2,779,703</b>	<b>2,825,951</b>	<b>2,833,115</b>
<b>Liabilities</b>						
<b>Current liabilities</b>						
Trade and other payables		22,835	23,714	28,992	28,469	20,718
Trust funds and deposits		4,870	4,870	4,870	4,870	4,870
Unearned income		52,293	52,293	52,293	52,293	52,293
Provisions		22,366	22,986	23,929	24,916	25,943
Interest-bearing liabilities	4.2.3	3,484	4,196	7,188	10,348	10,686
Lease liabilities		570	570	570	570	570
<b>Total current liabilities</b>	4.2.2	<b>106,418</b>	<b>108,629</b>	<b>117,842</b>	<b>121,466</b>	<b>115,080</b>
<b>Non-current liabilities</b>						
Trust funds and deposits		2,035	2,035	2,035	2,035	2,035
Provisions		1,217	1,289	1,279	1,269	1,263
Interest-bearing liabilities	4.2.3	49,779	51,704	75,611	97,150	86,464
Lease liabilities		442	442	442	442	442
<b>Total non-current liabilities</b>	4.2.2	<b>53,473</b>	<b>55,470</b>	<b>79,367</b>	<b>100,896</b>	<b>90,204</b>
<b>Total liabilities</b>		<b>159,891</b>	<b>164,099</b>	<b>197,209</b>	<b>222,362</b>	<b>205,284</b>
<b>Net assets</b>		<b>2,530,410</b>	<b>2,556,974</b>	<b>2,582,494</b>	<b>2,603,589</b>	<b>2,627,831</b>
<b>Equity</b>						
Accumulated surplus		963,846	992,642	1,023,723	1,050,755	1,069,500
Asset revaluation reserve		1,511,604	1,511,604	1,511,604	1,511,604	1,511,604
Reserves		54,960	52,728	47,167	41,230	46,727
<b>Total equity</b>		<b>2,530,410</b>	<b>2,556,974</b>	<b>2,582,494</b>	<b>2,603,589</b>	<b>2,627,831</b>

\* Unearned income primarily relates to Development Contribution Plan levies and operating and capital grants of which the timing of recognition is difficult to predict.

4.2.2 Proposed 2022-23 Budget (Cont.)



CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

**Statement of Changes in Equity**

For the four years ending 30 June 2026

	Notes	Total \$'000	Accumulated surplus \$'000	Revaluation reserve \$'000	Other reserves \$'000
<b>2022</b>					
Balance at beginning of the financial year		2,500,775	923,957	1,511,604	65,214
Surplus/(deficit) for the year		29,635	29,635	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(17,581)	-	17,581
Transfers from other reserves		-	27,835	-	(27,835)
<b>Balance at end of the financial year</b>		<b>2,530,410</b>	<b>963,846</b>	<b>1,511,604</b>	<b>54,960</b>
<b>2023</b>					
Balance at beginning of the financial year		2,530,410	963,846	1,511,604	54,960
Surplus/(deficit) for the year		26,564	26,564	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves	4.3.1	-	(6,403)	-	6,403
Transfers from other reserves	4.3.1	-	8,635	-	(8,635)
<b>Balance at end of the financial year</b>	4.3.2	<b>2,556,974</b>	<b>992,642</b>	<b>1,511,604</b>	<b>52,728</b>
<b>2024</b>					
Balance at beginning of the financial year		2,556,974	992,642	1,511,604	52,728
Surplus/(deficit) for the year		25,520	25,520	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(5,778)	-	5,778
Transfers from other reserves		-	11,339	-	(11,339)
<b>Balance at end of the financial year</b>		<b>2,582,494</b>	<b>1,023,723</b>	<b>1,511,604</b>	<b>47,167</b>
<b>2025</b>					
Balance at beginning of the financial year		2,582,494	1,023,723	1,511,604	47,167
Surplus/(deficit) for the year		21,095	21,095	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(5,419)	-	5,419
Transfers from other reserves		-	11,356	-	(11,356)
<b>Balance at end of the financial year</b>		<b>2,603,589</b>	<b>1,050,755</b>	<b>1,511,604</b>	<b>41,230</b>
<b>2026</b>					
Balance at beginning of the financial year		2,603,589	1,050,755	1,511,604	41,230
Surplus/(deficit) for the year		24,242	24,242	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(8,789)	-	8,789
Transfers from other reserves		-	3,292	-	(3,292)
<b>Balance at end of the financial year</b>		<b>2,627,831</b>	<b>1,069,500</b>	<b>1,511,604</b>	<b>46,727</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



Statement of Cash Flows

For the four years ending 30 June 2026

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

	Notes	Forecast	Budget	Projections		
		Actual	2022-23	2023-24	2024-25	2025-26
		2021-22	2022-23	2023-24	2024-25	2025-26
		\$'000	\$'000	\$'000	\$'000	\$'000
		Inflows	Inflows	Inflows	Inflows	Inflows
		(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)
<b>Cash flows from operating activities</b>						
Rates and charges		155,943	161,639	165,661	170,719	175,956
Statutory fees and fines		5,903	7,203	7,227	7,289	7,447
User fees		7,705	9,996	10,005	10,276	10,559
Grants - operating		32,355	36,122	35,059	34,209	34,368
Grants - capital		17,011	3,518	816	-	-
Contributions - monetary		7,879	3,447	4,929	2,000	2,000
Interest received		383	499	1,200	1,499	1,700
Trust funds and deposits taken		28,495	28,102	28,152	28,202	28,252
Other receipts		5,305	4,855	6,015	5,820	5,935
Net GST refund		14,756	9,997	12,894	12,767	8,381
Employee costs		(92,788)	(90,698)	(92,302)	(92,930)	(95,719)
Materials and services		(93,921)	(88,018)	(88,296)	(96,446)	(99,260)
Short-term, low value and variable lease payments		(550)	(569)	(594)	(605)	(616)
Trust funds and deposits repaid		(28,052)	(28,102)	(28,152)	(28,202)	(28,252)
Other payments		(7,535)	(4,369)	(4,214)	(5,223)	(4,392)
<b>Net cash provided by operating activities</b>	4.4.1	<b>52,889</b>	<b>53,622</b>	<b>58,400</b>	<b>49,375</b>	<b>46,359</b>
<b>Cash flows from investing activities</b>						
Payments for property, infrastructure, plant and equipment		(94,986)	(55,590)	(82,793)	(77,267)	(34,582)
Proceeds from sale of property, infrastructure, plant and equipment		480	706	680	816	704
<b>Net cash used in investing activities</b>	4.4.2	<b>(94,506)</b>	<b>(54,884)</b>	<b>(82,113)</b>	<b>(76,451)</b>	<b>(33,878)</b>
<b>Cash flows from financing activities</b>						
Finance costs		(2,803)	(2,667)	(3,042)	(3,745)	(4,050)
Proceeds from borrowings		-	6,120	32,500	33,100	-
Repayment of borrowings		(3,372)	(3,484)	(5,601)	(8,401)	(10,348)
Interest paid - lease liability		(22)	(22)	(22)	(22)	(22)
Repayment of lease liabilities		(689)	(710)	(724)	(738)	(753)
<b>Net cash used in financing activities</b>	4.4.3	<b>(6,886)</b>	<b>(763)</b>	<b>23,111</b>	<b>20,194</b>	<b>(15,173)</b>
Net increase (decrease) in cash and cash equivalents		(48,503)	(2,025)	(602)	(6,882)	(2,692)
Cash and cash equivalents at beginning of financial year		177,428	128,925	126,900	126,298	119,416
<b>Cash and cash equivalents at end of financial year</b>		<b>128,925</b>	<b>126,900</b>	<b>126,298</b>	<b>119,416</b>	<b>116,724</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

**Statement of Capital Works**

For the four years ending 30 June 2026

	Notes	Forecast	Budget	Projections		
		Actual 2021-22 \$'000	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000
<b>Property</b>						
Land		4,801	-	-	-	-
<b>Total land</b>		<b>4,801</b>	-	-	-	-
Buildings		35,730	16,590	53,348	49,195	8,179
Leasehold improvements		1,351	871	-	-	-
<b>Total buildings</b>		<b>37,081</b>	<b>17,461</b>	<b>53,348</b>	<b>49,195</b>	<b>8,179</b>
<b>Total property</b>		<b>41,882</b>	<b>17,461</b>	<b>53,348</b>	<b>49,195</b>	<b>8,179</b>
<b>Plant and equipment</b>						
Plant, machinery and equipment		3,782	-	2,702	2,681	2,578
Fixtures, fittings and furniture		301	45	250	301	183
Computers and telecommunications		1,405	124	489	394	1,166
Library books		818	878	951	961	941
<b>Total plant and equipment</b>		<b>6,306</b>	<b>1,047</b>	<b>4,392</b>	<b>4,337</b>	<b>4,868</b>
<b>Infrastructure</b>						
Roads		17,900	21,935	13,045	12,108	11,473
Bridges		720	270	409	142	441
Footpaths and cycleways		2,044	2,000	1,487	1,551	1,488
Drainage		2,583	4,137	3,808	3,312	3,316
Recreational, leisure and community facilities		6,478	6,350	2,992	3,677	2,295
Parks, open space and streetscapes		16,484	2,390	2,780	2,430	2,209
Off street car parks		589	-	472	455	253
<b>Total infrastructure</b>		<b>46,798</b>	<b>37,082</b>	<b>24,993</b>	<b>23,675</b>	<b>21,475</b>
<b>Sub-total</b>	4.5.1	<b>94,986</b>	<b>55,590</b>	<b>82,733</b>	<b>77,207</b>	<b>34,522</b>
Intangible assets		-	-	60	60	60
<b>Total capital expenditure (including intangible assets)</b>		<b>94,986</b>	<b>55,590</b>	<b>82,793</b>	<b>77,267</b>	<b>34,582</b>
<b>Represented by:</b>						
New asset expenditure		18,793	13,780	11,577	16,412	5,534
Asset renewal expenditure		29,535	26,374	26,206	26,221	26,265
Asset upgrade expenditure		39,784	15,436	45,010	34,634	2,783
Asset expansion expenditure		6,874	-	-	-	-
<b>Total capital works expenditure</b>	4.5.1	<b>94,986</b>	<b>55,590</b>	<b>82,793</b>	<b>77,267</b>	<b>34,582</b>
<b>Funding sources represented by:</b>						
Grants		25,011	3,518	816	-	-
Contributions		960	1,447	2,929	-	-
Council cash		52,346	38,155	37,677	35,267	33,932
Borrowings		-	6,120	32,500	33,100	-
Reserves		16,669	6,350	8,871	8,900	650
<b>Total capital works expenditure</b>	4.5.1	<b>94,986</b>	<b>55,590</b>	<b>82,793</b>	<b>77,267</b>	<b>34,582</b>

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



**Statement of Human Resources**

For the four years ending 30 June 2026

In addition to the financial resources to be consumed over the planning period, Council will also consume non-financial resources, in particular human resources. A summary of Council's anticipated human resource requirements for the years 2022-23 to 2025-26 is shown below.

	Forecast	Budget	Projections		
	2021-22	2022-23	2023-24	2024-25	2025-26
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Staff expenditure</b>					
Employee costs - operating	92,788	91,636	93,283	93,953	96,789
<b>Total staff expenditure</b>	<b>92,788</b>	<b>91,636</b>	<b>93,283</b>	<b>93,953</b>	<b>96,789</b>

	FTE	FTE	FTE	FTE	FTE
<b>Staff numbers</b>					
Employees	752.5	780.8	779.2	775.2	771.4
<b>Total staff numbers</b>	<b>752.5</b>	<b>780.8</b>	<b>779.2</b>	<b>775.2</b>	<b>771.4</b>

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

Directorate	Budget 2022-23 \$'000	Comprises		
		Permanent Full time \$'000	Permanent Part time \$'000	Casual \$'000
Chief Executive	579	579	-	-
City Planning, Design and Amenity	14,171	12,441	1,560	170
Community Services	36,081	19,003	16,764	314
Corporate Services	14,184	11,479	2,341	364
Engineering Services	19,141	18,522	596	23
Greater Dandenong Business	2,274	1,664	610	-
<b>Total permanent staff expenditure</b>	<b>86,430</b>	<b>63,688</b>	<b>21,871</b>	<b>871</b>
<b>Other employee related expenditure</b>	<b>5,206</b>			
<b>Total employee cost expenditure</b>	<b>91,636</b>			

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

Directorate	Budget 2022-23 FTE	Comprises		
		Permanent Full time FTE	Permanent Part time FTE	Casual FTE
Chief Executive	2.0	2.0	-	-
City Planning, Design and Amenity	126.5	105.0	19.6	2
Community Services	339.2	164.0	172.2	3
Corporate Services	121.7	94.0	24.0	4
Engineering Services	174.7	167.8	6.7	0
Greater Dandenong Business	16.7	12.0	4.7	-
<b>Total staff</b>	<b>780.8</b>	<b>544.8</b>	<b>227.2</b>	<b>8.8</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



3.1 Summary of Planned Human Resources

**Summary of Planned Human Resources Expenditure**

For the four years ended 2025-26

	Budget	Financial Plan Projections		
	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000
<b>Chief Executive</b>				
Permanent - Full time				
- Women	126	131	134	137
- Men	453	471	482	494
- Persons of self-described gender	-	-	-	-
- Vacant positions	-	-	-	-
<b>Total Chief Executive</b>	<b>579</b>	<b>602</b>	<b>616</b>	<b>631</b>
<b>City Planning, Design and Amenity</b>				
Permanent - Full time				
- Women	6,032	6,014	6,110	6,290
- Men	5,575	5,559	5,647	5,813
- Persons of self-described gender	-	-	-	-
- Vacant positions	834	832	845	870
Permanent - Part time				
- Women	720	718	730	751
- Men	840	838	851	876
- Persons of self-described gender	-	-	-	-
- Vacant positions	-	-	-	-
<b>Total City Planning, Design and Amenity</b>	<b>14,001</b>	<b>13,961</b>	<b>14,183</b>	<b>14,600</b>
<b>Community Services</b>				
Permanent - Full time				
- Women	12,953	12,916	12,961	13,321
- Men	4,023	4,011	4,026	4,138
- Persons of self-described gender	-	-	-	-
- Vacant positions	2,027	2,021	2,029	2,085
Permanent - Part time				
- Women	12,937	12,897	12,944	13,304
- Men	1,340	1,336	1,341	1,378
- Persons of self-described gender	-	-	-	-
- Vacant positions	2,487	2,480	2,489	2,558
<b>Total Community Services</b>	<b>35,767</b>	<b>35,661</b>	<b>35,790</b>	<b>36,784</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



**Summary of Planned Human Resources Expenditure (continued)**

For the four years ended 2025-26

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

	Budget	Financial Plan Projections		
	2022-23	2023-24	2024-25	2025-26
	\$'000	\$'000	\$'000	\$'000
<b>Corporate Services</b>				
Permanent - Full time				
- Women	6,763	6,902	7,031	7,238
- Men	4,311	4,399	4,482	4,614
- Persons of self-described gender	-	-	-	-
- Vacant positions	405	413	421	433
Permanent - Part time				
- Women	1,801	1,838	1,873	1,928
- Men	466	476	485	499
- Persons of self-described gender	-	-	-	-
- Vacant positions	74	76	77	79
<b>Total Corporate Services</b>	<b>13,820</b>	<b>14,104</b>	<b>14,369</b>	<b>14,791</b>
<b>Engineering Services</b>				
Permanent - Full time				
- Women	2,760	2,805	2,852	2,957
- Men	13,890	14,119	14,353	14,880
- Persons of self-described gender	-	-	-	-
- Vacant positions	1,872	1,903	1,934	2,005
Permanent - Part time				
- Women	413	420	427	442
- Men	113	115	117	121
- Persons of self-described gender	-	-	-	-
- Vacant positions	70	71	72	75
<b>Total Engineering Services</b>	<b>19,118</b>	<b>19,433</b>	<b>19,755</b>	<b>20,480</b>
<b>Greater Dandenong Business</b>				
Permanent - Full time				
- Women	1,160	1,396	1,322	1,284
- Men	232	279	264	257
- Persons of self-described gender	-	-	-	-
- Vacant positions	272	327	310	301
Permanent - Part time				
- Women	497	598	567	550
- Men	-	-	-	-
- Persons of self-described gender	-	-	-	-
- Vacant positions	113	136	129	125
<b>Total Greater Dandenong Business</b>	<b>2,274</b>	<b>2,736</b>	<b>2,592</b>	<b>2,517</b>
Casuals and other expenditure	6,077	6,786	6,648	6,986
<b>Total casuals and other</b>	<b>6,077</b>	<b>6,786</b>	<b>6,648</b>	<b>6,986</b>
<b>Total staff expenditure</b>	<b>91,636</b>	<b>93,283</b>	<b>93,953</b>	<b>96,789</b>

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



**Summary of Planned Human Resources FTE**

For the four years ended 2025-26

	Budget	Financial Plan Projections		
	2022-23 FTE	2023-24 FTE	2024-25 FTE	2025-26 FTE
<b>Chief Executive</b>				
Permanent - Full time				
- Women	1.0	1.0	1.0	1.0
- Men	1.0	1.0	1.0	1.0
- Persons of self-described gender	-	-	-	-
- Vacant positions	-	-	-	-
<b>Total Chief Executive</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>
<b>City Planning, Design and Amenity</b>				
Permanent - Full time				
- Women	54.0	54.0	53.0	53.0
- Men	42.0	42.0	42.0	42.0
- Persons of self-described gender	-	-	-	-
- Vacant positions	9.0	9.0	9.0	9.0
Permanent - Part time				
- Women	8.9	8.9	8.9	8.9
- Men	10.7	10.7	10.7	10.7
- Persons of self-described gender	-	-	-	-
- Vacant positions	-	-	-	-
<b>Total City Planning, Design and Amenity</b>	<b>124.6</b>	<b>124.6</b>	<b>123.6</b>	<b>123.6</b>
<b>Community Services</b>				
Permanent - Full time				
- Women	111.2	111.2	111.2	110.2
- Men	32.6	32.6	32.6	32.6
- Persons of self-described gender	-	-	-	-
- Vacant positions	20.2	20.2	20.2	20.2
Permanent - Part time				
- Women	125.2	125.2	125.2	124.4
- Men	15.3	15.3	15.3	15.3
- Persons of self-described gender	-	-	-	-
- Vacant positions	31.7	31.7	31.7	31.7
<b>Total Community Services</b>	<b>336.2</b>	<b>336.2</b>	<b>336.2</b>	<b>334.4</b>

Note – FTE = Full time equivalent

4.2.2 Proposed 2022-23 Budget (Cont.)



**Summary of Planned Human Resources FTE (continued)**

For the four years ended 2025-26

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

	Budget	Financial Plan Projections		
	2022-23 FTE	2023-24 FTE	2024-25 FTE	2025-26 FTE
<b>Corporate Services</b>				
Permanent - Full time				
- Women	57.0	57.0	57.0	57.0
- Men	33.0	33.0	32.0	32.0
- Persons of self-described gender	-	-	-	-
- Vacant positions	4.0	4.0	4.0	4.0
Permanent - Part time				
- Women	18.8	18.2	18.2	18.2
- Men	4.4	4.4	4.4	4.4
- Persons of self-described gender	-	-	-	-
- Vacant positions	0.8	0.8	0.8	0.8
<b>Total Corporate Services</b>	<b>118.0</b>	<b>117.4</b>	<b>116.4</b>	<b>116.4</b>
<b>Engineering Services</b>				
Permanent - Full time				
- Women	25.8	25.8	25.8	25.8
- Men	121.0	120.0	119.0	119.0
- Persons of self-described gender	-	-	-	-
- Vacant positions	21.0	21.0	21.0	21.0
Permanent - Part time				
- Women	4.1	4.1	4.1	4.1
- Men	2.0	2.0	2.0	1.0
- Persons of self-described gender	-	-	-	-
- Vacant positions	0.6	0.6	0.6	0.6
<b>Total Engineering Services</b>	<b>174.5</b>	<b>173.5</b>	<b>172.5</b>	<b>171.5</b>
<b>Greater Dandenong Business</b>				
Permanent - Full time				
- Women	9.0	9.0	8.0	7.0
- Men	1.0	1.0	1.0	1.0
- Vacant positions	2.0	2.0	2.0	2.0
Permanent - Part time				
- Women	4.1	4.1	4.1	4.1
- Men	-	-	-	-
- Persons of self-described gender	-	-	-	-
- Vacant positions	0.6	0.6	0.6	0.6
<b>Total Greater Dandenong Business</b>	<b>16.7</b>	<b>16.7</b>	<b>15.7</b>	<b>14.7</b>
Casuals	8.8	8.8	8.8	8.8
<b>Total casuals</b>	<b>8.8</b>	<b>8.8</b>	<b>8.8</b>	<b>8.8</b>
<b>Total staff numbers</b>	<b>780.8</b>	<b>779.2</b>	<b>775.2</b>	<b>771.4</b>

Note – FTE = Full time equivalent

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### 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

##### Underlying surplus (deficit)

	Notes	Forecast	Budget	Variance	Variance
		Actual	2022-23		
		2021-22	2022-23		
		\$'000	\$'000	\$'000	%
<b>Operating</b>					
Total income		247,975	237,365	(10,610)	(4.3%)
Total expenses		(218,340)	(210,801)	7,539	(3.5%)
<b>Surplus for the year</b>		<b>29,635</b>	<b>26,564</b>	<b>(3,071)</b>	<b>(10.4%)</b>
<b>Less non-operating income and expenditure</b>					
Grants - capital non-recurrent	4.1.4	(23,496)	(2,500)	20,996	(89.4%)
Contributions - non-monetary	4.1.5	(10,000)	(10,000)	-	0.0%
Capital contributions - other sources	4.1.5	(7,879)	(3,447)	4,432	(56.3%)
<b>Adjusted underlying surplus (deficit)</b>		<b>(11,740)</b>	<b>10,617</b>	<b>22,357</b>	<b>(190.4%)</b>

The adjusted underlying result is the net surplus or deficit for the year adjusted for non-recurrent capital grants, non-monetary asset contributions, and capital contributions from other sources. It is a measure of financial sustainability and Council's ability to achieve its service delivery objectives as it is not impacted by capital income items which can mask the operating result.

The adjusted result for the 2022-23 year is a surplus of \$10.62 million which is an increase of \$22.36 million from the 2021-22 Forecast. The increase is mostly attributable to favourable operating income and expenditure items:

- An increase in income budgeted in 2022-23 Budget from rates and charges, operating grants, user fees and statutory fees and fines (\$15.36 million) compared to the 2021-22 Forecast.
- A reduction in expenses from the 2021-22 Forecast mainly relating to materials and services and other expenditure. This reduction is attributable to a variety of factors included in 2021-22 that are not expected to continue in 2022-23 such as grant funded projects and expenditure, one off operating initiatives, emergency storm works, establishment of new wholly-owned entity, South East Leisure.

In calculating the underlying result, Council has excluded grants received for capital purposes which are non-recurrent and capital contributions from other sources. Contributions of non-monetary assets are excluded as the value of assets assumed by Council is dependent on the level of development activity each year.

4.2.2 Proposed 2022-23 Budget (Cont.)

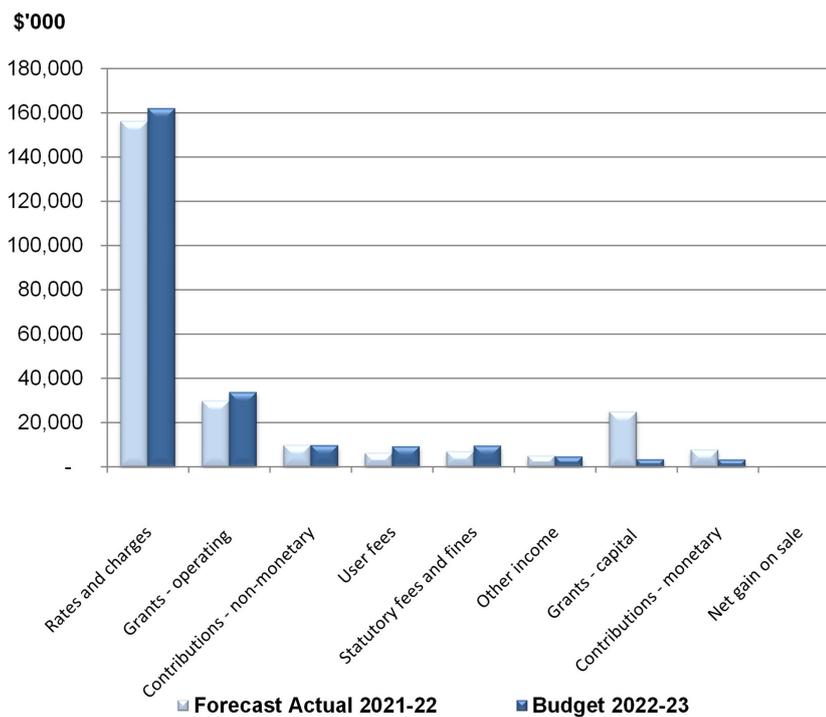
CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



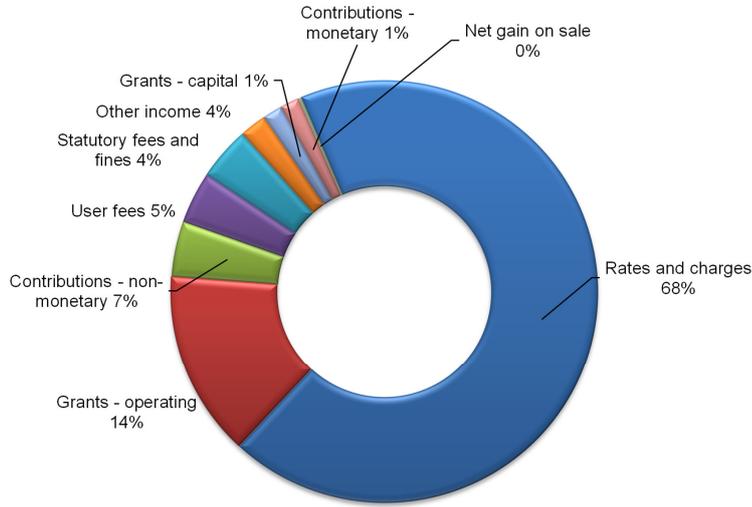
**Income**

Income types	Notes	Forecast	Budget	Variance	Variance
		Actual 2021-22 \$'000	2022-23 \$'000	\$'000	%
Rates and charges	4.1.1	156,217	162,081	5,864	3.8%
Statutory fees and fines	4.1.2	7,169	9,696	2,527	35.2%
User fees	4.1.3	6,403	9,389	2,986	46.6%
Grants - operating	4.1.4	29,955	33,940	3,985	13.3%
Grants - capital	4.1.4	25,011	3,518	(21,493)	(85.9%)
Contributions - monetary	4.1.5	7,879	3,447	(4,432)	(56.3%)
Contributions - non-monetary	4.1.5	10,000	10,000	-	0.0%
Net gain/(loss) on disposal of property, infrastructure, plant and equipment		179	445	266	148.6%
Other income	4.1.6	5,162	4,849	(313)	(6.1%)
<b>Total income</b>		<b>247,975</b>	<b>237,365</b>	<b>(10,610)</b>	<b>(4.3%)</b>

**Income by type**



4.2.2 Proposed 2022-23 Budget (Cont.)



Budgeted income 2022-23

4.1.1 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. Rate capping legislation sets out the maximum amount councils may increase rates in a year. For 2022-23, the rate cap has been set at 1.75 per cent. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

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

4.2.2 Proposed 2022-23 Budget (Cont.)



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

	Forecast		Change \$'000	Change %
	Actual 2021-22	Budget 2022-23		
	\$'000	\$'000		
General rates *	130,014	134,101	4,087	3.1%
Waste management charge	23,317	24,958	1,641	7.0%
Supplementary rates and rate adjustments	1,138	1,000	(138)	(12.1%)
Keysborough Maintenance Levy	1,647	1,645	(2)	(0.1%)
Interest on rates and charges	214	489	275	128.5%
Less abandoned rates	(113)	(112)	1	(0.9%)
<b>Total rates and charges</b>	<b>156,217</b>	<b>162,081</b>	<b>5,864</b>	<b>3.8%</b>

\* General rates are subject to the rate cap established under the rate capping legislation. For 2022-23, the rate cap has been set at 1.75 per cent. Forecast Actual 2021-22 for General rates does not reflect the annualisation of supplementary rates received during the financial year, therefore, the percentage change will not equate to the rate cap of 1.75 per cent. To comply with the rate cap of 1.75 per cent, the base rate must include the annualisation of supplementary rate income received during the year (see 4.1.1(c)) below.

Council's rate revenue of \$162.08 million is made up using the following assumptions:

- An average increase in rates across all property types of 1.75 per cent.
- Residential waste charge of \$468.00 per annum for the Option A standard service charge 120 litre bin (an increase of \$28.00 or 6.36 per cent). The waste charge fee is based on full cost recovery and includes dumped rubbish initiatives in 2022-23. The waste charge includes a fortnightly garden waste and recycling service, and an annual hard waste collection. These charges also include the landfill levy imposed by the State Government which will increase from \$105.90 to \$125.90 from the prior year and represents \$79 per household.
- \$1.00 million is estimated to be derived from supplementary rates (from new developments and improvements to existing properties).
- An estimated \$1.65 million is expected to be collected from the Keysborough Maintenance Levy at a rate of \$350 per household. These funds will be transferred to a reserve and fully expended on costs relating to this area.

The below table highlights the impacts of the rate increase on the average residential property in City of Greater Dandenong.

Residential rate in the dollar	Forecast		%	\$
	2021-22	2022-23		
Median residential valuation in Greater Dandenong	\$ 600,940	\$ 690,000		
Residential rate in the dollar	0.0017259	0.0014830		
General rates	\$ 1,037.17	\$ 1,023.24	(1.34%)	\$ (13.93)
Waste charge (including State Government landfill levy) *	\$ 440.00	\$ 468.00	6.36%	\$ 28.00
<b>Total rates and charges median residential property</b>	<b>\$ 1,477.17</b>	<b>\$ 1,491.24</b>	<b>0.95%</b>	<b>\$ 14.07</b>

\* Includes a State Government landfill levy of \$79 in 2022-23 (\$69 in 2021-22).

4.2.2 Proposed 2022-23 Budget (Cont.)



CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

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

Type or class of land	Budget 2021-22 cents/\$CIV	Budget 2022-23 cents/\$CIV	Change %
General rate for rateable residential properties	0.0017259192	0.0014829549	(14.08%)
General rate for rateable commercial properties	0.0032792465	0.0028176144	(14.08%)
General rate for rateable industrial properties	0.0048325738	0.0040781260	(15.61%)
General rate for rateable vacant residential properties	0.0025888788	0.0022244324	(14.08%)
General rate for rateable farm properties	0.0012944394	0.0011122162	(14.08%)

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

Type or class of land	Budget 2021-22 \$'000	Annualised rates levied 2021-22 \$'000	Budget 2022-23 \$'000	Change %
General	57,626	57,831	57,055	(1.34%)
Commercial	13,040	13,196	12,905	(2.20%)
Industrial	57,848	59,008	62,298	5.58%
Vacant residential	1,021	1,318	1,385	5.06%
Farm	478	442	458	3.68%
<b>Total amount to be raised by general rates</b>	<b>130,013</b>	<b>131,795</b>	<b>134,101</b>	<b>1.75%</b>

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

Type or class of land	Budget 2021-22 Number	Budget 2022-23 Number	Change
General	56,791	57,046	0.45%
Commercial	3,357	3,364	0.21%
Industrial	6,529	6,666	2.10%
Vacant residential	560	805	43.75%
Farm	55	55	0.00%
<b>Total number of assessments</b>	<b>67,292</b>	<b>67,936</b>	<b>0.96%</b>

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

Council rates are levied on the Capital Improved Value (CIV) of properties as determined by and certified by the Valuer General of Victoria. The Valuer General of Victoria has taken over the rateable property general valuation process from 1 July 2018 changing it to once a year rather than every two years.

4.2.2 Proposed 2022-23 Budget (Cont.)



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

Type or class of land	Budget	Forecast	Budget	Change
	2021-22 \$'000	2021-22 \$'000	2022-23 \$'000	
General	33,388,805	33,507,640	38,473,905	14.82%
Commercial	3,976,656	4,023,962	4,580,136	13.82%
Industrial	11,970,529	12,210,441	15,276,230	25.11%
Vacant residential	394,343	509,158	622,483	22.26%
Farm	369,435	341,448	412,020	20.67%
<b>Total value of land</b>	<b>50,099,767</b>	<b>50,592,648</b>	<b>59,364,774</b>	<b>17.34%</b>

4.1.1(g) Council does not levy a municipal charge under Section 159 of the Act.

4.1.1(h) The estimated total amount to be raised by municipal charges is \$0, compared with the previous financial year (\$0).

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

Type of charge	Per rateable	Per rateable	Change
	property	property	
	2021-22	2022-23	%
	\$	\$	
<b>Option A:</b> 120 litre waste, 240 litre recycling, 240 litre garden bin *	371.00	389.00	4.85%
<b>Option B:</b> 80 litre waste, 240 litre recycling, 240 litre garden bin *	338.00	354.00	4.73%
<b>Option C:</b> 120 litre waste, 240 litre recycling, 120 litre garden bin *	353.00	370.00	4.82%
<b>Option D:</b> 80 litre waste, 240 litre recycling, 120 litre garden bin *	320.00	335.00	4.69%
<b>Option E:</b> 120 litre waste, 240 litre recycling, no garden bin *	301.00	315.00	4.65%
<b>Option F:</b> 80 litre waste, 240 litre recycling, no garden bin *	269.00	282.00	4.83%
Minimum waste charge for each residential property	269.00	282.00	4.83%
State Government landfill levy	69.00	79.00	14.49%
Bin change of selection charge	18.40	19.00	3.26%
<b>Additional bin services</b>			
120 litre waste bin service *	193.00	202.00	4.66%
(Plus a "one off" fee for the purchase of the bin)	39.50	40.50	2.53%
240 litre recycling bin service	49.00	51.00	4.08%
(Plus a "one off" fee for the purchase of the bin)	46.50	48.00	3.23%
240 litre garden bin service	102.00	107.00	4.90%
(Plus a "one off" fee for the purchase of the bin)	46.50	48.00	3.23%
Bin delivery	16.80	17.20	2.38%
Recycling bin option - upgrade of 240 litre to 360 litre	101.50	104.00	2.46%

\* Note – The State Government landfill levy is applicable in addition to these Council service charges.

4.2.2 Proposed 2022-23 Budget (Cont.)



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

Type of charge	Budget 2021-22 \$'000	Budget 2022-23 \$'000	Change %
<b>Option A:</b> 120 litre waste, 240 litre recycling, 240 litre garden bin	9,714	10,253	5.55%
<b>Option B:</b> 80 litre waste, 240 litre recycling, 240 litre garden bin	1,745	1,846	5.79%
<b>Option C:</b> 120 litre waste, 240 litre recycling, 120 litre garden bin	3,062	3,298	7.71%
<b>Option D:</b> 80 litre waste, 240 litre recycling, 120 litre garden bin	1,946	2,027	4.16%
<b>Option E:</b> 120 litre waste, 240 litre recycling, no garden bin	1,814	1,865	2.81%
<b>Option F:</b> 80 litre waste, 240 litre recycling, no garden bin	783	805	2.81%
Additional bin services	255	281	10.20%
State Government landfill levy	3,868	4,454	15.15%
Supplementary and other income *	130	129	(0.77%)
<b>Total</b>	<b>23,317</b>	<b>24,958</b>	<b>7.04%</b>

\* Note – Supplementary income varies from year to year and is an estimate only.

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

	Budget 2021-22 \$'000	Budget 2022-23 \$'000	Change %
General rates	130,014	134,101	3.14%
Waste charges	23,317	24,958	7.04%
<b>Rates and charges</b>	<b>153,331</b>	<b>159,059</b>	<b>3.74%</b>

4.1.1(l) Compliance with rate capping legislation

The City of Greater Dandenong is required to comply with the State Government's rate capping legislation. The table below details the budget assumptions consistent with the requirements of the rate capping legislation.

	Budget 2021-22	Budget 2022-23
Total rates (including supplementary rates income)	\$ 128,092,997	\$ 131,795,030
Number of rateable properties	67,292	67,936
Base average rate	\$ 1,903.54	\$ 1,939.99
Maximum rate increase (set by the State Government)	<b>1.50%</b>	<b>1.75%</b>
Capped average rate	\$ 1,932.09	\$ 1,973.94
Maximum general rates and charges revenue	\$ 130,014,392	\$ 134,101,443
<b>Budgeted</b>		
General rates	\$ 130,014,392	\$ 134,101,443

## 4.2.2 Proposed 2022-23 Budget (Cont.)



**4.1.1(m) 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 (2021-22 forecast \$1.14 million, 2022-23 forecast \$1 million).
- The variation of returned levels of value (e.g. valuation appeals).
- Changes of use of land such that rateable land becomes non-rateable land and vice versa.
- Changes of use of land such that residential land becomes business land and vice versa.

### **4.1.1(n) Differential rates**

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

- A general rate of 0.14829549% (0.0014829549 cents in the dollar of capital improved value) for all rateable residential (general).
- A general rate of 0.28176411% (0.0028176411 cents in the dollar of capital improved value) for all rateable commercial land.
- A general rate of 0.40781260% (0.0040781260 cents in the dollar of capital improved value) for all rateable industrial land.
- A general rate of 0.22244324% (0.0022244324 cents in the dollar of capital improved value) for all rateable residential vacant land.
- A general rate of 0.11122162% for (0.0011122162 cents in the dollar of capital improved value) rateable farm land.

Each differential rate will be determined by multiplying the Capital Improved Value of each rateable land (categorised by the characteristics described below) by the relevant percentages indicated above. Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions.

Details of the objectives of each differential rate, the types of classes of land, which are subject to each differential rate and the uses of each differential rate, are set out on the following pages.

4.2.2 Proposed 2022-23 Budget (Cont.)



*GENERAL (Residential)*

*Objective:*

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure.
2. Development and provision of health and community services.
3. Provision of general support services.
4. Requirement to ensure that Council has adequate funding to undertake its strategic, statutory, and service provision obligations.

*Types and classes:*

Any land which does not have the characteristics of Commercial, Industrial, Residential Vacant or Farm Land.

*Use and level of differential rate:*

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

*Geographic location:*

Wherever located within the municipal district.

*Use of land:*

Any use permitted under the relevant Planning Scheme.

*Planning scheme zoning:*

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

*Types of buildings:*

All buildings which are now constructed on the land or which are constructed prior to the end of the financial year.

**4.2.2 Proposed 2022-23 Budget (Cont.)**



**COMMERCIAL LAND**

The Commercial rate is to promote economic development objectives for the City including the retail development of the Dandenong, Springvale and Noble Park Activity Centre's and the ongoing development of strip shopping centres.

*Objective:*

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure related to the commercial sector.
2. Enhancement of the economic viability of the commercial sector through targeted programs and projects.
3. Encouragement of employment opportunities.
4. Promotion of economic development.
5. Requirement to ensure that streetscaping and promotional activity is complementary to the achievement of commercial objectives.

*Types and classes:*

Any land which is primarily used for commercial purposes.

*Use and level of differential rate:*

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

*Geographic location:*

Wherever located within the municipal district.

*Use of land:*

Any use permitted under the relevant Planning Scheme.

*Planning scheme zoning:*

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

*Types of buildings:*

All buildings which are now constructed on the land or which are constructed prior to the end of the financial year.

4.2.2 Proposed 2022-23 Budget (Cont.)



**INDUSTRIAL LAND**

The Industrial rate is to promote economic development objectives for the municipality including industrial development in appropriately zoned areas.

*Objective:*

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure related to the industrial sector.
2. Enhancement of the economic viability of the industrial sector through targeted programs and projects.
3. Encouragement of employment opportunities.
4. Promotion of economic development.
5. Requirement to ensure that street scaping and promotional activity is complementary to the achievement of industrial objectives.

*Types and classes:*

Any land which is used primarily for industrial purposes.

*Use and level of differential rate:*

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

*Geographic location:*

Wherever located within the municipal district.

*Use of land:*

Any use permitted under the relevant Planning Scheme.

*Planning scheme zoning:*

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

*Types of buildings:*

All buildings which are now constructed on the land or which are constructed prior to the end of the financial year.

4.2.2 Proposed 2022-23 Budget (Cont.)



RESIDENTIAL VACANT LAND

The residential vacant land rate is to promote housing development objectives for the municipality including the development of vacant land in residential zoned areas.

*Objective:*

To provide an economic incentive for the development of residential vacant land and a disincentive for residential land-banking in order that all rateable land makes an equitable contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure.
2. Development and provision of health and community services.
3. Provision of general support services.
4. Requirement to ensure that Council has adequate funding to undertake its strategic, statutory, and service provision obligations.

*Types and classes:*

Any land which is vacant residential land.

*Use and level of differential rate:*

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

*Geographic location:*

Wherever located within the municipal district.

*Use of land:*

Any use permitted under the relevant Planning Scheme.

*Planning scheme zoning:*

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

4.2.2 Proposed 2022-23 Budget (Cont.)



FARM LAND

The main objectives of having a farm rate are:

- To promote and support the use of sound agricultural practices.
- To conserve and protect areas which are suited to certain agricultural pursuits.
- To encourage proper land use consistent with genuine farming activities.

*Objective:*

To provide a financial subsidy to rateable farm land to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure.
2. Development and provision of health and community services.
3. Provision of general support services.
4. Requirement to ensure that Council has adequate funding to undertake its strategic, statutory, and service provision obligations.

*Types and classes:*

Any land which is primarily used for the purposes of farming.

*Use and level of differential rate:*

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

*Geographic location:*

Wherever located within the municipal district.

*Use of land:*

Any use permitted under the relevant Planning Scheme.

*Planning scheme zoning:*

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

*Types of buildings:*

Not applicable.

4.2.2 Proposed 2022-23 Budget (Cont.)

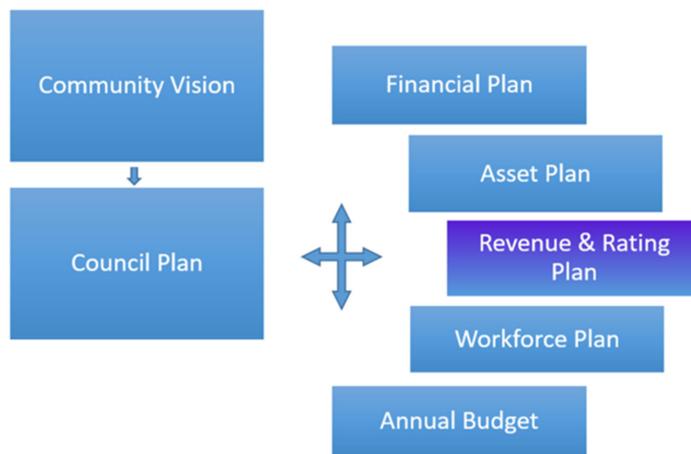


4.1.1(o) Revenue and Rating Plan 2021-2025

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 Council which, in conjunction with other income sources, will adequately finance the objectives in the Council Plan.

This plan is an important part of Council's integrated planning framework, all of which is created to achieve our vision in the Imagine 2030 Community Plan.



The Revenue and Rating Plan 2021-2025 was adopted by Council on the 26 April 2021.

This plan explains how the funding burden will be apportioned between ratepayers and other users of Council facilities and services. This plan will set out the decisions that Council has made in relation to rating options available under local government legislation to ensure the fair and equitable distribution of rates across property owners.

At present the legislative provisions that outline rates and charges are still contained in the *Local Government Act 1989* pending a transition to the *Local Government Act 2020*.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### 4.1.1(p) Rate capping

Council has established the rating increase for 2022-23 at 1.75 per cent in line with the rate cap set by the Minister of Local Government. Beyond this period, rates are assumed to increase in line with CPI in accordance with the State Government rate capping policy. The forward three years of the plan (2022-23 to 2025-26) are indicative rate increases only and will be subject to the rate cap set by the Minister of Local Government.

#### Assumed future rate increases

	Actual	Budget	Projections		
	2021-22	2022-23	2023-24	2024-25	2025-26
Rate increase	1.50%	1.75%	2.00%	2.00%	2.00%

Council has significant challenges in terms of meeting the asset renewal requirements of a vast range of infrastructure that was established in the 1960's-70's and which over the next decade will reach the end of its useful life. It will not be possible to meet this challenge with rate increases linked solely to CPI. With Council dealing with grant revenues that do not keep pace with CPI and the cost of providing Council services escalating at a rate higher than the CPI, this approach is not sustainable.

### 4.1.1(q) Understanding the impact of the 2022 general revaluation

Amendments to the *Valuation of Land Act 1960* mean that from 1 July 2018, the Valuer-General became the valuation authority for annual valuations of all land in Victoria for council rates and the fire services property levy. Each year, all rateable properties are revalued with a valuation date of 1 January.

A revaluation does NOT provide Council with any additional rate revenue but can significantly re-align how rates are distributed between ratepayers at both a rating group and individual level.

The below table highlights the impact of the 2022 Council revaluation.

Type or class of land	Forecast	Budget	Movement in valuations
	2021-22	2022-23	
	Revaluation CIV \$'000	Revaluation CIV \$'000	
General	33,507,640	38,473,905	14.82%
Commercial	4,023,962	4,580,136	13.82%
Industrial	12,210,441	15,276,230	25.11%
Vacant residential	509,158	622,483	22.26%
Farm	341,448	412,020	20.67%
<b>Total value of land</b>	<b>50,592,648</b>	<b>59,364,774</b>	<b>17.34%</b>

The table highlights that overall Council properties have increased by 17.34 per cent over the past year (1 January 2021 to 1 January 2022). Residential and commercial experiencing lower increases compared with Industrial, Vacant Residential and Farm. Vacant Residential and Industrial valuations have experienced the highest increase from the prior year by 22.26 per cent and 25.11 per cent respectively.

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.

4.2.2 Proposed 2022-23 Budget (Cont.)



By way of example the table below highlights the rating impact on the various rating types should Council retain the current rate differential structure (outcomes are based on the proposed annual increase in rates of 1.75 per cent in 2022-23).

Type or class of land	Proposed rates 2022-23 \$'000	% increase 2021-22 to 2022-23
General	57,055	(2.17%)
Commercial	12,905	(3.02%)
Industrial	62,298	6.60%
Vacant residential	1,385	4.17%
Farm	458	2.81%
<b>Total</b>	<b>134,101</b>	<b>1.75%</b>

As shown in the table the rating experiences between rating groups is reasonably dynamic with residential properties on average decreasing by 2.17 per cent and industrial properties increasing by 6.60 per cent. The commercial sector has been one of the weakest experiencing a decrease of 3.02 per cent.

This disparity in the valuation movements means that unless Council adjusts its differential rating structure, industrial residential rates would increase by an average of 6.60 per cent.

On this basis, it is recommended that the following differential rates be applied.

Type or class of land	Existing rating differential 2022-23	Proposed rating differential 2022-23	% increase 2021-22 to 2022-23
General	100%	100%	(1.34%)
Commercial	190%	190%	(2.20%)
Industrial	280%	275%	5.58%
Vacant residential	150%	150%	5.06%
Farm	75%	75%	3.68%
			<b>1.75%</b>

The proposed model above decreases the differential on industrial properties by 5 per cent to 275 per cent which increases the average residential rate decrease to 1.34 per cent and commercial rate decrease to 2.20 per cent. This model retains decreases in residential and commercial rates 1.34 per cent and 2.20 percent respectively (both categories are weaker than all others at present indicated by the lower level of valuation increases in these sectors in 2022).

On this basis, it is recommended that the existing differential rating structures be amended to take account of the impacts of the 2022 Council revaluation.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### 4.1.2 Statutory fees and fines

A detailed schedule of fees and charges is contained in **Section 6**. This schedule highlights the GST status of each fee category and whether the fee is determined by Council or is fixed by State Government legislation.

The table below shows the statutory fees and fines received by Council with the primary source from infringements and costs of \$4.94 million plus \$1.79 million in Infringement Court recoveries expected to be received. Parking infringements make up \$4.04 million of the infringements and costs in the 2022-23 Proposed Budget with the balance relating to other fines including local laws, litter, animal control, food and health. Building and town planning fees represent another major source of statutory fees (\$2.18 million).

The 2021-22 Forecast Actual figures have been impacted by COVID-19, mainly in infringements, however the 2022-23 Budget is based on the assumption of a return to normal activity levels.

	Forecast		Variance \$'000	Variance %
	Actual	Budget		
	2021-22 \$'000	2022-23 \$'000		
Infringements and costs	3,090	4,935	1,845	59.7%
Court recoveries	1,189	1,789	600	50.5%
Building and town planning fees	1,997	2,178	181	9.1%
Subdivision fees	444	396	(48)	(10.8%)
Land information certificates	110	102	(8)	(7.3%)
Permits	239	296	57	23.8%
Election fines	100	-	(100)	(100.0%)
<b>Total statutory fees and fines</b>	<b>7,169</b>	<b>9,696</b>	<b>2,527</b>	<b>35.2%</b>

### 4.1.3 User fees

Council derives user fees from several sources including on-street parking, multi-deck car parks, aged care services, family day care, asset protection permits, hire of Council halls, meeting rooms (Drum Theatre, The Castle).

	Forecast		Variance \$'000	Variance %
	Actual	Budget		
	2021-22 \$'000	2022-23 \$'000		
Aged and health services	1,046	1,155	109	10.4%
Child care/children's programs	1,226	1,537	311	25.4%
Parking	1,639	3,663	2,024	123.5%
Registration and other permits	1,984	2,299	315	15.9%
Asset protection fees	377	410	33	8.8%
Other fees and charges	131	325	194	148.1%
<b>Total user fees</b>	<b>6,403</b>	<b>9,389</b>	<b>2,986</b>	<b>46.6%</b>

User fees are projected to increase by \$2.99 million in 2022-23 from the 2021-22 Forecast due mostly to COVID-19 impacts on 2021-22 which saw fee income reduced by \$2.35 million from pre-COVID-19 budget levels. The fee income types most impacted by COVID-19 in 2021-22 included parking permits, machines and meters and Drum Theatre fees and charges. The 2022-23 Proposed Budget sees a return to some normal fee income levels, particularly in the parking area whilst others including the The Drum Theatre will see slower return to normal usage levels.

A detailed schedule of fees and charges is contained in **Section 6**.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### 4.1.4 Grants

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

Overall, grant income is anticipated to decrease in the 2022-23 Proposed Budget due mainly to a large number of non-recurrent grants budgeted to be recognised in 2021-22 that will not continue in 2022-23, particularly in capital grants.

	Forecast 2021-22 \$'000	Budget 2022-23 \$'000	Variance \$'000	Variance %
<b>Summary of grants</b>				
Commonwealth funded grants	29,593	25,445	(4,148)	(14.0%)
State funded grants	25,723	12,356	(13,367)	(52.0%)
<b>Total grants</b>	<b>55,316</b>	<b>37,801</b>	<b>(17,515)</b>	<b>(31.7%)</b>

### Operating grants

Operating grants include all monies received from State and Commonwealth sources, as well as some grants from other organisations, for the purposes of funding the delivery of Council's services to ratepayers.

Overall, the level of operating grants is projected to increase by \$3.98 million compared to the 2021-22 Forecast due mainly to the Financial Assistance Grant. (refer to table on following page). The early distribution of Financial Assistance grant funding in 2020-21 resulted in only 50 per cent being included in the 2021-22 Forecast. A full year's allocation (100 per cent) of Financial Assistance grant funding is included in the 2022-23 Proposed Budget which results in a \$6.17 million increase from the 2021-22 Forecast.

At the time of development of this report, Council received advice that 75% of the 2022-23 Financial Assistance Grant would be bought forward to 2021-22. This amount will be adjusted at 30 June 2022 and carried forward (timing).

This increase is partly offset by the following decreases:

- Seven non-recurrent COVID safety and support programs and projects (\$1.35 million)
- A delay in commencement of the Sleep and Settling program due to COVID which has resulted in a carry over of grant funding to 2021-22 (\$406,000).
- Higher Family Day Care grant funding (\$250,000) anticipated to be received in the 2021-22 Forecast due to additional funding for transition payments during COVID, that is not anticipated to occur again in 2022-23.

The following tables lists all operating grants by type and source, classified into recurrent and non-recurrent.

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



	Forecast 2021-22 \$'000	Budget 2022-23 \$'000	Variance \$'000	Variance %
<b>(a) Operating grants</b>				
<b>Recurrent</b>				
<b>Commonwealth Government</b>				
Financial Assistance Grant	5,958	12,123	6,165	103.5%
Home and Community Care	6,503	7,171	668	10.3%
Family Day Care	4,591	4,341	(250)	(5.4%)
Family and Children Services	70	90	20	28.6%
Community health	21	16	(5)	(23.8%)
<b>State Government</b>				
Home and Community Care	2,112	2,417	305	14.4%
Maternal and Child Health	2,966	2,555	(411)	(13.9%)
Family and Children Services	2,125	2,245	120	5.6%
Libraries	1,100	1,063	(37)	(3.4%)
School crossings	438	459	21	4.8%
Education and employment	433	300	(133)	(30.7%)
Community health	266	260	(6)	(2.3%)
Emergency management	191	94	(97)	(50.8%)
Arts and culture	-	10	10	100.0%
<b>Total recurrent operating grants</b>	<b>26,774</b>	<b>33,144</b>	<b>6,370</b>	<b>23.8%</b>
<b>Non recurrent</b>				
<b>Commonwealth Government</b>				
Libraries	242	-	(242)	(100.0%)
Family and Children Services	339	343	4	1.2%
COVID safety and support	20	-	(20)	(100.0%)
<b>State Government</b>				
COVID safety and support	1,350	-	(1,350)	(100.0%)
Community health	285	41	(244)	(85.6%)
Environment	367	212	(155)	(42.2%)
Community safety	340	200	(140)	(41.2%)
Sports and recreation	50	-	(50)	(100.0%)
Family and Children Services	80	-	(80)	(100.0%)
Libraries	91	-	(91)	(100.0%)
Maternal and Child Health	4	-	(4)	(100.0%)
Community development	4	-	(4)	(100.0%)
<b>Total non-recurrent operating grants</b>	<b>3,172</b>	<b>796</b>	<b>(2,376)</b>	<b>(74.9%)</b>
<b>Total operating grants</b>	<b>30,305</b>	<b>34,283</b>	<b>3,978</b>	<b>13.1%</b>

#### 4.2.2 Proposed 2022-23 Budget (Cont.)



##### *Recurrent operating grants*

Total recurrent operating grants are estimated to increase by \$6.37 million compared to the 2021-22 Forecast mainly due to the early distribution of \$6.35 million (50 per cent) of Council's 2021-22 Financial Assistance Grant funding allocation in June 2021 (2020-21), resulting in only 50 per cent being included in the 2021-22 Forecast. \$12.12 million or 100 per cent of the estimated 2022-23 Financial Assistance grant funding allocation has been included in the 2022-23 Proposed Budget. Excluding the effect of the timing of Financial Assistance grants, the movement in recurrent operating grant income is actually a minor increase of \$19,000 or 0.1 per cent. The amount included in the 2022-23 Proposed Budget for Financial Assistance Grant funding is based on the actual 2021-22 Financial Assistance grant funding received (no indexation assumed). This grant is a general-purpose grant that is not tied to specific programs and includes a component for roads maintenance.

##### *Non-recurrent operating grants*

The reduction in non-recurrent operating grant funding of \$2.38 million is due mainly to grant funding or grant funded programs that will conclude in 2021-22 including:

- Several COVID-19 safety and support grant funded initiatives including:
  - COVIDSafe Outdoor Activation (two part program) (\$575,000).
  - Local Partnership Material Aid and Community Support (\$465,000).
  - COVID Vaccine Targeted Case Management program (\$150,000).
  - Local Govt Business Concierge and Hospitality Support Program and COVID Relief Program (\$120,000)
  - COVID Mass Vaccination Program (\$40,000)
  - COVIDSafe Australia Day (\$20,000)
- Refugee Immunisation (\$220,000).
- Library grants including:
  - Let's Read (\$170,000)
  - Mission Australia Innovation (\$70,000)
  - Library Lounge Feasibility Study (\$50,000).
- Environment grants including:
  - Dandenong Creek Arts Trail (\$107,000)
  - Peri-urban Weed Management (\$30,000)
  - Living Rivers Fotheringham Billabong (\$12,000).
- Empowering Communities (\$100,000).

4.2.2 Proposed 2022-23 Budget (Cont.)



**Capital grants**

Capital grants include all monies received from State, Commonwealth and community sources for the purposes of funding the capital works program. Overall, the level of capital grants has decreased by \$21.49 million compared to the 2021-22 Forecast.

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

	Forecast 2021-22 \$'000	Budget 2022-23 \$'000	Variance \$'000	Variance %
<b>(b) Capital grants</b>				
<b>Recurrent</b>				
<b>Commonwealth Government</b>				
Roads to Recovery	1,515	1,018	(497)	(32.8%)
<b>Total recurrent capital grants</b>	<b>1,515</b>	<b>1,018</b>	<b>(497)</b>	<b>(32.8%)</b>
<b>Non recurrent</b>				
<b>Commonwealth Government</b>				
Local Roads Community Infrastructure Program	7,084	-	(7,084)	(100.0%)
Black Spot Program	2,807	-	(2,807)	(100.0%)
Off-Street Car Parks	46	-	(46)	(100.0%)
Parks, Open Space and Streetscapes	38	-	(38)	(100.0%)
<b>State Government</b>				
Buildings	5,943	2,500	(3,443)	(57.9%)
Parks, Open Space and Streetscapes	4,375	-	(4,375)	(100.0%)
Recreation, Leisure and Community Facilities	2,964	-	(2,964)	(100.0%)
Leasehold Improvements	200	-	(200)	(100.0%)
Footpaths and Cycleways	39	-	(39)	(100.0%)
<b>Total non-recurrent capital grants</b>	<b>23,496</b>	<b>2,500</b>	<b>(20,996)</b>	<b>(89.4%)</b>
<b>Total capital grants</b>	<b>25,011</b>	<b>3,518</b>	<b>(21,493)</b>	<b>(85.9%)</b>

*Note re Roads to Recovery – Council has been allocated \$5.09 million in Roads to Recovery grant funding over the period 2019-20 to 2023-24, with \$1.02 million expected to be received in 2022-23. Certain conditions must be followed, and annual reports submitted.*

The reduction of \$21.49 million in the 2022-23 Proposed Budget is due to several one off capital grants anticipated to be recognised in the 2021-22 Forecast that will not continue in the 2022-23 financial year including:

- Local Roads and Community Infrastructure Program (\$7.08 million)
- Noble Park Aquatic Centre redevelopment (\$2.99 million)
- Black Spot Works Program (\$2.81 million)
- Ross Reserve Soccer Pitch (\$1.75 million)

**4.2.2 Proposed 2022-23 Budget (Cont.)**



- Noble Park Revitalisation (Ian and Frank Street) (\$1.11 million)
- Burden Park Reserve Master Plan (\$1 million)
- Ross Reserve Plaza, Playground, Oval and Tan Track (\$905,000)
- Springvale Road Boulevard (\$900,000)
- Ross Reserve Pavilion (\$636,000)
- Thomas Carroll Pavilion (\$583,000)
- Herbert Street Pocket Park (\$549,000)

**4.1.5 Contributions**

	Forecast		Budget	Variance	Variance
	Actual	2021-22			
	2021-22	2021-22	2022-23		
	\$'000	\$'000	\$'000	\$'000	%
Monetary	7,879	7,879	3,447	(4,432)	(56.3%)
Non-monetary	10,000	10,000	10,000	-	0.0%
<b>Total contributions</b>	<b>17,879</b>	<b>17,879</b>	<b>13,447</b>	<b>(4,432)</b>	<b>(24.8%)</b>

The \$4.43 million decrease in contributions is mainly attributable to a reduction in the anticipated amount of monetary contributions in the 2022-23 Proposed Budget mainly due to a one off contribution of \$4.69 million received in 2021-22 in relation to future maintenance obligations of Level Crossing Removal Authority assets gifted to Council. This contribution has been transferred to reserves and will fund future maintenance costs over the next ten years.

Also included in monetary contributions are public open space contributions. Depending on the amount of development activity in progress, Council receives contributions from developers. These represent funds to enable Council to improve the necessary integrated infrastructure for new developments. They are for very specific purposes and often require Council to outlay funds for infrastructure works some time before the receipt of these contributions. These contributions are statutory contributions and are transferred to reserves until utilised for a complying purpose through the capital works program. Both the 2022-23 Proposed Budget and the 2021-22 Forecast estimate that the level of open space contributions will be around \$2.00 million which will be transferred to reserves.

The non-monetary contributions (non-cash) primarily relate to the Development Contribution Plan's (DCP) in Dandenong South and Keysborough and will be in the form of infrastructure assets (gifted assets). Non-monetary assets are difficult to budget and cannot be accurately predicted. This is a non-cash accounting entry.

4.2.2 Proposed 2022-23 Budget (Cont.)



4.1.6 Other income

	Forecast		Variance \$'000	Variance %
	Actual 2021-22 \$'000	Budget 2022-23 \$'000		
Interest on investments	383	500	117	30.5%
Dandenong Market rental	-	-	-	0.0%
Property rental	1,670	1,662	(8)	(0.5%)
Other rent	298	780	482	161.7%
Recoveries	2,597	1,569	(1,028)	(39.6%)
Other	214	338	124	57.9%
<b>Total other income</b>	<b>5,162</b>	<b>4,849</b>	<b>(313)</b>	<b>(6.1%)</b>

Other income in the 2021-22 Forecast has been significantly impacted by the current economic environment (COVID-19 related), particularly in the areas of investment interest returns and Dandenong Market rental. Pre-pandemic interest returns were around \$2 million, and the Dandenong Market rental returned \$1.45 million to Council. The Dandenong Market is not expected to produce a surplus result in 2022-23, therefore, no distribution to Council is forecast in the 2022-23 Draft Budget. Whilst the return was initially expected to decrease in 2022-23 due to a recent re-negotiation of the Management Services Agreement, the recovery from the pandemic will be slow with assumed revenue impacts, increasing costs in contracts and investment in resources to rebuild.

The decrease in other income of \$313,000 million in 2022-23 compared to the 2021-22 Forecast is due mainly to higher recovery income in 2021-22:

- Works required at Spring Valley Landfill to comply with the Pollution Abatement Notice (PAN) issued by the Environment Protection Authority (EPA) that are expected to occur mostly in 2021-22. The cost of these works is offset by recovery income from partner councils (80.12 per cent is recovered) and a transfer from reserves for Council's share. The level of recovery income in 2022-23 reduces by \$712,000 from 2021-22 based on a reduction in the landfill maintenance costs required.
- Home and Community Care traineeship subsidy income of \$300,000 received in 2021-22 in relation to new traineeship programs (not expected to continue in 2022-23).
- Fire Services Property Levy administration support recovery income not yet confirmed to be received for 2022-23 (\$114,000).

Partly offset by the following increases:

- An expectation that the hire of Council's Civic facilities and Drum Theatre will improve in 2022-23 by \$482,000, albeit not at 100 per cent of pre-pandemic usage levels.
- Interest returns on investments are expected to remain low in the current economic environment due to low interest rates, however this represents an improvement of \$117,000 from the 2021-22 Forecast.

Note – whilst property rental is consistent from the 2021-22 Forecast to the 2022-23 Budget, this movement does include an expectation that sporting club seasonal rental income will improve post-COVID offset by a reduction in the rental income received from the Dandenong Basketball Stadium facility. This facility will now be managed by Council's new wholly-owned entity, South East Leisure from 1 July 2022.

4.2.2 Proposed 2022-23 Budget (Cont.)

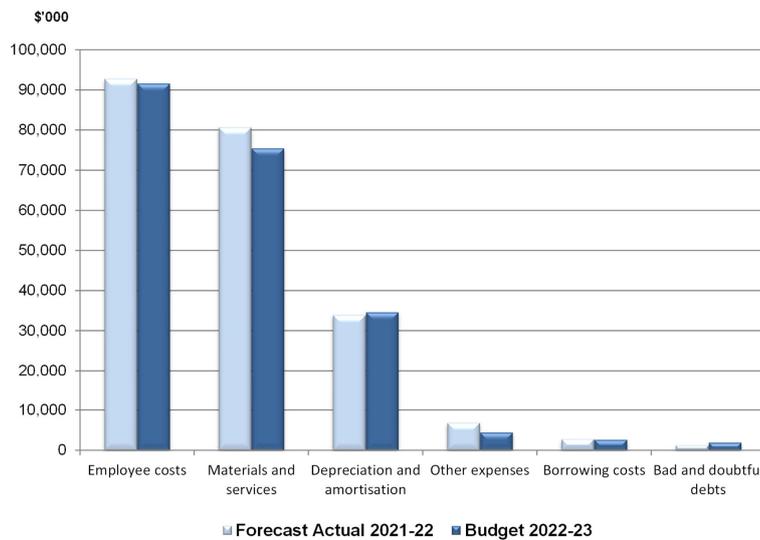
CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



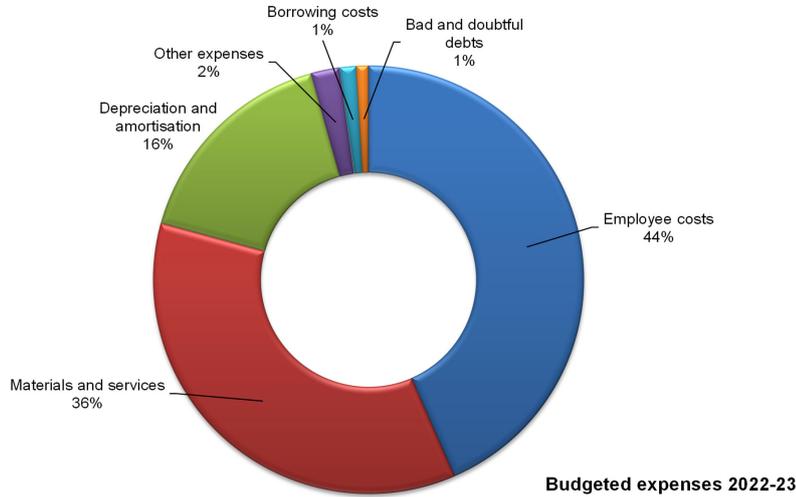
**Expenditure**

	Notes	Forecast	Budget	Variance	Variance
		Actual 2021-22 \$'000	2022-23 \$'000	\$'000	%
Employee costs	4.1.7	92,788	91,636	(1,152)	(1.2%)
Materials and services	4.1.8	80,670	75,427	(5,243)	(6.5%)
Depreciation	4.1.9	33,237	33,943	706	2.1%
Amortisation - intangible assets	4.1.10	100	60	(40)	(40.0%)
Amortisation - right of use assets	4.1.11	604	604	0	0.0%
Bad and doubtful debts		1,266	1,953	687	54.3%
Borrowing costs		2,803	2,667	(136)	(4.9%)
Finance costs - leases		22	22	0	0.0%
Other expenses	4.1.12	6,850	4,489	(2,361)	(34.5%)
<b>Total expenses</b>		<b>218,340</b>	<b>210,801</b>	<b>(7,539)</b>	<b>(3.5%)</b>

**Expenditure by type**



**4.2.2 Proposed 2022-23 Budget (Cont.)**



**4.1.7 Employee costs**

Employee costs include salaries and Council's statutory obligations in providing WorkCover insurance, employer superannuation, leave entitlements including leave loading and long service leave as well as staff development and training costs. These costs are largely driven by Council's Enterprise Agreement (EA). The existing Enterprise Agreement 2018 expires on 30 June 2022. The EA increase for 2022-23 has not been confirmed, however, it has been assumed at a level consistent with the rate cap/CPI (1.75 per cent). Annual award increases for banded staff also contribute to an increase in employee costs. Increase in resources in relation to areas where Council annually inherits new service requirements such as areas of parklands handed from developers has also been provided for.

The compulsory Superannuation Guarantee Scheme rate is expected to increase from 10 per cent to 10.5 per cent in 2022-23.

The 2022-23 Proposed Budget for employee costs actually represents a decrease from the 2021-22 Forecast of \$1.15 million due mainly to a number of Community Services programs with carry overs of unspent grant funds contributing to the higher level of employee costs in 2021-22 such as Child First and Enhanced Maternal and Child Health.

4.2.2 Proposed 2022-23 Budget (Cont.)



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

Directorate	Budget 2022-23 \$'000	Comprises		
		Permanent Full time \$'000	Permanent Part time \$'000	Casual \$'000
		Chief Executive	579	579
City Planning, Design and Amenity	14,171	12,441	1,560	170
Community Services	36,081	19,003	16,764	314
Corporate Services	14,184	11,479	2,341	364
Engineering Services	19,141	18,522	596	23
Greater Dandenong Business	2,274	1,664	610	-
<b>Total permanent staff expenditure</b>	<b>86,430</b>	<b>63,688</b>	<b>21,871</b>	<b>871</b>
<b>Other employee related expenditure</b>	<b>5,206</b>			
<b>Total employee cost expenditure</b>	<b>91,636</b>			

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

Directorate	Budget 2022-23 FTE	Comprises		
		Permanent Full time FTE	Permanent Part time FTE	Casual FTE
		Chief Executive	2.0	2.0
City Planning, Design and Amenity	126.5	105.0	19.6	2
Community Services	339.2	164.0	172.2	3
Corporate Services	121.7	94.0	24.0	4
Engineering Services	174.7	167.8	6.7	0
Greater Dandenong Business	16.7	12.0	4.7	-
<b>Total staff</b>	<b>780.8</b>	<b>544.8</b>	<b>227.2</b>	<b>8.8</b>

Note - FTE: Full time equivalent

4.1.8 Materials and services

Materials and services represent the materials and consumables required for maintenance and repair of Council buildings, roads, drains, footpaths, playground equipment and occupancy costs including utilities. Other costs included are a range of expert services to assist in systems related advice and support, audit services, debt collection, and legal services. It also includes the cost of materials used in providing home-based community care and food services to the elderly people.

The majority of materials and services costs were increased by the forecast CPI (1.75 per cent) in the 2022-23 Proposed Budget, except for contract costs which are based on prevailing contract conditions.

4.2.2 Proposed 2022-23 Budget (Cont.)



CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

	Forecast		Variance \$'000	Variance %
	Actual	Budget		
	2020-21 \$'000	2021-22 \$'000		
Contract payments	52,107	49,283	(2,824)	(5.4%)
Materials and services	8,650	8,383	(267)	(3.1%)
Office administration	4,597	4,734	137	3.0%
Consultants and professional services	5,693	3,030	(2,663)	(46.8%)
Utilities	4,089	3,935	(154)	(3.8%)
Information technology	3,948	4,414	466	11.8%
Insurance	1,586	1,648	62	3.9%
<b>Total materials and services</b>	<b>80,670</b>	<b>75,427</b>	<b>(5,243)</b>	<b>(6.5%)</b>

Overall, there is a decrease in the materials and services category of \$5.24 million as a result of:

- Contract payments (decrease of \$2.82 million)
  - Costs associated with emergency storm works in 2021-22 of \$1.20 million that are not anticipated to occur again in 2022-23.
  - A reduction in forecast expenditure for works required at Spring Valley Landfill (\$888,000) to comply with the Pollution Abatement Notice (PAN) issued by the Environment Protection Authority (EPA) which are expected to occur in 2021-22. These contract payment costs are offset by recovery income from partner councils (80.12 per cent is recovered) and a transfer from reserves for Council's share. Once the landfill cap rehabilitation works are complete in 2021-22, the maintenance costs in 2022-23 are expected to reduce back down to a lower level (and associated recovery income will also decrease accordingly).
  - A decrease of \$757,000 in Council's leisure centres due to a COVID impacted budget in 2021-22.
  - A decrease of \$250,000 in payments to educators in the Family Day Care program due to COVID growth funding received in 2021-22 which is not expected to continue in 2022-23.
  - A building disposal program in 2021-22 (\$577,000) which comprises eleven one-year projects to demolish buildings at various locations.
- Partly offset by the following unfavourable variances:
  - Higher waste costs (\$1.01 million) due mainly to tipping fees as a result of the State Government landfill levy fee increase from \$105.90 to \$125.90 in 2022-23 and higher hard waste contract costs and demand. This increase in waste management costs is recovered via the waste charge, which is based on full cost recovery.
  - A one off increase in the tree planting budget (\$286,000) in 2022-23 to support Council's 'Greening Our City' tree strategy.
  - An increase in proactive fleet maintenance (\$201,000) in 2022-23 due mainly to savings that have occurred in 2021-22 as a result of COVID restrictions.
- Consultants and professional services (decrease of \$2.66 million)
  - Lower consultants and professional services costs (\$2.66 million) due to a number of one-off initiatives and grant funded programs that are due to cease at 30 June 2022. Examples include the Indian Cultural Precinct, New Directions – Mothers and Babies, Central Dandenong Development Facilitation Study, Community Revitalisation and COVIDSafe Outdoor Activation grant funded projects. In addition, the Dandenong Sports Events Centre Business Plan, Dandenong Community Hub Feasibility Study and Barry Powell Pavilion Concept Plan.

4.2.2 Proposed 2022-23 Budget (Cont.)



- Information technology (increase of \$466,000)
  - Required software licensing costs for the new cloud-based asset management system (Assetic) (\$240,000).
  - Expected increase in software maintenance/licence costs for customer relationship management system replacement (\$188,000).
  - A new Microsoft Enterprise Agreement (\$108,000). The change of license for the latter provides additional laptop management in a hybrid working environment.

4.1.9 Depreciation

Depreciation measures the allocation of the value of an asset over its useful life for Council's property, plant and equipment, including infrastructure assets such as roads and drains, from delivering services to the community.

	Forecast		Variance \$'000	Variance %
	Actual	Budget		
	2021-22 \$'000	2022-23 \$'000		
Property	7,236	7,389	153	2.1%
Plant and equipment	4,078	4,165	87	2.1%
Infrastructure	21,923	22,389	466	2.1%
<b>Total depreciation</b>	<b>33,237</b>	<b>33,943</b>	<b>706</b>	<b>2.1%</b>

The increase of \$706,000 for 2022-23 is based on a revised estimate considering several factors including the current property, infrastructure, plant and equipment balances in the asset register and the anticipated impact of the capital works program.

4.1.10 Amortisation – Intangible assets

Amortisation of intangible assets relates to computer software acquired by Council.

	Forecast		Variance \$'000	Variance %
	Actual	Budget		
	2021-22 \$'000	2022-23 \$'000		
Intangibles	100	60	(40)	(40.0%)
<b>Total amortisation - intangible assets</b>	<b>100</b>	<b>60</b>	<b>(40)</b>	<b>(40.0%)</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



4.1.11 Amortisation – Right of use assets

Amortisation of right of use assets relates to eligible assets leased by Council.

	Forecast		Variance	Variance
	Actual 2021-22	Budget 2022-23		
	\$'000	\$'000	\$'000	%
Right of use assets	604	604	-	0.0%
<b>Total amortisation - right of use assets</b>	<b>604</b>	<b>604</b>	<b>-</b>	<b>0.0%</b>

4.1.12 Other expenses

This expenditure category includes other expenses such as lease rentals, audit costs, Councillor allowances and Council election costs. The community grants program which funds diverse community groups towards promoting sporting, religious, cultural and leisure activities within the city is also provided for under this category. Costs associated with the Fire Services Property Levy on Council owned properties are also included in this category.

	Forecast		Variance	Variance
	Actual 2021-22	Budget 2022-23		
	\$'000	\$'000	\$'000	%
Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittal	80	82	2	2.5%
Auditors' remuneration - internal	157	159	2	1.3%
Councillor allowances	460	510	50	10.9%
Council election	19	-	(19)	(100.0%)
Operating lease/rentals	628	592	(36)	(5.7%)
Other expenses	425	307	(118)	(27.8%)
Fire services property levy	204	207	3	1.5%
Contributions - non-council assets	-	30	30	100.0%
Community grants and contributions	4,877	2,602	(2,275)	(46.6%)
<b>Total other expenses</b>	<b>6,850</b>	<b>4,489</b>	<b>(2,361)</b>	<b>(34.5%)</b>

The \$2.36 million decrease in other expenses is due to:

- Lower community grants and contributions in 2022-23 Budget (\$2.28 million) due to:
  - One off contribution of \$1.5 million for the establishment of Council's new wholly owned entity, South East Leisure in 2021-22.
  - Grant funded material aid and community contributions under the Local Partnership program (\$552,000) that are not expected to continue in 2022-23.
  - One off grant funded programs for COVIDSafe Outdoor Activation (\$165,000) and Outdoor Eating and Entertainment (\$104,000) in 2021-22 in response to the COVID-19 pandemic.

4.2.2 Proposed 2022-23 Budget (Cont.)



4.2 Balance Sheet

This section of the Budget report analyses the movements in assets, liabilities and equity between the 2021-22 Forecast and the 2022-23 Proposed Budget.

4.2.1 Assets

	Forecast		Variance \$'000	Variance %
	Actual 2021-22 \$'000	Budget 2022-23 \$'000		
<b>Current assets</b>				
Cash and cash equivalents	128,925	126,900	(2,025)	(1.6%)
Trade and other receivables	26,804	28,088	1,284	4.8%
Other assets	4,004	4,085	81	2.0%
<b>Total current assets</b>	<b>159,733</b>	<b>159,073</b>	<b>(660)</b>	<b>(0.4%)</b>
<b>Non-current assets</b>				
Trade and other receivables	295	295	-	0.0%
Property, infrastructure, plant and equipment	2,518,226	2,549,552	31,326	1.2%
Investment property	10,860	10,860	-	0.0%
Right-of-use assets	1,085	1,191	106	9.8%
Intangible assets	102	102	-	0.0%
<b>Total non-current assets</b>	<b>2,530,568</b>	<b>2,562,000</b>	<b>31,432</b>	<b>1.2%</b>
<b>Total assets</b>	<b>2,690,301</b>	<b>2,721,073</b>	<b>30,772</b>	<b>1.1%</b>

Current assets include cash and investments and receivables, which include outstanding rate arrears. The decrease between the two years is due to a reduction in cash and cash equivalent balances of \$2.03 million partly offset by higher trade and other receivables of \$1.28 million.

It should be noted that Council's rate arrears are not expected to be significantly impacted as a result of COVID.

Non-current assets represent Council's fixed assets such as land, buildings, roads, drains and footpaths. The \$31.43 million increase is due to property, infrastructure, plant and equipment as a result of \$55.59 million in capital expenditure (refer Section 4.5 – Capital Works Program for a detailed listing of projects) combined with the receipt of assets primarily from developers through their obligations under the two Development Contribution Plans (\$10.00 million). This increase is offset by \$33.94 million in depreciation expenditure.

4.2.2 Proposed 2022-23 Budget (Cont.)



4.2.2 Liabilities

	Forecast		Variance \$'000	Variance %
	Actual 2021-22 \$'000	Budget 2022-23 \$'000		
<b>Current liabilities</b>				
Trade and other payables	22,835	23,714	879	3.8%
Trust funds and deposits	4,870	4,870	-	0.0%
Unearned income	52,293	52,293	-	0.0%
Provisions	22,366	22,986	620	2.8%
Interest-bearing liabilities	3,484	4,196	712	20.4%
Lease liabilities	570	570	-	0.0%
<b>Total current liabilities</b>	<b>106,418</b>	<b>108,629</b>	<b>2,211</b>	<b>2.1%</b>
<b>Non-current liabilities</b>				
Trust funds and deposits	2,035	2,035	-	0.0%
Provisions	1,217	1,289	72	5.9%
Interest-bearing liabilities	49,779	51,704	1,925	3.9%
Lease liabilities	442	442	-	0.0%
<b>Total non-current liabilities</b>	<b>53,473</b>	<b>55,470</b>	<b>1,997</b>	<b>3.7%</b>
<b>Total liabilities</b>	<b>159,891</b>	<b>164,099</b>	<b>4,208</b>	<b>2.6%</b>

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 liabilities of \$4.21 million in 2022-23 reflects borrowings of \$6.12 million partly offset by repayment of existing borrowings. This has resulted in an increase of \$2.64 million across current and non-current interest-bearing liabilities in 2022-23.

No new borrowings are proposed in 2022-23 however \$6.12 million approved in the 2021-22 budget from the State Government's Community Infrastructure Loan Scheme are proposed to be drawn down in the 2022-23 financial year to fund the Keysborough Community Hub.

The remaining increase in current liabilities in 2022-23 is due to higher trade and other payables and provisions.

Non-current liabilities are obligations that will be satisfied at some point after 12 months and include long term borrowings and long service leave entitlements for staff.

4.2.2 Proposed 2022-23 Budget (Cont.)



4.2.3 Borrowings

The below table shows information on borrowings specifically required by the Local Government (Planning and Reporting) Regulations.

	Forecast		Projections		
	Actual	Budget	2022-23	2023-24	2024-25
	2021-22	2022-23	2022-23	2023-24	2024-25
	\$'000	\$'000	\$'000	\$'000	\$'000
Amount borrowed as at 30 June of the prior year	56,636	53,263	55,900	82,799	107,498
Amount proposed to be borrowed	-	6,120	32,500	33,100	-
Amount projected to be redeemed	(3,373)	(3,484)	(5,601)	(8,401)	(10,348)
<b>Amount of borrowings as at 30 June</b>	<b>53,263</b>	<b>55,900</b>	<b>82,799</b>	<b>107,498</b>	<b>97,150</b>

**Debt Strategy - Council philosophy on using loan borrowings**

Many Victorian Councils are debt averse and view the achievement of a low level of debt or even debt free status as a primary goal. Others see the use of loan funding as being a critical component of the funding mix to deliver much needed infrastructure to the community.

The use of loans to fund capital expenditure can be an effective mechanism of linking the payment for the asset (via debt redemption payments) to the successive Council populations who receive benefits over the life of that asset. This matching concept is frequently referred to as 'inter-generational equity'.

Greater Dandenong City Council has accessed debt funding in the past years to complete a range of major infrastructure projects including the construction of the Dandenong Civic Centre and Library, redevelopment of the Drum Theatre, Dandenong Market and Noble Park Aquatic Centre that will be enjoyed by the populations of the future (refer table below).

Project	Total cost (\$ million)	Loan funds used (\$ million)
Drum Theatre	13.0	9.0
Dandenong Market	26.0	20.0
Noble Park Aquatic Centre	21.0	5.0
Dandenong Civic Centre	65.5	47.2
Springvale Community Hub	52.7	20.0
<b>Total</b>	<b>178.2</b>	<b>101.2</b>

One of the key considerations for Council in the application of future loan borrowing is the premise that its long-term financial strategies should strive for a financial structure where its annual operational and asset renewal needs can be met from annual funding sources. That is, Council does not have to access funding from non-renewable sources such as loans, asset sales or reserves to meet its annual expenditure needs.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### *Proposed future borrowings*

Borrowings of \$6.12 million are forecast in the 2022-23 Proposed Budget. An additional \$65.6 million in new borrowings are forecast for the forthcoming two years.

For the 2022-23, these are not new borrowings. \$6.12 million was approved in the 2021-22 budget from the State Government's Community Infrastructure Loan program and are proposed to be drawn down in the 2022-23 financial year to fund the Keysborough Community Hub.

Council has previously relied on a strategy of ensuring its 'Indebtedness to Rate Revenue' ratio is ideally around the 40 per cent mark prior to undertaking new borrowings. Giving consideration to community need for redevelopment of the ageing Dandenong Oasis and a Community Hub in Dandenong, Council has opted to procure new borrowings to finance these major projects. This strategy allows Council to borrow for major projects but also to then retain a gap between the ratio of around the 60 per cent level, allowing Council room to respond to unforeseen circumstances. This could be to take an opportunity to match large stimulus funding to deliver another project or to respond to emerging situations such as we have seen via the coronavirus pandemic.

Greater Dandenong Council will continue to consider debt for major community assets in accordance with the above guidelines. All projects are subject to community consultation, Council review and funding. Council will also seek to maximise external funding opportunities having regard to the financial impacts and outcomes for the community.

### *Establishing prudential debt limits*

Utilisation of debt funding is an appropriate means of funding capital projects, particularly in a low interest rate environment. It is crucial however that Council remain within prudential debt limits.

The maximum levels of indebtedness are prescribed for Council by way of prudential limits established by the State Government. The three principle prudential limits are:

- Debt servicing (interest repayments) as a percentage of total revenue should not exceed 5 per cent.
- Total indebtedness as a percentage of rate revenue should not exceed 80 per cent (with this latter prudential limit – where ratios exceed 60 per cent, councils are required to demonstrate long-term strategies to reduce indebtedness prior to undertaking further borrowings).
- Working capital ratio (current assets/current liabilities) to remain in excess of 1.0.

### **Treasury Corporation of Victoria loans**

Recently, the Victorian Government has approved the Treasury Corporation of Victoria (TCV) to become a direct lender to councils. This framework will enable Victorian councils to access low-interest loans and achieve interest cost savings.

Local Government as an industry has been relatively debt averse over the past decade with several councils seeking debt free status. In benchmarking with thirteen other councils within the Eastern Melbourne metropolitan grouping, the City of Greater Dandenong has consistently been in the top one or two councils in terms of its debt levels in pure dollar terms.

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#### 4.2.2 Proposed 2022-23 Budget (Cont.)



The TCV have two financial covenant requirements for councils to comply with if undertaking borrowings with the TCV:

- *Interest cover ratio* – earnings before interest, depreciation/amortisation and non-cash contributions compared to interest expense (on borrowings and leases). The ratio result is not to be less than 2:1.
- *Financial indebtedness ratio* – total interest bearing loans and borrowings including leases over own-source revenue. The ratio result is not to exceed 60 per cent.

In terms of highlighting the impact of Council's current borrowings portfolio on Council's indebtedness to rates ratio, the table in the following section provides these outcomes. It also shows TCV financial covenant ratios. Council was successful in obtaining a \$6.12 million loan via the Community Infrastructure Loan Scheme for the Keysborough Community Hub which is expected to be drawn down on 2022-23.

The loan agreement will be with TCV and contains two financial covenants – the most important one is that the indebtedness/rates ratio does not exceed 60% during the borrowing period. Whilst the ratio is calculated slightly different to the prudential limit, the maximum that Council will reach is 54.8% in 2024-25 within the limit of 60%.

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



**Impact of future borrowings on prudential limits**

In terms of highlighting the impact of these borrowings on Council's Indebtedness to rates ratio, the following table provides these outcomes. Projected future borrowings have been structured to ensure at no point does Council exceed the prudential limit of an indebtedness level in excess of 80 per cent of annual rate revenue.

Financial year ending	New/refinance borrowings \$'000	Principal paid \$'000	Interest expense \$'000	Balance 30 June \$'000	LGPRF Liquidity Ratio	LGPRF Debt Mgmt Ratio	Debt Servicing Ratio	TCV Interest Cover Ratio	TCV Financial Indebtedness Ratio
2022	-	3,372	2,803	53,263	150%	34.5%	2.5%	20	31.0%
2023	6,120	3,484	2,667	55,900	146%	34.8%	2.6%	20	30.5%
2024	32,500	5,601	3,042	82,799	136%	50.4%	3.6%	17	43.6%
2025	33,100	8,401	3,745	107,498	127%	63.4%	5.0%	13	54.8%
2026	-	10,348	4,050	97,150	133%	55.6%	5.8%	13	48.1%
2027	-	10,686	3,688	86,465	137%	47.5%	5.6%	15	41.3%
2028	-	11,021	3,317	75,443	139%	40.4%	5.5%	17	35.2%
2029	-	11,385	2,922	64,059	144%	33.4%	5.3%	19	29.2%
2030	-	10,601	2,531	53,457	147%	27.2%	4.8%	23	23.8%
2031	-	9,955	2,155	43,502	149%	21.5%	4.3%	28	19.0%
2032	-	10,336	1,783	33,166	151%	16.0%	4.2%	35	14.2%

Prudential ratio limits: Risk assessment criteria	High	Below 110%	Above 80%	Above 10%	Less than 2	Above 60%
	Medium	110% - 120%	60% - 80%	5% - 10%		
	Low	Above 120%	Below 60%	Below 5%		

**LGPRF Liquidity ratio**

*Current assets compared to current liabilities*  
= (Current assets / Current liabilities)

**LGPRF Debt management**

*Loans and borrowings compared to rates*  
= (Current + Non-current Interest bearing liabilities / Rates and charges less Keysborough Maintenance Levy)

**Debt servicing**

*Borrowing costs compared to rates*  
= (Interest expense / Rates and charges less Keysborough Maintenance Levy)

**TCV Interest Cover Ratio**

*Ratio of earnings before interest, taxes, depreciation and amortisation (EBITDA) to interest expenses.*  
= (Net surplus - interest income - non-monetary contributions + borrowing costs + finance lease costs + depreciation and amortisation) / (Borrowing costs + finance lease costs)

**TCV Financial Indebtedness Ratio**

*Value of interest bearing loans and borrowings as a percentage of own source revenue*  
= (Current + Non-current Interest bearing liabilities / (Total income - grants operating - grants capital - contributions monetary - contributions non-monetary))

The above table highlights that whilst Council forecasts significant new borrowings in the forthcoming years to part fund significant capital investment, Council's debt ratios as per the Local Government Performance Reporting Framework (LGPRF) and the Treasury Corporation of Victoria (TCV) are within prudential limits over the budget period.

4.2.2 Proposed 2022-23 Budget (Cont.)



4.3 Statement of Changes in Equity

	Notes	Total \$'000	Accumulated surplus \$'000	Revaluation reserve \$'000	Other reserves \$'000
<b>2022</b>					
Balance at beginning of the financial year		2,500,775	923,957	1,511,604	65,214
Surplus/(deficit) for the year		29,635	29,635	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(17,581)	-	17,581
Transfers from other reserves		-	27,835	-	(27,835)
<b>Balance at end of the financial year</b>		<b>2,530,410</b>	<b>963,846</b>	<b>1,511,604</b>	<b>54,960</b>
<b>2023</b>					
Balance at beginning of the financial year		2,530,410	963,846	1,511,604	54,960
Surplus/(deficit) for the year		26,564	26,564	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves	4.3.1	-	(6,403)	-	6,403
Transfers from other reserves	4.3.1	-	8,635	-	(8,635)
<b>Balance at end of the financial year</b>	4.3.2	<b>2,556,974</b>	<b>992,642</b>	<b>1,511,604</b>	<b>52,728</b>

4.3.1 Reserves

Reserve	Opening balance 2022-23 \$'000	Transfer to reserves \$'000	Transfer from reserves \$'000	Closing balance 2022-23 \$'000
Major projects reserve	18,169	1,408	-	19,577
Open space reserve - planning, developments and improvements	1,771	2,000	820	2,951
Open space reserve - acquisitions	6,000	-	-	6,000
Development Contribution Plan - Council funded	19,489	400	4,898	14,991
Keysborough Maintenance Levy	1,856	1,645	1,725	1,776
Self insurance	325	-	-	325
Spring Valley Landfill reserve	1,284	-	111	1,173
Springvale Activity Precinct parking and development	236	-	-	236
Dandenong Activity Precinct parking and development	30	950	650	330
General reserve (aged care)	1,102	-	20	1,082
Future maintenance reserve (LXRA)	4,439	-	336	4,103
Native revegetation reserves	259	-	75	184
<b>Total reserves</b>	<b>54,960</b>	<b>6,403</b>	<b>8,635</b>	<b>52,728</b>

The \$2.23 million decrease in reserves in the 2022-23 Proposed Budget is mainly due to \$6.37 million in transfers from reserves to fund various capital works projects (Development Contribution Plan – Council funded reserve \$4.90 million, Open Space reserve – planning, developments and improvements \$820,000 and Dandenong Activity Precinct parking and development reserve \$650,000) partly offset by \$3.41 million in transfers to Major Projects and the Open Space reserve – planning, developments and improvements.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### Purpose of reserves

- *Major projects reserve* - holds proceeds from the sale of Council's property assets or surplus Council funds and will be utilised for investing in other properties or funding future major projects.
- *Open space - planning, development and improvements* - Funds will be utilised exclusively for allocation towards enhancing the City's open space via planning, development and improvements.
- *Open space – acquisitions* - funds set aside in this reserve will be utilised exclusively for open space land acquisitions.
- *Development Contribution Plan – Council funded* - For Council funded development contribution plans holds funds in respect of Council's contribution to the two major developments in Dandenong South (C87) and Keysborough (C36).
- *Keysborough Maintenance Levy* - this reserve has been established to ensure full accountability of the levies received for the Keysborough and Somerfield Estates reflecting costs of maintaining an additional 15 per cent open space beyond that of traditional estates.
- *Self-insurance* - this fund has been created to meet large and unexpected policy excesses on multiple insurance claims.
- *Spring Valley Landfill reserve* - to rehabilitate the Spring Valley landfill site at Clarke Road, Springvale South.
- *Springvale Activity Precinct parking and development reserve* - to fund development in the Springvale Activity Centre.
- *Dandenong Activity Precinct parking and development reserve* - to fund development in the Dandenong Activity Centre.
- *General reserve (aged care)* - relates to financial impacts of future aged care sector reforms.
- *Future maintenance reserve (LXRA)* - holds contribution funds for future works to address level crossing removal authority defects and asset maintenance obligations.
- *Native revegetation reserves* - These funds are to meet native re-vegetation requirements on Council's reserves.

### 4.3.2 Equity

Council's equity represents the difference between assets and liabilities which is expected to grow by \$26.56 in the 2022-23 financial year.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### 4.4 Statement of Cash Flows

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

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

- **Operating activities** – refers to the cash generated or used in the normal service delivery functions of Council. Cash remaining after paying for the provision of services for the community may be available for investment in capital works or repayment of debt.
- **Investing activities** – refers to cash generated or used in the enhancement or creation of infrastructure or other assets. These activities also include the acquisition and sale of other assets such as vehicles, property, plant and equipment.
- **Financing activities** – refers to cash generated or used in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to other organisations. These activities also include repayment of the principal component of loan requirements for the year.

#### 4.4.1 Cash flows provided by operating activities

	Forecast		Variance \$'000	Variance %
	Actual 2021-22 \$'000 Inflows (Outflows)	Budget 2022-23 \$'000 Inflows (Outflows)		
<b>Cash flows from operating activities</b>				
Rates and charges	155,943	161,639	5,696	3.7%
Statutory fees and fines	5,903	7,203	1,300	22.0%
User fees	7,705	9,996	2,291	29.7%
Grants - operating	32,355	36,122	3,767	11.6%
Grants - capital	17,011	3,518	(13,493)	(79.3%)
Contributions - monetary	7,879	3,447	(4,432)	(56.3%)
Interest received	383	499	116	30.3%
Trust funds and deposits taken	28,495	28,102	(393)	(1.4%)
Other receipts	5,305	4,855	(450)	(8.5%)
Net GST refund	14,756	9,997	(4,759)	(32.3%)
Employee costs	(92,788)	(90,698)	2,090	(2.3%)
Materials and services	(93,921)	(88,018)	5,903	(6.3%)
Short-term, low value and variable lease payments	(550)	(569)	(19)	3.5%
Trust funds and deposits repaid	(28,052)	(28,102)	(50)	0.2%
Other payments	(7,535)	(4,369)	3,166	(42.0%)
<b>Net cash provided by operating activities</b>	<b>52,889</b>	<b>53,622</b>	<b>733</b>	<b>1.4%</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



Council is estimating to generate a net cash surplus of \$53.62 million from its operations in 2022-23, an increase of \$733,000 compared to the 2021-22 Forecast. The minor increase is due to a number of offsetting factors as outlined below.

Favourable:

- Materials and services (\$5.90 million) – reduction in cash outflows due mainly to a number of one off initiatives or grant funded projects occurring in 2021-22, combined with Spring Valley Landfill rehabilitation works that are not expected to continue in 2022-23.
- Rates and charges (\$5.70 million) - higher expected cash inflows relating to rate revenue consistent with the 1.75 per cent rate cap combined with an increase in waste service charges to recover higher landfill levy, hard waste and dumped rubbish costs.
- Grants operating (\$3.77 million) – higher cash inflows expected for operating grants due mainly to Financial Assistance Grant funding (50 per cent in 2021-22 due to early payment of 50% in June 2021 and 100 per cent in 2022-23) partly offset by one off grant projects in 2021-22.
- Other payments (\$3.17 million) – lower cash flows for other payments in 2022-23 due to removal of one off contribution of \$1.5 million for the establishment of Council's new wholly owned entity, South East Leisure in 2021-22, grant funded material aid and community contributions under the Local Partnership program (\$552,000) that are not expected to continue in 2022-23 and one off grant funded programs for COVIDSafe Outdoor Activation (\$165,000) and Outdoor Eating and Entertainment (\$104,000) in 2021-22 in response to the COVID-19 pandemic.

Partly offset by unfavourable variances in:

- A reduction in capital grants income (\$13.49 million) due to the non-recurrent nature of such funding (refer to section 4.1.4 for further details).
- Lower net GST refund (\$4.76 million) due mainly to lower capital works expenditure in 2022-23.

**Reconciliation of surplus/(deficit) to cash flows from operating activities**

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

	Forecast		Variance \$'000	Variance %
	Actual 2021-22 \$'000	Budget 2022-23 \$'000		
<b>Surplus for the year</b>	<b>29,635</b>	<b>26,564</b>	<b>(3,071)</b>	<b>(10.4%)</b>
Depreciation	33,237	33,943	706	2.1%
Amortisation - intangible assets	100	60	(40)	(40.0%)
Amortisation - right of use assets	604	604	-	0.0%
(Gain)/loss on sale of assets	(179)	(445)	(266)	148.6%
Contributions non-monetary	(10,000)	(10,000)	-	0.0%
Borrowing costs	2,803	2,667	(136)	(4.9%)
Finance costs - leases	22	22	-	0.0%
Net movement in other assets and liabilities	(3,333)	207	3,540	(106.2%)
<b>Cash flows available from operating activities</b>	<b>52,889</b>	<b>53,622</b>	<b>733</b>	<b>1.4%</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

4.4.2 Cash flows used in investing activities

	Forecast		Variance	Variance
	Actual	Budget		
	2021-22	2022-23		
	\$'000	\$'000	\$'000	%
	Inflows	Inflows		
	(Outflows)	(Outflows)		
<b>Cash flows from investing activities</b>				
Payments for property, infrastructure, plant and equipment	(94,986)	(55,590)	39,396	(41.5%)
Proceeds from sale of property, infrastructure, plant and equipment	480	706	226	47.1%
<b>Net cash used in investing activities</b>	<b>(94,506)</b>	<b>(54,884)</b>	<b>39,622</b>	<b>(72.2%)</b>

Investing activities comprise cash inflows from sale of assets and outflows from expenditure on purchasing and constructing assets (capital works).

Council will have a net outflow from investing activities of \$54.88 million in 2022-23, made up of cash outflows from investment in capital works of \$55.59 million, partly offset by proceeds from the sale of property, infrastructure, plant and equipment. No major asset sales are forecast in 2022-23.

The level of cash used in investing activities has decreased by \$39.62 million from the 2021-22 Forecast which is mainly due to a high level of capital carry overs and grant funded capital projects included in the 2021-22 Forecast. The 2021-22 Original Budget for payments for property, infrastructure, plant and equipment was \$63.36 million, so the investment in capital works has decreased from the prior year by \$7.77 million (12.3 per cent).

4.4.3 Cash flows used in financing activities

	Forecast		Variance	Variance
	Actual	Budget		
	2021-22	2022-23		
	\$'000	\$'000	\$'000	%
	Inflows	Inflows		
	(Outflows)	(Outflows)		
<b>Cash flows from financing activities</b>				
Finance costs	(2,803)	(2,667)	136	(4.9%)
Proceeds from borrowings	-	6,120	6,120	100.0%
Repayment of borrowings	(3,372)	(3,484)	(112)	3.3%
Interest paid - lease liability	(22)	(22)	-	0.0%
Repayment of lease liabilities	(689)	(710)	(21)	3.0%
<b>Net cash used in financing activities</b>	<b>(6,886)</b>	<b>(763)</b>	<b>6,123</b>	<b>(802.9%)</b>

Financing activities relate to cash inflows from any new borrowings and outflows from repayments of loan principal and interest.

The decrease in cash flows used in financing activities is due mainly to the \$6.12 million in loan borrowing proceeds in 2022-23, partly offset by the normal repayment of existing borrowings and ongoing interest commitments on existing borrowings.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### 4.4.4 Cash and cash equivalents at the end of the year

Council is projected to have cash and cash equivalents of \$128.93 million at 30 June 2022. This balance includes cash that is "restricted" from being applied for the general operations of Council.

### 4.4.5 Unrestricted and unrestricted cash and investments

Cash and cash equivalents held by Council are restricted in part, and not fully available for Council's operations. The budgeted cash flow statement in Section 3 indicates that Council is estimating at 30 June 2022 it will have cash and investments of \$128.93 million, of which \$124.07 has been restricted comprising:

- Statutory reserves (\$7.77 million) - These funds comprise open space contributions. They must be applied for specified statutory purposes in accordance with various legislative and contractual requirements. Whilst these funds earn interest revenues for Council, they are not available for other purposes.
- Discretionary reserves (\$47.19 million) - Funds set aside by Council for a specific purpose but are not protected by statute. The 2022-23 forecast balance comprises all reserve balances except for the Open Space reserves (Planning, development and improvements and Acquisitions). See section 4.3.1 for further details.
- Employee entitlements (\$22.74 million) - Includes amounts required to meet Council's long service leave, annual leave and rostered day off liabilities.
- Trust funds and deposits (\$6.91 million) - Represent monies held in trust to be refunded and mainly relate to road deposits, other refundable deposits and fire services property levy.
- Unearned Development Contribution Plan (DCP) income (\$39.46 million) - Represent DCP income not yet earned and constitute developer monies relating to the two major Developer Contribution Plans.

4.2.2 Proposed 2022-23 Budget (Cont.)



4.5 Capital works program

This section presents a listing of the capital works projects that will be undertaken for the 2022-23 year, classified by expenditure type and funding source.

4.5.1 Summary of capital works

Total capital expenditure

	Forecast		Variance \$'000	Variance %
	Actual 2021-22 \$'000	Budget 2022-23 \$'000		
Property	41,882	17,461	(24,421)	(58.3%)
Plant and equipment	6,306	1,047	(5,259)	(83.4%)
Infrastructure	46,798	37,082	(9,716)	(20.8%)
<b>Total</b>	<b>94,986</b>	<b>55,590</b>	<b>(39,396)</b>	<b>(41.5%)</b>

Capital expenditure by asset type

Project	Project Cost \$'000	Asset expenditure types			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000
Property	17,461	11,609	3,585	2,267	-
Plant and equipment	1,047	-	1,019	28	-
Infrastructure	37,082	2,171	21,770	13,141	-
<b>Total</b>	<b>55,590</b>	<b>13,780</b>	<b>26,374</b>	<b>15,436</b>	<b>-</b>

Capital expenditure by funding source

Project	Project Cost \$'000	Summary of funding sources				
		Grants \$'000	Contrib. \$'000	Council cash \$'000	Reserves \$'000	Borrowings \$'000
Property	17,461	2,500	-	6,532	2,309	6,120
Plant and equipment	1,047	-	-	1,047	-	-
Infrastructure	37,082	1,018	1,447	30,576	4,041	-
<b>Total</b>	<b>55,590</b>	<b>3,518</b>	<b>1,447</b>	<b>38,155</b>	<b>6,350</b>	<b>6,120</b>

Current year capital works

A detailed listing of the capital works program for 2022-23 is included on the following pages, including classification by expenditure type and funding sources.

Please note that grant funding included in these tables are subject to review and funding body approval.

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



No.	Project name	Asset expenditure type				Funding sources						
		Total	New	Renewal	Upgrade	Expansion	Total	Grants	Contribbns	Council cash	Reserves	Loans
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>PROPERTY</b>												
<b>Buildings</b>												
1	Keysborough South Community Hub - Construction (Stage 2)	10,679,000	-	-	-	-	10,679,000	2,500,000	-	-	2,059,000	6,120,000
2	Precinct Energy Plant (PEP) - Detailed Design (Stage 2)	250,000	-	250,000	-	-	250,000	-	-	-	250,000	-
3	Dandenong Community Hub - Design Development (Stage 2)	400,000	400,000	-	-	-	400,000	-	-	400,000	-	-
4	Dandenong Wellbeing Centre (DWC) - Construction (Stage 1)	1,830,000	-	1,830,000	-	-	1,830,000	-	-	1,830,000	-	-
5	Dandenong Sports and Events Centre (DSEC) - Precinct Design	500,000	500,000	-	-	-	500,000	-	-	500,000	-	-
6	Heritage Kindergarten - Upgrade of Fort Area	20,000	-	20,000	-	-	20,000	-	-	20,000	-	-
7	Heritage Kindergarten - Renovation of Outdoor Space	20,000	-	20,000	-	-	20,000	-	-	20,000	-	-
8	Dandenong South Kindergarten - Renovation of Outdoor Space	20,000	-	20,000	-	-	20,000	-	-	20,000	-	-
9	Building Renewal Program	1,505,000	-	1,505,000	-	-	1,505,000	-	-	1,505,000	-	-
10	Noble Park Aquatic Centre (NPAC) - Minor Upgrade Works (X 6)	36,500	-	-	36,500	-	36,500	-	-	36,500	-	-
11	Civic Archive - Storage Solution	40,000	-	-	40,000	-	40,000	-	-	40,000	-	-
12	MCH Centres x9 - Installation of Camera and Intercom System	30,000	30,000	-	-	-	30,000	-	-	30,000	-	-
13	Police Paddocks Reserve - Water Main Renewal	150,000	-	150,000	-	-	150,000	-	-	150,000	-	-
14	Dandenong Civic Centre - Domestic Hdt Water Renewal	100,000	-	100,000	-	-	100,000	-	-	100,000	-	-
15	Springvale Town Hall - Redesign Blind for Compliance	40,000	-	-	40,000	-	40,000	-	-	40,000	-	-
16	Coorinda Centre - DDAC Compliance	180,000	-	-	180,000	-	180,000	-	-	180,000	-	-
17	Table Tennis Centre - Detailed Design	440,000	-	-	440,000	-	440,000	-	-	440,000	-	-
18	Barry Powell Reserve (Bains Pavilion) - Redevelopment Detailed Design (Stage 2 of 4)	350,000	-	-	350,000	-	350,000	-	-	350,000	-	-
<b>Sub-total buildings</b>		<b>16,590,500</b>	<b>11,609,000</b>	<b>3,585,000</b>	<b>1,396,500</b>	<b>-</b>	<b>16,590,500</b>	<b>2,500,000</b>	<b>-</b>	<b>5,661,500</b>	<b>2,309,000</b>	<b>6,120,000</b>

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



No.	Project name	Asset expenditure type				Funding sources						
		Total	New	Renewal	Upgrade	Expansion	Total	Grants	Contribns	Council cash	Reserves	Loans
	Leasehold improvements											
19	Rosewood Downs Primary School - Fit Out Kindergarten Room	100,000	-	-	100,000	-	100,000	-	-	100,000	-	-
20	Rosewood Downs Primary School - MCH and Community Facilities	771,000	-	-	771,000	-	771,000	-	-	771,000	-	-
	Sub-total leasehold improvements	871,000	-	-	871,000	-	871,000	-	-	871,000	-	-
	<b>TOTAL PROPERTY</b>	<b>17,461,500</b>	<b>11,609,000</b>	<b>3,585,000</b>	<b>2,267,500</b>	<b>-</b>	<b>17,461,500</b>	<b>2,500,000</b>	<b>-</b>	<b>6,532,500</b>	<b>2,309,000</b>	<b>6,120,000</b>
	<b>PLANT AND EQUIPMENT</b>											
	Fixtures, fittings and furniture											
21	Furniture Renewal Program	45,000	-	45,000	-	-	45,000	-	-	45,000	-	-
	Sub-total fixtures, fittings and furniture	45,000	-	45,000	-	-	45,000	-	-	45,000	-	-
	Computers and telecommunications											
22	Audio Visual Renewal Program	96,000	-	96,000	-	-	96,000	-	-	96,000	-	-
23	Keysborough Food Services - Integrity Security Upgrade	10,000	-	-	10,000	-	10,000	-	-	10,000	-	-
24	Dandenong Civic Centre - Increase Council Chamber Conference Microphones	17,500	-	-	17,500	-	17,500	-	-	17,500	-	-
	Sub-total computers and telecomm.	123,500	-	96,000	27,500	-	123,500	-	-	123,500	-	-
	Library resources											
25	Library Strategy	878,000	-	878,000	-	-	878,000	-	-	878,000	-	-
	Sub-total library resources	878,000	-	878,000	-	-	878,000	-	-	878,000	-	-
	<b>TOTAL PLANT AND EQUIPMENT</b>	<b>1,046,500</b>	<b>-</b>	<b>1,019,000</b>	<b>27,500</b>	<b>-</b>	<b>1,046,500</b>	<b>-</b>	<b>-</b>	<b>1,046,500</b>	<b>-</b>	<b>-</b>

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



No.	Project name	Asset expenditure type			Expansion	Total	Funding sources						
		Total	New	Renewal			Upgrade	Grants	Contributions	Council cash	Reserves	Loans	
<b>INFRASTRUCTURE</b>													
<b>Roads</b>													
26	Abbotts Road (Between National Drive and Railway) - Widening Construction (Complete Stage 2)	2,500,000	-	-	2,500,000	-	-	-	-	2,500,000	-	-	-
27	Perry Road - Construction and Widening from Greens Road to Pacific Drive (Stage 1 of 3)	4,267,983	-	-	4,267,983	-	-	-	1,447,347	-	-	2,820,636	-
28	Kerb and Channel Renewal Program	500,000	-	500,000	-	-	-	-	-	500,000	-	-	-
29	Kerb and Channel Resurfacing Program	1,500,000	-	1,500,000	-	-	-	-	-	1,500,000	-	-	-
30	Road Resurfacing Program	6,000,000	-	6,000,000	-	-	-	-	-	6,000,000	-	-	-
31	Roads to Recovery Resurfacing Program	1,017,807	-	1,017,807	-	-	-	1,017,807	-	-	-	-	-
32	Road Rehabilitation Program	2,500,000	-	2,500,000	-	-	-	-	-	2,500,000	-	-	-
33	Road Reconstruction Program	3,000,000	-	3,000,000	-	-	-	-	-	3,000,000	-	-	-
34	Local Area Traffic Management (LATM) Program - New	500,000	500,000	-	-	-	-	-	-	-	500,000	-	-
35	Local Area Traffic Management (LATM) Renewal Program	150,000	-	150,000	-	-	-	-	-	150,000	-	-	-
Sub-total roads		21,935,790	500,000	14,667,807	6,767,983	-	-	1,017,807	1,447,347	16,650,000	2,820,636	-	-
<b>Bridges</b>													
36	Bridge Renewal Program	270,000	-	270,000	-	-	-	-	-	270,000	-	-	-
Sub-total bridges		270,000	-	270,000	-	-	-	-	-	270,000	-	-	-
<b>Footpaths and cycleways</b>													
37	Footpath Renewal Program	1,400,000	-	1,400,000	-	-	-	-	-	1,400,000	-	-	-
38	Pram Ramp Renewal Program	100,000	-	100,000	-	-	-	-	-	100,000	-	-	-
39	Active Transport Infrastructure Priority Program (ATIPP)	500,000	500,000	-	-	-	-	-	-	-	500,000	-	-
Sub-total footpaths and cycleways		2,000,000	500,000	1,500,000	-	-	-	-	-	2,000,000	-	-	-

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



No.	Project name	Asset expenditure type			Funding sources							
		Total	New	Renewal	Upgrade	Expansion	Total	Grants	Contribns	Council cash	Reserves	Loans
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	<b>Drainage</b>	<b>500,000</b>	-	500,000	-	-	-	-	-	-	500,000	-
40	Drainage Reactive Works Program	500,000	-	500,000	-	-	-	-	-	-	500,000	-
41	Drainage Renewal Works Program	1,537,000	-	1,537,000	-	-	-	-	-	-	1,537,000	-
42	Pit Renewal for Road Resurfacing Program	800,000	-	800,000	-	-	-	-	-	-	800,000	-
43	Catchment 38A (Kingswood Crescent and Ebdon Street) - Drainage Upgrade	1,200,000	-	-	1,200,000	-	-	-	-	-	1,200,000	-
44	Pit Renewal Program	100,000	-	100,000	-	-	-	-	-	-	100,000	-
	<b>Sub-total drainage</b>	<b>4,137,000</b>	-	2,937,000	1,200,000	-	-	-	-	-	4,137,000	-
	<b>Recreational, leisure &amp; community facilities</b>	<b>750,000</b>	-	-	750,000	-	-	-	-	-	-	340,000
45	Frederick Wächter Reserve - District Playground Construction and Passive Park Upgrade (Stage 2 of 2)	750,000	-	-	750,000	-	-	-	-	-	-	340,000
46	Ross Reserve (Oval 1 & 2 and Synthetic Pitch) - Install 3 Electronic Scoreboards	246,000	246,000	-	-	-	-	-	-	-	246,000	-
47	Thomas Carroll Reserve - Synthetic Cricket Wicket	40,000	-	-	40,000	-	-	-	-	-	40,000	-
48	Frederick Wächter Reserve (Tennis) - Lighting Renewal Construction	367,710	-	367,710	-	-	-	-	-	-	367,710	-
49	Active Reserves Renewal Program	280,000	-	280,000	-	-	-	-	-	-	280,000	-
50	Ross Reserve - Athletics Track Reconstruction	2,500,000	-	-	2,500,000	-	-	-	-	-	2,500,000	-
51	Children's Services Centres x4 - Installation of Shade Structure	80,000	80,000	-	-	-	-	-	-	-	80,000	-
52	Parkfield Reserve - Tennis Courts and Carpark Renewal Design	50,000	-	50,000	-	-	-	-	-	-	50,000	-
53	Frederick Wächter Reserve (North Oval) - Lighting Renewal Design	10,000	-	10,000	-	-	-	-	-	-	10,000	-
54	Ross Reserve (Oval 2) - Lighting Renewal	450,000	-	450,000	-	-	-	-	-	-	450,000	-
55	Thomas Carroll Reserve (Oval 1) - Lighting Renewal Construction (Training Standard)	311,064	-	311,064	-	-	-	-	-	-	311,064	-
56	Ian Tatterson Leisure Park - District Playground Upgrade (Stage 3 of 3)	500,000	-	-	500,000	-	-	-	-	-	500,000	-
57	Glendale Reserve - Neighbourhood Playground, Park Furniture and Landscape Upgrade (Stage 2)	330,000	-	-	330,000	-	-	-	-	-	-	330,000

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



No.	Project name	Asset expenditure type				Funding sources						
		Total	New	Renewal	Upgrade	Expansion	Total	Grants	Contrib'n	Council cash	Reserves	Loans
58	Barry Powell Reserve - Multi-Court and Associated Infrastructure Design	20,000	20,000	-	-	-	20,000	-	-	20,000	-	-
59	Greaves Reserve (Oval 1 and 4) - Lighting Installation Design (Training Standard)	20,000	20,000	-	-	-	20,000	-	-	20,000	-	-
60	Dandenong Day Nursery - Toddlers Playground Shade Structure	45,000	45,000	-	-	-	45,000	-	-	45,000	-	-
61	Ross Reserve - Installation of Lighting to Basketball Court	160,000	160,000	-	-	-	160,000	-	-	160,000	-	-
62	Tyers Lane Reserve (Westwood/Stanley) - Landscape Improvements and Tree Planting	40,000	-	-	40,000	-	40,000	-	-	40,000	-	-
63	Parkfield Reserve - Install Electronic Drinking Fountains - Various Parks	70,000	70,000	-	-	-	70,000	-	-	70,000	-	-
64	Parkland Reserve - Park Improvements	40,000	40,000	-	-	-	40,000	-	-	40,000	-	-
65	Sub-total recreational, leis & comm facilities	40,000	40,000	-	-	-	40,000	-	-	40,000	-	-
		6,349,774	721,000	1,468,774	4,160,000	-	6,349,774	-	-	5,679,774	670,000	-

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



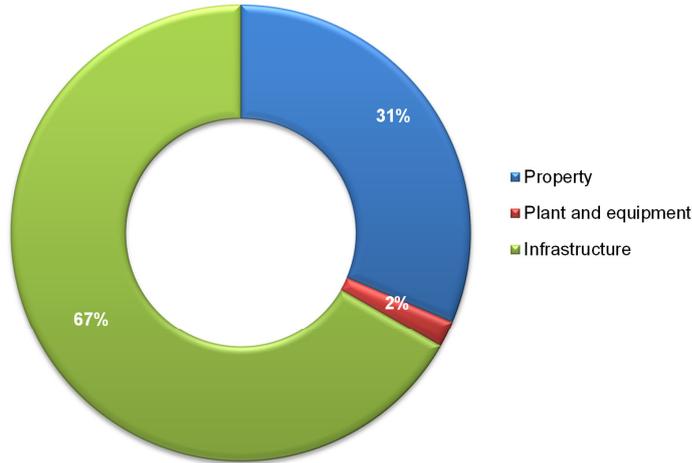
No.	Project name	Asset expenditure type				Funding sources						
		Total	New	Renewal	Upgrade	Expansion	Total	Grants	Contribns	Council cash	Reserves	Loans
	Parks, open space and streetscapes											
66	Vanity Lane - Construction of Streetscape (Stage 3)	800,000	-	-	800,000	-	-	-	-	-	400,000	400,000
67	Noble Park - Revitalisation	300,000	300,000	-	-	-	-	-	-	-	300,000	-
68	Railway Parade Shopping Strip - Streetscape Upgrade Construction	83,000	-	-	83,000	-	-	-	-	-	83,000	-
69	Guardrail Renewal Program	100,000	-	100,000	-	-	-	-	-	-	100,000	-
70	Lighting Renewal Program	285,000	-	285,000	-	-	-	-	-	-	285,000	-
71	Arkwright Drive Wetlands - Contamination and Rehabilitation	200,000	-	200,000	-	-	-	-	-	-	200,000	-
72	Tirhatuan Park - Landscape and Park Infrastructure at New Basketball Court	150,000	150,000	-	-	-	-	-	-	-	-	150,000
73	Passive Open Space Renewal Program	342,000	-	342,000	-	-	-	-	-	-	342,000	-
74	Burden Park - Landscape and Infrastructure Improvements (Stage 1)	40,000	-	-	40,000	-	-	-	-	-	40,000	-
75	Norrie Cox Reserve - Neighbourhood Park Furniture and Landscape Upgrade	50,000	-	-	50,000	-	-	-	-	-	50,000	-
76	Kenneth Reserve - Pocket Park Upgrade (Stage 1)	40,000	-	-	40,000	-	-	-	-	-	40,000	-
	Sub-total parks, open space & streetscapes	2,390,000	450,000	927,000	1,013,000	-	-	-	-	-	1,840,000	550,000
	<b>TOTAL INFRASTRUCTURE</b>	<b>37,082,564</b>	<b>2,171,000</b>	<b>21,770,581</b>	<b>13,140,983</b>	<b>-</b>	<b>1,017,807</b>	<b>1,447,347</b>	<b>30,576,774</b>	<b>4,040,636</b>	<b>-</b>	<b>-</b>
	<b>GRAND TOTAL</b>	<b>55,590,564</b>	<b>13,780,000</b>	<b>26,374,581</b>	<b>15,435,983</b>	<b>-</b>	<b>3,517,807</b>	<b>1,447,347</b>	<b>38,155,774</b>	<b>6,349,636</b>	<b>6,120,000</b>	<b>-</b>

4.2.2 Proposed 2022-23 Budget (Cont.)

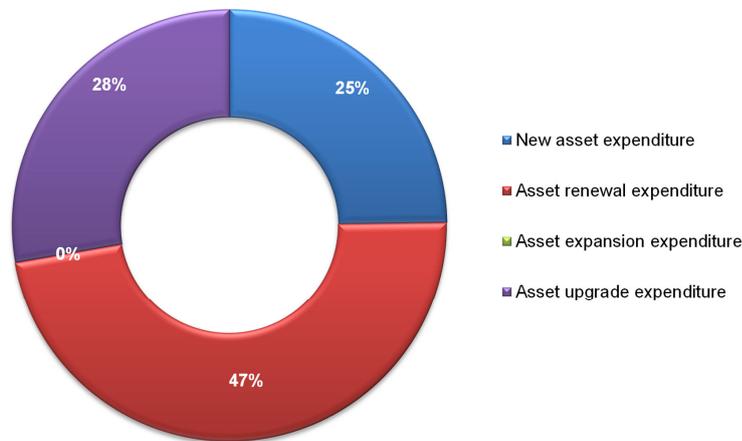
CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



Budgeted capital works 2022-23 (by asset category)



Budgeted capital works 2022-23 (by asset expenditure type)



## 4.2.2 Proposed 2022-23 Budget (Cont.)



### 4.5.3. Property

The property class comprises land acquisitions, building and building improvements including community facilities, sports facilities and pavilions.

The more significant projects in 2022-23 include:

- \$10.68 million Keysborough South Community Hub Development – Construction (Stage 2 of 2) *(funded from borrowings of \$6.12 million Community Infrastructure Loan Scheme, State Government grant funding of \$2.5 million and Development Contribution Plan (DCP) reserve transfer \$2.06 million)*.
- \$1.83 million Dandenong Wellbeing Centre (DWC, Oasis replacement) – Construction (Stage 1).
- \$1.51 million Building Renewal Program
- \$871,000 Rosewood Downs Primary School – Fit Out Kindergarten Room and Maternal and Child Health and Community Facilities (leasehold)

### 4.5.4 Plant and equipment

The plant and equipment category includes the ongoing replacement program of Council's library resources (\$878,000) and furniture renewal (\$45,000). In addition, there are three projects in the computers and telecommunications class totalling \$123,500 mainly related to renewal of audio visual equipment.

### 4.5.5 Infrastructure

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

Most of the expenditure in this category is critical in terms of meeting Council's asset renewal challenge and ensuring a high level of amenity to the residents of City of Greater Dandenong.

#### **Roads, bridges, drainage, footpaths and cycle ways, off street car parks**

The more significant projects in 2022-23 include:

- \$12.52 million Road Resurfacing Program, Road Rehabilitation Program and Road Reconstruction Program *(including Roads to Recovery grant funded works of \$1.02 million)*.
- \$4.27 million Perry Road – Construction and widening from Greens Road to Pacific Drive (Stage 1 of 3) *(funded by DCP reserve \$2.82 million and DCP contribution income \$1.45 million)*.
- \$2.50 million Abbots Road (between National Drive and Railway) – Widening Construction (Complete stage 2).
- \$2.94 million Drainage Renewal Program, Drainage Reactive Program, Pit Renewal Program and Pit Renewal for Road Resurfacing Program.
- \$2.65 million Kerb and Channel Renewal and Resurfacing Programs and Local Area Traffic Management (LATM) Program – New and Renewal.
- \$2.00 million Footpath Renewal Program, Pram Ramp Renewal Program and Active Transport Infrastructure Priority Program.
- \$1.20 million Catchment 38A (Kingswood Crescent and Ebden Street) – Drainage upgrade.

4.2.2 Proposed 2022-23 Budget (Cont.)



**Recreational, leisure and community facilities and Parks, open space and streetscapes**

The more significant projects in 2022-23 include:

- \$2.50 million Ross Reserve - Athletics Track Reconstruction.
- \$800,000 Vanity Lane – Construction of Streetscape (Stage 3) (\$400,000 funded by the Dandenong Activity Centre parking and development reserve).
- \$750,000 Frederick Wachter Reserve – District playground construction and passive park upgrade (Stage 2 of 2) (\$340,000 funded by Open Space planning, development and improvement reserve).

**4.5.6 Capital works funding sources**

Council's capital expenditure program for 2022-23 will be funded as follows:

Sources of funding	Ref	Original Budget 2021-22 \$'000	Budget 2022-23 \$'000	Variance \$'000	Variance %
<b>External</b>					
Capital grants	(a)	9,996	3,518	(6,478)	(64.8%)
Capital contributions	(b)	2,935	1,447	(1,488)	(50.7%)
Borrowings	(c)	6,120	6,120	-	100.0%
<b>Total external</b>		<b>19,051</b>	<b>11,085</b>	<b>(7,966)</b>	<b>(41.8%)</b>
<b>Internal</b>					
Transfer from reserves	(d)	8,110	6,350	(1,760)	(21.7%)
Council cash	(e)	36,201	38,155	1,954	5.4%
<b>Total internal</b>		<b>44,311</b>	<b>44,505</b>	<b>194</b>	<b>0.4%</b>
<b>Total capital works</b>		<b>63,362</b>	<b>55,590</b>	<b>(7,772)</b>	<b>(12.3%)</b>

A detailed listing of all projects that comprise the above totals of expenditure for the various asset groupings is included in the previous section (4.5.2).

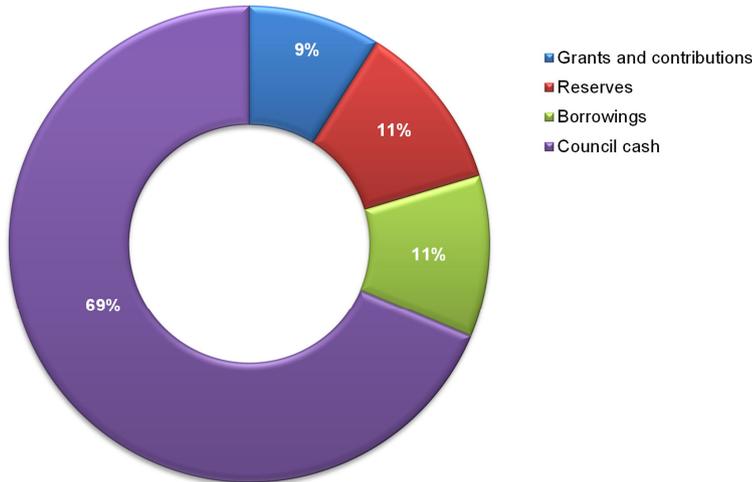
The table above highlights the decrease in total capital works expenditure from the 2021-22 Original Budget to 2022-23 is due to higher external funding from capital grants, contributions and reserves in 2021-22. This related to the funding of three major projects: Keysborough South Community Hub, replacement of Dandenong Oasis and Noble Park Aquatic Centre Health and Wellbeing Gymnasium redevelopment. Note – the \$6.12 million in borrowings forecast for 2021-22 was deferred to 2022-23 due to a delay in the Keysborough South Community Hub project.

Funding from rate revenue for capital expenditure in the 2022-23 Budget is \$38.16 million, up from \$36.20 million in the 2021-22 Original Budget. This movement is mainly attributable to a \$2.3 million reduction in capital funding in 2021-22 to help fund financial impacts relating to COVID-19, partly offset by a drop in capital funding in 2022-23 of \$398,000 to fund an operational deficit due to ongoing COVID-19 impacts.

4.2.2 Proposed 2022-23 Budget (Cont.)



**Budgeted total funding sources 2022-23**



**(a) Capital grants**

Capital grant funding sources for 2022-23 include:

- \$2.50 million Two State Government grants relating to Keysborough South Community Hub - part of a \$3 million grant for the Building Blocks Capacity Program and \$1 million for a Library Lounge project.
- \$1.02 million Federal Government Roads to Recovery grant funding (year 4 of 5).

**(b) Capital contributions**

Capital contribution funding for 2022-23 includes:

- \$1.45 million Development Contribution Plan (DCP) contribution income for Perry Road (KR01a).

**(c) Borrowings**

Borrowings of \$6.12 million are forecast for 2022-23 to part fund the Keysborough South Community Hub major project. Note – these borrowings are not new and were originally forecast in the 2021-22 Original Budget, however, due to a delay in the project, the new borrowings were deferred to 2022-23. These loan funds will be sought via the Community Infrastructure Loans Scheme (CILS) which was announced in the 2020-21 Victorian State Budget to support councils in delivering critical infrastructure to communities across the state. A successful application is hoped to achieve savings through accessing a low-interest loan as well as receiving an interest subsidy from the Victorian Government.

4.2.2 Proposed 2022-23 Budget (Cont.)



**(d) Reserve funds**

The transfer from reserves of \$6.35 million comprises:

- DCP Reserve funding of \$4.88 million for:
  - \$2.82 million – DCP – Perry Road KR01a
  - \$2.06 million – Keysborough South Community Hub
- Open Space – Planning, Development and Improvements Reserve funding of \$820,000 for:
  - \$340,000 – Frederick Wachter Reserve – District Playground Construction
  - \$330,000 – Glendale Reserve – Neighbourhood Playground, Park Furniture and Landscape Upgrade (Stage 2).
  - \$150,000 – Tirhatuan Park – Landscape and Park Infrastructure at new Basketball Court.
- Dandenong Activity Centre Parking and Development Reserve funding of \$650,000 for:
  - \$400,000 – Vanity Lane - Construction of Streetscape (Stage 3)
  - \$250,000 – Precinct Energy Plant (PEP) Detailed Design (Stage 2)

**(e) Rate funding applied to capital works**

The 2022-23 Proposed Budget provides for \$38.16 million of works funded by Council rates. Whilst this budget was reduced by \$398,000 to fund an operational deficit caused by COVID after effects, it represents an increase of \$1.96 million from the 2021-22 Adopted Budget (\$36.20 million). It should be noted that the 2021-22 year included a \$2.3 million drop in funding due to financial impacts relating to COVID-19.

	Original	Budget	Projections		
	Budget		2023-24	2024-25	2025-26
	2021-22	2022-23	2023-24	2024-25	2025-26
	\$'000	\$'000	\$'000	\$'000	\$'000
Capital grants	9,996	3,518	816	-	-
Capital contributions	2,935	1,447	2,929	-	-
Transfer from reserves	8,110	6,350	8,871	8,900	650
Loan proceeds	6,120	6,120	32,500	33,100	-
Funded from operational surplus	36,201	38,155	37,677	35,267	33,932
<b>Total capital works funding</b>	<b>63,362</b>	<b>55,590</b>	<b>82,793</b>	<b>77,267</b>	<b>34,582</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

4.6 Summary of planned capital works expenditure

For the years ending 30 June 2024, 2025 and 2026

	Asset expenditure type				Funding sources							
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Reserves \$'000	Loans \$'000	
<b>2023-24</b>												
<b>Property</b>												
Land	-	-	-	-	-	-	-	-	-	-	-	-
Total land	53,348	7,720	3,923	41,705	-	53,348	-	2,929	9,698	8,221	32,500	
Buildings	-	-	-	-	-	-	-	-	-	-	-	-
Leasehold improvements	53,348	7,720	3,923	41,705	-	53,348	-	2,929	9,698	8,221	32,500	
Total buildings	53,348	7,720	3,923	41,705	-	53,348	-	2,929	9,698	8,221	32,500	
<b>Total property</b>	<b>53,348</b>	<b>7,720</b>	<b>3,923</b>	<b>41,705</b>	<b>-</b>	<b>53,348</b>	<b>-</b>	<b>2,929</b>	<b>9,698</b>	<b>8,221</b>	<b>32,500</b>	
<b>Plant and equipment</b>												
Plant, machinery and equipment	2,702	123	2,579	-	-	2,702	-	-	2,702	-	-	
Fixtures, fittings and furniture	250	123	127	-	-	250	-	-	250	-	-	
Computers and telecommunications	489	25	366	98	-	489	-	-	489	-	-	
Library books	951	-	951	-	-	951	-	-	951	-	-	
<b>Total plant and equipment</b>	<b>4,392</b>	<b>271</b>	<b>4,023</b>	<b>98</b>	<b>-</b>	<b>4,392</b>	<b>-</b>	<b>-</b>	<b>4,392</b>	<b>-</b>	<b>-</b>	
<b>Infrastructure</b>												
Roads	13,045	1,228	10,588	1,229	-	13,045	816	-	12,229	-	-	
Bridges	409	-	409	-	-	409	-	-	409	-	-	
Footpaths and cycle ways	1,487	123	1,364	-	-	1,487	-	-	1,487	-	-	
Drainage	3,808	172	2,948	688	-	3,808	-	-	3,808	-	-	
Recreational, leisure and community facilities	2,992	553	1,886	553	-	2,992	-	-	2,992	-	-	
Parks, open space and streetscapes	2,760	1,387	656	737	-	2,760	-	-	2,130	650	-	
Off street car parks	472	123	349	-	-	472	-	-	472	-	-	
<b>Total infrastructure</b>	<b>24,993</b>	<b>3,586</b>	<b>18,200</b>	<b>3,207</b>	<b>-</b>	<b>24,993</b>	<b>816</b>	<b>-</b>	<b>23,527</b>	<b>650</b>	<b>-</b>	
<b>Total capital works expenditure</b>	<b>82,733</b>	<b>11,577</b>	<b>26,146</b>	<b>45,010</b>	<b>-</b>	<b>82,733</b>	<b>816</b>	<b>2,929</b>	<b>37,617</b>	<b>8,871</b>	<b>32,500</b>	
Intangible assets	60	-	60	-	-	60	-	-	60	-	-	
<b>Total capital works expenditure</b>	<b>82,793</b>	<b>11,577</b>	<b>26,206</b>	<b>45,010</b>	<b>-</b>	<b>82,793</b>	<b>816</b>	<b>2,929</b>	<b>37,677</b>	<b>8,871</b>	<b>32,500</b>	

Note: Figures for future years are likely to be amended due to the impact of rate capping and COVID-19.

4.2.2 Proposed 2022-23 Budget (Cont.)



CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

4.6 Summary of planned capital works expenditure  
 For the years ending 30 June 2024, 2025 and 2026

	Asset expenditure type				Funding sources					
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Reserves \$'000	Loans \$'000
<b>2024-25</b>										
Property										
Land	-	-	-	-	-	-	-	-	-	-
Total land	-	-	-	-	-	-	-	-	-	-
Buildings	49,195	13,403	3,592	32,200	-	-	-	7,845	8,250	33,100
Leasehold improvements	-	-	-	-	-	-	-	-	-	-
Total buildings	49,195	13,403	3,592	32,200	-	-	-	7,845	8,250	33,100
<b>Total property</b>	<b>49,195</b>	<b>13,403</b>	<b>3,592</b>	<b>32,200</b>	-	-	-	<b>7,845</b>	<b>8,250</b>	<b>33,100</b>
Plant and equipment										
Plant, machinery and equipment	2,681	90	2,591	-	-	-	-	-	-	-
Fixtures, fittings and furniture	301	90	211	-	-	-	-	2,681	-	-
Computers and telecommunications	394	18	304	72	-	-	-	301	-	-
Library books	961	-	961	-	-	-	-	394	-	-
<b>Total plant and equipment</b>	<b>4,337</b>	<b>198</b>	<b>4,067</b>	<b>72</b>	-	-	-	<b>961</b>	-	-
Infrastructure										
Roads	12,108	905	10,298	905	-	-	-	-	-	-
Bridges	142	-	142	-	-	-	-	12,108	-	-
Footpaths and cycle ways	1,551	90	1,461	-	-	-	-	142	-	-
Drainage	3,312	126	2,679	507	-	-	-	1,551	-	-
Recreational, leisure and community facilities	3,677	407	2,863	407	-	-	-	3,312	-	-
Parks, open space and streetscapes	2,430	1,193	694	543	-	-	-	3,677	-	-
Off street car parks	455	90	365	-	-	-	-	2,430	-	-
<b>Total infrastructure</b>	<b>23,675</b>	<b>2,811</b>	<b>18,502</b>	<b>2,362</b>	-	-	-	<b>455</b>	<b>650</b>	-
<b>Total capital works expenditure</b>	<b>77,207</b>	<b>16,412</b>	<b>26,161</b>	<b>34,634</b>	-	-	-	<b>35,207</b>	<b>8,900</b>	<b>33,100</b>
Intangible assets	60	-	60	-	-	-	-	60	-	-
<b>Total capital works expenditure</b>	<b>77,267</b>	<b>16,412</b>	<b>26,221</b>	<b>34,634</b>	-	-	-	<b>35,267</b>	<b>8,900</b>	<b>33,100</b>

Note: Figures for future years are likely to be amended due to the impact of rate capping and COVID-19.

4.2.2 Proposed 2022-23 Budget (Cont.)



CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

4.6 Summary of planned capital works expenditure  
 For the years ending 30 June 2024, 2025 and 2026

	Asset expenditure type			Funding sources								
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Reserves \$'000	Loans \$'000	
<b>2025-26</b>												
Property												
Land	-	-	-	-	-	-	-	-	-	-	-	-
Total land	8,179	2,881	4,577	721	-	8,179	-	-	8,179	-	-	-
Buildings	-	-	-	-	-	-	-	-	-	-	-	-
Leasehold improvements	8,179	2,881	4,577	721	-	8,179	-	-	8,179	-	-	-
Total buildings	8,179	2,881	4,577	721	-	8,179	-	-	8,179	-	-	-
Total property	8,179	2,881	4,577	721	-	8,179	-	-	8,179	-	-	-
Plant and equipment												
Plant, machinery and equipment	2,578	77	2,501	-	-	2,578	-	-	2,578	-	-	-
Fixtures, fittings and furniture	183	77	106	-	-	183	-	-	183	-	-	-
Computers and telecommunications	1,166	16	1,089	61	-	1,166	-	-	1,166	-	-	-
Library books	941	-	941	-	-	941	-	-	941	-	-	-
Total plant and equipment	4,868	170	4,637	61	-	4,868	-	-	4,868	-	-	-
Infrastructure												
Roads	11,473	767	9,939	767	-	11,473	-	-	11,473	-	-	-
Bridges	441	-	441	-	-	441	-	-	441	-	-	-
Footpaths and cycle ways	1,488	77	1,411	-	-	1,488	-	-	1,488	-	-	-
Drainage	3,316	107	2,780	429	-	3,316	-	-	3,316	-	-	-
Recreational, leisure and community facilities	2,295	345	1,605	345	-	2,295	-	-	2,295	-	-	-
Parks, open space and streetscapes	2,209	1,110	639	460	-	2,209	-	-	1,559	650	-	-
Off street car parks	253	77	176	-	-	253	-	-	253	-	-	-
Total infrastructure	21,475	2,483	16,991	2,001	-	21,475	-	-	20,825	650	-	-
<b>Total capital works expenditure</b>	<b>34,522</b>	<b>5,534</b>	<b>26,205</b>	<b>2,783</b>	<b>-</b>	<b>34,522</b>	<b>-</b>	<b>-</b>	<b>33,872</b>	<b>650</b>	<b>-</b>	<b>-</b>
Intangible assets	60	-	60	-	-	60	-	-	60	-	-	-
<b>Total capital works expenditure</b>	<b>34,582</b>	<b>5,534</b>	<b>26,265</b>	<b>2,783</b>	<b>-</b>	<b>34,582</b>	<b>-</b>	<b>-</b>	<b>33,932</b>	<b>650</b>	<b>-</b>	<b>-</b>

Note: Figures for future years are likely to be amended due to the impact of rate capping and COVID-19.

4.2.2 Proposed 2022-23 Budget (Cont.)



4.7 Operating initiatives

Two operating initiatives were included in the 2022-23 Proposed Budget. These items either represent new or one off projects/initiatives that are not capital in nature and are therefore not included in the Capital Program.

Operating initiative name and description	Duration	2022-23 Budget
		\$
<b>Greater Dandenong Business</b>		
Springvale Revitalisation Feasibility Study	1 year	70,000
		70,000
<b>Engineering Services</b>		
'Greening Our City' Tree Strategy	1 year	286,000
		286,000
<b>TOTAL</b>		<b>356,000</b>

4.2.2 Proposed 2022-23 Budget (Cont.)



5. Financial performance indicators

The following table summarises the key indicative financial results for the next four years 2022-23 to 2025-26.

Indicator	Forecast	Budget	Projections			Trend +/-
	2021-22 \$'000	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000	
Result for the year	29,635	26,564	25,520	21,095	24,242	o
Adjusted underlying result	(11,740)	10,617	10,591	9,095	12,242	o
Cash and investments balance	128,925	126,900	126,298	119,416	116,724	-
Cash flows from operations	52,889	53,622	58,400	49,375	46,359	-
Capital works expenditure	94,986	55,590	82,793	77,267	34,582	-

Key to Forecast Trend:

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

Whilst the table above forecasts a decrease in several indicators this is due to the draw down in cash reserves and a reduction in capital expenditure to service proposed borrowings for the significant infrastructure investment in the Dandenong Wellbeing Centre and the Dandenong Community Hub (2023-24 to 2025-26 years). All indicators forecast an improvement in Council's financial performance and position in the longer term.

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

The financial performance indicators below are the prescribed financial performance indicators contained in Part 3 of Schedule 3 of the *Local Government (Planning and Reporting) Regulations 2020*. Results against these indicators will be reported in Council's Performance Statement included in the Annual Report.

Dimension / indicator / measure	Notes	Forecast	Budget	Projections			Trend +/-
		2021-22	2022-23	2023-24	2024-25	2025-26	
<b>Efficiency</b>							
<b>Expenditure level</b>							
Expenses per property assessment [Total expenses / Number of property assessments]		\$3,244.67	\$3,102.94	\$3,141.12	\$3,194.34	\$3,208.58	-
<b>Revenue level</b>							
Average rate per property assessment [General rates and municipal charges / Number of property assessments]		\$1,922.68	\$1,964.48	\$1,990.90	\$2,029.38	\$2,068.28	+

Key to forecast trend

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

4.2.2 Proposed 2022-23 Budget (Cont.)

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET



Dimension / indicator / measure	Notes	Forecast	Budget	Projections			Trend
		2021-22	2022-23	2023-24	2024-25	2025-26	+/-
<b>Liquidity</b>							
<b>Working capital</b>							
<i>Current assets compared to current liabilities</i> [Current assets / current liabilities] x 100	1	150.10%	146.44%	135.54%	126.98%	132.96%	-
<b>Unrestricted cash</b>							
<i>Unrestricted cash compared to current liabilities</i> [Unrestricted cash / current liabilities] x 100	2	107.36%	102.22%	92.02%	81.97%	82.44%	o
<b>Obligations</b>							
<b>Loans and borrowings</b>							
<i>Loans and borrowings compared to rates</i> [Interest-bearing loans and borrowings / rate revenue] x 100	3	34.46%	34.84%	50.40%	63.46%	55.63%	o
<i>Loans and borrowings repayments compared to rates</i> [Interest and principal repayments on interest bearing loans and borrowings / rate revenue] x 100		3.99%	3.83%	5.26%	7.17%	8.24%	-
<b>Indebtedness</b>							
<i>Non-current liabilities compared to own source revenue</i> [Non-current liabilities / own source revenue] x 100		30.53%	29.75%	41.29%	50.95%	44.19%	o
<b>Asset renewal and upgrade</b>							
<i>Asset renewal and upgrade compared to depreciation</i> [Asset renewal and upgrade expense / asset depreciation] x 100	4	208.56%	123.18%	205.70%	172.33%	80.64%	o
<b>Operating position</b>							
<b>Adjusted underlying result</b>							
<i>Adjusted underlying surplus (deficit)</i> [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x 100	5	(2.76%)	5.41%	5.91%	3.95%	5.18%	o
<b>Stability</b>							
<b>Rates concentration</b>							
<i>Rates compared to adjusted underlying revenue</i> [Rate revenue / adjusted underlying revenue] x 100	6	72.75%	71.99%	71.75%	73.57%	73.85%	-
<b>Rates effort</b>							
<i>Rates compared to property values</i> [Rate revenue / capital improved value of rateable properties in the municipality] x 100		0.31%	0.27%	0.27%	0.27%	0.28%	o
Key to forecast trend							
+ Forecasts improvement in Council's financial performance/position indicator							
o Forecasts that Council's financial performance/financial position indicator will be steady							
- Forecasts deterioration in Council's financial performance/financial position indicator							

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### Notes to indicators

CITY OF GREATER DANDENONG 2022-23 PROPOSED BUDGET

- 1. Working capital** – The proportion of current liabilities represented by current assets. Current assets to liabilities continue to remain at a healthy level across all years indicating sufficient liquidity. The reduction in working capital over the 2023-24 and 2024-25 years reflects the significant draw down in cash reserves of \$16.3 million to part fund the Dandenong Wellbeing Centre.
- 2. Unrestricted cash** – Unrestricted cash is all cash and cash equivalents other than restricted cash. Restricted cash represents cash and cash equivalents and financial assets that are available for use other than for the purpose for which it is restricted and includes cash that will be used to fund carry forward capital works. Restricted items include trust funds and deposits, statutory reserves, carry forward capital works and conditional grants unspent. This indicator is an assessment of Council's ability to pay bills on time. Higher unrestricted cash relative to liabilities suggests Council is able to pay bills in a timely manner. This ratio result is expected to decrease in 2023-24 and 2024-25 and remain steady in future years due to the draw down in major cash reserves as noted above.
- 3. Debt compared to rates** – This trend indicates Council's increasing reliance on debt against its annual rate revenue particularly in 2023-24 and 2024-25 due to significant new borrowings forecast to fund major infrastructure investments. The debt ratio reduces again in 2025-26 and thereafter and remains within prudential guidelines over the period.
- 4. Asset renewal and upgrade** - This percentage indicates the extent of Council's renewal and upgrade expenditure against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed/upgraded and future capital expenditure will be required to renew/upgrade assets. The indicator result is forecast to be high over the 2023-24 to 2024-25 period due to significant works for the Dandenong Wellbeing Centre (replacement of Dandenong Oasis) major project. This ratio will fluctuate over the period and longer term.
- 5. Adjusted underlying result** – Council's underlying operational surplus forecasts improvement in 2022-23 and remains steady thereafter, which means that Council's overall asset base is not being eroded over the period shown. This ratio is an indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. Improvement in financial performance is expected over the period, although continued losses means reliance on Council's cash reserves or increased debt to maintain services.
- 6. Rates concentration** - Reflects extent of reliance on rate revenues to fund all of Council's on-going services. The trend indicates that Council will become slightly more reliant on rate revenue compared to all other revenue sources.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### 6. Schedule of Fees and Charges

The City of Greater Dandenong provides a range of services to the community. Some of these services have an associated fee or charge levied. Services funded by fees and charges provide enhanced community wellbeing.

This section presents the fees and charges of a statutory/non-statutory nature which will be charged in respect to various goods and services during the 2022-23 financial year.

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

**Note** – The contract fees and charges for Council's leisure and aquatic facilities will now be managed separately by Council's wholly owned entity, South East Leisure from 1 July 2022, as part of its budget process and have been removed from Council's Fees and Charges schedule in 2022-23.

#### Goods and Services Tax (GST)

The current GST status of goods and services provided by Council is shown in this Schedule against each item. It is indicated in the right-most column on each page, as follows:

- **Y** - GST applies and is included in the amount shown
- **N** - GST does not apply to this good or service

The GST status of Council's fees and charges is determined in accordance with relevant provisions of *A New Tax System (Goods and Services Tax) Act* and rulings issued by the Australian Taxation Office.

The GST legislation deems that Council's fees and charges are to include GST (taxable supply) unless they are identified for specific exemption from GST.

This determination under section 81-5 of the GST Act identifies those Council fees and charges that are exempted from GST. The application of GST to the Fees and Charges schedule is therefore based on current Australian Taxation Office (ATO) legislation including this determination.

Council may be required to further amend the GST status of specific fees and charges when the ATO approves and issues further legislation or regulations. The impact of further ATO amendments may therefore require Council to alter prices in this Schedule to reflect changes in the GST status of particular goods or services.

Deposits, when initially paid, do not attract GST. If part or all of a deposit is retained, due to damage to a hall, for example, GST is then applicable. If the deposit does not cover the full (GST-inclusive) charge, the extra amount will be requested of the hirer.

#### Basis of fee

While many of the fees and charges in the Schedule are set at Council's discretion, a number are established by a range of external bodies such as Government Departments or professional organisations. In the column headed "Basis of Fee", an indication is given of the body responsible for determining the price. The following legend explains the abbreviations:

- CNCL - Greater Dandenong Council
- REG - Regulation associated with the relevant Act, or the Act itself
- CON - Fees determined based on the requirements of Contract Agreements

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### *REG – Regulatory/Statutory fees*

Where fees are set by Government statute, Council has no ability to alter the fee. The statutory fees and charges disclosed in the following schedule are current at the time of preparing this report, however, they are subject to change during the financial year. Council is required to apply the revised statutory fees and charges from the advised effective date. Where relevant, prior year comparative statutory fees have been updated to reflect the correct statutory fee for the relevant financial year.

### *CON – Contract fees*

The contract fees and charges are determined based on the requirements of the specific management/contract arrangements in place between Council and the Managing Agency. The Management Agreements that exist between Council and the Managing Agency state that the pricing policies and fees charged for the facility will be developed and agreed between Council and the Managing Agency and will form part of their business plan. Fees charged for the use of facilities are fees of the Managing Agency, they are not fees of Council. As the fees and charges are under a contract arrangement, they are subject to change during the financial year.

### *Refund policy*

Refund of the following fees and charges are subject to conditions as detailed below:

#### Pet registration

*(for fees set out under the heading 'Pet registration')*

1. Subject to Clause 5 below, refunds are only available within the first six months of the registration year.
2. For a deceased animal – 50 per cent of the fee paid.
3. Where registration has already been paid and an animal has subsequently been de-sexed, microchipped or trained in accordance with the requirements of the Domestic Animals Act Regulations – difference between full fee and reduced fee.
4. Refunds are only available if the amount to be refunded is more than \$10.00.
5. Should a person pay a registration fee prior to commencement of the registration period for a given year and the subject animal subsequently dies before that period commences, a full refund of the fee shall be made. The refund shall be subject to provision of evidence of the animal's death e.g. a vet report, or the provision of an appropriate Statutory Declaration.

#### Local Laws Permit fees

*(only applies to fees set out under the heading 'Local Laws Permits')*

1. If a permit fee is paid at the time of the application and the application is then refused, the full fee will be refunded.
2. Permit fees will only be refunded if the amount to be refunded is \$30.00 or more.

#### Planning and Design services

*(applies to fees set out under this heading)*

1. Withdrawal of application when assessment has not commenced - refund 75 per cent of application fee.
2. Withdrawal of application when assessment has not proceeded past a request for further information - refund 50 per cent of application fee.
3. Withdrawal of application when assessment has proceeded past a request for further information - no refund.

Refund requests under other circumstances are subject to Coordinator/Manager's approval.

## 4.2.2 Proposed 2022-23 Budget (Cont.)



### Food and Health related Business registration

Food and health related business registration fees are set at rates aimed at recovering Council's costs in administering and enforcing the *Food Act*, *Public Health and Wellbeing Act* and *Residential Tenancies Act*.

Refund of business registration fees is therefore subject to the following conditions:

1. 50 per cent of the renewal fee paid will be refunded to a business that has ceased trading within the first 6 months of the registration period and has not received an inspection or has not had samples taken for analysis.
2. Full fee refunded where no service has been provided (e.g. request for a presale inspection), subject to holding of \$30 administration fee.
3. In all cases, the refund shall be subject to provision of evidence of the business's closure or change of services.

### Building permits

(applies to fees set out under this heading)

1. Cancellation of application for permit when no work has been carried out on plans. Refund 50 per cent of building fee plus all levies, subject to holding minimum of \$30.00 administration fee.
2. Cancellation of application for permit where assessment has commenced but not issued. Refund 35 per cent of building fee plus all levies.
3. Cancellation of permit when no inspection has been carried out. Refund 25 per cent of building fee, subject to holding minimum of \$30.00 administration fee.
4. Report and consent fees where process commenced - no refund.
5. Refund on miscellaneous fees discretionary - subject to Manager's approval.

### Asset protection permits (applies to fees set out under this heading)

1. This permit is non-refundable.

### **Community Facility Management Policy**

Fees and charges for the use or hire of community facilities have been set in line with the Community Facility Management Policy. Use of community facilities has been divided into the following categories for the purpose of charging fees:

<b>Community group</b>	All not for profit groups/organisations who provide local benefit.
<b>General</b>	All private use/functions.
<b>Commercial</b>	For-profit businesses and commercial enterprises.
<b>Council funded</b>	Subsidised groups and programs that are conducted by Council.

This policy applies to both Council (CNCL) and Contract (CON) fees and charges.

**4.2.2 Proposed 2022-23 Budget (Cont.)**



City of Greater Dandenong  
Budget 2022-23

## **Section 6.1**

### **Schedule of Fees and Charges**

**4.2.2 Proposed 2022-23 Budget (Cont.)**

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### Council Fees and Charges

#### Corporate Services

##### Freedom of Information

Other charges may apply – these are set out in the Freedom of Information (Access Charges) Regulation 2014. Please refer to [www.foi.vic.gov.au](http://www.foi.vic.gov.au) for up to date information.

Application fee	Per application	\$30.10	\$30.10	0.00%	\$0.00	REG	N
Photocopying fees (per A4 black and white)	Per page	\$0.20	\$0.20	0.00%	\$0.00	REG	N
Search fees (calculated per hour or part of an hour rounded to the nearest 10 cents)	Per hour or part	\$22.50	\$22.50	0.00%	\$0.00	REG	N
Supervision of inspection (per hour to be calculated per quarter hour or part of a quarter hour, rounded to the nearest 10 cents)	Per hour or part	\$22.50	\$22.50	0.00%	\$0.00	REG	N

##### Land Information Certificates

Land Information Certificate Fee	Per certificate	\$27.40	\$27.40	0.00%	\$0.00	REG	N
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#### Halls and Meeting Rooms

Hire rates may vary depending on booking requirements. All cancellations and booking variations will incur a fee.

##### Springvale City Hall – Main Hall

Time limits apply – Monday to Thursday (1.00am), Friday (2.00am), Saturday (1.00am) and Sunday (midnight).

##### General

###### Minimum charge

Monday to Thursday – to 6pm	Minimum 3 hour block	\$846.00	\$865.50	2.30%	\$19.50	CNCL	Y
Monday to Thursday – after 6pm	Minimum 3 hour block	\$1,080.00	\$1,104.00	2.22%	\$24.00	CNCL	Y
Friday – to 6pm	Minimum 5 hour block	\$2,075.00	\$2,125.00	2.41%	\$50.00	CNCL	Y
Friday – after 6pm	Minimum 5 hour block	\$2,720.00	\$2,785.00	2.39%	\$65.00	CNCL	Y
Saturday – day and night	Minimum 5 hour block	\$3,315.00	\$3,390.00	2.26%	\$75.00	CNCL	Y
Sunday – day and night	Minimum 5 hour block	\$3,315.00	\$3,390.00	2.26%	\$75.00	CNCL	Y

###### Additional hours / hourly rate

Monday to Thursday – to 6pm	Per hour	\$282.00	\$288.50	2.30%	\$6.50	CNCL	Y
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Section 6.1 - Fees and Charges 2022-23 | Page 5 of 74

#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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##### Additional hours / hourly rate [continued]

Monday to Thursday – after 6pm	Per hour	\$359.00	\$368.00	2.51%	\$9.00	CNCL	Y
Friday – to 6pm	Per hour	\$415.00	\$425.00	2.41%	\$10.00	CNCL	Y
Friday – after 6pm	Per hour	\$544.00	\$557.00	2.39%	\$13.00	CNCL	Y
Saturday – day and night	Per hour	\$663.00	\$678.00	2.26%	\$15.00	CNCL	Y
Sunday – day and night	Per hour	\$663.00	\$678.00	2.26%	\$15.00	CNCL	Y

##### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

##### Minimum charge

Monday to Thursday – to 6pm	Minimum 3 hour block	\$569.00	\$570.00	0.18%	\$1.00	CNCL	Y
Monday to Thursday – after 6pm	Minimum 3 hour block	\$720.00	\$720.00	0.00%	\$0.00	CNCL	Y
Friday – to 6pm	Minimum 5 hour block	\$1,370.00	\$1,370.00	0.00%	\$0.00	CNCL	Y
Friday – after 6pm	Minimum 5 hour block	\$1,975.00	\$1,975.00	0.00%	\$0.00	CNCL	Y
Saturday – day and night	Minimum 5 hour block	\$2,315.00	\$2,315.00	0.00%	\$0.00	CNCL	Y
Sunday – day and night	Minimum 5 hour block	\$2,315.00	\$2,315.00	0.00%	\$0.00	CNCL	Y

##### Additional hours / hourly rate

Monday to Thursday – to 6pm	Per hour	\$190.00	\$190.00	0.00%	\$0.00	CNCL	Y
Monday to Thursday – after 6pm	Per hour	\$240.00	\$240.00	0.00%	\$0.00	CNCL	Y
Friday – to 6pm	Per hour	\$274.00	\$274.00	0.00%	\$0.00	CNCL	Y
Friday – after 6pm	Per hour	\$395.00	\$395.00	0.00%	\$0.00	CNCL	Y
Saturday – day and night	Per hour	\$463.00	\$463.00	0.00%	\$0.00	CNCL	Y
Sunday – day and night	Per hour	\$463.00	\$463.00	0.00%	\$0.00	CNCL	Y

##### Commercial

##### Minimum charge

Monday to Thursday – to 6pm	Minimum 3 hour block	\$993.00	\$1,017.00	2.42%	\$24.00	CNCL	Y
Monday to Thursday – after 6pm	Minimum 3 hour block	\$1,230.00	\$1,260.00	2.44%	\$30.00	CNCL	Y
Friday – to 6pm	Minimum 5 hour block	\$2,260.00	\$2,315.00	2.43%	\$55.00	CNCL	Y
Friday – after 6pm	Minimum 5 hour block	\$3,090.00	\$3,160.00	2.27%	\$70.00	CNCL	Y
Saturday – day and night	Minimum 5 hour block	\$3,745.00	\$3,830.00	2.27%	\$85.00	CNCL	Y

continued on next page ...

Section 6.1 - Fees and Charges 2022-23 | Page 6 of 74

#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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##### Minimum charge *[continued]*

Sunday – day and night	Minimum 5 hour block	\$3,745.00	\$3,830.00	2.27%	\$85.00	CNCL	Y
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##### Additional hours / hourly rate

Monday to Thursday – to 6pm	Per hour	\$331.00	\$339.00	2.42%	\$8.00	CNCL	Y
Monday to Thursday – after 6pm	Per hour	\$410.00	\$420.00	2.44%	\$10.00	CNCL	Y
Friday – to 6pm	Per hour	\$452.00	\$463.00	2.43%	\$11.00	CNCL	Y
Friday – after 6pm	Per hour	\$618.00	\$632.00	2.27%	\$14.00	CNCL	Y
Saturday – day and night	Per hour	\$749.00	\$766.00	2.27%	\$17.00	CNCL	Y
Sunday – day and night	Per hour	\$749.00	\$766.00	2.27%	\$17.00	CNCL	Y

##### Other fees and charges

Balcony	Per event	\$183.00	\$187.50	2.46%	\$4.50	CNCL	Y
Rehearsals (deb balls/school concerts)	Maximum 3 hour block	\$354.00	\$362.00	2.26%	\$8.00	CNCL	Y
Evening	Maximum 3 hour block	\$441.00	\$451.00	2.27%	\$10.00	CNCL	Y
Setting up – additional charge (covers 3 hours and is the minimum)	Minimum 3 hour block	\$361.00	\$370.50	2.63%	\$9.50	CNCL	Y
Setting up – additional time per hour thereafter	Per hour	\$120.50	\$123.50	2.49%	\$3.00	CNCL	Y
Additional cleaning	Per hour	\$220.50	\$225.50	2.27%	\$5.00	CNCL	Y

##### Bond

High risk events will incur double bond.

Security bond	Per event	\$1,500.00	\$1,500.00	0.00%	\$0.00	CNCL	N
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#### Springvale City Hall – Supper Room

Time limits apply – Monday to Thursday (1.00am), Friday (2.00am), Saturday (1.00am) and Sunday (midnight).

##### General

##### Minimum charge

Monday to Thursday – to 6pm	Minimum 3 hour block	\$595.00	\$609.00	2.35%	\$14.00	CNCL	Y
Monday to Thursday – after 6pm	Minimum 3 hour block	\$720.00	\$738.00	2.50%	\$18.00	CNCL	Y
Friday – to 6pm	Minimum 5 hour block	\$984.00	\$1,007.50	2.39%	\$23.50	CNCL	Y
Friday – after 6pm	Minimum 5 hour block	\$1,415.00	\$1,442.50	1.94%	\$27.50	CNCL	Y
Saturday – day and night	Minimum 5 hour block	\$1,370.00	\$1,397.50	2.01%	\$27.50	CNCL	Y
Sunday – day and night	Minimum 5 hour block	\$1,370.00	\$1,397.50	2.01%	\$27.50	CNCL	Y

#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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##### Additional hours / hourly rate

Monday to Thursday – to 6pm	Per hour	\$198.50	\$203.00	2.27%	\$4.50	CNCL	Y
Monday to Thursday – after 6pm	Per hour	\$240.50	\$246.00	2.29%	\$5.50	CNCL	Y
Friday – to 6pm	Per hour	\$197.00	\$201.50	2.28%	\$4.50	CNCL	Y
Friday – after 6pm	Per hour	\$282.00	\$288.50	2.30%	\$6.50	CNCL	Y
Saturday – day and night	Per hour	\$273.00	\$279.50	2.38%	\$6.50	CNCL	Y
Sunday – day and night	Per hour	\$273.00	\$279.50	2.38%	\$6.50	CNCL	Y

##### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

##### Minimum charge

Monday to Thursday – to 6pm	Minimum 3 hour block	\$386.00	\$387.00	0.26%	\$1.00	CNCL	Y
Monday to Thursday – after 6pm	Minimum 3 hour block	\$487.00	\$489.00	0.41%	\$2.00	CNCL	Y
Friday – to 6pm	Minimum 5 hour block	\$776.00	\$777.50	0.19%	\$1.50	CNCL	Y
Friday – after 6pm	Minimum 5 hour block	\$929.00	\$935.00	0.65%	\$6.00	CNCL	Y
Saturday – day and night	Minimum 5 hour block	\$1,075.00	\$1,075.00	0.00%	\$0.00	CNCL	Y
Sunday – day and night	Minimum 5 hour block	\$1,075.00	\$1,075.00	0.00%	\$0.00	CNCL	Y

##### Additional hours / hourly rate

Monday to Thursday – to 6pm	Per hour	\$129.00	\$129.00	0.00%	\$0.00	CNCL	Y
Monday to Thursday – after 6pm	Per hour	\$163.00	\$163.00	0.00%	\$0.00	CNCL	Y
Friday – to 6pm	Per hour	\$155.50	\$155.50	0.00%	\$0.00	CNCL	Y
Friday – after 6pm	Per hour	\$187.00	\$187.00	0.00%	\$0.00	CNCL	Y
Saturday – day and night	Per hour	\$215.00	\$215.00	0.00%	\$0.00	CNCL	Y
Sunday – day and night	Per hour	\$215.00	\$215.00	0.00%	\$0.00	CNCL	Y

##### Commercial

##### Minimum charge

Monday to Thursday – to 6pm	Minimum 3 hour block	\$676.00	\$693.00	2.51%	\$17.00	CNCL	Y
Monday to Thursday – after 6pm	Minimum 3 hour block	\$833.00	\$853.50	2.46%	\$20.50	CNCL	Y
Friday – to 6pm	Minimum 5 hour block	\$1,190.00	\$1,217.50	2.31%	\$27.50	CNCL	Y
Friday – after 6pm	Minimum 5 hour block	\$1,540.00	\$1,575.00	2.27%	\$35.00	CNCL	Y
Saturday – day and night	Minimum 5 hour block	\$1,630.00	\$1,670.00	2.45%	\$40.00	CNCL	Y

continued on next page ...

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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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##### Minimum charge *[continued]*

Sunday – day and night	Minimum 5 hour block	\$1,630.00	\$1,670.00	2.45%	\$40.00	CNCL	Y
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##### Additional hours / hourly rate

Monday to Thursday – to 6pm	Per hour	\$225.50	\$231.00	2.44%	\$5.50	CNCL	Y
Monday to Thursday – after 6pm	Per hour	\$278.00	\$284.50	2.34%	\$6.50	CNCL	Y
Friday – to 6pm	Per hour	\$238.00	\$243.50	2.31%	\$5.50	CNCL	Y
Friday – after 6pm	Per hour	\$308.00	\$315.00	2.27%	\$7.00	CNCL	Y
Saturday – day and night	Per hour	\$326.00	\$334.00	2.45%	\$8.00	CNCL	Y
Sunday – day and night	Per hour	\$326.00	\$334.00	2.45%	\$8.00	CNCL	Y

##### Other fees and charges

Setting up – additional charge (covers 3 hours and is the minimum)	Per set up	\$361.00	\$370.50	2.63%	\$9.50	CNCL	Y
Setting up – additional time per hour thereafter	Per hour	\$120.50	\$123.50	2.49%	\$3.00	CNCL	Y
Additional cleaning	Per hour	\$193.50	\$198.00	2.33%	\$4.50	CNCL	Y

##### Bond

High risk events will incur double bond.

Security bond	Per event	\$1,000.00	\$1,000.00	0.00%	\$0.00	CNCL	N
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#### Springvale City Hall – Supper Room (half room only)

The Supper Room (half room only) is not available Friday nights after 6pm, Saturday or Sunday.

##### General

##### Minimum charge

Monday to Thursday – to 6pm	Minimum 3 hour block	\$430.00	\$441.00	2.56%	\$11.00	CNCL	Y
Monday to Thursday – after 6pm	Minimum 3 hour block	\$567.00	\$580.50	2.38%	\$13.50	CNCL	Y
Friday – to 6pm	Minimum 5 hour block	\$757.00	\$775.00	2.38%	\$18.00	CNCL	Y

##### Additional hours / hourly rate

Monday to Thursday – to 6pm	Per hour	\$143.50	\$147.00	2.44%	\$3.50	CNCL	Y
Monday to Thursday – after 6pm	Per hour	\$189.00	\$193.50	2.38%	\$4.50	CNCL	Y
Friday – to 6pm	Per hour	\$151.50	\$155.00	2.31%	\$3.50	CNCL	Y

## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of Incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

#### Minimum charge

Monday to Thursday – to 6pm	Minimum 3 hour block	\$333.00	\$333.00	0.00%	\$0.00	CNCL	Y
Monday to Thursday – after 6pm	Minimum 3 hour block	\$451.00	\$451.50	0.11%	\$0.50	CNCL	Y
Friday – to 6pm	Minimum 5 hour block	\$591.00	\$592.50	0.25%	\$1.50	CNCL	Y

#### Additional hours / hourly rate

Monday to Thursday – to 6pm	Per hour	\$111.00	\$111.00	0.00%	\$0.00	CNCL	Y
Monday to Thursday – after 6pm	Per hour	\$150.50	\$150.50	0.00%	\$0.00	CNCL	Y
Friday – to 6pm	Per hour	\$118.50	\$118.50	0.00%	\$0.00	CNCL	Y

### Commercial

#### Minimum charge

Monday to Thursday – to 6pm	Minimum 3 hour block	\$546.00	\$559.50	2.47%	\$13.50	CNCL	Y
Monday to Thursday – after 6pm	Minimum 3 hour block	\$680.00	\$696.00	2.35%	\$16.00	CNCL	Y
Friday – to 6pm	Minimum 5 hour block	\$951.00	\$972.50	2.26%	\$21.50	CNCL	Y

#### Additional hours / hourly rate

Monday to Thursday – to 6pm	Per hour	\$182.00	\$186.50	2.47%	\$4.50	CNCL	Y
Monday to Thursday – after 6pm	Per hour	\$226.50	\$232.00	2.43%	\$5.50	CNCL	Y
Friday – to 6pm	Per hour	\$190.00	\$194.50	2.37%	\$4.50	CNCL	Y

#### Other fees and charges

Setting up – additional charge (covers 3 hours and is the minimum)	Per set up	\$361.00	\$370.50	2.63%	\$9.50	CNCL	Y
Setting up – additional time per hour thereafter	Per hour	\$120.50	\$123.50	2.49%	\$3.00	CNCL	Y
Additional cleaning	Per hour	\$193.50	\$198.00	2.33%	\$4.50	CNCL	Y

### Bond

High risk events will incur double bond.

Security bond	Per event	\$1,000.00	\$1,000.00	0.00%	\$0.00	CNCL	N
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4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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Springvale Community Hub

General

Community Room 1	Per hour	\$28.00	\$39.00	39.29%	\$11.00	CNCL	Y
Community Room 2	Per hour	\$28.00	\$29.00	3.57%	\$1.00	CNCL	Y
Community Room 2 and 3 (combined)	Per hour	\$39.00	\$40.00	2.56%	\$1.00	CNCL	Y
Community Room 3	Per hour	\$28.00	\$29.00	3.57%	\$1.00	CNCL	Y
Community Room 4	Per hour	\$28.00	\$29.00	3.57%	\$1.00	CNCL	Y
Community Room 5	Per hour	\$28.00	\$29.00	3.57%	\$1.00	CNCL	Y
Community Room 6	Per hour	\$41.00	\$42.00	2.44%	\$1.00	CNCL	Y
Community Room 7	Per hour	\$39.00	\$40.00	2.56%	\$1.00	CNCL	Y
Meeting Room 1	Per hour	\$20.00	\$20.50	2.50%	\$0.50	CNCL	Y
Meeting Room 2	Per hour	\$20.00	\$20.50	2.50%	\$0.50	CNCL	Y

Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

Community Room 1	Per hour	\$20.00	\$30.00	50.00%	\$10.00	CNCL	Y
Community Room 2	Per hour	\$20.00	\$20.00	0.00%	\$0.00	CNCL	Y
Community Room 2 and 3 (combined)	Per hour	\$31.00	\$31.00	0.00%	\$0.00	CNCL	Y
Community Room 3	Per hour	\$20.00	\$20.00	0.00%	\$0.00	CNCL	Y
Community Room 4	Per hour	\$20.00	\$20.00	0.00%	\$0.00	CNCL	Y
Community Room 5	Per hour	\$20.00	\$20.00	0.00%	\$0.00	CNCL	Y
Community Room 6	Per hour	\$33.00	\$33.00	0.00%	\$0.00	CNCL	Y
Community Room 7	Per hour	\$31.00	\$31.00	0.00%	\$0.00	CNCL	Y
Meeting Room 1	Per hour	\$15.00	\$15.00	0.00%	\$0.00	CNCL	Y
Meeting Room 2	Per hour	\$15.00	\$15.00	0.00%	\$0.00	CNCL	Y

Commercial

Community Room 1	Per hour	\$36.00	\$50.00	38.89%	\$14.00	CNCL	Y
Community Room 2	Per hour	\$36.00	\$37.00	2.78%	\$1.00	CNCL	Y
Community Room 2 and 3 (combined)	Per hour	\$47.00	\$48.50	3.19%	\$1.50	CNCL	Y
Community Room 3	Per hour	\$36.00	\$37.00	2.78%	\$1.00	CNCL	Y
Community Room 4	Per hour	\$36.00	\$37.00	2.78%	\$1.00	CNCL	Y
Community Room 5	Per hour	\$36.00	\$37.00	2.78%	\$1.00	CNCL	Y
Community Room 6	Per hour	\$49.00	\$50.50	3.06%	\$1.50	CNCL	Y
Community Room 7	Per hour	\$47.00	\$48.50	3.19%	\$1.50	CNCL	Y
Meeting Room 1	Per hour	\$28.00	\$29.00	3.57%	\$1.00	CNCL	Y
Meeting Room 2	Per hour	\$28.00	\$29.00	3.57%	\$1.00	CNCL	Y

**4.2.2 Proposed 2022-23 Budget (Cont.)**

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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**Edinburgh Hall**

(capacity 100)

**General**

*Minimum charge*

Friday to Sunday	Minimum 5 hour block	\$261.00	\$270.00	3.45%	\$9.00	CNCL	Y
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*Additional hours / hourly rate*

Monday to Sunday	Per hour	\$52.50	\$54.00	2.86%	\$1.50	CNCL	Y
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**Community Group**

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

*Minimum charge*

Friday to Sunday	Minimum 5 hour block	\$148.00	\$150.00	1.35%	\$2.00	CNCL	Y
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*Additional hours / hourly rate*

Monday to Sunday	Per hour	\$30.00	\$30.00	0.00%	\$0.00	CNCL	Y
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**Commercial**

*Minimum charge*

Friday to Sunday	Minimum 5 hour block	\$314.00	\$325.00	3.50%	\$11.00	CNCL	Y
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*Additional hours / hourly rate*

Monday to Sunday	Per hour	\$63.50	\$65.00	2.36%	\$1.50	CNCL	Y
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**Bond**

High risk events will incur double bond.

Security bond	Per event	\$300.00	\$300.00	0.00%	\$0.00	CNCL	N
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**Heritage Hill (Benga and Laurel Lodge) and Historic Gardens**

**General**

Large Rooms (Langley Gallery – Benga, Dining Room – Laurel Lodge, Gardens)	Per hour	\$32.50	\$33.50	3.08%	\$1.00	CNCL	Y
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4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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General [continued]

Medium Rooms (Sunroom – Benga)	Per hour	\$22.00	\$22.50	2.27%	\$0.50	CNCL	Y
Small Rooms (Dining Room – Laurel Lodge, Bedrooms – Benga)	Per hour	\$16.40	\$16.80	2.44%	\$0.40	CNCL	Y
Medium Gallery (Langley Gallery – Benga, Laurel Lodge)	Per week	\$107.60	\$110.00	2.23%	\$2.40	CNCL	Y
Small Gallery (Master Bedroom – Benga, Sunroom – Benga)	Per week	\$43.50	\$44.50	2.30%	\$1.00	CNCL	Y
Security bond (after hours)	Per event	\$120.00	\$120.00	0.00%	\$0.00	CNCL	N

Community Group

Large Rooms (Langley Gallery – Benga, Dining Room – Laurel Lodge, Gardens)	Per hour	\$27.00	\$28.00	3.70%	\$1.00	CNCL	Y
Medium Rooms (Sunroom – Benga)	Per hour	\$19.60	\$20.50	4.59%	\$0.90	CNCL	Y
Small Rooms (Dining Room – Laurel Lodge, Bedrooms – Benga)	Per hour	\$13.20	\$13.50	2.27%	\$0.30	CNCL	Y
Medium Gallery (Langley Gallery – Benga, Laurel Lodge)	Per week	\$64.50	\$66.00	2.33%	\$1.50	CNCL	Y
Small Gallery (Master Bedroom – Benga, Sunroom – Benga)	Per week	\$32.50	\$33.50	3.08%	\$1.00	CNCL	Y
Security bond (after hours)	Per event	\$100.00	\$100.00	0.00%	\$0.00	CNCL	N

Commercial

Large Rooms (Langley Gallery – Benga, Dining Room – Laurel Lodge, Gardens)	Per hour	\$43.50	\$44.50	2.30%	\$1.00	CNCL	Y
Medium Rooms (Sunroom – Benga)	Per hour	\$32.50	\$33.50	3.08%	\$1.00	CNCL	Y
Small Rooms (Dining Room – Laurel Lodge, Bedrooms – Benga)	Per hour	\$22.00	\$22.50	2.27%	\$0.50	CNCL	Y
Medium Gallery (Langley Gallery – Benga, Laurel Lodge)	Per week	\$151.00	\$154.50	2.32%	\$3.50	CNCL	Y
Small Gallery (Master Bedroom – Benga, Sunroom – Benga)	Per week	\$54.00	\$55.50	2.78%	\$1.50	CNCL	Y
Security bond (after hours)	Per event	\$200.00	\$200.00	0.00%	\$0.00	CNCL	N

Other fees and charges

Commission on artwork sales				25% of sale proceeds		CNCL	Y
Heritage Hill – Studio hire – School house	Per week	\$76.00	\$78.00	2.63%	\$2.00	CNCL	Y
Heritage Hill – Studio hire – Coach house	Per week	\$76.00	\$78.00	2.63%	\$2.00	CNCL	Y
Workshop programs – School holiday workshop fees	Per person			From \$5 to \$25		CNCL	Y

continued on next page ...

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## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Other fees and charges [continued]

Workshop programs – Adult workshop fees	Per person				From \$10 to \$35	CNCL	Y
Heritage Hill museum and historic garden tour (minimum 10 people)	Per person	\$9.70	\$10.00	3.09%	\$0.30	CNCL	Y
Heritage Hill museum and historic garden tour (minimum 10 people) – seniors	Per person	\$7.10	\$7.30	2.82%	\$0.20	CNCL	Y
Education tour	Per person	\$7.10	\$7.30	2.82%	\$0.20	CNCL	Y
General visitation (adults, concession, students, seniors)	Per person				Gold coin	CNCL	N
Gardeners only tour	Per person (flat rate)	\$4.50	\$4.50	0.00%	\$0.00	CNCL	Y
Tea and coffee cart	Per tour (flat rate)	\$20.00	\$20.00	0.00%	\$0.00	CNCL	Y
Microphone hire	Per hire (flat rate)	\$25.00	\$25.00	0.00%	\$0.00	CNCL	Y
Projector hire	Per hire (flat rate)	\$25.00	\$25.00	0.00%	\$0.00	CNCL	Y

### Menzies Avenue

(capacity 300)

#### General

##### Minimum charge

Friday to Sunday	Minimum 5 hour block	\$481.00	\$495.00	2.91%	\$14.00	CNCL	Y
Saturday 5.30pm onwards	Per event	\$720.00	\$737.00	2.36%	\$17.00	CNCL	Y

##### Additional hours / hourly rate

Monday to Thursday	Per hour	\$77.00	\$79.00	2.60%	\$2.00	CNCL	Y
Friday to Sunday	Per hour	\$96.50	\$99.00	2.59%	\$2.50	CNCL	Y

### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

##### Minimum charge

Friday to Sunday	Minimum 5 hour block	\$378.00	\$380.00	0.53%	\$2.00	CNCL	Y
Saturday 5.30pm onwards	Per event	\$587.00	\$587.00	0.00%	\$0.00	CNCL	Y

##### Additional hours / hourly rate

Monday to Thursday	Per hour	\$62.00	\$62.00	0.00%	\$0.00	CNCL	Y
Friday to Sunday	Per hour	\$76.00	\$76.00	0.00%	\$0.00	CNCL	Y

## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Commercial

#### Minimum charge

Friday to Sunday	Minimum 5 hour block	\$575.00	\$592.50	3.04%	\$17.50	CNCL	Y
Saturday 5.30pm onwards	Per event	\$752.00	\$769.00	2.26%	\$17.00	CNCL	Y

#### Additional hours / hourly rate

Monday to Thursday	Per hour	\$79.00	\$81.00	2.53%	\$2.00	CNCL	Y
Friday to Sunday	Per hour	\$115.50	\$118.50	2.60%	\$3.00	CNCL	Y

### Bond

High risk events will incur double bond.

Security bond	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N
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### Springvale Reserve (Hall 1)

(capacity 110)

#### General

Monday to Thursday	Per hour	\$52.50	\$54.00	2.86%	\$1.50	CNCL	Y
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### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

Monday to Thursday	Per hour	\$41.50	\$41.50	0.00%	\$0.00	CNCL	Y
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### Commercial

Monday to Thursday	Per hour	\$63.00	\$64.50	2.38%	\$1.50	CNCL	Y
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### Springvale Reserve (Hall 2)

(capacity 50)

#### General

Monday to Thursday	Per hour	\$52.50	\$54.00	2.86%	\$1.50	CNCL	Y
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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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##### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

Monday to Thursday	Per hour	\$41.00	\$41.00	0.00%	\$0.00	CNCL	Y
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##### Commercial

Monday to Thursday	Per hour	\$63.00	\$64.50	2.38%	\$1.50	CNCL	Y
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#### Springvale Reserve (Hall 1 and 2 combined)

(capacity 165, includes kitchen)

##### General

##### Minimum charge

Friday to Sunday	Minimum 5 hour block	\$470.00	\$481.00	2.34%	\$11.00	CNCL	Y
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##### Additional hours / hourly rate

Friday to Sunday	Per hour	\$94.00	\$96.50	2.66%	\$2.50	CNCL	Y
Commercial kitchen hire (Monday to Thursday – day time only to 5pm)	Per hour	\$47.50	\$49.00	3.16%	\$1.50	CNCL	Y

##### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

##### Minimum charge

Friday to Sunday	Minimum 5 hour block	\$309.00	\$310.00	0.32%	\$1.00	CNCL	Y
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##### Additional hours / hourly rate

Friday to Sunday	Per hour	\$62.00	\$62.00	0.00%	\$0.00	CNCL	Y
Commercial kitchen hire (Monday to Thursday – day time only to 5pm)	Per hour	\$31.00	\$31.00	0.00%	\$0.00	CNCL	Y

##### Commercial

##### Minimum charge

Friday to Sunday	Minimum 5 hour block	\$575.00	\$592.50	3.04%	\$17.50	CNCL	Y
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## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Additional hours / hourly rate

Friday to Sunday	Per hour	\$115.50	\$118.50	2.60%	\$3.00	CNCL	Y
Commercial kitchen hire (Monday to Thursday – day time only to 5pm)	Per hour	\$66.00	\$67.50	2.27%	\$1.50	CNCL	Y

### Springvale Reserve (Meeting room 1)

(capacity 16)

#### General

Monday to Sunday	Per hour	\$26.50	\$27.50	3.77%	\$1.00	CNCL	Y
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#### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of Incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

Monday to Sunday	Per hour	\$21.00	\$21.00	0.00%	\$0.00	CNCL	Y
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#### Commercial

Monday to Sunday	Per hour	\$31.50	\$32.50	3.17%	\$1.00	CNCL	Y
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### Springvale Reserve (Meeting room 2)

(capacity 8)

#### General

Monday to Sunday	Per hour	\$21.50	\$22.00	2.33%	\$0.50	CNCL	Y
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#### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of Incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

Monday to Sunday	Per hour	\$15.50	\$15.50	0.00%	\$0.00	CNCL	Y
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#### Commercial

Monday to Sunday	Per hour	\$26.50	\$27.50	3.77%	\$1.00	CNCL	Y
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### Springvale Reserve (All)

#### Bond

High risk events will incur double bond.

Security bond	Per event	\$300.00	\$300.00	0.00%	\$0.00	CNCL	N
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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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#### Palm Plaza (Meeting rooms)

##### General

Monday to Sunday	Per hour	\$42.50	\$43.50	2.35%	\$1.00	CNCL	Y
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##### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

Monday to Sunday	Per hour	\$26.00	\$26.00	0.00%	\$0.00	CNCL	Y
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##### Commercial

Monday to Sunday	Per hour	\$52.50	\$54.00	2.86%	\$1.50	CNCL	Y
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#### Dandenong Civic Centre (Level 2)

##### General

Council Chamber (limited availability)	Per hour	\$91.00	\$93.50	2.75%	\$2.50	CNCL	Y
Formal Meeting Room	Per hour	\$91.00	\$93.50	2.75%	\$2.50	CNCL	Y
Board Room 1	Per hour	\$52.50	\$54.00	2.86%	\$1.50	CNCL	Y
Board Room 2	Per hour	\$52.50	\$54.00	2.86%	\$1.50	CNCL	Y
Board Rooms 1 and 2 (combined)	Per hour	\$78.50	\$80.50	2.55%	\$2.00	CNCL	Y
Board Rooms 1 and 2, and Formal Room (combined) before 6pm	Per hour	\$145.50	\$149.00	2.41%	\$3.50	CNCL	Y
Board Rooms 1 and 2, and Formal Room (combined) after 6pm	Per hour	\$207.00	\$212.00	2.42%	\$5.00	CNCL	Y
Board Rooms 1 and 2, Formal Room and Council Chamber (combined) before 6pm	Per hour	\$224.50	\$230.00	2.45%	\$5.50	CNCL	Y
Board Rooms 1 and 2, Formal Room and Council Chamber (combined) after 6pm	Per hour	\$242.50	\$248.00	2.27%	\$5.50	CNCL	Y
Kitchen	Per hour	\$53.50	\$55.00	2.80%	\$1.50	CNCL	Y
Interview Room 1	Per hour	\$42.50	\$43.50	2.35%	\$1.00	CNCL	Y
Interview Room 2	Per hour	\$42.50	\$43.50	2.35%	\$1.00	CNCL	Y
Interview Room 3	Per hour	\$42.50	\$43.50	2.35%	\$1.00	CNCL	Y
Interview Room 4	Per hour	\$42.50	\$43.50	2.35%	\$1.00	CNCL	Y

#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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##### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of Incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

Council Chamber (limited availability)	Per hour	\$70.50	\$70.50	0.00%	\$0.00	CNCL	Y
Formal Meeting Room	Per hour	\$70.50	\$70.50	0.00%	\$0.00	CNCL	Y
Board Room 1	Per hour	\$35.00	\$35.00	0.00%	\$0.00	CNCL	Y
Board Room 2	Per hour	\$35.00	\$35.00	0.00%	\$0.00	CNCL	Y
Board Rooms 1 and 2 (combined)	Per hour	\$53.50	\$53.50	0.00%	\$0.00	CNCL	Y
Board Rooms 1 and 2, and Formal Room (combined) before 6pm	Per hour	\$106.50	\$106.50	0.00%	\$0.00	CNCL	Y
Board Rooms 1 and 2, and Formal Room (combined) after 6pm	Per hour	\$171.00	\$171.00	0.00%	\$0.00	CNCL	Y
Board Rooms 1 and 2, Formal Room and Council Chamber (combined) before 6pm	Per hour	\$184.00	\$184.00	0.00%	\$0.00	CNCL	Y
Board Rooms 1 and 2, Formal Room and Council Chamber (combined) after 6pm	Per hour	\$233.00	\$233.00	0.00%	\$0.00	CNCL	Y
Kitchen	Per hour	\$38.50	\$38.50	0.00%	\$0.00	CNCL	Y
Interview Room 1	Per hour	\$25.50	\$25.50	0.00%	\$0.00	CNCL	Y
Interview Room 2	Per hour	\$25.50	\$25.50	0.00%	\$0.00	CNCL	Y
Interview Room 3	Per hour	\$25.50	\$25.50	0.00%	\$0.00	CNCL	Y
Interview Room 4	Per hour	\$25.50	\$25.50	0.00%	\$0.00	CNCL	Y

##### Senior Citizens Centres

Minimum 5 hour block booking required for private functions on a Friday, Saturday and Sunday.

##### General

##### Rate per hour

Dandenong North Seniors Centre	Per hour	\$58.00	\$59.50	2.59%	\$1.50	CNCL	Y
Dandenong Central Seniors Centre – Memorial	Per hour	\$58.00	\$59.50	2.59%	\$1.50	CNCL	Y
Latham Crescent Seniors Centre	Per hour	\$52.50	\$54.00	2.86%	\$1.50	CNCL	Y
Springvale Senior Citizens Centre (Main Hall)	Per hour	\$52.50	\$54.00	2.86%	\$1.50	CNCL	Y
Deakin Hall	Per hour	\$58.00	\$59.50	2.59%	\$1.50	CNCL	Y

##### Bond

Standard bond	Per event	\$200.00	\$200.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N

#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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##### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of Incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

##### Rate per hour

Dandenong North Seniors Centre	Per hour	\$29.00	\$29.00	0.00%	\$0.00	CNCL	Y
Dandenong Central Seniors Centre – Memorial	Per hour	\$29.00	\$29.00	0.00%	\$0.00	CNCL	Y
Latham Crescent Seniors Centre	Per hour	\$25.00	\$25.00	0.00%	\$0.00	CNCL	Y
Springvale Senior Citizens Centre (Main Hall)	Per hour	\$29.00	\$29.00	0.00%	\$0.00	CNCL	Y
Springvale Senior Citizens Centre (Multi-purpose room)	Per hour	\$12.90	\$12.90	0.00%	\$0.00	CNCL	Y
Deakin Hall	Per hour	\$29.00	\$29.00	0.00%	\$0.00	CNCL	Y

##### Bond

Standard bond	Per event	\$200.00	\$200.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N

##### Commercial

##### Rate per hour

Dandenong North Seniors Centre	Per hour	\$68.50	\$70.50	2.92%	\$2.00	CNCL	Y
Dandenong Central Seniors Centre – Memorial	Per hour	\$68.50	\$70.50	2.92%	\$2.00	CNCL	Y
Latham Crescent Seniors Centre	Per hour	\$63.00	\$64.50	2.38%	\$1.50	CNCL	Y
Springvale Senior Citizens Centre (Main Hall)	Per hour	\$63.00	\$64.50	2.38%	\$1.50	CNCL	Y
Deakin Hall	Per hour	\$68.50	\$70.50	2.92%	\$2.00	CNCL	Y

##### Bond

Standard bond	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$1,000.00	\$1,000.00	0.00%	\$0.00	CNCL	N

##### Other fees and charges

Room set up and pack up – Monday to Friday (9am-5pm)	Per event	\$27.50	\$28.50	3.64%	\$1.00	CNCL	Y
Room set up and pack up – Monday to Friday (after 5pm)	Per event	\$54.00	\$55.50	2.78%	\$1.50	CNCL	Y
Additional cleaning	Per hour				Commercial rate + 20%	CNCL	Y

## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Jan Wilson Community Centre

Minimum 5 hour block booking required for private functions on a Friday, Saturday and Sunday.

#### General

##### Rate per hour

Multi-purpose room	Per hour	\$52.50	\$54.00	2.86%	\$1.50	CNCL	Y
Training/meeting room	Per hour	\$26.50	\$27.50	3.77%	\$1.00	CNCL	Y
Main Hall	Per hour	\$94.00	\$96.50	2.66%	\$2.50	CNCL	Y
Kitchen	Per hour	\$47.50	\$49.00	3.16%	\$1.50	CNCL	Y

##### Bond

Standard bond	Per event	\$250.00	\$250.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N

#### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

##### Rate per hour

Multi-purpose room	Per hour	\$30.00	\$30.00	0.00%	\$0.00	CNCL	Y
Training/meeting room	Per hour	\$20.00	\$20.00	0.00%	\$0.00	CNCL	Y
Main Hall	Per hour	\$40.00	\$40.00	0.00%	\$0.00	CNCL	Y
Kitchen	Per hour	\$30.00	\$30.00	0.00%	\$0.00	CNCL	Y

##### Bond

Standard bond	Per event	\$250.00	\$250.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N

#### Commercial

##### Rate per hour

Multi-purpose room	Per hour	\$68.50	\$70.50	2.92%	\$2.00	CNCL	Y
Training/meeting room	Per hour	\$31.50	\$32.50	3.17%	\$1.00	CNCL	Y
Main Hall	Per hour	\$115.50	\$118.50	2.60%	\$3.00	CNCL	Y
Kitchen	Per hour	\$66.00	\$67.50	2.27%	\$1.50	CNCL	Y

##### Bond

Standard bond	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$1,000.00	\$1,000.00	0.00%	\$0.00	CNCL	N

#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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##### Other fees and charges

Room set up and pack up – Monday to Friday (9am-5pm)	Per event	\$27.50	\$28.50	3.64%	\$1.00	CNCL	Y
Room set up and pack up – Monday to Friday (after 5pm)	Per event	\$54.00	\$55.50	2.78%	\$1.50	CNCL	Y
Additional cleaning	Per hour				Commercial rate + 20%	CNCL	Y

##### Tatterson Park Pavilion

Minimum 5 hour block booking required for private functions on a Friday, Saturday and Sunday.

##### General

##### Rate per hour

Function room 1 (capacity 80)	Per hour	\$78.00	\$80.00	2.56%	\$2.00	CNCL	Y
Function room 2 (capacity 80)	Per hour	\$78.00	\$80.00	2.56%	\$2.00	CNCL	Y
Function rooms 1 and 2 (capacity 160)	Per hour	\$146.50	\$150.00	2.39%	\$3.50	CNCL	Y
Meeting room 1 (Ground floor)	Per hour	\$33.50	\$34.50	2.99%	\$1.00	CNCL	Y
Meeting room 2 (Level 1)	Per hour	\$37.00	\$38.00	2.70%	\$1.00	CNCL	Y
Meeting room 3 (Level 1)	Per hour	\$37.00	\$38.00	2.70%	\$1.00	CNCL	Y
Meeting rooms 2 and 3 (Level 1)	Per hour	\$69.50	\$71.50	2.88%	\$2.00	CNCL	Y
Commercial kitchen (Level 1)	Per hour	\$47.50	\$49.00	3.16%	\$1.50	CNCL	Y

##### Other fees and charges

Room set up and pack up – Monday to 5pm Friday	Per event	\$42.50	\$43.50	2.35%	\$1.00	CNCL	Y
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##### Bond

Standard bond	Per event	\$1,000.00	\$1,000.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$2,000.00	\$2,000.00	0.00%	\$0.00	CNCL	N

##### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

##### Rate per hour

Function room 1 (capacity 80)	Per hour	\$55.00	\$55.00	0.00%	\$0.00	CNCL	Y
Function room 2 (capacity 80)	Per hour	\$55.00	\$55.00	0.00%	\$0.00	CNCL	Y
Function rooms 1 and 2 (capacity 160)	Per hour	\$98.00	\$98.00	0.00%	\$0.00	CNCL	Y
Meeting room 1 (Ground floor)	Per hour	\$22.00	\$22.00	0.00%	\$0.00	CNCL	Y
Meeting room 2 (Level 1)	Per hour	\$25.00	\$25.00	0.00%	\$0.00	CNCL	Y
Meeting room 3 (Level 1)	Per hour	\$25.00	\$25.00	0.00%	\$0.00	CNCL	Y
Meeting rooms 2 and 3 (Level 1)	Per hour	\$43.00	\$43.00	0.00%	\$0.00	CNCL	Y

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4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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*Rate per hour [continued]*

Commercial kitchen (Level 1)	Per hour	\$31.00	\$31.00	0.00%	\$0.00	CNCL	Y
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*Other fees and charges*

Room set up and pack up – Monday to 5pm Friday	Per event	\$24.50	\$25.50	4.08%	\$1.00	CNCL	Y
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*Bond*

Standard bond	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$1,000.00	\$1,000.00	0.00%	\$0.00	CNCL	N

**Commercial**

*Rate per hour*

Function room 1 (capacity 80)	Per hour	\$118.50	\$121.50	2.53%	\$3.00	CNCL	Y
Function room 2 (capacity 80)	Per hour	\$118.50	\$121.50	2.53%	\$3.00	CNCL	Y
Function rooms 1 and 2 (capacity 160)	Per hour	\$193.50	\$198.00	2.33%	\$4.50	CNCL	Y
Meeting room 1 (Ground floor)	Per hour	\$44.50	\$46.00	3.37%	\$1.50	CNCL	Y
Meeting room 2 (Level 1)	Per hour	\$49.50	\$51.00	3.03%	\$1.50	CNCL	Y
Meeting room 3 (Level 1)	Per hour	\$49.50	\$51.00	3.03%	\$1.50	CNCL	Y
Meeting rooms 2 and 3 (Level 1)	Per hour	\$94.00	\$96.50	2.66%	\$2.50	CNCL	Y
Commercial kitchen (Level 1)	Per hour	\$66.00	\$67.50	2.27%	\$1.50	CNCL	Y

*Other fees and charges*

Room set up and pack up – Monday to 5pm Friday	Per event	\$54.00	\$55.50	2.78%	\$1.50	CNCL	Y
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*Bond*

Standard bond	Per event	\$1,500.00	\$1,500.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$3,000.00	\$3,000.00	0.00%	\$0.00	CNCL	N

*Other fees and charges*

Room set up and pack up – 5pm Friday to Sunday (covers minimum of 3 hours)	Per event	\$361.00	\$370.50	2.63%	\$9.50	CNCL	Y
Room set up and pack up – 5pm Friday to Sunday (additional time to minimum)	Per hour	\$120.50	\$123.50	2.49%	\$3.00	CNCL	Y
Additional cleaning	Per hour	\$193.50	\$198.00	2.33%	\$4.50	CNCL	Y

#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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#### Paddy O'Donoghue Centre

Minimum 5 hour block booking required for private functions on a Friday, Saturday and Sunday. This Centre is not available for general hire.

#### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

#### Rate per hour

Rooms 1 or 2	Per hour	\$24.50	\$24.50	0.00%	\$0.00	CNCL	Y
Rooms 3 or 4	Per hour	\$19.50	\$19.50	0.00%	\$0.00	CNCL	Y
Rooms 5 or 6	Per hour	\$19.50	\$19.50	0.00%	\$0.00	CNCL	Y
Main Hall	Per hour	\$39.00	\$39.00	0.00%	\$0.00	CNCL	Y
General Office 1 or 2	Per hour	\$19.50	\$19.50	0.00%	\$0.00	CNCL	Y
Kitchens	Per hour	\$17.50	\$17.50	0.00%	\$0.00	CNCL	Y

#### Bond

Standard bond	Per event	\$200.00	\$200.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N

#### Commercial

#### Rate per hour

Rooms 1 or 2	Per hour	\$43.50	\$44.50	2.30%	\$1.00	CNCL	Y
Rooms 3 or 4	Per hour	\$29.50	\$30.50	3.39%	\$1.00	CNCL	Y
Rooms 5 or 6	Per hour	\$29.50	\$30.50	3.39%	\$1.00	CNCL	Y
Main Hall	Per hour	\$69.50	\$71.50	2.88%	\$2.00	CNCL	Y
General Office 1 or 2	Per hour	\$29.50	\$30.50	3.39%	\$1.00	CNCL	Y
Kitchens	Per hour	\$43.50	\$44.50	2.30%	\$1.00	CNCL	Y

#### Bond

Standard bond	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$1,000.00	\$1,000.00	0.00%	\$0.00	CNCL	N

#### Other fees and charges

Room set up and pack up – Monday to Friday (9am-5pm)	Per event	\$27.50	\$28.50	3.64%	\$1.00	CNCL	Y
Room set up and pack up – Monday to Friday (after 5pm)	Per event	\$54.00	\$55.50	2.78%	\$1.50	CNCL	Y
Additional cleaning	Per hour				Commercial rate + 20%	CNCL	Y

4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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The Castle

General

Rate per hour

Main Hall, Balcony and Lounge (includes kitchen)	Per hour	\$79.00	\$81.00	2.53%	\$2.00	CNCL	Y
Technical staff to operate sound and lighting system	Per hour	\$108.00	\$110.50	2.31%	\$2.50	CNCL	Y

Bond

Standard bond	Per event	\$200.00	\$200.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N

Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

Rate per hour

Main Hall, Balcony and Lounge (includes kitchen)	Per hour	\$51.00	\$51.00	0.00%	\$0.00	CNCL	Y
Technical staff to operate sound and lighting system	Per hour	\$89.50	\$92.00	2.79%	\$2.50	CNCL	Y

Bond

Standard bond	Per event	\$200.00	\$200.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N

Commercial

Rate per hour

Main Hall, Balcony and Lounge (includes kitchen)	Per hour	\$105.00	\$107.50	2.38%	\$2.50	CNCL	Y
Technical staff to operate sound and lighting system	Per hour	\$108.00	\$110.50	2.31%	\$2.50	CNCL	Y

Bond

Standard bond	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N
High risk event bond	Per event	\$1,000.00	\$1,000.00	0.00%	\$0.00	CNCL	N

Other fees and charges

Room set up and pack up – Monday to Friday (9am-5pm)	Per event	\$27.50	\$28.50	3.64%	\$1.00	CNCL	Y
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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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##### Other fees and charges [continued]

Room set up and pack up – Monday to Friday (after 5pm)	Per event	\$54.00	\$55.50	2.78%	\$1.50	CNCL	Y
Additional cleaning	Per hour			Commercial rate + 20%		CNCL	Y
Security guard – Monday to Sunday, Public Holiday (minimum 4 hours, 1 guard per 50 people)	Per hour			Commercial rate		CNCL	Y

#### Fotheringham Reserve Dandenong

##### General

Main Hall - Monday-Sunday	Per hour	\$30.00	\$30.00	0.00%	\$0.00	CNCL	Y
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##### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

Main Hall - Monday-Sunday	Per hour	\$20.00	\$20.00	0.00%	\$0.00	CNCL	Y
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##### Commercial

Main Hall - Monday-Sunday	Per hour	\$40.00	\$40.00	0.00%	\$0.00	CNCL	Y
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#### Keysborough Community Hall

##### General

##### Minimum charge

Friday to Sunday	Minimum 5 hour block	\$150.00	\$262.50	75.00%	\$112.50	CNCL	Y
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##### Additional hours / hourly rate

Monday to Sunday	Per hour	\$30.00	\$52.50	75.00%	\$22.50	CNCL	Y
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##### Community Group

##### Minimum charge

Friday to Sunday	Minimum 5 hour block	\$125.00	\$155.00	24.00%	\$30.00	CNCL	Y
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##### Additional hours / hourly rate

Monday to Sunday	Per hour	\$25.00	\$31.00	24.00%	\$6.00	CNCL	Y
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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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#### Commercial

##### Minimum charge

Friday to Sunday	Minimum 5 hour block	\$175.00	\$317.50	81.43%	\$142.50	CNCL	Y
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##### Additional hours / hourly rate

Monday to Sunday	Per hour	\$35.00	\$63.50	81.43%	\$28.50	CNCL	Y
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#### Bond

Security bond	Per event	\$300.00	\$300.00	0.00%	\$0.00	CNCL	N
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#### Public Liability Insurance Cover

Terms and conditions apply to Council's public liability insurance coverage, including a \$500 excess on any one claim. A certificate of currency (\$20 million) is required to avoid the following charges.

##### Single event

1-50 people (no alcohol)	Per hire	\$60.50	\$64.00	5.79%	\$3.50	CNCL	Y
1-50 people (with alcohol)	Per hire	\$85.00	\$89.50	5.29%	\$4.50	CNCL	Y
51-300 (no alcohol)	Per hire	\$85.00	\$89.50	5.29%	\$4.50	CNCL	Y
51-300 (with alcohol)	Per hire	\$132.50	\$139.50	5.28%	\$7.00	CNCL	Y
301-1,000 (no alcohol)	Per hire	\$109.00	\$114.50	5.05%	\$5.50	CNCL	Y
301-1,000 (with alcohol)	Per hire	\$180.50	\$190.00	5.26%	\$9.50	CNCL	Y
Meetings 1-50 people	Per hire	\$36.00	\$38.00	5.56%	\$2.00	CNCL	Y
Meetings 51-300 people	Per hire	\$48.50	\$51.00	5.15%	\$2.50	CNCL	Y
Stallholders, performers and others (1-50 attendees)	Per hire	\$36.00	\$38.00	5.56%	\$2.00	CNCL	Y
Stallholders, performers and others (51-300 attendees)	Per hire	\$48.50	\$51.00	5.15%	\$2.50	CNCL	Y
Stallholders, performers and others (301-1,000 attendees)	Per hire	\$60.50	\$64.00	5.79%	\$3.50	CNCL	Y

##### Multi event

1-50 people (meeting/exhibition)	Per hire	\$85.00	\$89.50	5.29%	\$4.50	CNCL	Y
51-300 people (meeting/exhibition)	Per hire	\$156.50	\$164.50	5.11%	\$8.00	CNCL	Y
300 + people (meeting/exhibition)	Per hire	\$228.50	\$240.00	5.03%	\$11.50	CNCL	Y
Stallholders, performers & others (1-50 attendees)	Per hire	\$85.00	\$89.50	5.29%	\$4.50	CNCL	Y
Stallholders, performers & others (51-300 attendees)	Per hire	\$156.50	\$164.50	5.11%	\$8.00	CNCL	Y
Stallholders, performers & others (301-1,000 attendees)	Per hire	\$228.50	\$240.00	5.03%	\$11.50	CNCL	Y

**4.2.2 Proposed 2022-23 Budget (Cont.)**

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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**Urban Screen**

**Commercial advertising**

Low rotation (minimum 4 times per day)	Per month	\$1,500.00	\$1,500.00	0.00%	\$0.00	CNCL	Y
High rotation (minimum 6 times per day)	Per month	\$2,000.00	\$2,000.00	0.00%	\$0.00	CNCL	Y
Education sector rate (minimum 4 times per day)	Per month	\$500.00	\$500.00	0.00%	\$0.00	CNCL	Y

4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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**Business, Engineering and Major Projects**

**Asset Protection Permits**

Single or corner street frontage.

Industrial: Building works carried out on land zoned Industrial, ie. IN1Z, IN2Z or IN3Z.

Commercial: All other building works not classified as residential, apartments or industrial.

Single residential	Per permit	\$309.00	\$316.00	2.27%	\$7.00	CNCL	N
Multi-unit residential (2 units)	Per permit	\$444.00	\$454.00	2.25%	\$10.00	CNCL	N
Multi-unit residential (3 units)	Per permit	\$579.00	\$592.00	2.25%	\$13.00	CNCL	N
Multi-unit residential (4 units)	Per permit	\$714.00	\$730.00	2.24%	\$16.00	CNCL	N
Multi-unit residential (5 units)	Per permit	\$849.00	\$868.00	2.24%	\$19.00	CNCL	N
Multi-unit residential (6 units)	Per permit	\$984.00	\$1,006.00	2.24%	\$22.00	CNCL	N
Multi-unit residential (7 units)	Per permit	\$1,120.00	\$1,144.00	2.14%	\$24.00	CNCL	N
Multi-unit residential (8 units)	Per permit	\$1,255.00	\$1,282.00	2.15%	\$27.00	CNCL	N
Multi-unit residential (9 units)	Per permit	\$1,390.00	\$1,420.00	2.16%	\$30.00	CNCL	N
Multi-unit residential (10 units)	Per permit	\$1,525.00	\$1,558.00	2.16%	\$33.00	CNCL	N
Multi-unit residential (11 units)	Per permit	\$1,660.00	\$1,696.00	2.17%	\$36.00	CNCL	N
Multi-unit residential (12 units)	Per permit	\$1,795.00	\$1,834.00	2.17%	\$39.00	CNCL	N
Multi-unit residential (13 units)	Per permit	\$1,930.00	\$1,972.00	2.18%	\$42.00	CNCL	N
Multi-unit residential (14 units)	Per permit	\$2,065.00	\$2,110.00	2.18%	\$45.00	CNCL	N
Multi-unit residential (15 units)	Per permit	\$2,200.00	\$2,248.00	2.18%	\$48.00	CNCL	N
Multi-unit residential (16 units)	Per permit	\$2,335.00	\$2,386.00	2.18%	\$51.00	CNCL	N
Multi-unit residential (17 units)	Per permit	\$2,470.00	\$2,524.00	2.19%	\$54.00	CNCL	N
Multi-unit residential (18 units)	Per permit	\$2,605.00	\$2,662.00	2.19%	\$57.00	CNCL	N
Multi-unit residential (19 units)	Per permit	\$2,740.00	\$2,800.00	2.19%	\$60.00	CNCL	N
Multi-unit residential (20+ units)	Per permit	\$2,875.00	\$2,938.00	2.19%	\$63.00	CNCL	N
Industrial	Per permit	\$376.00	\$385.00	2.39%	\$9.00	CNCL	N
Commercial (less than \$1 million)	Per permit	\$444.00	\$454.00	2.25%	\$10.00	CNCL	N
Commercial (\$1 million to \$5 million)	Per permit	\$888.00	\$908.00	2.25%	\$20.00	CNCL	N
Commercial (\$5 million+)	Per permit	\$2,890.00	\$2,960.00	2.42%	\$70.00	CNCL	N
Additional inspection (resulting from a contractor's failure to comply with Council permit requirements or a permit holder's decision for Council to manage the repair of any damages on their behalf).	Per inspection	\$78.00	\$88.00	12.82%	\$10.00	CNCL	N
Administration fee (resulting from a permit holder's decision for Council to manage the repair of any damages on their behalf (does not include the actual cost of reinstatement).	Per property	\$121.00	\$124.00	2.48%	\$3.00	CNCL	N

## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Asset Protection Bonds

*Industrial: Building works carried out on land zoned Industrial, ie. IN1Z, IN2Z or IN3Z.*

*Commercial: All other building works not classified as residential, apartments or industrial.*

*The full cost of any reinstatement works carried out by Council as a result of contractors failure to comply, will be recovered by Council from the permit holder. This will include the administration fee, plus additional inspection fee and the actual cost of the reinstatement.*

#### Single street frontage

Single residential	Per permit	\$2,500.00	\$2,500.00	0.00%	\$0.00	CNCL	N
Multi-unit residential (2 to 5 units)	Per permit	\$3,000.00	\$3,000.00	0.00%	\$0.00	CNCL	N
Multi-unit residential (6 to 20 + units)	Per permit	\$7,500.00	\$8,250.00	10.00%	\$750.00	CNCL	N
Industrial	Per property	\$3,000.00	\$3,300.00	10.00%	\$300.00	CNCL	N
Commercial (less than \$1 million)	Per property	\$3,000.00	\$3,300.00	10.00%	\$300.00	CNCL	N
Commercial (\$1 million to \$5 million)	Per property	\$5,000.00	\$5,500.00	10.00%	\$500.00	CNCL	N
Commercial (\$5 million+)	Per property	\$7,500.00	\$8,250.00	10.00%	\$750.00	CNCL	N
Demolition	Per property	\$4,000.00	\$4,400.00	10.00%	\$400.00	CNCL	N

#### Corner street frontage

Single residential	Per permit	\$5,000.00	\$5,000.00	0.00%	\$0.00	CNCL	N
Multi-unit residential (2 to 5 units)	Per permit	\$6,000.00	\$6,000.00	0.00%	\$0.00	CNCL	N
Multi-unit residential (6 to 20 + units)	Per permit	\$15,000.00	\$16,500.00	10.00%	\$1,500.00	CNCL	N
Industrial	Per property	\$6,000.00	\$6,600.00	10.00%	\$600.00	CNCL	N
Commercial (less than \$1 million)	Per property	\$6,000.00	\$6,600.00	10.00%	\$600.00	CNCL	N
Commercial (\$1 million to \$5 million)	Per property	\$10,000.00	\$11,000.00	10.00%	\$1,000.00	CNCL	N
Commercial (\$5 million+)	Per property	\$15,000.00	\$16,500.00	10.00%	\$1,500.00	CNCL	N
Demolition	Per property	\$8,000.00	\$8,800.00	10.00%	\$800.00	CNCL	N

### Community Signage

1) The sign is to conform to Australian Standard AS1742 and is to be supplied to Council for installation.

2) If the position of the sign requires closing part of a roadway, an additional Traffic Control charge will be applied (notified in advance).

3) If the installation requires use of a "cherry-picker", an additional charge will be applied depending on the current hire rates (notified in advance).

4) If the installation involves fixing to High Voltage (HV) assets, a charge will be applied to cover third party Contractor costs (notified in advance).

Administration fee	Per application	\$58.50	\$60.00	2.56%	\$1.50	CNCL	N
Sign on existing pole	Per permit	\$165.50	\$169.50	2.42%	\$4.00	CNCL	N
Sign and new pole	Per permit	\$279.00	\$285.50	2.33%	\$6.50	CNCL	N

## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Sportsgrounds (Casual hire)

*Sporting facilities – eg. Greaves Reserve, Police Paddocks, Booth Reserve, etc.*

Government Schools (within City of Greater Dandenong (CGD))	Per day	\$66.50	\$68.00	2.26%	\$1.50	CNCL	Y
Non Government Schools	Per day	\$132.50	\$135.50	2.26%	\$3.00	CNCL	Y
Government Schools (from outside CGD)	Per day	\$99.50	\$102.00	2.51%	\$2.50	CNCL	Y
District School Event Bookings (if more than 50% of participants are from outside CGD)	Per day	\$132.50	\$135.50	2.26%	\$3.00	CNCL	Y
Community group (local) – standard booking	Per day	\$132.50	\$135.50	2.26%	\$3.00	CNCL	Y
Community group (local) – junior team booking	Per day	\$66.50	\$68.00	2.26%	\$1.50	CNCL	Y
Community group (from outside CGD) – standard booking	Per day	\$264.50	\$270.50	2.27%	\$6.00	CNCL	Y
Commercial organisation – standard booking	Per day	\$264.50	\$270.50	2.27%	\$6.00	CNCL	Y
Ross Reserve Athletic Track - schools within CGD (minimum 2 hours)	Per hour	\$44.50	\$46.00	3.37%	\$1.50	CNCL	Y
Ross Reserve Athletic Track – schools outside CGD (minimum 2 hours)	Per hour	\$66.50	\$68.00	2.26%	\$1.50	CNCL	Y
Softball / Baseball Diamonds	Per day	\$165.50	\$169.50	2.42%	\$4.00	CNCL	Y

### Passive Open Space (Casual hire)

*Passive reserves – eg. Dandenong Park, Burden Park, Hemmings Park, Tirhatuan Park, etc.*

#### Casual hire fee

*Passive open space hire fees override the sportsground hire charge, when the overall numbers exceed 200 people. Booking fee applies to exclusive booking with formal group activity. Incorporated Greater Dandenong Community Groups are entitled to a 50% discount. Registered Charities – no charge (copy of Australian Charity Not For Profit Commission (ACNC) registration required). Applicable bond below. Ancillary charges and discounts: Full cost recovery for additional waste/cleaning services in addition to standard service levels in accordance with approved Events Application form.*

201-500 people	Per day	\$441.00	\$451.00	2.27%	\$10.00	CNCL	Y
501-1,000 people	Per day	\$1,105.00	\$1,130.00	2.26%	\$25.00	CNCL	Y
1,001-1,500 people	Per day	\$2,125.00	\$2,175.00	2.35%	\$50.00	CNCL	Y
1,500+ people	Per day				To be negotiated	CNCL	Y

#### Security bond

*Applicable in addition to hire fee above.*

201-500 people	Per hire	\$640.00	\$640.00	0.00%	\$0.00	CNCL	N
501-1,000 people	Per hire	\$1,280.00	\$1,280.00	0.00%	\$0.00	CNCL	N
1,001-1,500 people	Per hire	\$1,920.00	\$1,920.00	0.00%	\$0.00	CNCL	N
1,500+ people	Per hire				To be negotiated	CNCL	N

## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Other fees and charges

Tatterson Park casual evening floodlighting hire (minimum)	Minimum 2 hour block	\$99.00	\$101.50	2.53%	\$2.50	CNCL	Y
Tatterson Park casual evening floodlighting hire (additional hours)	Per hour	\$66.00	\$67.50	2.27%	\$1.50	CNCL	Y
Pre-season training for seasonally allocated CGD Sporting Clubs per ground	Per hour	\$64.50	\$66.00	2.33%	\$1.50	CNCL	Y
Two hour session (minimum charge and maximum time allocation)							

### Subdivision and Other Fees

#### Subdivisions

Subdivisions of three lots or more will generally require a Public Open Space contribution. The subdivision charges and other fees above with a fee basis of REG are set under state legislation, which is a set fee per unit. The dollar value of the set fee per unit has now been indexed by State Government and is subject to annual review.

Supervision of works (maximum fee)	Per request	2.5% of estimated cost of works			REG	N
Checking of engineering plans (maximum fee)	Per request	0.75% of estimated cost of works proposed in engineering plan			REG	N

### Other fees and charges

Civil works permit (works within road reserves permit)	Per permit	\$200.00	\$205.00	2.50%	\$5.00	CNCL	N
Vehicular crossing permit (works within road reserves permit)	Per permit	\$200.00	\$205.00	2.50%	\$5.00	CNCL	N
Minor works (works within road reserves permit)	Per permit	\$200.00	\$205.00	2.50%	\$5.00	CNCL	N
Drainage plan approval and supervision for multi unit, commercial and industrial development	Per application	\$524.00	\$536.00	2.29%	\$12.00	CNCL	N

### Waste Management Services

#### Kerbside waste and recycling collection

New services after the commencement of the financial year will be charged pro-rata for the period remaining in the financial year. For a change to a different service model, a pro-rata payment adjustment will apply to the new service option charge. State Government Landfill Levy is included in the Option A - F fees below (\$79 in 2022-23, \$69 in 2021-22).

Option A – 1 x 120 litre garbage bin, 1 x 240 litre recycling bin and 1 x 240 litre garden bin	Per service	\$440.00	\$468.00	6.36%	\$28.00	CNCL	N
Option B – 1 x 80 litre garbage bin, 1 x 240 litre recycling bin and 1 x 240 litre garden bin	Per service	\$407.00	\$433.00	6.39%	\$26.00	CNCL	N
Option C – 1 x 120 litre garbage bin, 1 x 240 litre recycling bin and 1 x 120 litre garden bin	Per service	\$422.00	\$449.00	6.40%	\$27.00	CNCL	N

continued on next page ...

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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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#### Kerbside waste and recycling collection [continued]

Option D – 1 x 80 litre garbage bin, 1 x 240 litre recycling bin and 1 x 120 litre garden bin	Per service	\$389.00	\$414.00	6.43%	\$25.00	CNCL	N
Option E – 1 x 120 litre garbage bin, 1 x 240 litre recycling bin and NO garden bin	Per service	\$370.00	\$394.00	6.49%	\$24.00	CNCL	N
Option F – 1 x 80 litre garbage bin, 1 x 240 litre recycling bin and NO garden bin	Per service	\$338.00	\$361.00	6.80%	\$23.00	CNCL	N
Minimum waste charge for each residential property	Per year	\$269.00	\$282.00	4.83%	\$13.00	CNCL	N

#### Additional bin services

120 litre garbage bin – additional bin service (issued subject to condition and includes State Government Landfill Levy)	Per service	\$262.00	\$281.00	7.25%	\$19.00	CNCL	N
Supply of additional 120 litre garbage bin	Per bin	\$39.50	\$40.50	2.53%	\$1.00	CNCL	N
240 litre domestic recycling bin – additional bin service fortnightly	Per service	\$49.00	\$51.00	4.08%	\$2.00	CNCL	N
Supply of additional 240 litre recycling bin	Per bin	\$46.50	\$48.00	3.23%	\$1.50	CNCL	N
240 litre garden waste bin – additional bin service fortnightly	Per service	\$102.00	\$107.00	4.90%	\$5.00	CNCL	N
Supply of additional 240 litre garden waste bin	Per bin	\$46.50	\$48.00	3.23%	\$1.50	CNCL	N

#### Other waste fees

Bin option change of selection (bin changeover)	Per bin	\$18.40	\$19.00	3.26%	\$0.60	CNCL	N
Recycling bin option – upgrade of 240 litre recycling bin to a 360 litre recycling bin	Per bin	\$101.50	\$104.00	2.46%	\$2.50	CNCL	N
Hard waste collection – one free 'at call' service per year	Per year	One free 'at call' hard waste service				CNCL	N
Bin delivery	Per bin	\$16.80	\$17.20	2.38%	\$0.40	CNCL	N

#### Traffic Management Plans

##### Works

Other than minor works conducted by person referred to in Regulation 10(2) of the Road Management (Works and Infrastructure) Regulations 2015 that are traffic impact works

Municipal road where speed limit > 50 kilometres per hour - conducted on any part of the roadway, shoulder or pathway	Per assessment	\$647.80	\$647.80	0.00%	\$0.00	REG	N
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Section 6.1 - Fees and Charges 2022-23 | Page 33 of 74

4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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**Works** [continued]

Municipal road where speed limit does not exceed 50 kilometres per hour - conducted on any part of the roadway, shoulder or pathway	Per assessment	\$353.20	\$353.20	0.00%	\$0.00	REG	N
Municipal road where speed limit > 50 kilometres per hour - NOT conducted on any part of the roadway, shoulder or pathway	Per assessment	\$353.20	\$353.20	0.00%	\$0.00	REG	N
Municipal road where speed limit does not exceed 50 kilometres per hour - NOT conducted on any part of the roadway, shoulder or pathway	Per assessment	\$90.20	\$90.20	0.00%	\$0.00	REG	N

**Minor works**

*Other than minor works conducted by person referred to in Regulation 10(2) of the Road Management (Works and Infrastructure) Regulations 2015 that are traffic impact works*

Municipal road where speed limit > 50 kilometres per hour - conducted on any part of the roadway, shoulder or pathway	Per assessment	\$139.80	\$139.80	0.00%	\$0.00	REG	N
Municipal road where speed limit does not exceed 50 kilometres per hour - conducted on any part of the roadway, shoulder or pathway	Per assessment	\$139.80	\$139.80	0.00%	\$0.00	REG	N
Municipal road where speed limit > 50 kilometres per hour - NOT conducted on any part of the roadway, shoulder or pathway	Per assessment	\$90.20	\$90.20	0.00%	\$0.00	REG	N
Municipal road where speed limit does not exceed 50 kilometres per hour - NOT conducted on any part of the roadway, shoulder or pathway	Per assessment	\$90.20	\$90.20	0.00%	\$0.00	REG	N

**Other traffic fees**

Additional traffic survey	Per assessment	\$50.00	\$55.00	10.00%	\$5.00	CNCL	Y
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**Cultural Tours**

Cultural and food tours	Per participant	\$50.00	\$50.00	0.00%	\$0.00	CNCL	Y
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## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### City Planning, Design and Amenity

#### Building and Compliance Services

##### Building Permits and Services

Includes examination and surveying of plans and specifications of building work during course of construction and issuance of relevant certificates. The fees are payable upon lodgment of the building application. The fee schedule indicates the basis for charging in most instances. Fees are set to reflect the cost of performing the service.

The following costs apply in addition to the basic fee schedule: assessment of performance solutions, protection works and applications for reporting authority consents are charged on a cost recovery basis. All permit fees do not include building inspections, the number of inspections are determined as required by the Building Act and Building Regulations. Additional inspection fees apply for additional inspections over the number of invoiced inspections.

##### Class 1 and Class 10

###### Minor works

Fences	Per permit	\$301.00	\$308.00	2.33%	\$7.00	CNCL	Y
Garages, verandahs and carports (non masonry)	Per permit	\$0.00	\$700.00	∞	\$700.00	CNCL	Y
Masonry fences, masonry garages and carports, masonry verandahs	Per permit	\$784.00	\$802.00	2.30%	\$18.00	CNCL	Y
Combined permits for decks, verandahs, etc (excludes inspection fees)	Per combined permit	\$863.00	\$883.00	2.32%	\$20.00	CNCL	Y

###### Dwellings

Construction cost to \$197,056 – registered builder	Per permit				Cost of works x 0.9%	CNCL	Y
Construction cost over \$197,056 – registered builder	Per permit				Cost of works x 0.9%	CNCL	Y
					<b>Last year fee Cost/125</b>		
Construction cost to \$210,255 – owner builder	Per permit				Cost of works x 1.0%	CNCL	Y
Construction cost over \$210,255 – owner builder	Per permit				Cost of works x 1.0%	CNCL	Y
					<b>Last year fee Cost/115</b>		

###### All other works

###### Registered builder

Alterations, additions up to \$10,000	Per permit	\$863.00	\$883.00	2.32%	\$20.00	CNCL	Y
Alterations, additions between \$10,001 and \$20,000	Per permit	\$965.00	\$987.00	2.28%	\$22.00	CNCL	Y
Alterations, additions between \$20,001 and \$78,000	Per permit	\$1,065.00	\$1,090.00	2.35%	\$25.00	CNCL	Y

continued on next page ...

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4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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Registered builder [continued]

Alterations, additions \$78,001 and above	Per permit	Minimum \$1,400 or Cost/75, whichever is greater.					CNCL	Y
								Last year fee Cost/75

Owner builder

Alterations, additions up to \$10,000	Per permit	\$965.00	\$987.00	2.28%	\$22.00	CNCL	Y	
Alterations, additions between \$10,001 and \$20,000	Per permit	\$1,170.00	\$1,200.00	2.56%	\$30.00	CNCL	Y	
Alterations, additions between \$20,001 and \$78,000	Per permit	\$1,315.00	\$1,345.00	2.28%	\$30.00	CNCL	Y	
Alterations, additions \$78,001 and above	Per permit	Minimum \$1,500 or Cost/75, whichever is greater					CNCL	Y
								Last year fee Cost/75

Class 2 to Class 9

Commercial works

Projects less than \$15,000	Per permit	\$0.00	\$1,035.00	∞	\$1,035.00	CNCL	Y	
Alterations (Not extensions)	Per permit	\$2,572.65 minimum or 1% of building work cost					CNCL	Y
Extensions	Per permit	\$3,182.70 minimum or 1% of building work cost					CNCL	Y
New Buildings	Per permit	\$4,890.75 minimum or 1% of building work cost					CNCL	Y
Projects greater than \$2,000,000	Per permit				Fee per quote	CNCL	Y	

Permits

Demolition permit – any Class 1 building	Per dwelling	\$739.00	\$756.00	2.30%	\$17.00	CNCL	Y	
Demolition permit – multiple Class 1	Per unit	\$495.00	\$507.00	2.42%	\$12.00	CNCL	Y	
Demolition Permit - any Class 2 to 9 building	Per application	\$1,718.65 minimum or 1% of demolition work cost					CNCL	Y
Variations to permits – minor administrative changes	Per request	\$277.00	\$283.50	2.35%	\$6.50	CNCL	Y	
Variation to permits - Major change (fee does not include inspections)	Per hour	\$0.00	\$199.50	∞	\$199.50	CNCL	Y	
Extension of time permits – Class 1 and 10	Per request	\$414.00	\$424.00	2.42%	\$10.00	CNCL	N	
Extension of time permits – Class 2 to 9 (min or as assessed)	Per request	\$482.00	\$493.00	2.28%	\$11.00	CNCL	N	
Hoarding permits – precautions erected over the street – application fee (statutory)	Per application	\$283.40	\$283.40	0.00%	\$0.00	REG	N	
Hoarding permits – precautions erected over the street (Council set fee)	Per permit	Minimum of \$197.00/month or \$8.00/m2 per mth or part thereof					CNCL	N

#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
<b>Inspections</b>							
Retentions – for the purpose of obtaining Council consent for the retention of minor illegal buildings - e.g. carports, verandahs, decks, etc.	Per request	\$0.00	\$600.00	∞	\$600.00	CNCL	Y
Retentions - for the purpose of obtaining Council consent for the retention of illegal buildings - major works such as extension to house, multiple structures, etc.	Per request	\$0.00	\$1,200.00	∞	\$1,200.00	CNCL	Y
Certification of illegal works (no involvement from Private Building Surveyor)	Per request				Building Permit Fee + 50%	CNCL	Y
Outside business hours – mandatory building inspections (minimum charge)	Per inspection	\$131.50	\$600.00	356.27%	\$468.50	CNCL	Y
Mandatory inspections for building permits (additional to those specified within the permit)	Per inspection	\$131.50	\$134.50	2.28%	\$3.00	CNCL	Y

#### Regulatory building fees and charges

The following fees with a basis of REG are set under state legislation, which is a set fee per unit. The dollar value of the set fee per unit has now been indexed by State Government and is subject to annual review. Council is not able to accurately predict the fee unit amounts. These fees will be published on Council's website when gazetted by the State Government.

#### Building permit levy

Section 205G (Building Act 1993) – this levy is passed directly to the State Government	Per permit			\$0.00128 of cost of works		REG	N
				<b>Last year fee</b> 0.00128% of cost of works			
Victoria Building Authority cladding rectification levy Classes 2-8 (works \$800,000 to \$1 million)	Per permit			\$0.00128 x cost of works		REG	N
Victoria Building Authority cladding rectification levy Classes 2-8 (works \$1 million - \$1.5 million)	Per permit			\$0.00256 x cost of works		REG	N
Victoria Building Authority cladding rectification levy Classes 2-8 (over \$1.5 million)	Per permit			\$0.00820 x cost of works		REG	N

#### Lodgement fees

Class 1 to 10 (Section 30 Building Act)	Per lodgement	\$123.70	\$123.70	0.00%	\$0.00	REG	N
Lodgement - Related documents / plans	Per lodgement	\$0.00	\$123.70	∞	\$123.70	CNCL	N

#### Dispensation or permit to build over easement

Build over easement	Per permit	\$290.40	\$290.40	0.00%	\$0.00	REG	N
Regulation 153 (building in areas liable to flooding) and 154 (construction on designated land or designated works)	Per clause	\$0.00	\$294.70	∞	\$294.70	REG	N

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Section 6.1 - Fees and Charges 2022-23 | Page 37 of 74

4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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*Dispensation or permit to build over easement [continued]*

Regulation 134 Siting Dispensation (Part 5) & (Part 6)	Per clause	\$0.00	\$294.70	∞	\$294.70	REG	N
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*Requests for information*

Property information priority fee	Per request	\$191.10	\$191.10	0.00%	\$0.00	CNCL	N
Regulation 51 of the Building Regulations 2018	Per request	\$47.90	\$47.90	0.00%	\$0.00	REG	N
Requests for heritage information	Per request	\$86.40	\$86.40	0.00%	\$0.00	REG	N
Copy of any building certificate – residential (search fee, not refundable)	Per information	\$119.00	\$122.00	2.52%	\$3.00	CNCL	N
Copy of any building certificate – commercial (search fee, not refundable)	Per information	\$142.00	\$145.50	2.46%	\$3.50	CNCL	N
Stormwater – legal point of discharge (LPD)	Per request	\$146.80	\$146.80	0.00%	\$0.00	REG	N
Stormwater – location of adjoining Council drains (LDI)	Per request	\$146.80	\$146.80	0.00%	\$0.00	REG	N
Stormwater – flood area, floor level information (request for comment)	Per request	\$106.50	\$106.50	0.00%	\$0.00	REG	N

*Swimming pools and spas*

Permit - Above ground swimming pools/spas and associated fencing	Per permit	\$895.00	\$916.00	2.35%	\$21.00	CNCL	Y
Permit - In ground swimming pools/spas and associated fencing	Per permit	\$1,116.50	\$1,145.00	2.55%	\$28.50	CNCL	Y
Inspection of pool safety barrier under relevant legislation and letter to applicant	Per inspection	\$395.00	\$600.00	51.90%	\$205.00	CNCL	Y
Application for registration of swimming pool or spa	Per registration	\$32.30	\$32.30	0.00%	\$0.00	REG	N
Information search fee	Per request	\$47.90	\$47.90	0.00%	\$0.00	REG	N
Compliance certificate	Per certificate	\$20.70	\$20.70	0.00%	\$0.00	REG	N
Non-compliance certificate	Per certificate	\$390.80	\$390.80	0.00%	\$0.00	REG	N

*Other building fees*

*Any service/permit not otherwise provided for.*

Class 1 to 10 (including Section 173 agreement)	Minimum	\$396.00	\$405.00	2.27%	\$9.00	CNCL	Y
Class 1 to 10 (additional hourly rate where required)	Per hour and part	\$195.00	\$199.50	2.31%	\$4.50	CNCL	Y
File/plan search request – Class 1 or 10 (includes copy of plans if required)	Per request	\$122.00	\$125.00	2.46%	\$3.00	CNCL	N

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4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST	
<b>Other building fees</b> [continued]								
Prescribed Temporary Structure siting approval fee (Section 57 Building Act)	Per application	\$450 + \$195 per additional structure					CNCL	N
Place of Public Entertainment Occupancy Permit Application Fee	Per application	\$0.00	\$1,182.00	∞	\$1,182.00	CNCL	N	
File/plan search requests – Class 2 to 9 (includes copy of plans if required)	Per request	\$146.50	\$150.00	2.39%	\$3.50	CNCL	N	
Copy of plans (all classes) – A4 size	Per copy	\$1.85	\$1.90	2.70%	\$0.05	CNCL	N	
Copy of plans (all classes) – A3 size	Per copy	\$3.20	\$3.30	3.13%	\$0.10	CNCL	N	
Copy of plans (all classes) – A2 size	Per copy	\$6.10	\$6.30	3.28%	\$0.20	CNCL	N	
Copy of plans (all classes) – A1 size	Per copy	\$9.20	\$9.50	3.26%	\$0.30	CNCL	N	
Copy of plans (all classes) – larger than A1 size	Per copy	\$12.40	\$12.80	3.23%	\$0.40	CNCL	N	
Administration fee	Per Request	\$69.50	\$71.50	2.88%	\$2.00	CNCL	N	
Assessment of protection works notices, performance solutions or other necessary building orders or notices.	Per hour	\$108.00	\$199.50	84.72%	\$91.50	CNCL	Y	
Report and consent advertising fee	Per application	\$137.50	\$141.00	2.55%	\$3.50	CNCL	N	

Public Health

Registration – Health Services

Public Health and Wellbeing Act (PHWA)

Hairdressing and temporary make up premises – one off registration fee	Once off	\$334.00	\$342.00	2.40%	\$8.00	CNCL	N
Ear piercing	Yearly	\$193.50	\$198.00	2.33%	\$4.50	CNCL	N
Beauty premises (providing single beauty treatment only)	Yearly	\$0.00	\$198.00	∞	\$198.00	CNCL	N
Beauty premises (providing more than one (1) treatment)	Yearly	\$320.00	\$328.00	2.50%	\$8.00	CNCL	N
Tattooists	Yearly	\$439.00	\$449.00	2.28%	\$10.00	CNCL	N
Skin penetration	Yearly	\$439.00	\$449.00	2.28%	\$10.00	CNCL	N
Transfer of registration (providing single beauty treatment only)	Per transfer	\$193.50	\$198.00	2.33%	\$4.50	CNCL	N
Transfer of registration (providing more than one (1) beauty treatment)	Per transfer	\$439.00	\$449.00	2.28%	\$10.00	CNCL	N
Pre registration assessment application - all Person Care Body Act premises (plans assessment and progress inspections)	Per application	\$0.00	\$225.00	∞	\$225.00	CNCL	N

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Section 6.1 - Fees and Charges 2022-23 | Page 39 of 74

4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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Registration – Health Services [continued]

Pre registration assessment application (includes plans assessment and progress inspections)	Per application	\$0.00	\$225.00	∞	\$225.00	CNCL	N
Aquatic facilities (public or commercial swimming pools) - New or Renewal Registration Fee	Yearly	\$305.00	\$312.00	2.30%	\$7.00	CNCL	N
Aquatic facilities - Transfer of Registration (50% of registration fee)	Per application	\$150.00	\$153.50	2.33%	\$3.50	CNCL	N
Alteration of existing public health and wellbeing premises (beauty, hairdressing, etc) - includes assessment of plans and progress inspections	Per request	\$0.00	\$180.00	∞	\$180.00	CNCL	N

Registration – Prescribed Accommodation

Public Health and Wellbeing Act (PHWA)

All prescribed accommodation excluding rooming houses	Yearly	\$439.00	\$449.00	2.28%	\$10.00	CNCL	N
Rooming house with up to 10 rooms	Yearly	\$554.00	\$567.00	2.35%	\$13.00	CNCL	N
Rooming house 11 to 20 beds	Yearly	\$650.00	\$665.00	2.31%	\$15.00	CNCL	N
Rooming house 21 to 40 beds	Yearly	\$850.00	\$870.00	2.35%	\$20.00	CNCL	N
Rooming house 41 plus beds	Yearly	\$950.00	\$972.00	2.32%	\$22.00	CNCL	N
Transfer of registration – Prescribed Accommodation – excluding rooming houses	Per transfer	\$439.00	\$449.00	2.28%	\$10.00	CNCL	N
Transfer of registration – Rooming Houses	Per transfer	\$549.00	\$562.00	2.37%	\$13.00	CNCL	N
Community group / charity / not-for-profit	Yearly				No charge	CNCL	N
Pre-registration Assessment Application (includes plans assessment and progress inspections)	Per assessment	\$319.00	\$327.00	2.51%	\$8.00	CNCL	N
Alteration of existing public health and wellbeing premises (prescribed accommodation) - includes assessment of plans and progress inspections	Per request	\$0.00	\$198.00	∞	\$198.00	CNCL	N

Registration – 'Streatrader' (mobile/temporary food trading)

Class 2	Yearly	\$763.00	\$781.00	2.36%	\$18.00	CNCL	N
Class 2 (linked to a City of Greater Dandenong Food Act Class 1 or 2 fixed food premises registration)	Yearly	\$272.00	\$278.50	2.39%	\$6.50	CNCL	N
Class 3	Yearly	\$272.00	\$278.50	2.39%	\$6.50	CNCL	N
Community group / charity	Yearly				No charge	CNCL	N

continued on next page ...

Section 6.1 - Fees and Charges 2022-23 | Page 40 of 74

4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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Registration – 'Streatrader' (mobile/temporary food trading) [continued]

Pre-registration Assessment Application of temporary and mobile premises (includes plans assessment and progress inspections)	Once off	\$272.00	\$278.50	2.39%	\$6.50	CNCL	N
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Registration – Food Premises

Class 1 – Application to register	Once off	\$1,165.00	\$781.00	-32.96%	-\$384.00	CNCL	N
Class 1 – Registration renewal	Yearly	\$763.00	\$781.00	2.36%	\$18.00	CNCL	N
Class 2 – Application to register (large)	Once off	\$1,165.00	\$1,195.00	2.58%	\$30.00	CNCL	N
Class 2 - Application to register (standard)	Per application	\$751.00	\$781.00	3.99%	\$30.00	CNCL	N
Class 2 – Registration renewal (standard)	Yearly	\$763.00	\$781.00	2.36%	\$18.00	CNCL	N
Class 2 – Registration renewal (large)	Yearly	\$1,165.00	\$1,195.00	2.58%	\$30.00	CNCL	N
Class 3 - Application to register (standard)	Once off	\$272.00	\$278.50	2.39%	\$6.50	CNCL	N
Class 3A - Application to register (standard)	Per application	\$0.00	\$387.00	∞	\$387.00	CNCL	N
Class 3 – Application to register (large)	Once off	\$502.00	\$514.00	2.39%	\$12.00	CNCL	N
Class 3 – Registration renewal (standard)	Yearly	\$272.00	\$278.50	2.39%	\$6.50	CNCL	N
Class 3A - Registration renewal	Yearly	\$0.00	\$387.00	∞	\$387.00	CNCL	N
Class 3 – Registration renewal (large)	Yearly	\$502.00	\$514.00	2.39%	\$12.00	CNCL	N
Seasonal sporting clubs - Application to register	Per application	\$0.00	\$278.50	∞	\$278.50	CNCL	N
Seasonal sporting clubs registration renewal	Yearly	\$272.00	\$278.50	2.39%	\$6.50	CNCL	N
Pre-registration Assessment Application for class 1, 2, 3 and 3A (includes plans assessment, progress inspection, Food Safety Program template)	Per application	\$402.00	\$387.00	-3.73%	-\$15.01	CNCL	N
Community group / charity / not for profit	Yearly				No charge	CNCL	N
Pro rata registration fee (when registering in second half of registration period example February - July)	Once off				50% of the class registration fee	CNCL	N

Other food services

Food Act non-compliance inspection fee	Per hour	\$324.00	\$332.00	2.47%	\$8.00	CNCL	N
Pre-sale request for inspection and report	Per request	\$324.00	\$332.00	2.47%	\$8.00	CNCL	N
Pre-sale request for inspection and report (priority service)	Per request	\$497.00	\$509.00	2.41%	\$12.00	CNCL	N

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## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Other food services [continued]

Alteration of existing food premises (includes assessment of plans and progress inspections)	Per request	\$0.00	\$278.50	∞	\$278.50	CNCL	N
Application for change of classification to a higher risk food handling activity	Per application	\$0.00	\$278.50	∞	\$278.50	CNCL	N

### Miscellaneous health fees

Administration fee	Per certificate	\$15.00	\$15.40	2.67%	\$0.40	CNCL	N
Caravan parks	Yearly	\$14.45	\$14.45	0.00%	\$0.00	REG	N

These fees are set under state legislation, which is a set fee unit. The dollar value of the set fee unit has now been indexed by State Government and is subject to annual review. Council is not able to accurately predict the fee unit amounts and therefore the fee is based on the current statutory fee at the time of preparing this report. The renewal fee for caravan parks is updated every three years by State Government.

Septic tank permit to install	Per permit	\$549.00	\$562.00	2.37%	\$13.00	CNCL	N
Septic tank permit to alter	Per permit	\$261.00	\$267.00	2.30%	\$6.00	CNCL	N

### Fire Prevention

Removal of fire hazard (contractor fees for removal are additional to this fee and calculated on a site by site basis)	Per property	\$204.00	\$209.00	2.45%	\$5.00	CNCL	N
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### Planning Compliance

#### Planning infringements

The penalty attached to Planning Infringement notices is set by State Government and is expressed as penalty units, rather than as a dollar amount. The dollar value of a penalty unit has now been indexed by State Government and is subject to annual review. Council is not able to accurately predict the penalty amounts and therefore does not publish them in this document. Current information can be obtained from the Department of Justice – Infringements Oversight Unit.

Individual person or company	Per breach	Maximum penalty units as per state government legislation			REG	N
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### Regulatory Services and Local Laws

#### Parking

##### Parking fees

\* The red, yellow and green zones will be published on Council's website. Please note that rates per hour may vary from time to time.

On-street ticket machines – Red Zones*	Per hour	\$1.90	\$1.90	0.00%	\$0.00	CNCL	Y
On-street ticket machines - Red Zones* - Lonsdale Street	Per hour	\$0.00	\$1.40	∞	\$1.40	CNCL	Y
On-street ticket machines – Yellow Zones*	Per hour	\$1.00	\$1.00	0.00%	\$0.00	CNCL	Y

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Section 6.1 - Fees and Charges 2022-23 | Page 42 of 74

## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Parking fees [continued]

On-street ticket machines – Green Zones*	Per hour	\$0.50	\$0.50	0.00%	\$0.00	CNCL	Y
Off-street ticket machines – Red Zones*	Per hour	\$1.50	\$1.50	0.00%	\$0.00	CNCL	Y
Off-street ticket machines – Green Zones*	Per hour	\$0.50	\$0.50	0.00%	\$0.00	CNCL	Y
Off-street ticket machines – Red Zones*	Per day	\$9.80	\$9.80	0.00%	\$0.00	CNCL	Y
Off-street ticket machines early bird rate – Yellow Zones*	Per day	\$6.20	\$6.20	0.00%	\$0.00	CNCL	Y
In before 8:30am, at following car parks: McCrae Street, Robinson Street and Oldham Lane							
Off-street ticket machines rate – Green Zones*	Per day	\$4.20	\$4.20	0.00%	\$0.00	CNCL	Y
At following car parks: Hemmings Street, Rodd Street, Cnr Lonsdale/Thomas Street							
Dandenong Market car park	Per hour	\$0.50	\$0.50	0.00%	\$0.00	CNCL	Y
Carroll Lane car park permit (quarterly)	Per three months	\$214.00	\$219.00	2.34%	\$5.00	CNCL	Y
Carroll Lane car park permit (six monthly)	Per six months	\$376.00	\$385.00	2.39%	\$9.00	CNCL	Y
Carroll Lane car park permit (yearly)	Yearly	\$538.00	\$551.00	2.42%	\$13.00	CNCL	Y

### Parking permits

\*\* Works zones – signs installed by Council for long-term construction projects.

Shopping precincts (1 to 4 consecutive days)	Per space/day	\$55.50	\$57.00	2.70%	\$1.50	CNCL	N
Shopping precincts – weekly (5 or more consecutive days)	Per week/bay or part thereof	\$263.00	\$269.00	2.28%	\$6.00	CNCL	N
Residential/industrial precincts (1 to 4 consecutive days)	Per space/day	\$28.50	\$29.50	3.51%	\$1.00	CNCL	N
Residential/industrial precincts – weekly (5 or more consecutive days)	Per week/bay or part thereof	\$132.50	\$135.50	2.26%	\$3.00	CNCL	N
Works zones ** – small (up to 16 metres in length)	0-3 months	\$314.00	\$322.00	2.55%	\$8.00	CNCL	N
Works zones ** – medium (up to 16 metres in length)	0-6 months	\$502.00	\$514.00	2.39%	\$12.00	CNCL	N
Works zones ** – large (up to 16 metres in length)	6 months +	\$627.00	\$642.00	2.39%	\$15.00	CNCL	N

### Parking infringements

Council has elected to set the penalty for this offence at the maximum allowable under state legislation, which is 0.5 penalty units. The dollar value of a penalty unit has now been indexed by State Government and is subject to annual review. Council is not able to accurately predict the penalty amounts and therefore does not publish them in this document. Current information can be obtained from the Department of Justice – Infringements Oversight Unit.

Parking fines	Per infringement	Maximum penalty unit under state legislation	REG	N
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4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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Multi-deck car parks

Thomas Street car park

Parking fees

General – hourly	Per hour	\$1.70	\$1.70	0.00%	\$0.00	CNCL	Y
General – daily (7 hours+)	Per day	\$11.00	\$11.40	3.64%	\$0.40	CNCL	Y
General – after 6.00pm	N/A				No charge	CNCL	Y

Parking permits

General (includes 10% discount)	Per year	\$1,155.00	\$1,185.00	2.60%	\$30.00	CNCL	Y
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Walker Street car park

Parking fees

General – hourly	Per hour	\$1.70	\$1.70	0.00%	\$0.00	CNCL	Y
General – daily (7 hours+)	Per day	\$11.00	\$11.40	3.64%	\$0.40	CNCL	Y
General – after 6.00pm	N/A				No charge	CNCL	Y

Parking permits

General	Per quarter	\$321.00	\$329.00	2.49%	\$8.00	CNCL	Y
Reserved	Per quarter	\$518.00	\$530.00	2.32%	\$12.00	CNCL	Y
General (includes 5% discount)	Per half year	\$606.00	\$620.00	2.31%	\$14.00	CNCL	Y
Reserved (includes 5% discount)	Per half year	\$980.00	\$1,005.00	2.55%	\$25.00	CNCL	Y
General (includes 10% discount)	Per year	\$1,155.00	\$1,185.00	2.60%	\$30.00	CNCL	Y
Reserved (includes 10% discount)	Per year	\$1,865.00	\$1,910.00	2.41%	\$45.00	CNCL	Y

No. 8 Balmoral Avenue car park

Parking fees

First hour	First hour	\$0.60	\$0.60	0.00%	\$0.00	CNCL	Y
1 to 2 hours	2 hours	\$1.20	\$1.20	0.00%	\$0.00	CNCL	Y
2 to 3 hours	3 hours	\$3.20	\$3.30	3.13%	\$0.10	CNCL	Y
3 to 4 hours	4 hours	\$4.30	\$4.40	2.33%	\$0.10	CNCL	Y
4 to 5 hours	5 hours	\$8.50	\$8.70	2.35%	\$0.20	CNCL	Y
5 to 6 hours	6 hours	\$18.00	\$18.60	3.33%	\$0.60	CNCL	Y
Maximum daily	> 6 hours	\$18.00	\$18.60	3.33%	\$0.60	CNCL	Y
Early bird rate – in before 8:30am	Daily	\$4.30	\$4.40	2.33%	\$0.10	CNCL	Y

Parking permits

General	Monthly	\$84.00	\$86.00	2.38%	\$2.00	CNCL	Y
Reserved	Monthly	\$105.00	\$107.50	2.38%	\$2.50	CNCL	Y

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4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
<i>Parking permits [continued]</i>							
Trader/Worker Permit	2 years per bay	\$105.00	\$107.50	2.38%	\$2.50	CNCL	N

Local Laws

\* 50% reduction for pensioners.

For Council's Refund Policy in relation to permit fees, please see the notes pages at the beginning of this schedule.

Permits

Use of Council Reserves (General Local Law Cl 36)	Per event	\$48.50	\$50.00	3.09%	\$1.50	CNCL	N
Advertising signs (annual) (General Local Law Clause 12)	Yearly	\$272.00	\$278.50	2.39%	\$6.50	CNCL	N
Advertising signs (short term, per day, maximum 7 days)(General Local Law Clause 12)	Per day	\$24.50	\$25.50	4.08%	\$1.00	CNCL	N
Advertising signs – Real Estate (General Local Law Clause 12)	Yearly	\$301.00	\$308.00	2.33%	\$7.00	CNCL	N
Excess Animal Numbers (General Local Law Clause 22) *	On application	\$91.00	\$93.50	2.75%	\$2.50	CNCL	N
Busking (any 4 dates in a calendar month) (General Local Law Clause 18) *	Per event	\$23.50	\$24.50	4.26%	\$1.00	CNCL	N
Connecting Into Council Drains (General Local Law Clause 21)	Per event	\$44.50	\$46.00	3.37%	\$1.50	CNCL	N
Burning Off Permit - (Only permitted on designated Rural, Industrial or Commercial Land as per CGD Planning Scheme zones.) (General Local Law Clause 39) *	Per event	\$45.50	\$47.00	3.30%	\$1.50	CNCL	N
Fireworks display (General Local Law Clause 24)	Per event	\$162.00	\$166.00	2.47%	\$4.00	CNCL	N
Heavy vehicles (General Local Law Clause 25)	Yearly	\$91.00	\$93.50	2.75%	\$2.50	CNCL	N
Occupation of Roads (one day permit – deposit also required) (General Local Law Clause 14)	First day	\$269.50	\$276.00	2.41%	\$6.50	CNCL	N
Occupation of Roads (subsequent days) (General Local Law Clause 14)	Per day	\$129.50	\$132.50	2.32%	\$3.00	CNCL	N
Occupation of Roads (refundable security deposit - paid as per requirements) (General Local Law Clause 14)	Per permit	\$508.00	\$520.00	2.36%	\$12.00	CNCL	N
Footpath Activity Permit (includes Outdoor Dining and display of goods) (General Local Law Clause 11)	Yearly	\$0.00	\$261.00	∞	\$261.00	CNCL	N
Public space event approvals – 31 to 200 people attending (free to charitable and non-profit community groups) (General Local Law Clause 15)	Per event	\$162.00	\$166.00	2.47%	\$4.00	CNCL	N

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## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
<b>Permits</b> [continued]							
Public space event approvals – 201-500 people attending (free to charitable and non-profit community groups) (General Local Law Clause 15)	Per event	\$431.00	\$441.00	2.32%	\$10.00	CNCL	N
Public space event approvals – more than 500 people attending (free to charitable and non-profit community groups) (General Local Law Clause 15)	Per event	\$1,080.00	\$1,105.00	2.31%	\$25.00	CNCL	N
Itinerant Trading - Food & Beverage (General Local Law Clause 13)	Yearly	\$2,750.00	\$2,815.00	2.36%	\$65.00	CNCL	N
Skip bins (bulk rubbish containers) (General Local Law Clause 20)	First 3 days	\$119.50	\$122.50	2.51%	\$3.00	CNCL	N
Skip bins – fourth and subsequent days (General Local Law Clause 20)	Per day	\$39.00	\$40.00	2.56%	\$1.00	CNCL	N
Skip bins annual permit, bin companies only (General Local Law Clause 20)	Yearly	\$272.00	\$278.50	2.39%	\$6.50	CNCL	N
Itinerant Trading (free to charitable and non-profit community groups) (General Local Law Clause 13 & 19)	Per event	\$45.50	\$47.00	3.30%	\$1.50	CNCL	N
Public Space Event Approvals - security deposit (refundable) (General Local Law Clause 15)	Per event	\$530.00	\$530.00	0.00%	\$0.00	CNCL	N
Filming Permit	Per event	\$75.00	\$77.00	2.67%	\$2.00	CNCL	N

### Other fees and charges

Hard copy of local laws documents	Per printed set	\$23.50	\$24.50	4.26%	\$1.00	CNCL	N
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## Animal Registrations and Other Fees

### Pet registrations

Please note - a State Government levy is payable in addition to the applicable standard or concession pet registration fee.

#### Standard rate

Please note a State Government levy is also payable in addition to this fee.

Dog registration	Yearly per animal	\$165.00	\$169.00	2.42%	\$4.00	CNCL	N
Declared dangerous dog	Yearly per animal	\$423.00	\$433.00	2.36%	\$10.00	CNCL	N
Declared menacing dog	Yearly per animal	\$254.00	\$260.00	2.36%	\$6.00	CNCL	N
Declared restricted breed dog	Yearly per animal	\$423.00	\$433.00	2.36%	\$10.00	CNCL	N

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Section 6.1 - Fees and Charges 2022-23 | Page 46 of 74

4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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**Standard rate** [continued]

Dog reduced fee (does not apply to dangerous / menacing / restricted breed dogs)	Yearly per animal	\$54.50	\$56.00	2.75%	\$1.50	CNCL	N
Cat registration	Yearly per animal	\$113.00	\$116.00	2.65%	\$3.00	CNCL	N
Cat reduced fee	Yearly per animal	\$35.00	\$36.00	2.86%	\$1.00	CNCL	N

**Concession rate**

Please note a State Government levy is also payable in addition to this fee.

Dog registration	Yearly per animal	\$69.50	\$71.50	2.88%	\$2.00	CNCL	N
Declared dangerous dog	Yearly per animal	\$423.00	\$433.00	2.36%	\$10.00	CNCL	N
Declared menacing dog	Yearly per animal	\$254.00	\$260.00	2.36%	\$6.00	CNCL	N
Declared restricted breed dog	Yearly per animal	\$423.00	\$433.00	2.36%	\$10.00	CNCL	N
Dog reduced fee (does not apply to dangerous / menacing / restricted breed dogs)	Yearly per animal	\$23.50	\$24.50	4.26%	\$1.00	CNCL	N
Registration fee for a dog kept in foster care (other than a dangerous dog) by a person holding a Foster Care Registration	Yearly per animal				No charge	REG	N
Cat registration	Yearly per animal	\$51.50	\$53.00	2.91%	\$1.50	CNCL	N
Cat reduced fee	Yearly per animal	\$17.00	\$17.40	2.35%	\$0.40	CNCL	N
Registration fee for a cat kept in foster care by a person holding a Foster Care Registration	Yearly per animal				No charge	REG	N

**State Government levy**

Applies in addition to the relevant pet registration fee above.

Cat	Yearly per animal	\$4.10	\$4.15	1.22%	\$0.05	REG	N
Dog	Yearly per animal	\$4.10	\$4.15	1.22%	\$0.05	REG	N

**Other animal fees**

Deposit for cat traps (refundable)	Per trap	\$155.00	\$158.50	2.26%	\$3.50	CNCL	N
Domestic animal business registration	Yearly	\$275.00	\$281.50	2.36%	\$6.50	CNCL	N
Inspection of Domestic Animal Register	Per inspection	\$54.50	\$56.00	2.75%	\$1.50	CNCL	N
Copy of record of animal registration	Per animal	\$10.60	\$11.00	3.77%	\$0.40	CNCL	N

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## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Other animal fees *[continued]*

Application for Foster Carer Registration (registration expires 10 April each year)	Yearly per foster carer				No charge	CNCL	N
Renewal of a Foster Carer Registration	Yearly per foster carer				No charge	CNCL	N

### Impounding fees

#### Animal release fees

Pigs/goats/sheep	Per animal				Cost recovery	CNCL	N
<i>As per the Impounding of Livestock Act 1994 Section 7, Council can recover the reasonable expenses actually incurred in providing impounded livestock with food, water and veterinary care, and the reasonable cost of rectifying or compensating for any loss or damage which can be attributed to the trespassing of the livestock.</i>							
Cattle/horses	Per animal				Cost recovery	CNCL	N
Dogs (1-2 days)	Per animal	\$143.50	\$147.00	2.44%	\$3.50	CNCL	N
Dogs (3-5 days)	Per animal	\$183.00	\$187.50	2.46%	\$4.50	CNCL	N
Dogs (6-8 days)	Per animal	\$210.50	\$215.50	2.38%	\$5.00	CNCL	N
Seized dogs holding fees (per day)	Per animal	\$48.40	\$48.40	0.00%	\$0.00	CNCL	N
Cats (1-2 days)	Per animal	\$143.50	\$147.00	2.44%	\$3.50	CNCL	N
Cats (3-5 days)	Per animal	\$183.00	\$187.50	2.46%	\$4.50	CNCL	N
Cats (6-8 days)	Per animal	\$210.50	\$215.50	2.38%	\$5.00	CNCL	N
Seized cats holding fees (per day)	Per animal	\$48.40	\$48.40	0.00%	\$0.00	CNCL	N
Poultry	Per animal	\$23.50	\$24.50	4.26%	\$1.00	CNCL	N
Pound registration processing fee	Per event	\$27.50	\$28.50	3.64%	\$1.00	CNCL	N

#### Other release fees

Release of impounded vehicle	Per vehicle	\$457.00	\$468.00	2.41%	\$11.00	CNCL	N
Release of impounded signs	Per sign	\$88.00	\$90.00	2.27%	\$2.00	CNCL	N
Release of impounded shopping trolleys	Per trolley	\$105.00	\$107.50	2.38%	\$2.50	CNCL	N
Release of impounded containers and other large items (this fee plus transport cost to pound)	Per item	\$209.00	\$214.00	2.39%	\$5.00	CNCL	N

## Planning and Design Services

### Council charges for Planning considerations and services

Statutory Planning Advice – Counter Service	Per service				No charge	CNCL	Y
Copy of planning permit and/or endorsed plans – residential (includes historic file search and retrieval request)	Per permit	\$137.00	\$140.00	2.19%	\$3.00	CNCL	N

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Section 6.1 - Fees and Charges 2022-23 | Page 48 of 74

4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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Council charges for Planning considerations and services [continued]

Copy of planning permit and/or endorsed plans – non-residential (includes historic file search and retrieval request)	Per permit	\$188.00	\$192.00	2.13%	\$4.00	CNCL	N
Application for all written Planning advice	Per property	\$157.00	\$161.00	2.55%	\$4.00	CNCL	Y
Application to propose to extend the expiry date of an existing planning permit	Per application	\$386.00	\$395.00	2.33%	\$9.00	CNCL	N
Application under 'Secondary Consent' to propose minor changes to plan(s) which are endorsed to an existing planning permit	Per application	\$432.00	\$442.00	2.31%	\$10.00	CNCL	N
Providing a printed (paper) copy of any Advertised Material (plans or other documents) for a current planning application, or a Greater Dandenong Planning Scheme Incorporated Document, Reference Document, Approved Development Plan or other Planning Strategy/document	Per application	\$44.00	\$45.00	2.27%	\$1.00	CNCL	N

Pre-application discussion service

Average proposal – initial pre-application service	Per initial service	\$288.00	\$294.00	2.08%	\$6.00	CNCL	Y
One written document							
Average proposal – additional pre-application service	Per additional service	\$125.00	\$128.00	2.40%	\$3.00	CNCL	Y
For any meeting(s) and/or written document(s) after the initial service							
Complex proposal – initial pre-application service	Per initial service	\$397.00	\$406.00	2.27%	\$9.00	CNCL	Y
One written document							
Complex proposal – additional pre-application service	Per additional service	\$230.00	\$235.00	2.17%	\$5.00	CNCL	Y
For any meeting(s) and/or written document(s) after the initial service							
State or city significant proposal – initial pre-application service	Per initial service	\$507.00	\$519.00	2.37%	\$12.00	CNCL	Y
One written document							
State or city significant proposal – additional pre-application service	Per additional service	\$346.00	\$354.00	2.31%	\$8.00	CNCL	Y
For any meeting(s) and/or written document(s) after the initial service							

4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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Public notification fees – 'Advertising'

Public notification of a planning application or planning scheme amendment, 1-10 notifications and/or one (1) A1 Site Notice	Up to 10 names	\$145.00	\$148.00	2.07%	\$3.00	CNCL	N
Public notification of a planning application or planning scheme amendment, 11 or more notifications and/or per additional site notice(s)	Per name or per addit. site notice	\$14.50	\$14.80	2.07%	\$0.30	CNCL	N
Public notification of a planning application or planning scheme amendment in a newspaper and/or Government Gazette (administration fee in addition to the recovery of all costs incurred by Council in placing an advertisement in a newspaper and/or Government Gazette).	Per application/ amendment	\$120.00	\$123.00	2.50%	\$3.00	CNCL	N
Planning Scheme Amendment – cost recovery	Case by case basis				Cost recovery	CNCL	N

Fees under Planning and Environment (Fees) Regulations 2016

The following fees with a basis of REG are set under state legislation. The regulations set fees in fee units. The fee units have been converted to a dollar value on the basis of the value of a fee unit as it is set for the financial year. A fee unit value is adjusted on 1 July each year by the Treasurer's amount and is published in the Government Gazette. Changes to these fees will be published on Council's website when gazetted by the State Government. These fees are correct at the date the Council budget was prepared.

Regulation 6, Stage 1	Per application	\$3,096.20	\$3,096.20	0.00%	\$0.00	REG	N
For: (a) considering a request to amend a planning scheme, and (b) taking action required by Division 1 of Part 3 of the Act, and (c) considering any submissions which do not seek a change to the amendment, and (d) if applicable, abandoning the amendment in accordance with section 28 of the Act.							
Regulation 6, Stage 2	Per application	\$15,345.60	\$15,345.60	0.00%	\$0.00	REG	N
For: (a) considering: (i) up to and including 10 submissions which seek a change to an amendment and where necessary referring submissions to a panel, and (b) providing assistance to a panel in accordance with section 158 of the Act, and (c) making a submission in accordance with section 24(b) of the Act, and (d) considering the Panel's report in accordance with section 27 of the Act, and (e) after considering submissions and the Panel's report, abandoning the amendment.							
Regulation 6, Stage 2	Per application	\$30,661.20	\$30,661.20	0.00%	\$0.00	REG	N
For: (a) considering: (ii) 11 to (and including) 20 submissions which seek a change to an amendment and where necessary referring the submissions to a panel, and (b) providing assistance to a panel in accordance with section 158 of the Act, and (c) making a submission in accordance with section 24(b) of the Act, and (d) considering the Panel's report in accordance with section 27 of the Act, and (e) after considering submissions and the Panel's report, abandoning the amendment.							

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4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
Regulation 6, Stage 2	Per application	\$40,986.80	\$40,986.80	0.00%	\$0.00	REG	N
For: (a) considering: (iii) submissions that exceed 20 submissions which seek a change to an amendment and where necessary referring the submissions to a panel, and (b) providing assistance to a panel in accordance with section 158 of the Act, and (c) making a submission in accordance with section 24(b) of the Act, and (d) considering the Panel's report in accordance with section 27 of the Act, and (e) after considering submissions and the Panel's report, abandoning the amendment.							
Regulation 6, Stage 3	Per application	\$488.50	\$488.50	0.00%	\$0.00	REG	N
For: (a) adopting the amendment or a part of the amendment in accordance with section 29 of the Act, and (b) submitting the amendment for approval by the Minister in accordance with section 31 of the Act, and (c) giving the notice of approval of the amendment required by section 36(2) of the Act. Note – \$nil fee if Minister is the planning authority.							
Regulation 6, Stage 4	Per application	\$488.50	\$488.50	0.00%	\$0.00	REG	N
For: (a) consideration by the Minister of a request to approve the amendment in accordance with section 35 of the Act, and (b) giving notice of approval of the amendment in accordance with section 36(1) of the Act. Note – \$nil fee if Minister is the planning authority.							
Regulation 7	Per application	\$4,058.10	\$4,058.10	0.00%	\$0.00	REG	N
For requesting the Minister to prepare an amendment to a planning scheme exempted from the requirements referred to in section 20(4) of the Act.							
Regulation 8	Per application	\$977.00	\$977.00	0.00%	\$0.00	REG	N
For requesting the Minister to prepare an amendment to a planning scheme exempted from certain requirements prescribed under section 20A of the Act.							
Regulation 9, Class 1	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Application for permit relating to use of land							
Regulation 9, Class 2	Per application	\$202.90	\$202.90	0.00%	\$0.00	REG	N
Application for permit to develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 7 permit or a permit to subdivide or consolidate land) if the estimated cost of development is \$10,000 or less.							
Regulation 9, Class 3	Per application	\$638.80	\$638.80	0.00%	\$0.00	REG	N
Application for permit to develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$10,000 but not more than \$100,000.							
Regulation 9, Class 4	Per application	\$1,307.60	\$1,307.60	0.00%	\$0.00	REG	N
Application for permit to develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$100,000 but not more than \$500,000.							

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**4.2.2 Proposed 2022-23 Budget (Cont.)**

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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**Fees under Planning and Environment (Fees) Regulations 2016** [continued]

Regulation 9, Class 5	Per application	\$1,412.80	\$1,412.80	0.00%	\$0.00	REG	N
Application for permit to develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$500,000 but not more than \$1,000,000.							
Regulation 9, Class 6	Per application	\$1,518.00	\$1,518.00	0.00%	\$0.00	REG	N
Application for permit to develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$1,000,000 but not more than \$2,000,000.							
Regulation 9, Class 7	Per application	\$202.90	\$202.90	0.00%	\$0.00	REG	N
VicSmart application if the estimated cost of development is \$10,000 or less.							
Regulation 9, Class 8	Per application	\$435.90	\$435.90	0.00%	\$0.00	REG	N
VicSmart application if the estimated cost of development is more than \$10,000.							
Regulation 9, Class 9	Per application	\$202.90	\$202.90	0.00%	\$0.00	REG	N
VicSmart application to subdivide or consolidate land.							
Regulation 9, Class 10	Per application	\$202.90	\$202.90	0.00%	\$0.00	REG	N
VicSmart application (other than a class 7, class 8 or class 9 permit).							
Regulation 9, Class 11	Per application	\$1,164.80	\$1,164.80	0.00%	\$0.00	REG	N
Application for permit to develop land (other than a class 2, class 3, class 7 or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is less than \$100,000.							
Regulation 9, Class 12	Per application	\$1,570.60	\$1,570.60	0.00%	\$0.00	REG	N
Application for permit to develop land (other than a class 4, class 5, or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$100,000 and not more than \$1,000,000.							
Regulation 9, Class 13	Per application	\$3,464.40	\$3,464.40	0.00%	\$0.00	REG	N
Application for permit to develop land (other than a class 6 or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$1,000,000 and not more than \$5,000,000.							
Regulation 9, Class 14	Per application	\$8,830.10	\$8,830.10	0.00%	\$0.00	REG	N
Application for permit to develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$5,000,000 and not more than \$15,000,000.							
Regulation 9, Class 15	Per application	\$26,039.50	\$26,039.50	0.00%	\$0.00	REG	N
Application for permit to develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$15,000,000 and not more than \$50,000,000.							

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4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
Regulation 9, Class 16	Per application	\$58,526.80	\$58,526.80	0.00%	\$0.00	REG	N
Application for permit to develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$50,000,000.							
Regulation 9, Class 17	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Application for permit to subdivide an existing building (other than a class 9 permit).							
Regulation 9, Class 18	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Application for permit to subdivide land into 2 lots (other than a class 9 or class 16 permit).							
Regulation 9, Class 19	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Application for permit to effect a realignment of a common boundary between lots or consolidate 2 or more lots (other than a class 9 permit).							
Regulation 9, Class 20	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Application for permit to subdivide land (other than a class 9, class 16, class 17 or class 18 permit) – per 100 lots created.							
Regulation 9, Class 21	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Application for permit to: a) create, vary or remove a restriction within the meaning of the Subdivision Act 1988, or b) create or remove a right of way, or c) create, vary or remove an easement other than a right of way, or d) vary or remove a condition in the nature of an easement (other than right of way) in a Crown grant.							
Regulation 9, Class 22	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Application for permit not otherwise provided for in the regulation.							
Regulation 10 (combined permit applications)	Per application	Sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made.				REG	N
Regulation 11, Class 1	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Amendment to a permit to change the use of land allowed by the permit or allow a new use of land.							
Regulation 11, Class 2	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Amendment to a permit (other than a permit to develop land for a single dwelling per lot or to use and develop land for a single dwelling per lot or to undertake development ancillary to the use of land for a single dwelling per lot) to change the statement of what the permit allows or to change any or all of the conditions which apply to the permit.							
Regulation 11, Class 3	Per application	\$202.90	\$202.90	0.00%	\$0.00	REG	N
Amendment to a class 2, class 3, class 4, class 5 or class 6 permit, if the cost of any additional development permitted by the amendment is \$10,000 or less.							

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4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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Fees under Planning and Environment (Fees) Regulations 2016 [continued]

Regulation 11, Class 4	Per application	\$638.80	\$638.80	0.00%	\$0.00	REG	N
Amendment to a class 2, class 3, class 4, class 5 or class 6 permit, if the cost of any additional development permitted by the amendment is more than \$10,000 but not more than \$100,000.							
Regulation 11, Class 5	Per application	\$1,307.60	\$1,307.60	0.00%	\$0.00	REG	N
Amendment to a class 2, class 3, class 4, class 5 or class 6 permit, if the cost of any additional development permitted by the amendment is more than \$100,000 but not more than \$500,000.							
Regulation 11, Class 6	Per application	\$1,412.80	\$1,412.80	0.00%	\$0.00	REG	N
Amendment to a class 2, class 3, class 4, class 5 or class 6 permit, if the cost of any additional development permitted by the amendment is more than \$500,000.							
Regulation 11, Class 7	Per application	\$202.90	\$202.90	0.00%	\$0.00	REG	N
Amendment to a permit that is the subject of VicSmart application, if the estimated cost of the additional development is \$10,000 or less.							
Regulation 11, Class 8	Per application	\$435.90	\$435.90	0.00%	\$0.00	REG	N
Amendment to a permit that is the subject of VicSmart application, if the estimated cost of the additional development is more than \$10,000.							
Regulation 11, Class 9	Per application	\$202.90	\$202.90	0.00%	\$0.00	REG	N
Amendment to a class 9 permit.							
Regulation 11, Class 10	Per application	\$202.90	\$202.90	0.00%	\$0.00	REG	N
Amendment to a class 10 permit.							
Regulation 11, Class 11	Per application	\$1,164.80	\$1,164.80	0.00%	\$0.00	REG	N
Amendment to a class 11, class 12, class 13, class 14, class 15 or class 16 permit * if the estimated cost of the additional development to be permitted by the amendment is \$100,000 or less.							
Regulation 11, Class 12	Per application	\$1,570.60	\$1,570.60	0.00%	\$0.00	REG	N
Amendment to a class 12, class 13, class 14, class 15 or class 16 permit * if the estimated cost of any additional development to be permitted by the amendment is more than \$100,000 but not more than \$1,000,000.							
Regulation 11, Class 13	Per application	\$3,464.40	\$3,464.40	0.00%	\$0.00	REG	N
Amendment to a class 11, class 12, class 13, class 14, class 15 or class 16 permit * if the estimated cost of any additional development to be permitted by the amendment is more than \$1,000,000.							
Regulation 11, Class 14	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Amendment to a class 17 permit.							
Regulation 11, Class 15	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Amendment to a class 18 permit.							

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Section 6.1 - Fees and Charges 2022-23 | Page 54 of 74

4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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**Fees under Planning and Environment (Fees) Regulations 2016** [continued]

Regulation 11, Class 16	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Amendment to a class 19 permit.							
Regulation 11, Class 17	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Amendment to a class 20 permit (per 100 lots created).							
Regulation 11, Class 18	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Amendment to a class 21 permit.							
Regulation 11, Class 19	Per application	\$1,337.70	\$1,337.70	0.00%	\$0.00	REG	N
Amendment to a class 22 permit.							
Regulation 12 - Amendments to planning permit applications (after notice is given)	Per amendment	40% of the application fee for that class of permit				REG	N
Regulation 12 - Amendments to planning permit applications (after notice is given - where the application changes the class of that permit to a new class)	Per application	Fee is the difference between the original class of application and the amended class of permit.				REG	N
Regulation 13 - Combined applications to amend planning permits	Per application	Sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made.				REG	N
Regulation 15	Per application	\$330.70	\$330.70	0.00%	\$0.00	REG	N
Certificates of compliance							
Regulation 16	Per application	\$668.80	\$668.80	0.00%	\$0.00	REG	N
Amend or end agreement under Section 173							
Regulation 18	Per application	\$330.70	\$330.70	0.00%	\$0.00	REG	N
Satisfaction matters – where a planning scheme specifies that a matter must be done to the satisfaction of a responsible authority, Minister, public authority or municipal council.							

**Fees under Subdivision (Fees) Regulations 2016**

Regulation 6	Per application	\$177.40	\$177.40	0.00%	\$0.00	REG	N
For certification of a plan of subdivision.							
Regulation 7	Per application	\$112.70	\$112.70	0.00%	\$0.00	REG	N
Alteration of plan under section 10(2) of the Act.							
Regulation 8	Per application	\$142.80	\$142.80	0.00%	\$0.00	REG	N
Amendment of certified plan under section 11(1) of the Act.							

## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Community Services

#### Aged and Disability Services (Community Care)

\* Commonwealth Home Support Program (CHSP) – Funded by the Commonwealth Department of Health for people over the age of 65 – these fees are set by Council based on the CHSP fee principles issued by the Department of Health.  
Home and Community Care – Program for Younger People (HACC-PYP) – Services for people under the age of 65 funded by the Victorian Department of Health and Human Services – these fees are set by Council based on the Victorian fees schedule.

#### Community transport service

Client transport for shopping, access to Oasis and Library	One way trip	\$2.40	\$2.50	4.17%	\$0.10	CNCL	Y
Full day outing (more than 6 hours)	Per round trip	\$18.30	\$18.80	2.73%	\$0.50	CNCL	Y
Luncheon (local)	Per round trip	\$5.10	\$5.30	3.92%	\$0.20	CNCL	Y
Luncheon (non-local)	Per round trip	\$8.15	\$8.40	3.07%	\$0.25	CNCL	Y
Part day outing (3 to 6 hours)	Per round trip	\$12.20	\$12.60	3.28%	\$0.40	CNCL	Y
Short outing (less than 3 hours)	Per round trip	\$6.10	\$6.30	3.28%	\$0.20	CNCL	Y
Community transport trip	One way trip	\$0.00	\$2.50	∞	\$2.50	CNCL	Y

#### Social support Group – Planned Activity Group

Low fee *	Per hour	\$3.50	\$3.60	2.86%	\$0.10	CNCL	N
High fee *	Per hour	\$8.80	\$9.00	2.27%	\$0.20	CNCL	N
Commercial fee	Per hour	\$16.00	\$16.40	2.50%	\$0.40	CNCL	Y
Social support group (round trip)	Per round trip	\$3.15	\$3.30	4.76%	\$0.15	CNCL	N
Social support group (one way trip)	One way trip	\$0.00	\$2.50	∞	\$2.50	CNCL	N
Exercise program (10 sessions)	Term fee	\$0.00	\$58.00	∞	\$58.00	CNCL	N

#### Property maintenance

Low fee *	Per hour	\$13.80	\$14.20	2.90%	\$0.40	CNCL	N
High fee *	Per hour	\$77.50	\$79.50	2.58%	\$2.00	CNCL	N
Commercial fee	Per hour	\$97.50	\$100.00	2.56%	\$2.50	CNCL	Y
Property maintenance materials					At cost	CNCL	Y

#### Home care

Low fee (single) *	Per hour	\$7.60	\$7.80	2.63%	\$0.20	CNCL	N
High fee *	Per hour	\$53.00	\$54.50	2.83%	\$1.50	CNCL	N
Commercial fee	Per hour	\$57.50	\$59.00	2.61%	\$1.50	CNCL	Y

#### Personal care

Low fee *	Per hour	\$5.40	\$5.60	3.70%	\$0.20	CNCL	N
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**4.2.2 Proposed 2022-23 Budget (Cont.)**

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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**Personal care** [continued]

High fee *	Per hour	\$53.00	\$54.50	2.83%	\$1.50	CNCL	N
Commercial fee	Per hour	\$61.50	\$63.00	2.44%	\$1.50	CNCL	Y

**Individual Social Support**

Low fee *	Per hour	\$5.40	\$5.60	3.70%	\$0.20	CNCL	N
High fee *	Per hour	\$53.00	\$54.50	2.83%	\$1.50	CNCL	N
Commercial fee	Per hour	\$61.50	\$63.00	2.44%	\$1.50	CNCL	Y

**Respite care**

Low fee *	Per hour	\$4.60	\$4.80	4.35%	\$0.20	CNCL	N
High fee *	Per hour	\$54.50	\$56.00	2.75%	\$1.50	CNCL	N
Commercial fee	Per hour	\$65.50	\$67.00	2.29%	\$1.50	CNCL	Y

**Travel incurred for client outings, shopping and appointments**

Low fee *	Per kilometre	\$1.25	\$1.30	4.00%	\$0.05	CNCL	N
High fee *	Per kilometre	\$1.45	\$1.50	3.45%	\$0.05	CNCL	N
Commercial fee	Per kilometre	\$1.55	\$1.60	3.23%	\$0.05	CNCL	Y

**Food services (Meals on wheels)**

Low fee * - soup, main, side and sweet	Per meal	\$10.60	\$11.00	3.77%	\$0.40	CNCL	N
Low fee * - soup and sandwich	Per meal	\$6.90	\$7.10	2.90%	\$0.20	CNCL	N
Low fee * - main, side and sweet	Per meal	\$8.70	\$8.90	2.30%	\$0.20	CNCL	N
Low fee * - soup, main and side	Per meal	\$8.20	\$8.40	2.44%	\$0.20	CNCL	N
Low fee * - community meal	Per meal	\$0.00	\$11.00	∞	\$11.00	CNCL	N
Low fee * - community light meal	Per meal	\$0.00	\$7.10	∞	\$7.10	CNCL	N
High fee * - soup, main side and sweet	Per meal	\$15.40	\$15.80	2.60%	\$0.40	CNCL	N
High fee * - soup and sandwich	Per meal	\$10.00	\$10.40	4.00%	\$0.40	CNCL	N
High fee * - main, side and sweet	Per meal	\$12.65	\$12.95	2.37%	\$0.30	CNCL	N
High fee * - soup, main and side	Per meal	\$11.90	\$12.15	2.10%	\$0.25	CNCL	N
Commercial fee - soup, main, side and sweet	Per meal	\$18.40	\$19.00	3.26%	\$0.60	CNCL	Y
Commercial fee - soup and sandwich	Per meal	\$12.00	\$12.40	3.33%	\$0.40	CNCL	Y
Commercial fee - main, side and sweet	Per meal	\$15.10	\$15.45	2.32%	\$0.35	CNCL	Y
Commercial fee - soup, main and side	Per meal	\$14.20	\$14.60	2.82%	\$0.40	CNCL	Y

**4.2.2 Proposed 2022-23 Budget (Cont.)**

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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**Food services (Meals on wheels) – bulk meals**

CHSP fee * - soup, main, side and sweet	Per 4 serves	\$42.00	\$43.00	2.38%	\$1.00	CNCL	N
Commercial fee - soup, main, side and sweet	Per 4 serves	\$73.50	\$75.50	2.72%	\$2.00	CNCL	Y
CHSP fee * - Soup and sandwich	Per 4 serves	\$26.00	\$27.00	3.85%	\$1.00	CNCL	N
Commercial fee - Soup and sandwich	Per 4 serves	\$45.50	\$47.00	3.30%	\$1.50	CNCL	Y

**Allied Health**

Low fee *	Per visit	\$15.00	\$17.60	17.33%	\$2.60	CNCL	N
Commercial fee	Per visit	\$109.00	\$111.50	2.29%	\$2.50	CNCL	N

**Home Modifications**

Low fee *	Per hour	\$13.80	\$14.20	2.90%	\$0.40	CNCL	N
High fee *	Per hour	\$77.50	\$79.50	2.58%	\$2.00	CNCL	N
Commercial fee	Per hour	\$97.50	\$100.00	2.56%	\$2.50	CNCL	Y

**Library Services**

Lost or damaged items replacement fees					Cost of the item	CNCL	N
Lost or damaged item replacement processing charge	Per item	\$7.60	\$7.80	2.63%	\$0.20	CNCL	N
Replacement of Radio Frequency Identification (RFID) tag	Per tag	\$6.70	\$6.90	2.99%	\$0.20	CNCL	N
Fee to recover long overdue materials – per account (50 days or more overdue)	Per account	\$18.10	\$18.10	0.00%	\$0.00	CNCL	Y
Inter library loan charge	Per loan	\$28.50	\$28.50	0.00%	\$0.00	REG	Y
Per inter-library loan where the lending library charges the Australian Council of Libraries and Information Services (ACLIS) fee							
Library bag	Per bag	\$2.30	\$2.30	0.00%	\$0.00	CNCL	Y
Ear buds	Each	\$2.30	\$2.30	0.00%	\$0.00	CNCL	Y
USB memory stick	Each	\$11.60	\$11.60	0.00%	\$0.00	CNCL	Y
Photocopying – A4 (Black and White)	Per copy	\$0.25	\$0.25	0.00%	\$0.00	CNCL	Y
Photocopying – A3 (Black and White)	Per copy	\$0.35	\$0.35	0.00%	\$0.00	CNCL	Y
Photocopying – A4 (Colour)	Per copy	\$1.10	\$1.10	0.00%	\$0.00	CNCL	Y
Photocopying – A3 (Colour)	Per copy	\$1.80	\$1.80	0.00%	\$0.00	CNCL	Y
Photocopying – A4 (Black and White Duplex)	Per copy	\$0.48	\$0.48	0.00%	\$0.00	CNCL	Y
Photocopying – A3 (Black and White Duplex)	Per copy	\$0.67	\$0.67	0.00%	\$0.00	CNCL	Y
Photocopying – A4 (Colour Duplex)	Per copy	\$2.09	\$2.09	0.00%	\$0.00	CNCL	Y
Photocopying – A3 (Colour Duplex)	Per copy	\$3.42	\$3.42	0.00%	\$0.00	CNCL	Y

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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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#### Library Services [continued]

Replacing lost membership card	Per card	\$4.20	\$4.20	0.00%	\$0.00	CNCL	N
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#### Publications

City Of Opportunity - the making of the City of Greater Dandenong	Per book	\$0.00	\$27.50	∞	\$27.50	CNCL	Y
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#### Family Day Care

Administration levy	Per hour maximum	\$1.80	\$1.90	5.56%	\$0.10	CNCL	N
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Assists in meeting the operational costs of the scheme, the employment of qualified staff and the provision and maintenance of resources and enrichment activities to children, families and educators

#### Immunisation Services

Influenza	Per client	\$38.70	\$39.55	2.20%	\$0.85	CNCL	Y
Hepatitis A and B	Per client	\$115.10	\$118.00	2.52%	\$2.90	CNCL	Y
Cold chain fee	Per client	\$23.65	\$24.50	3.59%	\$0.85	CNCL	Y
Boostrix	Per client	\$66.60	\$68.10	2.25%	\$1.50	CNCL	Y
Immunisation record search fee	Per record	\$25.00	\$26.00	4.00%	\$1.00	CNCL	Y

#### Walker Street Gallery and Community Arts Centre

##### Room and exhibition hire

Bookings at this venue may require suitable staff to set up or be present at your event. This cost will be charged on to you. A technician will be required for operation of venue's lighting and sound equipment (refer to Cultural Facilities Staff Schedule).

##### General

Large Rooms (Band Room, Performing Arts Theatre, Gallery 1)	Per hour	\$31.50	\$32.50	3.17%	\$1.00	CNCL	Y
Medium Rooms (Studio)	Per hour	\$21.50	\$22.00	2.33%	\$0.50	CNCL	Y
White Walls	Per hour	\$45.00	\$46.50	3.33%	\$1.50	CNCL	Y
Large Gallery (Gallery 1)	Per week	\$220.50	\$225.50	2.27%	\$5.00	CNCL	Y
Small Gallery (Gallery 2)	Per week	\$43.50	\$44.50	2.30%	\$1.00	CNCL	Y
Security bond (after hours)	Per event	\$120.00	\$120.00	0.00%	\$0.00	CNCL	N

#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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##### Community Group

Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of Incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

Large Rooms (Band Room, Performing Arts Theatre, Gallery 1)	Per hour	\$26.50	\$27.50	3.77%	\$1.00	CNCL	Y
Medium Rooms (Studio)	Per hour	\$19.00	\$19.60	3.16%	\$0.60	CNCL	Y
White Walls	Per hour	\$39.50	\$40.50	2.53%	\$1.00	CNCL	Y
Large Gallery (Gallery 1)	Per week	\$164.50	\$168.50	2.43%	\$4.00	CNCL	Y
Small Gallery (Gallery 2)	Per week	\$32.50	\$33.50	3.08%	\$1.00	CNCL	Y
Security bond (after hours)	Per event	\$100.00	\$100.00	0.00%	\$0.00	CNCL	N

##### Commercial

Large Rooms (Band Room, Performing Arts Theatre, Gallery 1)	Per hour	\$42.50	\$43.50	2.35%	\$1.00	CNCL	Y
Medium Rooms (Studio)	Per hour	\$31.50	\$32.50	3.17%	\$1.00	CNCL	Y
White Walls	Per hour	\$63.00	\$64.50	2.38%	\$1.50	CNCL	Y
Large Gallery (Gallery 1)	Per week	\$275.50	\$282.00	2.36%	\$6.50	CNCL	Y
Small Gallery (Gallery 2)	Per week	\$54.00	\$55.50	2.78%	\$1.50	CNCL	Y
Security bond (after hours)	Per event	\$200.00	\$200.00	0.00%	\$0.00	CNCL	N

##### Other fees and charges

Microphone hire	Per hire (flat rate)	\$25.00	\$26.00	4.00%	\$1.00	CNCL	Y
Projector hire	Per hire (flat rate)	\$25.00	\$26.00	4.00%	\$1.00	CNCL	Y
Large Rooms – Theatre seats	Per booking	\$72.50	\$74.50	2.76%	\$2.00	CNCL	Y
Large Rooms – Technical box	Per booking	\$42.50	\$43.50	2.35%	\$1.00	CNCL	Y
Commission on artwork sales	% of sale proceeds			25% of sale proceeds		CNCL	Y

#### Greater Dandenong Gallery of Art

##### Room hire

###### General

Community Meeting Room	Per hour	\$31.50	\$32.50	3.17%	\$1.00	CNCL	Y
Security bond (after hours)	Per event	\$120.00	\$120.00	0.00%	\$0.00	CNCL	N

###### Community Group

Community Meeting Room	Per hour	\$26.50	\$27.50	3.77%	\$1.00	CNCL	Y
Security bond (after hours)	Per event	\$100.00	\$100.00	0.00%	\$0.00	CNCL	N

## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Commercial

Community Meeting Room	Per hour	\$42.50	\$43.50	2.35%	\$1.00	CNCL	Y
Security bond (after hours)	Per event	\$200.00	\$200.00	0.00%	\$0.00	CNCL	N

### Other fees and charges

Large digital presentation screen	Per event	\$25.00	\$26.00	4.00%	\$1.00	CNCL	Y
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### Drum Theatre

Drum Theatre welcomes your business and is happy to discuss your group's needs with a quote. Additional fees may apply for public holidays, weekends and after hours.

Discount available for use of multiple rooms: 2 rooms – 10%, 3 rooms – 15%, 4 rooms – 20%.

### Theatre services and function rooms

#### General

Includes dance schools.

Theatre hire - Performance (unpackaged). Full staffing costs will apply.	Five hours (minimum)	\$942.00	\$964.00	2.34%	\$22.00	CNCL	Y
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Theatre hire only with five hour minimum. Does not include staff charges - minimum of two technical and 3 front of house staff for performance..  
May be superseded by Covid Recovery package

Theatre hire - Performance packaged (includes minimal staffing)	Five hours (minimum)	\$1,242.00	\$1,270.00	2.25%	\$28.00	CNCL	Y
Theatre hire - Performance (additional hours)	Per hour	\$188.50	\$193.00	2.39%	\$4.50	CNCL	Y

Venue hire only (unpackaged). Does not include staff charges.

Theatre hire - Performance packaged (additional hours, includes minimal staffing)	Per hour	\$240.00	\$245.00	2.08%	\$5.00	CNCL	Y
Rehearsal room (or complimentary with theatre hire by arrangement)	Per day	\$60.00	\$61.50	2.50%	\$1.50	CNCL	Y

Hire of Rehearsal Room, does not include staffing charges

Stage hire only	Per day	\$150.00	\$153.00	2.00%	\$3.00	CNCL	Y
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Hire of Stage area only, does not include staffing charges or equipment

Auditorium hire - seminars, presentations	Per day	\$150.00	\$153.00	2.00%	\$3.00	CNCL	Y
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Hire of Auditorium area only, does not include staffing charges or equipment

Additional cleaning	Per hour	\$99.50	\$102.00	2.51%	\$2.50	CNCL	Y
Full service box office – per ticket	Per ticket	\$2.55	\$2.55	0.00%	\$0.00	CNCL	Y
Full service box office – complimentary tickets	Per ticket	\$1.35	\$1.35	0.00%	\$0.00	CNCL	Y

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4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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General [continued]

Magistrates room, Reading room or Committee room (hourly)	Per hour	\$20.00	\$20.00	0.00%	\$0.00	CNCL	Y
Room hire only. Does not include staffing or catering charges							
Magistrates room, Reading room or Committee room (half day)	Half day (max five hours)	\$60.00	\$60.00	0.00%	\$0.00	CNCL	Y
Room hire only. Does not include staffing or catering charges							
Rehearsal room for function hire	Per hour	\$67.00	\$67.00	0.00%	\$0.00	CNCL	Y
Space hire only. Does not include cost of staff or catering.							
Foyer – function hire (complimentary with theatre hire)	Per hour	\$67.00	\$67.00	0.00%	\$0.00	CNCL	Y
Space hire only. Does not include cost of staff or catering.							

Community Group

50% discount for Community group rate on total charge when 2 or more rooms are booked for a single 4 hour event/meeting. Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

Theatre hire - Community Support. Subject to application.	five hour minimum	\$500.00	\$500.00	0.00%	\$0.00	CNCL	Y
Up to 5 hours, includes minimal staffing. Limited subsidised rate. Subject to assessment.							
Theatre hire - Community support (additional hours). By application.	Per hour	\$100.00	\$100.00	0.00%	\$0.00	CNCL	Y
Hourly rate, includes minimal staffing. Limited subsidised rate. Subject to assessment. Limited subsidised rate. Subject to assessment.							
Theatre Hire - Community (additional hours)	Per hour	\$0.00	\$170.00	∞	\$170.00	CNCL	Y
Theatre Hire Community Rate - performance	5 Hours minimum	\$0.00	\$880.00	∞	\$880.00	CNCL	Y
Rehearsal room (or complimentary with theatre hire by arrangement)	Per day	\$54.40	\$54.40	0.00%	\$0.00	CNCL	Y
Hire of Rehearsal Room only, does not include staffing charges or equipment							
Stage hire only	Per day	\$150.00	\$150.00	0.00%	\$0.00	CNCL	Y
Hire of Stage area only, does not include staffing charges or equipment							
Auditorium hire - seminars, presentations	Per day	\$150.00	\$150.00	0.00%	\$0.00	CNCL	Y
Hire of Auditorium area only, does not include staffing charges or equipment							
Additional cleaning	Per hour	\$88.00	\$90.00	2.27%	\$2.00	CNCL	Y
Full service box office (includes complimentary tickets)	Per ticket	\$1.30	\$1.30	0.00%	\$0.00	CNCL	Y
Magistrates room, Reading room or Committee room (hourly)	Per hour	\$20.00	\$20.00	0.00%	\$0.00	CNCL	Y
Room hire only. Does not include staffing or catering charges							

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4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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Community Group [continued]

Magistrates room, Reading room or Committee room (cultural purposes)	Per hour	\$10.00	\$10.00	0.00%	\$0.00	CNCL	Y
Room hire only. Does not include staffing or catering charges							
Magistrates room, Reading room or Committee room (Half day)	Half Day (max five hours)	\$40.00	\$40.00	0.00%	\$0.00	CNCL	Y
Room hire only. Does not include staffing or catering charges							
Rehearsal room for function hire	Per hour	\$44.50	\$44.50	0.00%	\$0.00	CNCL	Y
Room hire only. Does not include staffing or catering charges							
Foyer – function hire (complimentary with theatre hire)	Per hour	\$44.50	\$44.50	0.00%	\$0.00	CNCL	Y
Room hire only. Does not include staffing or catering charges							

Commercial

Theatre hire - Performance unpackaged - does not include staffing	Per day	\$2,495.00	\$2,555.00	2.40%	\$60.00	CNCL	Y
Hire charge only - does not include staffing charges which will need to be applied.							
Theatre hire - Performance packaged (includes minimal staffing)	Five hours (minimum)	\$2,155.00	\$2,205.00	2.32%	\$50.00	CNCL	Y
Theatre hire - Performance packaged (additional hours, includes minimal staffing)	Per hour	\$340.00	\$348.00	2.35%	\$8.00	CNCL	Y
Rehearsal room (or complimentary with theatre hire)	Per day	\$145.50	\$150.00	3.09%	\$4.50	CNCL	Y
Hire of Rehearsal Room, does not include staffing charges							
Stage hire only	Per day	\$250.00	\$256.00	2.40%	\$6.00	CNCL	Y
Hire of Stage area only, does not include staffing charges							
Auditorium hire - seminars, presentations	Per day	\$250.00	\$256.00	2.40%	\$6.00	CNCL	Y
Hire of Auditorium area only, does not include staffing charges or equipment							
Additional cleaning	Per hour	\$114.00	\$117.00	2.63%	\$3.00	CNCL	Y
Full service box office – per ticket	Per ticket	\$4.50	\$4.50	0.00%	\$0.00	CNCL	Y
Full service box office – complimentary tickets	Per ticket	\$1.40	\$1.40	0.00%	\$0.00	CNCL	Y
Merchandise commission	Value of sales	Merchandise commission 10% of sales				CNCL	Y
Magistrates room, Reading room or Committee room (hourly)	Per hour	\$40.00	\$41.00	2.50%	\$1.00	CNCL	Y
Room hire only. Does not include staffing or catering charges							

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Section 6.1 - Fees and Charges 2022-23 | Page 63 of 74

#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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##### Commercial [continued]

Magistrates room, Reading room or Committee room (Half day)	Half day (max five hours)	\$120.00	\$123.00	2.50%	\$3.00	CNCL	Y
Room hire only. Does not include staffing or catering charges							
Rehearsal room for function hire	Per hour	\$114.00	\$117.00	2.63%	\$3.00	CNCL	Y
Room hire only. Does not include staffing or catering charges							
Foyer – function hire (complimentary with theatre hire)	Per hour	\$114.00	\$117.00	2.63%	\$3.00	CNCL	Y
Room hire only. Does not include staffing or catering charges							

##### Equipment hire

Theatre data projector	Per day	\$360.00	\$360.00	0.00%	\$0.00	CNCL	Y
Laptop	Per day	\$51.50	\$51.50	0.00%	\$0.00	CNCL	Y
Lectern and microphone (Commercial)	Per day	\$51.50	\$51.50	0.00%	\$0.00	CNCL	Y
Portable public announcement (PA) system	Per day	\$154.50	\$154.50	0.00%	\$0.00	CNCL	Y
Scrim (white)	Per day	\$72.00	\$72.00	0.00%	\$0.00	CNCL	Y
Scrim (black)	Per day	\$72.00	\$72.00	0.00%	\$0.00	CNCL	Y
Scrim (both)	Per day	\$103.00	\$103.00	0.00%	\$0.00	CNCL	Y
Hazer	Per day	\$68.00	\$68.00	0.00%	\$0.00	CNCL	Y
Smoke machine	Per day	\$34.00	\$34.00	0.00%	\$0.00	CNCL	Y
Data projector and screen (meeting rooms)	Per item	Complimentary with meeting room hire				CNCL	Y
Electronic whiteboard	Per day	Complimentary with meeting room hire				CNCL	Y
Whiteboards and flipchart stand	Per item	Complimentary with meeting room hire				CNCL	Y

##### Other fees and charges

Box office – allocation of tickets for hirer to sell	Per ticket	\$1.40	\$1.45	3.57%	\$0.05	CNCL	Y
Box office – ticket transaction fee	Per ticket	\$1.30	\$1.30	0.00%	\$0.00	CNCL	Y
Catering	Per event	As quoted per event				CNCL	Y
Gaffer tape	Per roll	\$23.50	\$24.50	4.26%	\$1.00	CNCL	Y
Electrical tape	Per roll	\$1.90	\$1.95	2.63%	\$0.05	CNCL	Y
Mark up tape	Per roll	\$8.50	\$8.70	2.35%	\$0.20	CNCL	Y
Hazard tape	Per roll	\$16.40	\$16.80	2.44%	\$0.40	CNCL	Y
AAA batteries	Each	\$1.50	\$1.55	3.33%	\$0.05	CNCL	Y
AA batteries	Each	\$1.70	\$1.75	2.94%	\$0.05	CNCL	Y
9V batteries	Each	\$6.30	\$6.50	3.17%	\$0.20	CNCL	Y
Clear tarkett tape	Per roll	\$38.00	\$39.00	2.63%	\$1.00	CNCL	Y
Traffic management	Per event	As quoted per event				CNCL	Y

4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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**Cultural Facilities – Staff Charges**

Technical and Front of House Supervisor	Per hour	\$65.00	\$65.00	0.00%	\$0.00	CNCL	Y
Penalty rates may apply after 8 hour shift or 11pm any night, Sundays and public holidays.							
Technicians and Front of House Officers	Per hour	\$60.00	\$60.00	0.00%	\$0.00	CNCL	Y
Penalty rates may apply after 8 hour shift or 11pm any night, Sundays and public holidays.							

**Sportsgrounds and Pavilions**

**Reserves (seasonal hire)**

**Category 1**

Applicable to:

- Noble Park Reserve
- Mills Reserve Synthetic Pitch
- Ross Reserve Athletics Track and Infield
- Ross Reserve Main Soccer Pitch
- Ross Reserve Synthetic Pitch
- Shepley Reserve
- Springvale Reserve
- Tattersson Park Synthetic Pitch

Summer	Per season	\$2,050.00	\$2,100.00	2.44%	\$50.00	CNCL	Y
Winter	Per season	\$3,085.00	\$3,155.00	2.27%	\$70.00	CNCL	Y

**Category 2**

Applicable to:

- Alex Nelson Reserve
- Barry Powell Oval 1 (lower Oval)
- Coomoora Oval 1 or Oval 2
- Dandenong Park Oval
- Dandenong Park Wilson Oval
- Edinburgh Reserve
- Fotheringham Reserve
- George Andrews Soccer Pitch 1
- Greaves Reserve Oval 1
- Greaves Reserve Soccer Pitch
- Keysborough Reserve
- Lois Twohig Oval 1, Oval 2 or Soccer Pitch
- Norman Luth Reserve Soccer Pitch 1 or Soccer Pitch 2
- Parkfield Reserve
- Police Paddocks Soccer Pitch 1 or Softball
- Robert Booth Reserve Athletics Track
- Ross Reserve P O'Donoghue Oval
- Ross Reserve Soccer/Cricket
- Tattersson Park Soccer Oval 1, 2 or 3
- Tattersson Park Soccer Pitch 1 or 2
- Thomas Carroll West or East Oval
- Wachter Reserve Oval 1
- Warner Reserve Cricket Pitch
- Warner Reserve Soccer Pitch 1 or 2

Summer	Per season	\$1,240.35	\$1,270.00	2.39%	\$29.65	CNCL	Y
Winter	Per season	\$1,890.00	\$1,935.00	2.38%	\$45.00	CNCL	Y

## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Category 3

Applicable to:

- Barry Powell Reserve Oval 2
- Coomoora Pitch 3
- George Andrews Pitch 2
- Greaves Reserve Oval 2, 3 or 4
- Keysborough Parish Reserve
- Mills Reserve Grass Pitch
- Police Paddocks Soccer Pitch 2 or 3
- Robert Booth Baseball
- Wachter Reserve Oval 2
- WJ Turner

Summer	Per season	\$873.00	\$893.00	2.29%	\$20.00	CNCL	Y
Winter	Per season	\$1,305.90	\$1,340.00	2.61%	\$34.10	CNCL	Y

### Category 4

Applicable to:

- Keysborough Banksia College
- Keysborough College Acacia College
- Lyndale Secondary College Soccer Pitch 1 or 2
- Police Paddocks Oval 1 or 2
- Yarraman Primary School

Summer	Per season	\$378.00	\$387.00	2.38%	\$9.00	CNCL	Y
Winter	Per season	\$562.00	\$575.00	2.31%	\$13.00	CNCL	Y

### Pavilions (seasonal hire)

#### Category 1

Applicable to:

- Alex Nelson Reserve
- Coomoora Reserve
- Georges Andrews Whittle Pavilion
- Greaves Reserve – Alan Carter
- Police Paddocks Frank Holohan Soccer
- Ross Reserve Sports Pavilion
- Shepley Reserve (pavilions)
- Tattersson Park Community Sports Complex (East Pavilion, changeroom 5-8)
- Tattersson Park Community Sports Complex (West Pavilion, changeroom 1-4)
- Warner Reserve

Hire	Per season	\$1,665.00	\$1,705.00	2.40%	\$40.00	CNCL	Y
Bond	Per season	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N

## 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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### Category 2

Applicable to:

- Barry Powell – Multi Use
- Edinburgh Reserve
- Greaves Reserve – Monohan
- Keysborough Reserve
- Lois Twohig – Gerry Sweeting
- Lyndale Secondary College
- Mills Reserve Pavilion
- Norman Luth Reserve
- Parkfield Reserve
- Police Paddocks – Softball
- Robert Booth – Baseball
- Ross Reserve – Social Pavilion
- Thomas Carroll – Crowe
- WJ Turner

Hire	Per season	\$1,108.00	\$1,135.00	2.44%	\$27.00	CNCL	Y
Bond	Per season	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N

### Category 3

Applicable to:

- Banksia Secondary College
- Fotheringham Reserve
- Lois Twohig – Petanque Pavilion
- Robert Booth – Little Athletics
- Ross Reserve – Little Athletics
- Springvale Reserve Club pavilion
- Wachter Reserve – northern pavilion (previously small pavilion)
- Wachter Reserve – southern pavilion
- Wilson Oval – Greg Dickson

Hire	Per season	\$556.00	\$569.00	2.34%	\$13.00	CNCL	Y
Bond	Per season	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N

### Category 4

Applicable to:

- Burden Park
- Shepley Umpires Room

Hire	Per season	\$278.00	\$284.50	2.34%	\$6.50	CNCL	Y
Bond	Per season	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N

## Pavilions (casual hire)

### General

Casual hire fee – Community Group	Per day	\$102.30	\$104.60	2.25%	\$2.30	CNCL	Y
Standard bond – General	Per event	\$200.00	\$200.00	0.00%	\$0.00	CNCL	N
Standard bond – Community Group	Per event	\$200.00	\$200.00	0.00%	\$0.00	CNCL	N
Standard bond – Commercial	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N

4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
<b>Mills Reserve Pavilion</b>							
Casual hire fee – General	Per hour	\$61.00	\$62.35	2.21%	\$1.35	CNCL	Y
Casual hire fee – Community Group	Per hour	\$46.90	\$47.95	2.24%	\$1.05	CNCL	Y
Casual hire fee – Commercial	Per hour	\$89.40	\$91.40	2.24%	\$2.00	CNCL	Y
Standard bond – General	Per event	\$200.00	\$200.00	0.00%	\$0.00	CNCL	N
High risk event bond – General	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N
Standard bond – Community Group	Per event	\$200.00	\$200.00	0.00%	\$0.00	CNCL	N
High risk event bond – Commercial	Per event	\$1,000.00	\$1,000.00	0.00%	\$0.00	CNCL	N

**Synthetic pitches**

**Tatterson Park**

**General**

Full pitch – without lights	Per hour	\$75.30	\$77.00	2.26%	\$1.70	CNCL	Y
Full pitch – with lights	Per hour	\$86.00	\$87.90	2.21%	\$1.90	CNCL	Y
Half pitch – without lights	Per hour	\$43.00	\$44.00	2.33%	\$1.00	CNCL	Y
Half pitch – with lights	Per hour	\$48.50	\$49.60	2.27%	\$1.10	CNCL	Y
Full pitch – without lights	Per half day	\$219.50	\$224.50	2.28%	\$5.00	CNCL	Y
Full pitch – with lights	Per half day	\$251.00	\$257.00	2.39%	\$6.00	CNCL	Y
Half pitch – without lights	Per half day	\$125.50	\$128.50	2.39%	\$3.00	CNCL	Y
Half pitch – with lights	Per half day	\$141.10	\$144.25	2.23%	\$3.15	CNCL	Y
Full pitch – without lights	Per day	\$366.00	\$375.00	2.46%	\$9.00	CNCL	Y
Full pitch – with lights	Per day	\$417.20	\$426.60	2.25%	\$9.40	CNCL	Y
Half pitch – without lights	Per day	\$208.60	\$213.30	2.25%	\$4.70	CNCL	Y
Half pitch – with lights	Per day	\$235.00	\$240.50	2.34%	\$5.50	CNCL	Y

**Community Group (from municipality)**

*Includes clubs and schools from within the City of Greater Dandenong municipality. Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.*

Full pitch – without lights	Per hour	\$64.50	\$66.00	2.33%	\$1.50	CNCL	Y
Full pitch – with lights	Per hour	\$75.30	\$77.00	2.26%	\$1.70	CNCL	Y
Half pitch – without lights	Per hour	\$37.70	\$38.55	2.25%	\$0.85	CNCL	Y
Half pitch – with lights	Per hour	\$43.00	\$44.00	2.33%	\$1.00	CNCL	Y
Full pitch – without lights	Per half day	\$188.00	\$192.50	2.39%	\$4.50	CNCL	Y
Full pitch – with lights	Per half day	\$219.50	\$224.50	2.28%	\$5.00	CNCL	Y
Half pitch – without lights	Per half day	\$109.70	\$112.15	2.23%	\$2.45	CNCL	Y
Half pitch – with lights	Per half day	\$125.50	\$128.50	2.39%	\$3.00	CNCL	Y
Full pitch – without lights	Per day	\$314.00	\$322.00	2.55%	\$8.00	CNCL	Y
Full pitch – with lights	Per day	\$366.00	\$375.00	2.46%	\$9.00	CNCL	Y
Half pitch – without lights	Per day	\$183.00	\$187.50	2.46%	\$4.50	CNCL	Y

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4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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Community Group (from municipality) [continued]

Half pitch – with lights	Per day	\$208.60	\$213.30	2.25%	\$4.70	CNCL	Y
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Community Group (from outside municipality)

Includes clubs and schools from outside the City of Greater Dandenong municipality. Community groups/organisations seeking the not for profit community rate must either be an incorporated association or auspiced by an Incorporated Association. Such groups must provide their Incorporation number as it appears on the Certificate of Incorporation from Consumer Affairs Victoria. Those who fail to provide the incorporation number of the group or auspicing body (or equivalent) will be ineligible for the community rates.

Full pitch – without lights	Per hour	\$96.70	\$98.90	2.28%	\$2.20	CNCL	Y
Full pitch – with lights	Per hour	\$118.30	\$120.95	2.24%	\$2.65	CNCL	Y
Half pitch – without lights	Per hour	\$59.20	\$60.55	2.28%	\$1.35	CNCL	Y
Half pitch – with lights	Per hour	\$75.30	\$77.00	2.26%	\$1.70	CNCL	Y
Full pitch – without lights	Per half day	\$282.00	\$288.50	2.30%	\$6.50	CNCL	Y
Full pitch – with lights	Per half day	\$314.00	\$322.00	2.55%	\$8.00	CNCL	Y
Half pitch – without lights	Per half day	\$172.10	\$175.95	2.24%	\$3.85	CNCL	Y
Half pitch – with lights	Per half day	\$219.50	\$224.50	2.28%	\$5.00	CNCL	Y
Full pitch – without lights	Per day	\$470.00	\$481.00	2.34%	\$11.00	CNCL	Y
Full pitch – with lights	Per day	\$575.00	\$588.00	2.26%	\$13.00	CNCL	Y
Half pitch – without lights	Per day	\$287.50	\$294.00	2.26%	\$6.50	CNCL	Y
Half pitch – with lights	Per day	\$366.00	\$375.00	2.46%	\$9.00	CNCL	Y

Commercial

Full pitch – without lights	Per hour	\$118.30	\$120.95	2.24%	\$2.65	CNCL	Y
Full pitch – with lights	Per hour	\$151.00	\$154.50	2.32%	\$3.50	CNCL	Y
Half pitch – without lights	Per hour	\$75.30	\$77.00	2.26%	\$1.70	CNCL	Y
Half pitch – with lights	Per hour	\$91.50	\$94.00	2.73%	\$2.50	CNCL	Y
Full pitch – without lights	Per half day	\$344.20	\$352.00	2.27%	\$7.80	CNCL	Y
Full pitch – with lights	Per half day	\$439.00	\$449.00	2.28%	\$10.00	CNCL	Y
Half pitch – without lights	Per half day	\$219.50	\$224.50	2.28%	\$5.00	CNCL	Y
Half pitch – with lights	Per half day	\$266.50	\$272.50	2.25%	\$6.00	CNCL	Y
Full pitch – without lights	Per day	\$575.00	\$588.00	2.26%	\$13.00	CNCL	Y
Full pitch – with lights	Per day	\$731.00	\$748.00	2.33%	\$17.00	CNCL	Y
Half pitch – without lights	Per day	\$366.00	\$375.00	2.46%	\$9.00	CNCL	Y
Half pitch – with lights	Per day	\$444.00	\$454.00	2.25%	\$10.00	CNCL	Y

Mills Reserve

Hire of synthetic pitch – without floodlights	Per hour	\$109.20	\$111.65	2.24%	\$2.45	CNCL	Y
Hire of synthetic pitch – without floodlights – > 50 hours	Per hour	\$81.30	\$83.15	2.28%	\$1.85	CNCL	Y
Hire of synthetic pitch – with floodlights	Per hour	\$137.60	\$140.70	2.25%	\$3.10	CNCL	Y
Hire of mini synthetic pitch	Per hour	\$37.80	\$38.65	2.25%	\$0.85	CNCL	Y
Hire of synthetic pitch – without floodlights	Per half day	\$344.10	\$352.00	2.30%	\$7.90	CNCL	Y

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#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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##### Mills Reserve [continued]

Hire of synthetic pitch – with floodlights	Per half day	\$398.00	\$407.00	2.26%	\$9.00	CNCL	Y
Hire of synthetic pitch – without floodlights	Per day	\$645.00	\$660.00	2.33%	\$15.00	CNCL	Y
Hire of synthetic pitch – with floodlights	Per day	\$699.00	\$715.00	2.29%	\$16.00	CNCL	Y

##### Turf wickets

###### Category 1

Applicable to:

- Shepley Oval

Turf wicket hire	Per season	\$15,190.00	\$15,535.00	2.27%	\$345.00	CNCL	Y
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###### Category 2

Applicable to:

- Noble Park Reserve

Turf wicket hire	Per season	\$9,040.00	\$9,245.00	2.27%	\$205.00	CNCL	Y
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###### Category 3

Applicable to:

- Alex Nelson Reserve
- Carroll Reserve (East)
- Coomoora Reserve
- Fotheringham Reserve
- Greaves Reserve
- Keysborough Reserve
- Lois Twohig Reserve
- Park Oval
- Powell Reserve
- Ross Reserve
- Springvale Reserve
- Wachter Reserve
- Warner Reserve
- Wilson Oval

Turf wicket hire	Per season	\$6,020.00	\$6,160.00	2.33%	\$140.00	CNCL	Y
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##### Tennis club rooms

Includes:

- Fotheringham Reserve
- George Andrews
- Heritage
- Lois Twohig and
- Rosswood

General	Per week	\$141.10	\$144.25	2.23%	\$3.15	CNCL	Y
Community Group	Per week	\$94.50	\$97.00	2.65%	\$2.50	CNCL	Y
Commercial	Per week	\$188.00	\$192.50	2.39%	\$4.50	CNCL	Y

#### 4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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##### Offices

Category 1 – Shepley Reserve	Per season	\$689.00	\$705.00	2.32%	\$16.00	CNCL	Y
Category 2 – Greg Dickson Board Room	Per season	\$483.00	\$494.00	2.28%	\$11.00	CNCL	Y
Category 3 – Warner Reserve	Per season	\$345.10	\$353.00	2.29%	\$7.90	CNCL	Y
Category 4 – Ross Reserve Athletics	Per season	\$189.00	\$193.50	2.38%	\$4.50	CNCL	Y

##### Other fees and charges

Pre-season allocation – all sports reserves, ground only (only January to March)	1 month allocation	\$301.00	\$308.00	2.33%	\$7.00	CNCL	Y
Pre-season allocation – all sports reserves, ground only (only January to March)	2 months allocation	\$581.00	\$595.00	2.41%	\$14.00	CNCL	Y
Pre-season allocation – all sports reserves, ground only (only January to March)	3 months allocation	\$860.00	\$880.00	2.33%	\$20.00	CNCL	Y
Sportsground floodlight maintenance	Per season	50% of cost of works by Council				CNCL	Y

##### Festivals and Events

###### Stallholder fees and equipment charges

Healthy Bites Program participant discount on food stall fee is 20%.

Food stall: event 0-1,500 people	Per stall (3x3m)	\$174.00	\$174.00	0.00%	\$0.00	CNCL	Y
Food stall: event 0-1,500 people (coffee vendors only)	Per stall (3x3m)	\$88.50	\$88.50	0.00%	\$0.00	CNCL	Y
Food stall: event 1,501-5,000 people	Per stall (3x3m)	\$240.50	\$240.50	0.00%	\$0.00	CNCL	Y
Food stall: event 1,501-5,000 people (coffee vendors only)	Per stall (3x3m)	\$120.50	\$120.50	0.00%	\$0.00	CNCL	Y
Food stall: event 5,001-10,000 people	Per stall (3x3m)	\$296.00	\$296.00	0.00%	\$0.00	CNCL	Y
Food stall: event 5,001-10,000 people (coffee vendors only)	Per stall (3x3m)	\$148.50	\$148.50	0.00%	\$0.00	CNCL	Y
Food stall: event 10,001-20,000 people	Per stall (3x3m)	\$428.00	\$428.00	0.00%	\$0.00	CNCL	Y
Food stall: event 10,001-20,000 people (coffee vendors only)	Per stall (3x3m)	\$214.00	\$214.00	0.00%	\$0.00	CNCL	Y
Food stall: event 20,000+ people	Per stall (3x3m)	\$777.00	\$777.00	0.00%	\$0.00	CNCL	Y
Food stall: event 20,000+ people (coffee vendors only)	Per stall (3x3m)	\$389.00	\$389.00	0.00%	\$0.00	CNCL	Y
Market stall: event 0-10,000 people	Per stall (3x3m)	\$35.00	\$35.00	0.00%	\$0.00	CNCL	Y
Market stall: event 10,001-20,000 people	Per stall (3x3m)	\$172.50	\$172.50	0.00%	\$0.00	CNCL	Y

continued on next page ...

Section 6.1 - Fees and Charges 2022-23 | Page 71 of 74

**4.2.2 Proposed 2022-23 Budget (Cont.)**

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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**Stallholder fees and equipment charges** [continued]

Market stall: event 20,000+ people	Per stall (3x3m)	\$541.00	\$541.00	0.00%	\$0.00	CNCL	Y
Corporate/promotion stall: 0-5,000 people	Per stall (3x3m)	\$114.50	\$114.50	0.00%	\$0.00	CNCL	Y
Corporate/promotion stall: 5,001-10,000 people	Per stall (3x3m)	\$228.00	\$228.00	0.00%	\$0.00	CNCL	Y
Corporate/promotion stall: 10,001-20,000 people	Per stall (3x3m)	\$457.00	\$457.00	0.00%	\$0.00	CNCL	Y
Corporate/promotion stall: 20,000+ people	Per stall (3x3m)	\$938.00	\$938.00	0.00%	\$0.00	CNCL	Y
Community stall without an interactive activity, if a marquee is supplied	Per stall (3x3m)	\$35.00	\$35.00	0.00%	\$0.00	CNCL	Y
Marquee Supplied 3x3 metres (cost recovery)	Per marquee	\$207.00	\$212.00	2.42%	\$5.00	CNCL	Y
Marquee Supplied 6x3 metres (cost recovery)	Per marquee	\$414.00	\$424.00	2.42%	\$10.00	CNCL	Y
Trestle and chairs (x 2)	Per stall	\$21.50	\$22.00	2.33%	\$0.50	CNCL	Y
Powered site per stall	Per stall	\$37.00	\$38.00	2.70%	\$1.00	CNCL	Y

**Harmony Square**

Organiser to provide security (licenced staff), bins (standard and recycling) and cleaning staff at the organiser's expense.

Refundable deposit (bond) – events up to 2,000 people	Per event	\$500.00	\$500.00	0.00%	\$0.00	CNCL	N
Refundable deposit (bond) – events 2,000-3,000 people	Per event	\$1,000.00	\$1,000.00	0.00%	\$0.00	CNCL	N
Umbrellas/chairs (includes 2 x contractors to put up and bring in)	Per installation	\$879.00	\$899.00	2.28%	\$20.00	CNCL	Y
Urban Screen technician for after hours events (first two hours)	Per hour	\$83.00	\$85.00	2.41%	\$2.00	CNCL	Y
Urban Screen technician for after hours events (after first two hours)	Per hour	\$110.50	\$113.00	2.26%	\$2.50	CNCL	Y

4.2.2 Proposed 2022-23 Budget (Cont.)

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
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**Contract Fees and Charges**

**Dandenong Netball Complex**

**Stadium**

Court hire – Schools	Per court per hour	\$13.20	\$13.50	2.27%	\$0.30	CON	Y
Court hire – Community group	Per court per hour	\$24.20	\$24.50	1.24%	\$0.30	CON	Y
Court hire – General	Per court per hour	\$37.00	\$38.00	2.70%	\$1.00	CON	Y
Court hire – Commercial	Per court per hour	\$49.50	\$50.00	1.01%	\$0.50	CON	Y
Day hire (8:00am to 4:00pm)	4 courts	\$605.00	\$607.00	0.33%	\$2.00	CON	Y
Evening hire (6:00pm to 10:00pm)	4 courts	\$365.00	\$366.00	0.27%	\$1.00	CON	Y

**Skating**

Court hire – Community group	4 courts per hour	\$59.00	\$58.00	-1.69%	-\$1.00	CON	Y
Court hire – General	4 courts per hour	\$71.00	\$70.00	-1.41%	-\$1.00	CON	Y
Court hire – Commercial	4 courts per hour	\$119.00	\$120.00	0.84%	\$1.00	CON	Y

**Direct programs**

Night netball – Door charge	Per person	\$1.05	\$1.00	-4.76%	-\$0.05	CON	Y
Night netball – Team registration	Per team per season	\$76.50	\$75.00	-1.96%	-\$1.50	CON	Y
Night team – Game fee	Per team per season	\$53.50	\$56.00	4.67%	\$2.50	CON	Y
Junior team (17 and under, 15 and under)	Per team per season	\$249.00	\$245.00	-1.61%	-\$4.00	CON	Y
Junior team (13 and under, 11 and under)	Per team per season	\$249.00	\$245.00	-1.61%	-\$4.00	CON	Y
Net Set Go	Per person per season	\$5.10	\$5.00	-1.96%	-\$0.10	CON	Y

**Outdoor courts**

Schools / skating	Per day	\$134.00	\$135.00	0.75%	\$1.00	CON	Y
Others	Per day	\$645.00	\$640.00	-0.78%	-\$5.00	CON	Y

**4.2.2 Proposed 2022-23 Budget (Cont.)**

Name	Unit	Year 21/22 Fee (incl. GST)	Year 22/23 Fee (incl. GST)	Increase %	Increase \$	Basis of Fee	GST
<b>Meeting rooms</b>							
Meeting room – Community Group	Per hour	\$20.50	\$19.95	-2.68%	-\$0.55	CON	Y
Meeting room – General	Per hour	\$33.00	\$33.50	1.52%	\$0.50	CON	Y
Meeting room – Commercial	Per hour	\$44.50	\$45.00	1.12%	\$0.50	CON	Y
Small meeting room – Community Group	Per hour	\$21.00	\$20.00	-4.76%	-\$1.00	CON	Y
Small meeting room – General	Per hour	\$33.00	\$33.50	1.52%	\$0.50	CON	Y
Small meeting room – Commercial	Per hour	\$44.50	\$45.00	1.12%	\$0.50	CON	Y

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#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32

File Id:

Responsible Officer:

Executive Manager Finance & Information  
Technology

Attachments:

Long Term Financial Plan 2022-23 to 2031-32 -  
Proposed

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### 1. Report Summary

The Long-Term Financial Plan (LTFP) establishes a financial blueprint for Council's management of its financial resources ensuring that the City of Greater Dandenong remains a sustainable Council in the longer term. The LTFP is subject to annual reviews to ensure the financial projections remain current.

The *Local Government Act 2020* (the Act) requires Council to develop and review a Financial Plan covering at least the next 10 financial years in accordance with its deliberative engagement practices and adopt the Financial Plan by 31 October in the year following a general election. Council complied with these requirements in 2021. This is an annual update of the 10 year Financial Plan as part of the 2022-23 Budget process. In accordance with Council's Community Engagement Policy, the LTFP 2023-2032, in conjunction with the Proposed 2022-23 Budget, will be placed on public exhibition for the purposes of inviting public submissions and will again be tabled for Council consideration and adoption at the 27 June 2022 Council meeting.

The Proposed LTFP 2023-2032 (annual update) is included as an attachment to this report.

### 2. Recommendation Summary

This report recommends that Council adopts in principle the Proposed LTFP 2023-2032 (annual update) and places it, in conjunction with the Proposed 2022-23 Budget on public exhibition for 28 days for the purposes of inviting public submissions and community engagement as per Council's Community Engagement Policy. Following the conclusion of the public consultation period and any submissions received, the Proposed LTFP 2023-2032 will again be tabled for Council consideration and adoption at the 27 June 2022 Council meeting.

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#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

### 3. Background

As part of its legislative requirements under the *Local Government Act 2020*, a Council must prepare and adopt a Financial Plan for a period of at least the next 10 financial years after a general election in accordance with its deliberative engagement practices and adopt the Financial Plan by 31 October in the year following a general election.

In the intervening years, Council undertakes an annual update of the LTFP which will be subject to community consultation in accordance with Council's Community Engagement policy. The Proposed LTFP 2023-2032 has been prepared in line with the Proposed 2022-23 Budget and represents an annual update of the adopted LTFP 2022-2031.

#### **Financial outlook**

The City of Greater Dandenong's 10-year Long Term Financial Plan (LTFP) is once again being set in the context of continuing uncertainty about the impact of the pandemic upon Council's finances.

Generally, Council assumes overall service levels will remain largely unchanged throughout the 10-year forward projection period. This LTFP has been developed on the most current and best available information but is subject to change due to the dynamic health and economic crisis created by COVID-19. Whilst the LTFP years is largely based on a return to some degree of economic normality, Council is presented with many after effect challenges of COVID. It is still unclear when Council income, such as from leisure services, parking, Dandenong Market, civic facilities and performing arts centre, The Drum Theatre will return to pre-pandemic "normal" usage levels. Several of these adverse financial impacts of COVID are not expected to immediately cease in 2022-23 and may take years to recover if at all, largely driven by the rapid shift of new consumer behaviours.

The last two years have seen a pervasive low interest rate market, resulting in a significant reduction in interest returns on investments for Council. The fallout from COVID-19 and the continued impact that it is having on the Australian economy will continue to put pressure on investment income for Council and the local government sector. A conservative assumption regarding low interest rates for the first two years of this LTFP has been adopted, reducing Council's typical return by around \$1-2 million annually.

The longer-term impact of COVID-19 on our community and on our operations is still uncertain with restrictions continuing to impact Council's services and impacting Council's operational budgets. As such we recognise Council's proposed financial direction for future years may require changes.

The financial outlook for Council remains steady and it is pleasing that the LTFP has been developed with an aim to continue Council's commitment to invest in services and infrastructure in a financially responsible way by balancing the needs of our community while achieving long term financial sustainability and most importantly to reset and recover in a post COVID environment.

#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

##### Key outcomes/challenges of this LTFP

A key challenge faced by Council as part of this LTFP is the current Enterprise Agreement which ends 30 June 2022. Therefore, future employee cost increases are not known at this point and have been assumed to be consistent with the rate cap (1.75 per cent in 2022-23). Employee costs represent the largest component of Council's expenditure (average 51 per cent excluding depreciation/amortisation expense).

Perhaps the most significant challenge included in this draft LTFP is the funding required to complete three very important major projects for Council over the first five years of the LTFP:

- Keysborough South Community Hub (\$18.1 million),
- Redevelopment of Dandenong Oasis (\$87.45 million)
- Dandenong Community Hub (\$20 million).

The full costs of these projects in this LTFP are estimates only and may be subject to change. Whilst the above costs have been included in the LTFP, a key change to the previous model has been the timing of the proposed cash flows with forecast expenditures increasing for the redevelopment of Dandenong Oasis from the previous \$62.5 million to \$87 million. This has required Council to increase borrowings from \$30 million to \$55.6 million over two years (2023-24 and 2024-25).

This LTFP also includes a further \$10 million in borrowings for the proposed Dandenong Community Hub in 2024-25 with the remaining funding source from rate revenue (proposed expenditures occurring over 2023-24 to 2025-26). Consequently, this model has higher debt repayment and interest costs than in the previous version of the LTFP due to the increased borrowings. It remains important to note that the indebtedness to rates prudential debt ratio remains just below 65 per cent at its peak and Council can return this ratio to 40 per cent by 2027-28.

These three projects encompass estimated borrowings of \$71.7 million to be drawn down over 2022-23 to 2024-25 (detailed below).

	Forecast	Budget	Financial Plan Projections			
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>ALL BORROWINGS</b>						
Opening balance	56,636	53,263	55,900	82,799	107,498	97,150
Loan proceeds	-	6,120	32,500	33,100	-	-
Principal repayments	(3,372)	(3,484)	(5,601)	(8,401)	(10,348)	(10,686)
<b>Closing balance of borrowings</b>	<b>53,263</b>	<b>55,900</b>	<b>82,799</b>	<b>107,498</b>	<b>97,150</b>	<b>86,465</b>

Upon completion of the Keysborough South Community Hub, Council will take on the ongoing operational costs of the newly developed Hub which will add over \$1.6 million per annum in net costs to the Budget. Similarly, the construction of a new Dandenong Community Hub (DCH) is also expected to increase ongoing operational costs of over \$1.2 million per year from 2026 (details on how these are funded explained further down). Both are estimates only.

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#### **4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

Council has always seen loan funding as a critical component of the funding mix to deliver much needed infrastructure to the community. In past years Council has completed a range of new infrastructure projects that required significant loan borrowings however this was prior to introduction of a yearly rate cap in 2015.

The key area of financial risk is ensuring that Council does not rely so strongly on debt funding that it increases the level of debt (and therefore debt servicing and redemption costs) which unduly impacts on Council's ability to fund capital works on an annual basis. Whilst this is the ideal outcome, Council is limited by the amount of revenue it can generate from rates due to rate capping.

Consequently, to fund these much-needed investments for the community, this LTFP has incorporated the assumption of significant council reserve drawn down of nearly \$20 million as a funding source (major project reserve). The financial structure also includes a reduction in capital spending over the life the LTFP to finance these major projects and their subsequent operational costs. This is a key consideration for Council in the application of the proposed funding model. No external grant funding has been factored in at this point for the Redevelopment of Dandenong Oasis or the Dandenong Community Hub. Should Council be successful in grant funding, it is proposed that any amount contribute to lessen the borrowing requirement or contribute to annual asset renewal.

#### **Capital Investment**

Council's level of capital investment in this LTFP has been impacted by COVID-19, significant new borrowings, debt servicing costs and operational costs associated with new facilities (Keysborough South Community Hub and Dandenong Community Hub).

Notwithstanding the financial impacts of COVID-19, particularly on the capital works program, Council forecasts a steady financial position for the 2022-23 financial year. The COVID-19 pandemic has resulted in a combined reduction of over \$13.5 million in the capital works program over the past three financial years (2019-20 to 2021-22). The 2022-23 capital works program was reduced by a further \$398,000 to fund an operational deficit due to continued COVID-19 impacts. This challenge may be ongoing.

New facilities such as the Keysborough South Community Hub and Dandenong Community Hub will add considerable operational costs (as mentioned earlier) to Council's operational budgets upon completion. The latter has been financed by a reduction in capital expenditure funded from rates.

Council's forward capital investment decisions and their consequential operational and infrastructure servicing expenditure (whole of life costing) will necessitate a shift in strategic thinking in the medium to long term.

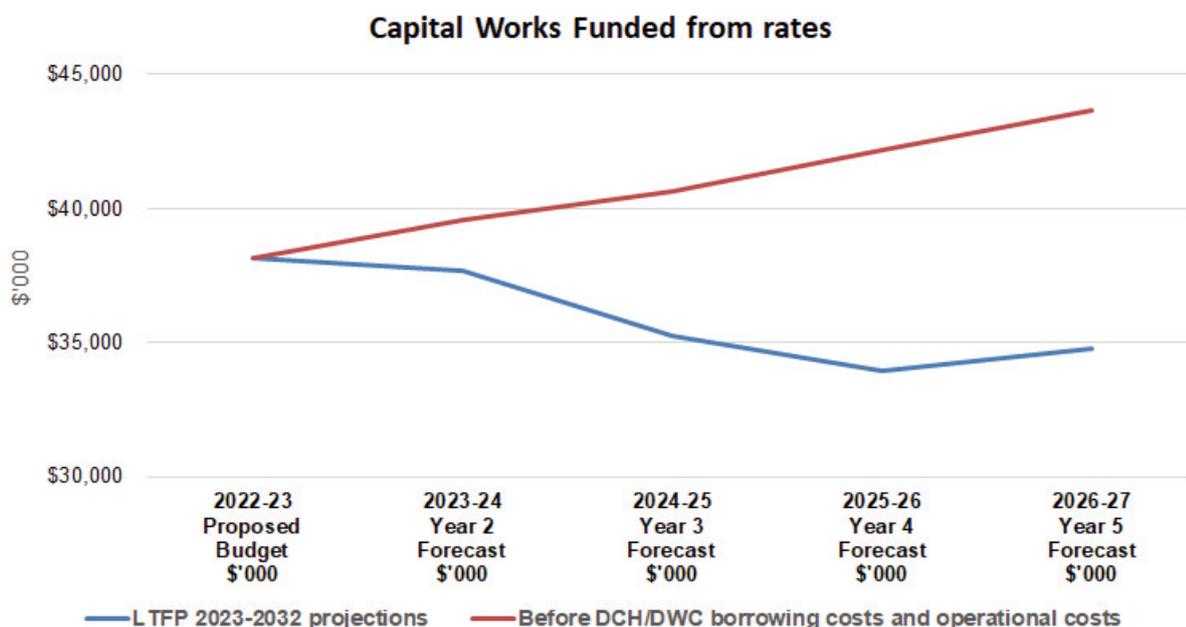
Over the LTFP ten-year period, the capital expenditure funded from rates has been reduced by a total of \$69.3 million over the life of the LTFP to fund:

- \$60.6 million in borrowing costs associated with the redevelopment of Dandenong Oasis with the new Dandenong Wellbeing Centre (DWC) and the construction of the new Dandenong Community Hub (DCH), and
- \$8.7 million in operational costs associated with the DCH from 2026.

**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

The red line in the following graph highlights the level of capital works funded from rate revenue growing over the first five years of the LTFP and before the reductions relating to the debt servicing costs of DWC and DCH and the operational costs of DCH. The blue bars represent the forecast capital works funded from rate revenue after reductions for debt servicing and operational costs have been factored in. The reduction amounts to around \$9 million annually softening in later years.

This represents a major challenge for Council going forward, to continue its investment in capital improvements in the community, whilst also funding ongoing asset renewal requirements to maintain assets at their current service levels.



This significant investment in the DCW and DCH projects will reduce the ability to fund capital works from rate revenue not just in the short-term but in the extended future due to both debt redemption and new operational cost funding. This amounts to over \$33 million in the first five years reaching \$69.3 million in total over the life of the LTFP. Future consideration of other priority capital projects will be heavily restricted until at least 2026-2027.

**Council’s Long-Term Financial Plan and impact of rate capping**

The State Government Rate Capping System, introduced in 2016-17, restricts Council from increasing rate income above a capped amount. Each year the Minister for Local Government (the Minister) will set the rate cap that will specify the maximum increase in councils’ rates and charges for the forthcoming financial year. In circumstances where the rate cap is insufficient for a specific council’s needs, Council can apply to the Essential Services Commission for a higher cap.

In December 2021 the Minister for Local Government announced that Victorian council rate rises would be capped at the forecast rate of inflation of 1.75 per cent in the 2022-23 financial year. An assumed rate increase of 2 per cent is assumed for the remaining years of the LTFP.

**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

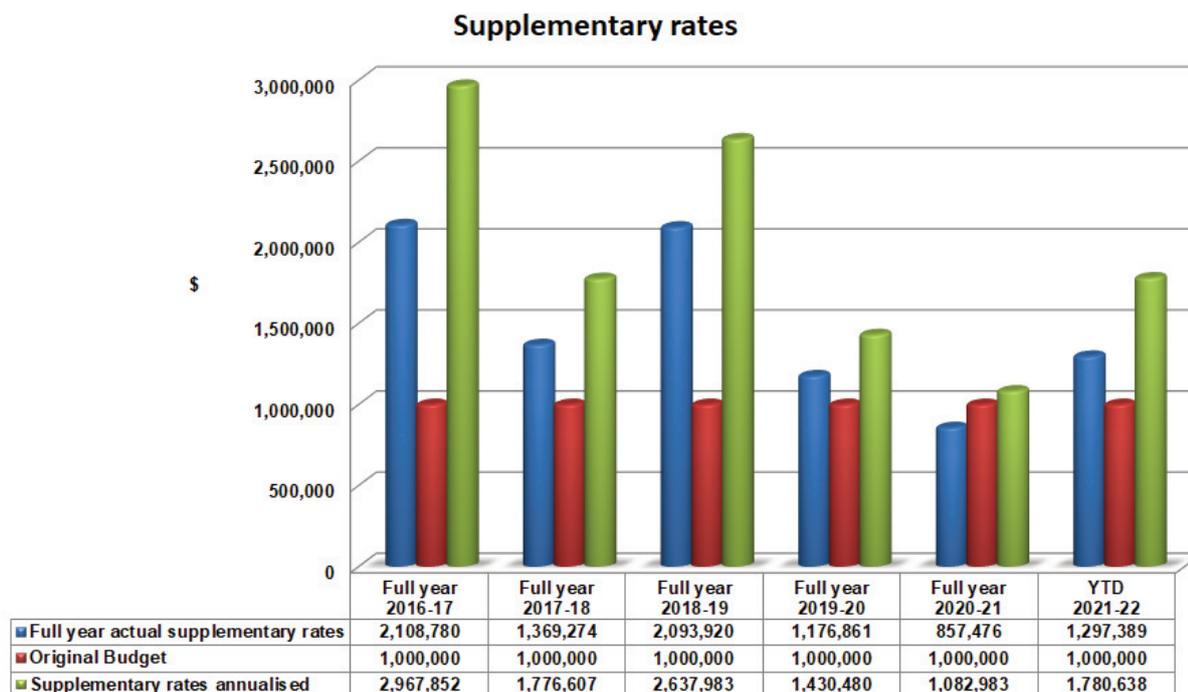
**Forecast rate increases**

Description	Budget 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Years 6-10 2028-2032
CPI forecast	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%
Rate revenue cap	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%

Despite Council being in a healthy financial position with satisfactory liquidity requirements, cash flow and reserve balances (of which the major project reserve will be heavily reduced to fund the redevelopment of Dandenong Oasis), rate capping combined with the recent COVID-19 impacts presents a significant challenge to Council's longer term financial sustainability.

**Supplementary rates**

There was significant supplementary rate growth five to seven years ago. However, this has been dropping, particularly in 2019-20 and 2020-21. In 2021-22, supplementary rates have shown an improvement as activity levels resume post COVID-19 restrictions. The following graph depicts the up and down trends experienced by supplementary rates over recent years.



While the annual decision on the rates has a material impact on Council's finances, the growth in the overall rate base through supplementary rates has been of significant importance. The supplementary rates growth has been extraordinary, particularly in the first year of the five-year period depicted in the above graph (and the two years prior to 2016-17). It should be noted that supplementary rates do not form part of the rate cap – but instead are built into the base for the future year's calculation. The average annual dwelling growth has now dropped approximately 760 over the five-year period.

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#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

Supplementary rate growth across the LTFP is not expected to be significant, putting more pressure on Council forecasts.

##### **Key parameters**

The development of this LTFP has also seen a focus on the key income and expenditure assumptions. Appendix P outlines the key parameters and assumptions.

Items creating a flow on impact (favourable and unfavourable) across the LTFP include:

- Significant debt servicing costs of \$60.6 million across the ten-year period relating to the new borrowings forecast for the redevelopment of the Dandenong Oasis and the construction of the new Dandenong Community Hub (financed by a reduction in capital works funded by rates).
- The consequential operational servicing costs for the Keysborough South Community Hub (over \$1.6 million per annum from July 2023) and Dandenong Community Hub (over \$1.2 million per annum from January 2026) have been factored into this LTFP revision (with the latter being funded by a reduction in capital works funded by operational surplus).
- It is difficult to predict investment returns over the life of the LTFP given the current low interest rate environment. COVID-19 impacts and continued low interest rates mean that Council cannot continue to rely on additional investment income. Interest income is estimated to average around \$1.53 million per annum over the ten years of the LTFP which means investment returns have nearly halved.
- With the current Enterprise Agreement ending 30 June 2022, employee costs are assumed to equate to the rate cap across the LTFP plus salary band step increases.

Superannuation guarantee charge (SGC) increases were announced as part of the 2014 Federal Budget and this LTFP forecasts the progressive increase in the SGC from 10.5 per cent in 2022-23 to 12 per cent by 2025-26 adding an additional \$13.6 million in employee costs across the life of the LTFP.

- Material costs match the forecast increase in Council rates. The forecast for 2022-23 is set at 1.75 per cent to match the rate cap and assumed at 2 per cent thereafter.

Insurance premiums continue to escalate at a rate well above CPI, therefore, a 5 per cent parameter has been applied across the LTFP to insurance premium costs. Insurance premium costs have nearly doubled in the last three years, averaging a 25.8 per cent increase per annum.

- Forecast funding required for the management of Council's leisure centres by Council's new wholly owned subsidiary, South East Leisure. The future year's estimates take into account operational net cost impacts from significant capital works investment by Council at the Noble Park Aquatic Centre and the redevelopment of Dandenong Oasis, as well COVID-19 impacts on participation and membership numbers in the short-term.
- The investment pool available for Financial Assistance (FA) grant funding to councils via the Victorian Local Government Grants Commission was negatively impacted by COVID-19. Council's actual FA grant allocation for the last three years has averaged a marginal 0.57 per increase which creates a funding gap between this major income source for Council and increasing costs at CPI and higher. No movement has been forecast in FA grant funding for the first two years

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#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

of the LTFP and a conservative increase of 1.00 per cent has been assumed for each year thereafter.

- Some COVID-19 after-effects are anticipated for 2022-23, including the Dandenong Market rental return and usage of Council's Drum Theatre and Civic facilities.

#### **Service levels**

To maintain financial sustainability in the face of the above challenge, Council needs to continually review its approach to service delivery. Council will need to assess what levels of services can be provided for a given maximum rate rise under rate capping. The primary outcome from the LTFP is the quantification of the cost of existing service requirements and the associated long-term cash flow implications to maintain those service levels. This allows for the ongoing review of the affordability of existing service levels and their priority relative to emerging service demands and the capacity and willingness to pay of the community.

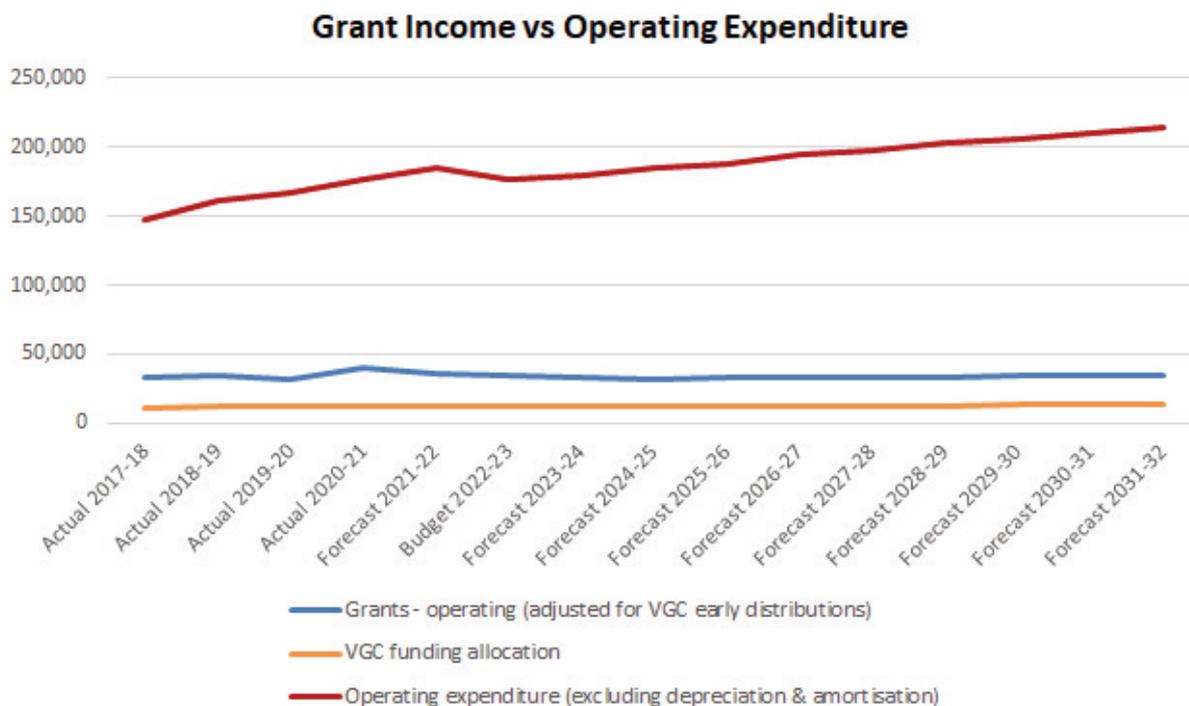
#### **Recurrent grant funding**

Recurrent grants (inclusive of the Financial Assistance grant funding received via the Victorian Local Government Grants Commission (VLGCC)) currently form around 13 per cent of Council's total underlying operational revenue and hence are an important source of revenue for Council.

Recurrent grant revenue however has consistently failed to keep pace with the cost of providing these same services that the grant supports, therefore requiring Council to continue to 'top-up' the State and Federal government shortfall with rate funding to sustain the current level of service provision to the community.

The blue line in the following graph shows the trend of the prior three year's actual operating grant income along with the forecast funding levels over the life of this LTFP. The graph highlights that recurrent grant funding in the next ten years is only expected to grow slightly. Similarly, the orange line depicts the anticipated level of Financial Assistance grant funding which also has very slow growth. By contrast, the red line is Council's operational expenditure excluding depreciation and amortisation which shows an increasing trend across the life of the LTFP. It is clear that expectations of the trend in grant income does not match increasing operational costs in future years.

**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**



*Note: The above grant income levels have been adjusted for any early distributions of Financial Assistance Grant allocations distributed in advance of the financial year to which the allocation relates.*

**Strategic Major Projects**

There have been enormous strides in the past five years and significant investment in the infrastructure of our City including:

- \$65 million Dandenong Civic Centre and Library.
- \$53 million Springvale Community Hub (including a library).
- \$26 million Dandenong Market redevelopment.
- \$21 million Noble Park Aquatic Centre, more recently with an additional \$7.2 million for the stage one redevelopment.
- \$15 million Tatterson Park Community Sports Complex.

***Keysborough Community Hub***

The City of Greater Dandenong is establishing a community hub in Keysborough South where a range of services, programs and flexible meeting spaces will be provided for the community. Council has undertaken extensive planning and consultation over several years for the proposed community hub and Tatterson Park is the selected location for the facility. The development is estimated to cost around \$18.08 million, including \$2.3 million to relocate the dog off leash park and construction of a new access road.

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#### **4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

This project will be funded from a number of sources:

- Community and development infrastructure levies collected under the Keysborough South Residential Development Contributions Plan totalling around \$5.5 million (including \$2.58 million transferred to Council's DCP Reserve).
- In 2022-23, Council will draw down \$6.12 million in borrowings. These are not new borrowings, \$6.12 million was approved in the 2021-22 budget from the State Government's Community Infrastructure Loan Scheme and are now proposed to be drawn down in the 2022-23 financial year.
- Victorian state government grant funding of \$3 million through the Building Blocks capacity building grant stream and \$1 million via the Living Libraries Infrastructure program.
- \$3.49 million transferred from Council's reserves consisting of the \$2.58 million contribution mentioned in the first dot point above and \$915,000 from the Major Projects Reserve to fund the relocation of the dog off leash park and construction of a new access road.

#### ***Dandenong Oasis redevelopment (the new Dandenong Wellbeing Centre (DWC))***

Council is planning to develop a new aquatic and wellbeing centre to replace the existing Dandenong Oasis which is nearing the end of its effective life. This major infrastructure project is a key recommendation from the Greater Dandenong Aquatic Strategy and will have a targeted focus on allied health, passive activity, education, fitness and wellness.

Mills Reserve will continue to be the home of Greater Dandenong's premier indoor aquatic centre. However, the new aquatic and wellbeing centre will be developed as a new facility at the reserve, as opposed to a redevelopment of the exiting Dandenong Oasis, which is over 40 years old and proposed for decommissioning. This will enable Dandenong Oasis to continue to operate while the new Centre is under construction. Council has developed a business case for the proposed new centre as a basis of seeking government funding which at this point is yet to be confirmed. The construction costs of the centre are estimated at \$87.45 million. The detailed design process of the Dandenong Wellbeing Centre commenced in April 2021 and additional community consultation was undertaken in July/August 2021 and November/December 2021. Council will consider all community feedback in finalising the design for the new aquatic and wellbeing centre. Construction is proposed to occur over the 2023-24 and 2024-25 financial years.

#### ***Dandenong Community Hub***

In 2021, Greater Dandenong City Council commenced the process of the business case and concept plan for a Community Hub in central Dandenong. This project represents the next step to develop infrastructure in central Dandenong to meet current and future community needs. Community workshops and focus groups occurred in May 2021.

The concept plan and site assessment criteria were developed in September 2021 with community engagement and consultation on the site and draft concept design occurring in October 2021.

Community feedback indicated a preferred site as the land bounded by Stuart Street, Clow Street and Sleeth Avenue in Dandenong. Council has supported this site as the preferred location.

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#### **4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

Detailed design and community consultation are expected to occur during 2022-23 and construction is anticipated to commence in 2024-25.

#### **Ongoing Capital Development and Future Major projects**

Whilst funding major projects like Keysborough South Community Hub, Dandenong Wellbeing Centre and Dandenong Community Hub, Council must also maintain its existing assets and meet the asset renewal challenges, continue to provide a strong suite of operational services to its residents and provide for the ongoing capital development of Council across a broad range of items in addition to the major projects listed above.

The past decade has seen facilities in the Council improve markedly and contribute towards making the Council a better place for its residents to live, work and enjoy. Whilst Council retains a strong focus on the future needs for this Council, funding for future major projects will be a challenge over the next 3 – 5 years as it invests \$107 million in the Dandenong Wellbeing Centre and Dandenong Community Hub over the first five years of the LTFP.

#### **New wholly-owned entity – South East Leisure Pty Ltd**

Council has formed a newly established subsidiary company, South East Leisure Pty Ltd to manage the four major leisure facilities owned by Council from 1 July 2022:

- Dandenong Oasis
- Noble Park Aquatic Centre
- Springers Leisure Centre
- Dandenong Stadium

These facilities currently run at a net cost to Council which is anticipated to reduce over future years following planned and significant investment in these facilities which has been factored in this LTFP revision.

#### **Outcomes of the LTFP**

The purpose of the LTFP is to therefore provide a financial framework to Council in terms of what can be prudently achieved over this period and whilst this document has a strong focus on a ten-year time horizon, the work that sits behind the final document has a longer focus in terms of capital planning.

In preparing the LTFP, the State Government capping of council rates at the CPI will impact the finances of Council and have been included in the preparation of this strategy. Moreover, these figures will be further impacted by the flow on effects of COVID-19 and the reduction in capital works to fund new infrastructure.

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#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

The key outputs included in the LTFP are:

- The achievement of an ongoing underlying operational surplus throughout the life of the LTFP.
- After reductions in the capital works funded from Council's operations over the first four years of the LTFP period, an increasing trend in the capital works funded from Council's operations from \$34.78 million in 2026-27 to \$46.62 million in 2031-32 (*noting that this may be subject to future reductions due to the impacts of rate capping, COVID-19 and/or final major project cost outcomes*).
- Funding for asset renewal ranging from \$26 million to \$39 million (excluding major projects) over the life of the LTFP (*again noting this is subject to future review as a result of rate capping and/or after effects of COVID-19*).
- The achievement of a financial structure, where annual asset renewal needs are met from the base operating outcome of Council, and non-renewable sources of funds such as reserves, and asset sales are used to fund new or significantly upgraded facilities.
- Retention of service provision at present levels for 2022-23 (*noting that this is subject to future review as a result of rate capping*).

In terms of the inputs required to achieve the above outcomes, the LTFP is based on the following:

- A rate increase of 1.75 per cent for the 2022-23 financial year as directed by the Minister for Local Government. A rate cap at CPI (based on a future CPI projection of 2.00 per cent) has been applied for the remaining years of the LTFP. Waste charges have been included on a full cost recovery basis as they are currently excluded from the rate cap.
- Forecast borrowings over the first three years of the LTFP in the amount of \$6.12 million, \$32.5 million and \$33.1 million respectively to part fund major capital works projects.

In summary, the 2022-23 to 2031-32 LTFP highlights the considerable challenges faced by Council over the coming ten-year period and beyond, for Council to remain a viable and sustainable Council and at the same time endeavouring to deliver on key infrastructure projects that are critical to our community.

## 5. Proposal

This report proposes that Council adopt the Proposed LTFP 2023-2032 for the purposes of placing the LTFP on public display for 28 days and to receive and consider public submissions in respect of the LTFP prior to final adoption on 27 June 2022.

## 6. Financial Implications

The Proposed LTFP 2023-2032 (annual update) provides a sound financial framework for measuring and planning for Council's long-term financial sustainability. It ensures funding of Council Plan priorities and services, as well as investment in capital works and asset renewal requirements.

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#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

### 7. Consultation

Deliberative community engagement is not prescribed by legislation for this annual update of the LTFP. However, community engagement will be undertaken on Council's Proposed LTFP 2023-2032, in conjunction with the Proposed 2022-23 Budget in accordance with Council's Community Engagement Policy.

The Proposed LTFP 2023-2032 (annual update) and Proposed 2022-23 Budget will be placed on public exhibition for the purposes of inviting public submissions from 3 May to 31 May 2022. Following the conclusion of the public consultation period and any submissions received, the LTFP 2023-2032 and 2022-23 Budget will again be tabled for Council consideration and adoption at the 27 June 2022 Council meeting.

### 8. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.  
It's a city where you can enjoy and embrace life through celebration and equal opportunity.  
We harmonise the community by valuing multiculturalism and the individual.  
Our community is healthy, vibrant, innovative and creative.  
Our growing city is committed to environmental sustainability.  
Welcome to our exciting and peaceful community.*

#### **8.1 Community Vision 2040**

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community.
- Education training, entrepreneurship and employment opportunities.
- Sustainable environment.
- Embrace diversity and multiculturalism.
- Mind, Body and Spirit.
- Art and Culture.

#### **8.2 Council Plan 2021-25**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following strategic objectives:

- A socially connected, safe and healthy city.
- A city that respects and celebrates diversity, our history and the arts.
- A city of accessible, vibrant centres and neighbourhoods.

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#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

- A green city committed to a sustainable future.
- A city that supports entrepreneurship, quality education and employment outcomes.
- A Council that demonstrates leadership and a commitment to investing in the community.

### 9. The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles.

The Proposed LTFP 2023-2032 gives effect to these principles by:

- complying with the relevant law (section 9(2)(a) of the Act). The Act requires councils to prepare a 10 year Financial Plan to be updated each financial year (section 91). There are a number of required disclosures to be included in the Financial Plan such as statements describing the financial resources required to give effect to the Council Plan and other strategic plans of the Council, the assumptions that underpin the forecasts and other resource requirements and matters prescribed by regulations.
- giving priority to achieving the best outcomes for the municipality, including future generations (section 9(2)(b) of the Act). This ensures that in relation to community engagement practices, Council Officers are compliant, act with integrity and act in the best interests of Council and the community.
- the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is promoted (section 9(2)(c) of the Act). This document has a direct impact on the economic and social sustainability of Council and has considered climate change and sustainability in its preparation (see section 12 of this Council Report).
- innovation and continuous improvement have been pursued (section 9(2)(e) of the Act). This LTFP has provision for evaluation, monitoring and review via the annual Budget process.
- collaboration with other Councils and Governments and statutory bodies has been sought (section 9(2)(f) of the Act).
- the ongoing financial viability of the Council has been ensured (section 9(2)(g) of the Act) by including forecast projections for the next 10 financial years, as well as ensuring financial performance indicators are within acceptable ranges.
- regional, state and national plans and policies have been taken into account in strategic planning and decision making (section 9(2)(h) of the Act).
- transparency of Council decisions, actions and information is ensured by the community engagement of this LTFP (section 9(2)(i) of the Act), as well as ongoing monitoring and reporting to Council during each budget year.

Also, in giving effect to the overarching governance principles above, Council has also considered the following supporting principles (with Act references) in developing the Proposed LTFP 2023-2032:

- a. the community engagement principles (section 56);
- b. the public transparency principles (section 58);
- c. the strategic planning principles (section 89);

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#### **4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

- d. the financial management principles (section 101);
- e. the service performance principles (section 106).

The strategic planning principles in section 89 of the *Local Government Act 2020* are of particular relevance to the preparation of the LTFP.

### **10. Victorian Charter of Human Rights and Responsibilities**

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

All matters relevant to the Victorian Human Rights Charter have been considered in the preparation of this report and are consistent with the standards set by the Charter. The consultation processes with both the community and key stakeholders were undertaken in a manner which provided a wide range of opportunities for people to participate and influence Council's decision making. All rights to privacy were maintained and all activities were conducted to ensure that cultural and religious practices were supported.

### **11. The Gender Equality Act 2020**

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

The Gender Equality Act 2020 requires that Council completes Gender Impact Assessments on all new policies, programs and services that directly and significantly impact the public.

The 2022-23 Budget and Ten-Year Long-Term Financial Plan undoubtedly have an impact on the broader community given that they allocate financial resources to the delivery of programs and services and for the provision of community infrastructure.

Conducting a Gender Impact Assessment (GIA) on these documents is, however, not an easy exercise given that both largely present aggregated financial information that does not readily lend itself to a GIA process.

The most practical application of a GIA process to the Budget and Long-Term Financial Plan is to assess how the key components are developed prior to becoming aggregated data in the final documents. The following assessments are made in respect of these key areas:

#### **11.1 Operational Services**

The most significant amount of funds allocated in the 2022-23 Budget and Long-Term Financial Plan relates to the ongoing cost of providing operational services to the community. Councils operational expenditure (excluding depreciation and amortisation) in the 2022-23 Budget amounts to \$170.12 million.

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#### **4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

The preparation of the budgets for these services commences in November of the year prior and is largely concluded in draft format by the end of February immediately prior to the new financial year commencing on 1 July.

The preparation included the development and finalisation of departmental business plans that include assessments of risk and new initiatives. It is proposed that for all future Budget processes that the inclusion of a GIA process/lens is built into this stage for all services which would ensure the aggregation of all operating budgets embraces a 'gender lens'. A gender lens will, where practical, also include an intersectional approach to consider how gender inequality can be compounded by disadvantage or discrimination that a person may experience on the basis of other factors such as age, disability or ethnicity. All new initiative budget requests for 2022-23 were required to indicate how gender equality had been considered as part of each submission.

#### **11.2 Fees and Charges**

Whilst the most significant revenue amounts in Council's Budget and Long-Term Financial Plan arises from Rates and Charges and Government Grants, Council has little control over either of these processes. Rates are essentially a property tax based on a high degree of legislative guidance and grants are determined by the State and Federal Governments.

Fees and Charges represent our third highest level of revenue and is the area that Council has the most discretion over.

A large number of fees are regulatory in nature and the fee amount is not within Council's discretion. For the Fees and Charges set by Council, Service Unit Managers and Leaders were prompted to reflect on gender equality considerations when reviewing the annual increase in Council-set Fees and Charges.

For future periods, Council's Revenue and Rating Plan includes a Pricing Policy guideline for the setting of fees and charges to include the requirement for fees to have a GIA completed for all major fee areas.

#### **11.3 Capital Improvement Program**

The second biggest expenditure component of Councils Budgets and Long-Term Financial Plans relates to allocation of funds to Capital Improvement Program (CIP).

The preparation of the CIP program goes through multiple stages prior to being included in the final documents. These include:

- Preparation of bids for projects
- Internal review and assessment of bids
- Recommended prioritisation by Council Executive
- Final Council consideration and development of final CIP plan
- Delivery of the projects

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#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

Council is currently developing criteria for identification of projects requiring a GIA as part of the business case bid process, ie - for all projects that have a significant impact on the public. This would likely include bids such as road and footpath infrastructure as well as new community facilities.

In the initial assessment of CIP bids, it is also being considered whether an additional weighting criteria be included on gender impact. Gender impact will, where practical, also include an intersectional approach.

And finally, for major capital projects, it is proposed that prior to the delivery of these projects a further gender lens be applied. This may include a review of concept/detailed designs to ensure it appropriately addresses gender issues.

### 12. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

Introducing climate change mitigation and adaptation measures into Council's

strategic management and business plans will have an impact on Council's budget and LTFP,

however, the cost of inaction would be many times greater. It is therefore critical that decisions are based on sound evidence to ensure the most efficient climate-resilient assets are in place to meet the city's future service needs. The community also needs to be aware of their climate change risks and respond by taking responsibility for their own actions, assets and risks. Local governments are often considered best placed to help their local community to reduce risks and adapt to climate change due to their local knowledge and close connection to the community<sup>0</sup>. Greater Dandenong, as the most socio-economically disadvantaged community in Melbourne, will be more exposed to some of the worst impacts, as the more vulnerable in our community are likely to lack the resources to prepare for or respond to climate change, or to recover from its impacts.

While economic consideration of climate change is important, it is difficult to ascribe singular costs to climate action on a line item basis within the limits of a budget. The complexities, interrelationships, and flow on effects of climate change risk, as well as the inherent value of related concepts such as ecological systems and human health, make this impossible.

Council instead recognises that the majority of budgeted areas address Council's Climate Emergency Declaration and Strategy through related processes, embedded within the areas themselves.

This includes in areas such as:

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#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

- 2020 Sustainable Buildings Policy – that aims to facilitate increased sustainability outcomes through Council’s new building projects resulting in lower energy consumption and bills.
- Lighting Up Greater Dandenong plan– that aims to facilitate improved sustainability and lighting outcomes through the upgrade of local streetlights, saving on emissions and operational costs.
- Power Purchasing Agreement contract – that aims to enable Council to purchase all of its electricity needs from 100% renewable sources and at a lower cost.
- Capital Improvement projects – increased consideration of sustainability and climate change as part of submissions for funding through Council’s Capital Improvement Program (CIP) budget. Project bids are assessed on how well the project responds to climate change and how well the sustainability themes adopted by Council are represented. A streamlined climate change Self-Assessment Method has been developed for incorporation within the 2022-23 bid year via the ‘CIP Self-Assessment Climate Change Tool’.
- Vulnerability Assessments – that aim to assess the vulnerability of Council’s infrastructure and the services to the community they provide to the impacts of climate change.

Climate change and sustainability initiatives to be progressed in 2022-23 are highlighted below:

- An increase in the tree planting program budget from \$492,000 in 2021-22 to \$862,000 in the Proposed 2022-23 Budget to support an accelerated implementation of the ‘Greening Our City’ Urban Tree Strategy.
- In the Capital Improvement Program, the major projects such as Keysborough South Community Hub, Dandenong Wellbeing Centre and Dandenong Community Hub have a strong focus on incorporating environmentally sustainable design principles.
- Implementation of the Climate Emergency Strategy, Sustainability Strategy and climate emergency declaration.

#### 13. Related Council Policies, Strategies or Frameworks

- Financial Management Policy
- Proposed Budget 2022-23
- Revenue and Rating Plan 2021-2025
- Council’s Community Engagement Policy
- Council Plan 2021-2025

#### 14. Conclusion

The LTFP forms an essential element of Council’s overall planning framework and is vital in ensuring the long-term financial health of this Council. In preparing the LTFP, the State Government capping of council rates at the CPI will continue to impact the finances of Council and have been included in the preparation of this Plan. Moreover, these figures will be further impacted by the flow on effects of COVID-19 and the reduction in capital works to fund new infrastructure.

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**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

The Proposed LTFP 2023-2032 (annual update) highlights the considerable challenges faced by Council over the coming ten-year period, in order for Council to remain a viable and sustainable Council and at the same time, endeavouring to deliver on major infrastructure investments that are critical to our community.

**15. Recommendation**

**That Council adopts the Proposed Long Term Financial Plan 2023-2032 (annual update) for subsequent community engagement in accordance with Council's Community Engagement Policy.**

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**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

**FINANCE AND BUDGET**

**PROPOSED LONG TERM FINANCIAL PLAN 2022-23 TO 2031-32**

**ATTACHMENT 1**

**LONG TERM FINANCIAL PLAN  
2022-23 – 2031-32 - PROPOSED**

**PAGES 90 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 5235*

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

# Long Term Financial Plan 2022-23 - 2031-32

**PROPOSED**



[www.greaterdandenong.vic.gov.au](http://www.greaterdandenong.vic.gov.au)



**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

**LONG TERM FINANCIAL PLAN 2023 - 2032**

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

Executive summary

Purpose of the Long-Term Financial Plan 10 years

The Long-Term Financial Plan (LTFP) exists primarily to provide the following outcomes for the City of Greater Dandenong (Council):

1. Establish a prudent and sound financial framework, combining and integrating financial strategies to achieve a planned outcome.
2. Establish a financial framework against which Council's strategies, policies and financial performance can be measured against.
3. Ensure that Council complies with sound financial management principles, as required by the *Local Government Act 2020* and plan for the long-term financial sustainability of Council (Section 101).
4. Develop, adopt and keep in force a Financial Plan for at least the next 10 financial years in accordance with its deliberative engagement practices (Section 91).
5. Allow Council to meet the objectives of the *Local Government Act 2020* to promote the social, economic and environmental sustainability of the municipal district including mitigation and planning for climate change risks and that the ongoing financial viability of the Council is to be ensured (sections 9 (2)(c) and 9(2)(g)).

This LTFP represents a comprehensive approach to document and integrate the various strategies (financial and other) of Council. The development of the long-term financial projections represents the output of several strategy areas, that when combined, produce the financial direction of Council as shown below:



4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

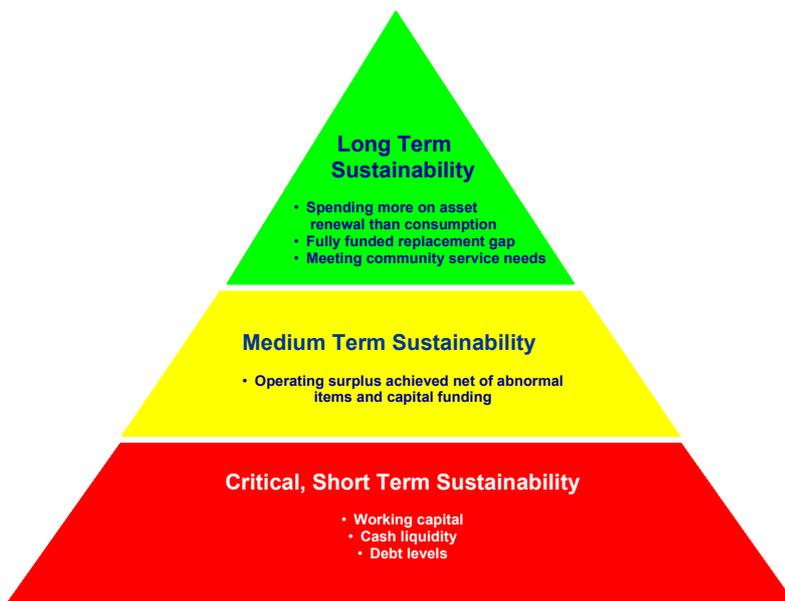
LONG TERM FINANCIAL PLAN 2023 - 2032

Objectives of the Long-Term Financial Plan

The objectives of this LTFP (not prioritised) are as follows:

- The achievement of a prudent balance between meeting the service needs of our community (both now and future) and remaining financially sustainable for future generations.
- An increased ability to fund both capital works in general and meet the asset renewal requirements as outlined in asset management planning.
- Endeavouring to maintain a sustainable Council in an environment where Council must either constrain its net operational costs or reduce funds available to capital expenditure due to the capping of council rates and low increases in government grant funding.

For the purposes of this strategy, financial sustainability is defined in the below diagram, modelled essentially on a hierarchy of needs approach.



It could readily be argued that over the past ten years, the Council has maintained a position as outlined in the Long Term Sustainability section of the triangle. The challenge for Council will be, however, to avoid an outcome where it gradually drops through the sections back into the red zone over the next ten years on the back of capped revenue capacity, the COVID-19 pandemic and rising costs.

To avoid this outcome, Council will have to critically evaluate all of its current service provision and may have to make a series of difficult decisions, particularly where costs in services part funded by State and Federal Government increase by an amount greater than Council's ability to increase general revenues.

#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

### Financial outlook

The City of Greater Dandenong's 10-year Long Term Financial Plan (LTFP) is once again being set in the context of continuing uncertainty about the impact of the pandemic upon Council's finances.

Generally, Council assumes overall service levels will remain largely unchanged throughout the 10-year forward projection period. This LTFP has been developed on the most current and best available information but is subject to change due to the dynamic health and economic crisis created by COVID-19. Whilst the LTFP years is largely based on a return to some degree of economic normality, Council is presented with many after effect challenges of COVID. It is still unclear when Council income, such as from leisure services, parking, Dandenong Market, civic facilities and performing arts centre, The Drum Theatre will return to pre-pandemic "normal" usage levels. Several of these adverse financial impacts of COVID are not expected to immediately cease in 2022-23 and may take years to recover if at all, largely driven by the rapid shift of new consumer behaviours.

The last two years have seen a pervasive low interest rate market, resulting in a significant reduction in interest returns on investments for Council. The fallout from COVID-19 and the continued impact that it is having on the Australian economy will continue to put pressure on investment income for Council and the local government sector. A conservative assumption regarding low interest rates for the first two years of this LTFP has been adopted, reducing Council's typical return by around \$1-2 million annually.

The longer-term impact of COVID-19 on our community and on our operations is still uncertain with restrictions continuing to impact Council's services and impacting Council's operational budgets. As such we recognise Council's proposed financial direction for future years may require changes.

The financial outlook for Council remains steady and it is pleasing that the LTFP has been developed with an aim to continue Council's commitment to invest in services and infrastructure in a financially responsible way by balancing the needs of our community while achieving long term financial sustainability and most importantly to reset and recover in a post COVID environment.

### Key outcomes/challenges of this LTFP

A key challenge faced by Council as part of this LTFP is the current Enterprise Agreement which ends 30 June 2022. Therefore, future employee cost increases are not known at this point and have been assumed to be consistent with the rate cap (1.75 per cent in 2022-23). Employee costs represent the largest component of Council's expenditure (average 51 per cent excluding depreciation/amortisation expense).

Perhaps the most significant challenge included in this draft LTFP is the funding required to complete three very important major projects for Council over the first five years of the LTFP:

- Keysborough South Community Hub (\$18.1 million),
- Redevelopment of Dandenong Oasis (\$87.45 million)
- Dandenong Community Hub (\$20 million).

The full costs of these projects in this LTFP are estimates only and may be subject to change. Whilst the above costs have been included in the LTFP, a key change to the previous model has been the timing of the proposed cash flows with forecast expenditures increasing for the redevelopment of Dandenong Oasis from the previous \$62.5 million to

**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

**LONG TERM FINANCIAL PLAN 2023 - 2032**

\$87 million. This has required Council to increase borrowings from \$30 million to \$55.6 million over two years (2023-24 and 2024-25).

This LTFP also includes a further \$10 million in borrowings for the proposed Dandenong Community Hub in 2024-25 with the remaining funding source from rate revenue (proposed expenditures occurring over 2023-24 to 2025-26). Consequently, this model has higher debt repayment and interest costs than in the previous version of the LTFP due to the increased borrowings. It remains important to note that the indebtedness to rates prudential debt ratio remains just below 65 per cent at its peak and Council can return this ratio to 40 per cent by 2027-28.

These three projects encompass estimated borrowings of \$71.7 million to be drawn down over 2022-23 to 2024-25 (detailed below).

	Forecast	Budget	Financial Plan Projections			
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>ALL BORROWINGS</b>						
Opening balance	56,636	53,263	55,900	82,799	107,498	97,150
Loan proceeds	-	6,120	32,500	33,100	-	-
Principal repayments	(3,372)	(3,484)	(5,601)	(8,401)	(10,348)	(10,686)
<b>Closing balance of borrowings</b>	<b>53,263</b>	<b>55,900</b>	<b>82,799</b>	<b>107,498</b>	<b>97,150</b>	<b>86,465</b>

Upon completion of the Keysborough South Community Hub, Council will take on the ongoing operational costs of the newly developed Hub which will add over \$1.6 million per annum in net costs to the Budget. Similarly, the construction of a new Dandenong Community Hub (DCH) is also expected to increase ongoing operational costs of over \$1.2 million per year from 2026 (details on how these are funded explained further down). Both are estimates only.

Council has always seen loan funding as a critical component of the funding mix to deliver much needed infrastructure to the community. In past years Council has completed a range of new infrastructure projects that required significant loan borrowings however this was prior to introduction of a yearly rate cap in 2015.

The key area of financial risk is ensuring that Council does not rely so strongly on debt funding that it increases the level of debt (and therefore debt servicing and redemption costs) which unduly impacts on Council's ability to fund capital works on an annual basis. Whilst this is the ideal outcome, Council is limited by the amount of revenue it can generate from rates due to rate capping.

Consequently, to fund these much-needed investments for the community, this LTFP has incorporated the assumption of significant council reserve drawn down of nearly \$20 million as a funding source (major project reserve). The financial structure also includes a reduction in capital spending over the life the LTFP to finance these major projects and their subsequent operational costs. This is a key consideration for Council in the application of the proposed funding model. No external grant funding has been factored in at this point for the Redevelopment of Dandenong Oasis or the Dandenong Community Hub. Should Council be successful in grant funding, it is proposed that any amount contribute to lessen the borrowing requirement or contribute to annual asset renewal.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

Capital Investment

Council's level of capital investment in this LTFP has been impacted by COVID-19, significant new borrowings, debt servicing costs and operational costs associated with new facilities (Keysborough South Community Hub and Dandenong Community Hub).

Notwithstanding the financial impacts of COVID-19, particularly on the capital works program, Council forecasts a steady financial position for the 2022-23 financial year. The COVID-19 pandemic has resulted in a combined reduction of over \$13.5 million in the capital works program over the past three financial years (2019-20 to 2021-22). The 2022-23 capital works program was reduced by a further \$398,000 to fund an operational deficit due to continued COVID-19 impacts. This challenge may be ongoing.

New facilities such as the Keysborough South Community Hub and Dandenong Community Hub will add considerable operational costs (as mentioned earlier) to Council's operational budgets upon completion. The latter has been financed by a reduction in capital expenditure funded from rates.

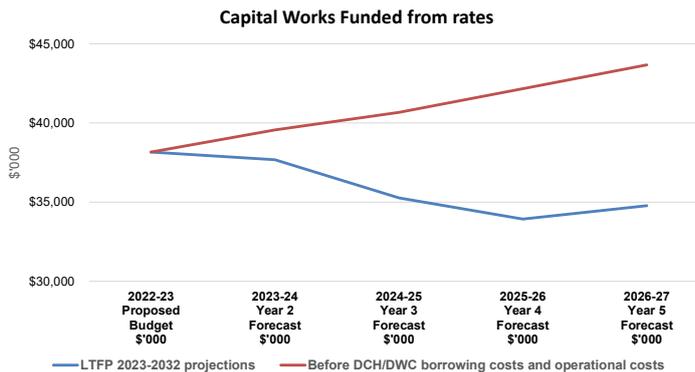
Council's forward capital investment decisions and their consequential operational and infrastructure servicing expenditure (whole of life costing) will necessitate a shift in strategic thinking in the medium to long term.

Over the LTFP ten-year period, the capital expenditure funded from rates has been reduced by a total of \$69.3 million over the life of the LTFP to fund:

- \$60.6 million in borrowing costs associated with the redevelopment of Dandenong Oasis with the new Dandenong Wellbeing Centre (DWC) and the construction of the new Dandenong Community Hub (DCH), and
- \$8.7 million in operational costs associated with the DCH from 2026.

The red line in the following graph highlights the level of capital works funded from rate revenue growing over the first five years of the LTFP and before the reductions relating to the debt servicing costs of DWC and DCH and the operational costs of DCH. The blue bars represent the forecast capital works funded from rate revenue after reductions for debt servicing and operational costs have been factored in. The reduction amounts to around \$9 million annually softening in later years.

This represents a major challenge for Council going forward, to continue its investment in capital improvements in the community, whilst also funding ongoing asset renewal requirements to maintain assets at their current service levels.



**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

**LONG TERM FINANCIAL PLAN 2023 - 2032**

This significant investment in the DCW and DCH projects will reduce the ability to fund capital works from rate revenue not just in the short-term but in the extended future due to both debt redemption and new operational cost funding. This amounts to over \$33 million in the first five years reaching \$69.3 million in total over the life of the LTFP. Future consideration of other priority capital projects will be heavily restricted until at least 2026-2027.

**Council's Long-Term Financial Plan and impact of rate capping**

The State Government Rate Capping System, introduced in 2016-17, restricts Council from increasing rate income above a capped amount. Each year the Minister for Local Government (the Minister) will set the rate cap that will specify the maximum increase in councils' rates and charges for the forthcoming financial year. In circumstances where the rate cap is insufficient for a specific council's needs, Council can apply to the Essential Services Commission for a higher cap.

In December 2021 the Minister for Local Government announced that Victorian council rate rises would be capped at the forecast rate of inflation of 1.75 per cent in the 2022-23 financial year. An assumed rate increase of 2 per cent is assumed for the remaining years of the LTFP.

**Forecast rate increases**

Description	Budget 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Years 6-10 2028-2032
CPI forecast	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%
Rate revenue cap	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%

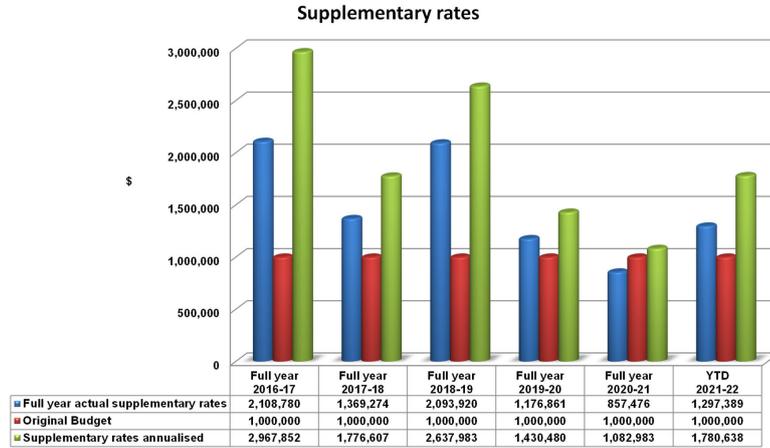
Despite Council being in a healthy financial position with satisfactory liquidity requirements, cash flow and reserve balances (of which the major project reserve will be heavily reduced to fund the redevelopment of Dandenong Oasis), rate capping combined with the recent COVID-19 impacts presents a significant challenge to Council's longer term financial sustainability.

**Supplementary rates**

There was significant supplementary rate growth five to seven years ago. However, this has been dropping, particularly in 2019-20 and 2020-21. In 2021-22, supplementary rates have shown an improvement as activity levels resume post COVID-19 restrictions. The following graph depicts the up and down trends experienced by supplementary rates over recent years.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032



While the annual decision on the rates has a material impact on Council's finances, the growth in the overall rate base through supplementary rates has been of significant importance. The supplementary rates growth has been extraordinary, particularly in the first year of the five-year period depicted in the above graph (and the two years prior to 2016-17). It should be noted that supplementary rates do not form part of the rate cap – but instead are built into the base for the future year's calculation. The average annual dwelling growth has now dropped approximately 760 over the five-year period.

Supplementary rate growth across the LTFP is not expected to be significant, putting more pressure on Council forecasts.

**Key parameters**

The development of this LTFP has also seen a focus on the key income and expenditure assumptions. **Appendix P** outlines the key parameters and assumptions.

Items creating a flow on impact (favourable and unfavourable) across the LTFP include:

- Significant debt servicing costs of \$60.6 million across the ten-year period relating to the new borrowings forecast for the redevelopment of the Dandenong Oasis and the construction of the new Dandenong Community Hub (financed by a reduction in capital works funded by rates).
- The consequential operational servicing costs for the Keysborough South Community Hub (over \$1.6 million per annum from July 2023) and Dandenong Community Hub (over \$1.2 million per annum from January 2026) have been factored into this LTFP revision (with the latter being funded by a reduction in capital works funded by operational surplus).
- It is difficult to predict investment returns over the life of the LTFP given the current low interest rate environment. COVID-19 impacts and continued low interest rates mean that Council cannot continue to rely on additional investment income. Interest income is estimated to average around \$1.53 million per annum over the ten years of the LTFP which means investment returns have nearly halved.
- With the current Enterprise Agreement ending 30 June 2022, employee costs are assumed to equate to the rate cap across the LTFP plus salary band step increases.

### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

Superannuation guarantee charge (SGC) increases were announced as part of the 2014 Federal Budget and this LTFP forecasts the progressive increase in the SGC from 10.5 per cent in 2022-23 to 12 per cent by 2025-26 adding an additional \$13.6 million in employee costs across the life of the LTFP.

- Material costs match the forecast increase in Council rates. The forecast for 2022-23 is set at 1.75 per cent to match the rate cap and assumed at 2 per cent thereafter.  
Insurance premiums continue to escalate at a rate well above CPI, therefore, a 5 per cent parameter has been applied across the LTFP to insurance premium costs. Insurance premium costs have nearly doubled in the last three years, averaging a 25.8 per cent increase per annum.
- Forecast funding required for the management of Council's leisure centres by Council's new wholly owned subsidiary, South East Leisure. The future year's estimates take into account operational net cost impacts from significant capital works investment by Council at the Noble Park Aquatic Centre and the redevelopment of Dandenong Oasis, as well COVID-19 impacts on participation and membership numbers in the short-term.
- The investment pool available for Financial Assistance (FA) grant funding to councils via the Victorian Local Government Grants Commission was negatively impacted by COVID-19. Council's actual FA grant allocation for the last three years has averaged a marginal 0.57 per increase which creates a funding gap between this major income source for Council and increasing costs at CPI and higher. No movement has been forecast in FA grant funding for the first two years of the LTFP and a conservative increase of 1.00 per cent has been assumed for each year thereafter.
- Some COVID-19 after-effects are anticipated for 2022-23, including the Dandenong Market rental return and usage of Council's Drum Theatre and Civic facilities.

#### Service levels

To maintain financial sustainability in the face of the above challenge, Council needs to continually review its approach to service delivery. Council will need to assess what levels of services can be provided for a given maximum rate rise under rate capping. The primary outcome from the LTFP is the quantification of the cost of existing service requirements and the associated long-term cash flow implications to maintain those service levels. This allows for the ongoing review of the affordability of existing service levels and their priority relative to emerging service demands and the capacity and willingness to pay of the community.

#### Recurrent grant funding

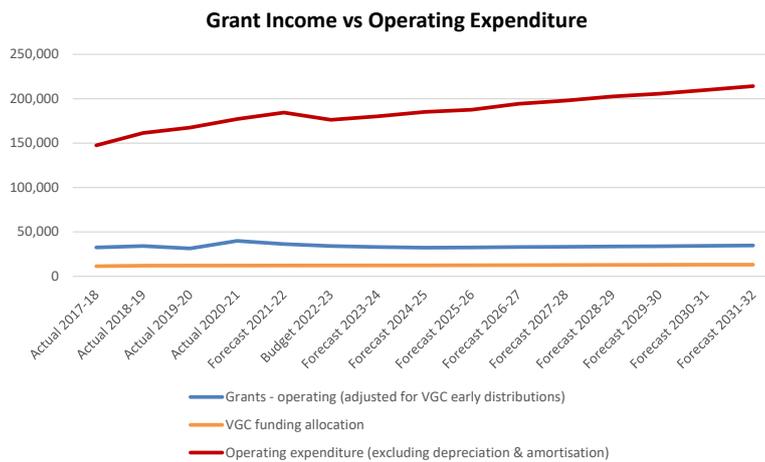
Recurrent grants (inclusive of the Financial Assistance grant funding received via the Victorian Local Government Grants Commission (VLGCC)) currently form around 13 per cent of Council's total underlying operational revenue and hence are an important source of revenue for Council.

Recurrent grant revenue however has consistently failed to keep pace with the cost of providing these same services that the grant supports, therefore requiring Council to continue to 'top-up' the State and Federal government shortfall with rate funding to sustain the current level of service provision to the community.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

The blue line in the following graph shows the trend of the prior three year's actual operating grant income along with the forecast funding levels over the life of this LTFP. The graph highlights that recurrent grant funding in the next ten years is only expected to grow slightly. Similarly, the orange line depicts the anticipated level of Financial Assistance grant funding which also has very slow growth. By contrast, the red line is Council's operational expenditure excluding depreciation and amortisation which shows an increasing trend across the life of the LTFP. It is clear that expectations of the trend in grant income does not match increasing operational costs in future years.



Note: The above grant income levels have been adjusted for any early distributions of Financial Assistance Grant allocations distributed in advance of the financial year to which the allocation relates.

Strategic Major Projects

There have been enormous strides in the past five years and significant investment in the infrastructure of our City including:

- \$65 million Dandenong Civic Centre and Library.
- \$53 million Springvale Community Hub (including a library).
- \$26 million Dandenong Market redevelopment.
- \$21 million Noble Park Aquatic Centre, more recently with an additional \$7.2 million for the stage one redevelopment.
- \$15 million Tatterson Park Community Sports Complex.

Keysborough Community Hub

The City of Greater Dandenong is establishing a community hub in Keysborough South where a range of services, programs and flexible meeting spaces will be provided for the community. Council has undertaken extensive planning and consultation over several years for the proposed community hub and Tatterson Park is the selected location for the facility. The development is estimated to cost around \$18.08 million, including \$2.3 million to relocate the dog off leash park and construction of a new access road.

#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

This project will be funded from a number of sources:

- Community and development infrastructure levies collected under the Keysborough South Residential Development Contributions Plan totalling around \$5.5 million (including \$2.58 million transferred to Council's DCP Reserve).
- In 2022-23, Council will draw down \$6.12 million in borrowings. These are not new borrowings, \$6.12 million was approved in the 2021-22 budget from the State Government's Community Infrastructure Loan Scheme and are now proposed to be drawn down in the 2022-23 financial year.
- Victorian state government grant funding of \$3 million through the Building Blocks capacity building grant stream and \$1 million via the Living Libraries Infrastructure program.
- \$3.49 million transferred from Council's reserves consisting of the \$2.58 million contribution mentioned in the first dot point above and \$915,000 from the Major Projects Reserve to fund the relocation of the dog off leash park and construction of a new access road.

#### *Dandenong Oasis redevelopment (the new Dandenong Wellbeing Centre (DWC))*

Council is planning to develop a new aquatic and wellbeing centre to replace the existing Dandenong Oasis which is nearing the end of its effective life. This major infrastructure project is a key recommendation from the Greater Dandenong Aquatic Strategy and will have a targeted focus on allied health, passive activity, education, fitness and wellness.

Mills Reserve will continue to be the home of Greater Dandenong's premier indoor aquatic centre. However, the new aquatic and wellbeing centre will be developed as a new facility at the reserve, as opposed to a redevelopment of the existing Dandenong Oasis, which is over 40 years old and proposed for decommissioning. This will enable Dandenong Oasis to continue to operate while the new Centre is under construction. Council has developed a business case for the proposed new centre as a basis of seeking government funding which at this point is yet to be confirmed. The construction costs of the centre are estimated at \$87.45 million. The detailed design process of the Dandenong Wellbeing Centre commenced in April 2021 and additional community consultation was undertaken in July/August 2021 and November/December 2021. Council will consider all community feedback in finalising the design for the new aquatic and wellbeing centre. Construction is proposed to occur over the 2023-24 and 2024-25 financial years.

#### *Dandenong Community Hub*

In 2021, Greater Dandenong City Council commenced the process of the business case and concept plan for a Community Hub in central Dandenong. This project represents the next step to develop infrastructure in central Dandenong to meet current and future community needs. Community workshops and focus groups occurred in May 2021.

The concept plan and site assessment criteria were developed in September 2021 with community engagement and consultation on the site and draft concept design occurring in October 2021.

Community feedback indicated a preferred site as the land bounded by Stuart Street, Clow Street and Sleeth Avenue in Dandenong. Council has supported this site as the preferred location.

Detailed design and community consultation are expected to occur during 2022-23 and construction is anticipated to commence in 2024-25.

### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

#### *Ongoing Capital Development and Future Major projects*

Whilst funding major projects like Keysborough South Community Hub, Dandenong Wellbeing Centre and Dandenong Community Hub, Council must also maintain its existing assets and meet the asset renewal challenges, continue to provide a strong suite of operational services to its residents and provide for the ongoing capital development of Council across a broad range of items in addition to the major projects listed above.

The past decade has seen facilities in the Council improve markedly and contribute towards making the Council a better place for its residents to live, work and enjoy. Whilst Council retains a strong focus on the future needs for this Council, funding for future major projects will be a challenge over the next 3 – 5 years as it invests \$107 million in the Dandenong Wellbeing Centre and Dandenong Community Hub over the first five years of the LTFP.

#### *New wholly-owned entity – South East Leisure Pty Ltd*

Council has formed a newly established subsidiary company, South East Leisure Pty Ltd to manage the four major leisure facilities owned by Council from 1 July 2022:

- Dandenong Oasis
- Noble Park Aquatic Centre
- Springers Leisure Centre
- Dandenong Stadium

These facilities currently run at a net cost to Council which is anticipated to reduce over future years following planned and significant investment in these facilities which has been factored in this LTFP revision.

#### *Outcomes of the LTFP*

The purpose of the LTFP is to therefore provide a financial framework to Council in terms of what can be prudently achieved over this period and whilst this document has a strong focus on a ten-year time horizon, the work that sits behind the final document has a longer focus in terms of capital planning.

In preparing the LTFP, the State Government capping of council rates at the CPI will impact the finances of Council and have been included in the preparation of this strategy. Moreover, these figures will be further impacted by the flow on effects of COVID-19 and the reduction in capital works to fund new infrastructure.

The key outputs included in the LTFP are:

- The achievement of an ongoing underlying operational surplus throughout the life of the LTFP.
- After reductions in the capital works funded from Council's operations over the first four years of the LTFP period, an increasing trend in the capital works funded from Council's operations from \$34.78 million in 2026-27 to \$46.62 million in 2031-32 (*noting that this may be subject to future reductions due to the impacts of rate capping, flow on effects of COVID-19 and/or final major project cost outcomes*).
- Funding for asset renewal ranging from \$26 million to \$39 million (excluding major projects) over the life of the LTFP (*again noting this is subject to future review as a result of rate capping and/or COVID-19*).

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#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

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- The achievement of a financial structure, where annual asset renewal needs are met from the base operating outcome of Council, and non-renewable sources of funds such as reserves, and asset sales are used to fund new or significantly upgraded facilities.
  - Retention of service provision at present levels for 2022-23 (*noting that this is subject to future review as a result of rate capping*).

In terms of the inputs required to achieve the above outcomes, the LTFP is based on the following:

- A rate increase of 1.75 per cent for the 2022-23 financial year as directed by the Minister for Local Government. A rate cap at CPI (based on a future CPI projection of 2.00 per cent) has been applied for the remaining years of the LTFP. Waste charges have been included on a full cost recovery basis as they are currently excluded from the rate cap.
- Forecast borrowings over the first three years of the LTFP in the amount of \$6.12 million, \$32.5 million and \$33.1 million respectively to part fund major capital works projects.

In summary, the 2022-23 to 2031-32 LTFP highlights the considerable challenges faced by Council over the coming ten-year period and beyond, for Council to remain a viable and sustainable Council and at the same time endeavouring to deliver on key infrastructure projects that are critical to our community.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

The below table highlights the strategic outcomes contained in the LTFP.

LTFP Section	Strategic Directions Outcomes:
Macro view of Council's financial position	<ol style="list-style-type: none"> <li>1. That Council revise its 10-year forward financial plan on an annual basis.</li> <li>2. That Council maintains an underlying operational surplus (in the Income Statement) prior to the recognition of capital income over the life of the LTFP.</li> <li>3. That Council seek to increase its capital works investment, funded from operational and alternative sources to a sufficient level that allows it to adequately fund its asset renewal requirements and continue to deliver major project funding (<i>subject to the impacts of rate capping and COVID after effects</i>).</li> <li>4. That Council endorse through this LTFP, the principle that ongoing asset renewal requirements must be funded from ongoing operational funding sources and that non-renewable funding sources such as asset sales, reserve funds or loan funds not be used to address these needs.</li> </ol>
Capital works strategy and Asset Management	<ol style="list-style-type: none"> <li>1. That Council note the forecast level of capital expenditure over the ten-year period of the LTFP noting the reduction in capital works funded from rate revenue of \$69.3 million in order fund new infrastructure over the life of the LTFP.</li> <li>2. Endorse an in-principle strategy of allocating funds to meet asset renewal and maintenance requirements as a priority in the development of annual Capital Improvement Program and recurrent programs.</li> </ol>
Borrowing strategy	<ol style="list-style-type: none"> <li>1. That Council continues the use of loan funding as a viable and equitable mechanism of funding new/significantly upgraded major assets that provide a broad community benefit (when required).</li> <li>2. That Council endorse a strategy of setting a target of 40 per cent indebtedness to rates ratio as an ideal financial outcome and where new borrowings are sought, set reduction targets to achieve this level in not more than a five year period, with a maximum loan ratio of not more than 60 per cent<sup>[KE1]</sup>.</li> </ol>

**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

**LONG TERM FINANCIAL PLAN 2023 - 2032**

**Link between LTFP and Council’s Planning Framework**

A component of the new Integrated Strategic Planning and Reporting Framework (ISPRF) is the Financial Plan.

In accordance with the *Local Government Act 2020*, Council developed a 10-year Financial Plan for the period 1 July 2021 to 30 June 2031 which was adopted by 31 October 2021. This is an annual revision of that LTFP for the term 2023-2032.

The purpose of the LTFP is to ensure the financial soundness of Council and to provide appropriate levels of resources to meet Council’s future needs in providing services and facilities to the community.

The LTFP fits into an overall Strategic Planning framework as outlined below:



## 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

# LONG TERM FINANCIAL PLAN 2023 - 2032

### Statutory and Regulatory Requirements

#### Financial Plan

The *Local Government Act 2020* requires Victorian councils to develop, adopt and keep in force a Financial Plan covering at least the next 10 financial years that is publicly accessible. The specific legislative requirements for a Financial Plan are set out in section 91 of the Act as follows:

- (1) A Council must develop, adopt and keep in force a Financial Plan in accordance with its deliberative engagement practices.
- (2) The scope of a Financial Plan is a period of at least the next 10 financial years.
- (3) A Financial Plan must include the following in the manner and form prescribed by the regulations—
  - (a) statements describing the financial resources required to give effect to the Council Plan and other strategic plans of the Council;
  - (b) information about the decisions and assumptions that underpin the forecasts in the statements specified in paragraph (a);
  - (c) statements describing any other resource requirements that the Council considers appropriate to include in the Financial Plan;
  - (d) any other matters prescribed by the regulations.
- (4) A Council must develop or review the Financial Plan in accordance with its deliberative engagement practices and adopt the Financial Plan by 31 October in the year following a general election.
- (5) The Financial Plan adopted under subsection (4) has effect from 1 July in the year following a general election.

Section 91(1) and section 91(4) refer to **deliberative engagement practices**. The Act requires deliberative engagement practices to be incorporated into a council's community engagement policy.

#### Financial Management Principles

Division 4 of Part 4 of the *Local Government Act 2020* addresses financial management. Section 101 of the Act sets out the financial management principles as follows:

- (1) The following are the financial management principles—
  - (a) revenue, expenses, assets, liabilities, investments and financial transactions must be managed in accordance with a Council's financial policies and strategic plans;
  - (b) financial risks must be monitored and managed prudently having regard to economic circumstances;
  - (c) financial policies and strategic plans, including the Revenue and Rating Plan, must seek to provide stability and predictability in the financial impact on the municipal community;
  - (d) accounts and records that explain the financial operations and financial position of the Council must be kept.
- (2) For the purposes of the financial management principles, financial risk includes any risk relating to the following—
  - (a) the financial viability of the Council;
  - (b) the management of current and future liabilities of the Council;
  - (c) the beneficial enterprises of the Council.

### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

#### Community Engagement and Public Transparency

Under the *Local Government Act 2020*, Council is required to prepare the 10 year Financial Plan subsequent to each Council election (held every four years) in accordance with its deliberative engagement practices. In the other three years, Council will prepare a revision of the Financial Plan and consultation will occur in accordance with Council's Community Engagement policy.

#### Greater Dandenong People's Panel

In accordance with the *Local Government Act 2020* Council formed the Greater Dandenong People's Panel in 2021 to undertake a deliberative engagement process to develop a new community vision, Council Plan 2021-25 and Long-Term Financial Plan. This process involved the recruitment of randomly selected residents and business owners in the City of Greater Dandenong by an external organisation to avoid any possible bias. 40 participants were originally selected with 31 completing the process.

The panel of 31 met during April – June 2021 to discuss the future of our city and highlight the needs and aspirations of its people. They were provided with a range of information including background information on Council's key challenges and the results of the broad community consultation. Eight guest speakers were also invited to engage with the panel and share their experience across a variety of areas including art and culture, sustainability, sport and recreation, and manufacturing. This enabled the panel to have well-informed discussions and carefully consider multiple points of view and various options before coming to a consensus.

As part of developing the new vision the Greater Dandenong People's Panel was asked to develop some key principles which would help guide Council in its long-term planning for the future of our city. The new vision and principles developed by the panel have influenced the priorities of the Council Plan and the Long-Term Financial Plan to the maximum extent possible.

The key areas of priority highlighted throughout the process included:

- Social connections, physical and mental health
- Respect and celebration of diversity and culture
- Community safety and the reduction of crime
- Meaningful local employment and opportunities for education and training
- Sustainability and climate change
- Inclusivity through art and culture

Some of the panel's recommendations included:

- More affordable long term parking spaces within the Greater Dandenong area.
- Preserving, promoting, planting and planning with a focus on a sustainable future.
- Implementation of more accessible and attractive transport routes.
- Ensuring infrastructure can be utilised for more than one purpose (multi-purpose community hubs).

The panel also suggested a range of other considerations including recommendations for community safety, homelessness, and affordable housing.

Council's existing financial and strategic commitments, as outlined within the large number of specific strategies and plans developed over the last few years, are also reflected in the Council Plan. For example, the Climate Emergency Strategy, Urban Tree Strategy, Children's Plan, Disability Action Plan, and the Food and Tourism Strategies.

#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

The new vision and principles developed by the panel have influenced the priorities of the Council Plan and the Long-Term Financial Plan to the maximum extent possible. They will also be used to influence future plans and strategies developed by Council to ensure the community's needs and aspirations continue to be met.

This revision of the LTFP is an update of the 10 year plan adopted by Council in June 2021 and community consultation will occur as per Council's Community Engagement Policy.

#### Local Government (Planning and Reporting) Regulations 2020

The *Local Government (Planning and Reporting) Regulations 2020* (the regulations) came into operation on 24 October 2020. Part 2 of the regulations prescribe the information to be included in a Financial Plan.

The Financial Plan provides a 10 year financially sustainable projection regarding how the actions of the Council Plan may be funded to achieve the Community Vision.

At a minimum the Financial Plan is to include:

- Financial statements for next the ten years that includes Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows and Statement of Capital Works.
- Statement of capital works is to include ten year expenditure in relation to non-current assets, classified in accordance with the asset classes and asset expenditure types specified in the Local Government Model Financial Report and a summary of funding sources in relation to the planned capital works expenditure.
- A statement of human resources that includes a summary of planned expenditure for the next ten years in relation to permanent human resources and a summary of the planned number of permanent full time equivalent staff by organisational structure split between male, female and self-described gender.

#### Financial Sustainability

The key objective, which underlines the development of this long term financial plan, is financial sustainability, while still achieving Council's strategic objectives as specified in the Council Plan.

The rate capping challenge in the medium to long term will require Council to fundamentally review the sustainability of its operations. A 'business as usual' approach will not be sufficient to meet the challenge into the future. It will be necessary for Council to undertake an annual review of all services in line with community expectations and Council's resource availability. Council is committed to annual reviews of the LTFP and particularly, the assumptions which underpin the long term financial plan. It will be necessary for Council to undertake a review of all services in line with community expectations, the service performance principles (section 106 of the *Local Government Act 2020*) and Council's resource availability.

On an annual basis, City of Greater Dandenong prepares a Long-Term Financial Plan (LTFP) that addresses Council's long-term financial outcomes and establishes a financial framework that moves Council towards a position of financial sustainability. The LTFP is a key component of the new Integrated Strategic Planning and Reporting Framework implemented as part of the *Local Government Act 2020*.

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#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

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In the LTFP, Council publishes its operational and capital works plans for the next ten years. These plans were developed with due regard to the service delivery, asset maintenance and capital works implications from the future growth of the city.

The main objective of the LTFP is to ensure that Council is financially sustainable to be able to deliver services to the community and keep the city's infrastructure assets renewed on a regular basis.

The key financial objectives of the LTFP are:

- The achievement of a prudent balance between meeting the service needs of our community (both now and in the future) and remaining financially sustainable for future generations.
- An increased ability to fund both capital works in general and meet the asset renewal requirements as outlined in the asset management planning
- Endeavouring to maintain a sustainable Council in an environment where Councils costs in delivering services are increasing at a higher rate than its revenue capacity due to capping of Council rates and low increases in government grant funding.

In preparing its LTFP, Council has also been mindful of the need to comply with the following principles of sound financial management as outlined in section 101 of the *Local Government Act 2020* which requires Council to:

- Maintain records of and manage financial transactions, accounts and balances in accordance with Council's financial policies and strategic plans.
- Prudently monitor and manage financial risks relating to the financial viability of Council, the management of current and future liabilities and beneficial enterprises of Council.
- Provide stability and predictability in the financial impact on the municipal community of Council's financial policies and strategic plans (including the Revenue and Rating Plan).

### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

### Financial Plan inputs and assumptions

The following financial statements portray the projected financial position of Council over the next ten years.

<b>Appendix</b>	<b>Financial Statement</b>
A	Comprehensive Income Statement
B	Conversion to Cash Result
C	Balance Sheet
D	Statement of Changes in Equity
E	Statement of Cash Flows
F	Statement of Capital Works
G	Statement of Human Resources (\$)
H	Statement of Human Resources (FTE)

The statements are prepared based on current knowledge and service levels and will no doubt be affected by various events which will occur in future years. It is important that the long-term financial outlook be revisited and updated on an annual basis. It should be noted that final decisions on the allocation of funds are undertaken through Council's Budget process in accordance with the *Local Government Act 2020* (Section 94).

#### *Modelling methodology*

This section of the LTFP contains details of the assumptions specifically applied to produce the long-term outlook in the Financial Statements listed above. A commentary is also provided on the information relayed by the Statements and what they mean for Council.

In a more global sense however, it is worthwhile detailing the approach to the modelling process as broad percentages have not been universally applied. The model has been prepared at the lowest accounting level within Council's general ledger system being "sub activity (program and account) level". At this level, certain accounts were coded for manual adjustment rather than broad percentage increases (e.g. election expenses, property revaluation costs and one-off projects). It is therefore not possible to simply multiply the previous year's base by a percentage and achieve the same outcomes as presented.

The base point used for modelling has largely been the original 2022-23 Budget before the factoring in of any COVID-19 impacts (a 'normal' base year) and also reflecting a reduction in Workcover premium costs.

#### *Achieving cost savings*

The LTFP is a high level strategic plan that acts as a framework for future budgets. Whilst this plan is based on the premise of continuing to deliver all present-day operational services, it must be highlighted that Council continues to institute a number of processes that have delivered considerable savings against the framework and will continue to identify savings in the future.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

*Identifying operational savings*

Whilst the LTFP establishes a framework for the Budget, Council thoroughly reviews all draft operational budgets on an annual basis and seeks to achieve savings against this framework wherever possible. Beyond the Budget process, Council's Executive Management continues to seek further operational efficiencies and continuous improvement on an ongoing basis.

Parameters

The table highlights the broader parameters used in the calculation of the LTFP. These parameters are discussed in more detail under each of the respective notes following the Income Statement.

Refer to **Appendix P** for a full list of all income and expenditure parameters applied across the ten year period of this LTFP.

Description	Notes	Budget 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Years 6-10 2028-2032
CPI forecast	1	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%
Rate revenue cap	2	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%
Fees and charges - Council	3	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%
Fees and fines - statutory	4	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%
Financial Assistance Grants funding	5	0.00%	0.00%	1.00%	1.00%	1.00%	1.00%
Grants and subsidies	5	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Employee costs	6	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%
Employee costs (incremental costs)	6	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%
Electricity	7	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%
Street lighting	7	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%
Water	8	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%
Gas	9	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%
Fuel	10	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%

1. The forecast CPI is 1.75 per cent for the first year and 2.00 per cent thereafter.
2. Rates in the 2022-23 year are based on the forecast CPI of 1.75 per cent as directed by the Minister Local Government under the State Government FGRS. The remaining years are based on an assumed CPI of 2.00 per cent.
3. Fee revenue is set to increase by 2.25 per cent in the first year of the LTFP. Thereafter, a 2.50 per cent parameter has been applied. Fees and charges are generally linked to labour cost increases as most services provided by Council have a significant labour component. Where services do not include a labour cost component the inflation rate may be used instead. In addition, considerations of community factors are required such as encouraging use of a service and ability to pay.
4. Statutory fees are set by legislation and are frequently not indexed on an annual basis. Statutory fees have been incremented in 2022-23 by 1.50 per cent and the 2.00 per cent parameter thereafter has been allowed in the LTFP model to account for an increase in volume. However, the actual statutory fee charged will comply with the relevant regulatory framework.
5. Grants and subsidies have been budgeted with a conservative economic outlook at 1 per cent. The Financial Assistance grant funding parameter has been frozen in the first two years and thereafter it has also been conservatively increased by 1 per cent.

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#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

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6. The employee cost increase for 2022-23 is an assumed 1.75 per cent as the current Enterprise Agreement (EA) 2018 expires 30 June 2022. Employee costs will further grow by the cost of movement along bands and in relation to areas where Council inherits new service requirements such as areas of parklands handed from developers to Council. The employee cost parameter is assumed to align with the CPI/rate cap forecast plus banding increments thereafter.
  7. Electricity and street lighting – assumed to increase by CPI (1.75 per cent) in 2022-23 and a 2.00 per cent parameter has been applied across the remaining years of the LTFP. Recent investment by Council in sustainable initiatives, such as solar panels on Council buildings and light-emitting diode (LED) replacement of streetlights are anticipated to keep cost escalations to a minimum.
  8. Water - assumed to increase by CPI (1.75 per cent) in 2022-23 and a 2.00 per cent parameter has been applied across the remaining years of the LTFP. These costs will be closely monitored.
  9. Gas - assumed to increase by CPI (1.75 per cent) in 2022-23 and a 2.00 per cent parameter has been applied across the remaining years of the LTFP. These costs will be closely monitored.
  10. Fuel cost increases have been set at 1.75 per cent (2022-23) and 2.00 per cent thereafter across the LTFP, consistent with CPI.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

Comprehensive Income Statement

Councils Long Term Financial Strategy covers a period of ten years as required under the *Local Government Act 2020*. **Appendix A** provides the full Income Statement for this required period.

Operational income

The below summary focuses on the proposed base figures for 2022-23 and likely trend in these figures in the shorter term.

Income types	Budget	Forecast	Forecast
	2022-23	2023-24	2024-25
	\$'000	\$'000	\$'000
Rates and charges	162,081	165,945	171,097
Statutory fees and fines	9,696	9,849	10,046
User fees	9,389	9,410	9,673
Grants - operating	33,940	32,974	32,212
Grants - capital	3,518	816	-
Contributions - monetary	3,447	4,929	2,000
Contributions - non-monetary	10,000	10,000	10,000
Net gain (loss) on disposal of property, infrastructure, plant and equipment	445	428	514
Other income	4,849	6,606	6,716
<b>Total income</b>	<b>237,365</b>	<b>240,957</b>	<b>242,258</b>

Rates and charges

The table below is an extract of the first half of the LTFP and highlights the various rating components upon which the LTFP has been based.

	Forecast	Budget	Financial Plan Projections			
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
General rates	130,014	134,101	137,200	141,168	145,216	149,344
Supplementary rates	1,138	1,000	1,000	1,000	1,000	1,000
Waste charges	23,317	24,958	25,698	26,857	28,053	31,115
Keysborough Maintenance Levy	1,647	1,645	1,670	1,695	1,695	1,695
Interest on rates	214	489	489	489	489	489
Less rates abandoned	(113)	(112)	(112)	(112)	(112)	(112)
<b>Total rates and charges</b>	<b>156,217</b>	<b>162,081</b>	<b>165,945</b>	<b>171,097</b>	<b>176,341</b>	<b>183,531</b>

The rate increase in 2022-23 is capped at 1.75 per cent. The rate increases in the remaining years of the LTFP are based on a forecast rate cap/CPI of 2.00 per cent.

Whilst growth is forecast in relation to the industrial and residential components of the two large development areas south of Dandenong, it has recently been levelling off. For the purposes of this LTFP, the forecast supplementary rate income has been set at \$1 million per year.

#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

Council will apply its policy of 'full cost recovery' in determining the waste charge for residents in all years of this LTFP. Waste costs are forecast to increase on average around 4 per cent over the ten years of the LTFP.

The LTFP assumes the continuation of the Keysborough Maintenance Levy. All funds derived from these maintenance levies are fully reserved and do not form part of Council's general discretionary income.

#### *Statutory fees, fines and user fees*

Fees, charges and fines include services where Council has the discretion to determine the fee amount and statutory fees where the level is prescribed by the Commonwealth or State Governments.

Also included under this heading is income received from recoveries of Fines Victoria costs (relating to parking infringements).

The LTFP is based on statutory fees increasing by 1.50 per cent in 2022-23 and 2.00 per cent per annum thereafter. These increments mainly factor in assumed volume increases, as the fee amounts are set by Commonwealth or State Governments.

Discretionary fees, on the other hand, have been indexed at 2.25 per cent in 2022-23 and 2.50 per cent thereafter, which is more in line with the cost of providing the services. Discretionary fees include the hire of Council's many building, sports and recreational facilities.

Despite these broader parameters in the longer term, several key areas of fee collection (hire of civic facilities, parking, animal registrations) are not likely to see large increases, to assist the community in the recovery from the pandemic.

#### *Grants – operating and capital (recurrent and non-recurrent)*

Operating grant revenue is an extremely important source of revenue for Council, with Council currently receiving approximately \$30.55 million (2021-22 Original Budget) in operating grants. This includes the un-tied Financial Assistance grant funding received via the Victorian Local Government Grants Commission (VLGCC), which is Council's major operating grant. No increase is expected in the Financial Assistance grant funding in 2022-23 and 2023-24 due to COVID-19 impacts, and from 2024-25 a cautious increase of 1 per cent per annum has been applied, which seldom increases at an equivalent rate to the cost of providing the subsidised services. All remaining operating grant funding has been incremented by a conservative 1 per cent per annum across the life of the LTFP.

Council relies on grant income for delivering a range of services to the diverse community of the city. Greater Dandenong has a large migrant population, from a wide socio-economic spectrum which places significant demands on Council in the delivery of services in language, literacy and social integration.

The major types of grants Council receives are summarised by:

- Operating (**Appendix N**) or Capital (**Appendix O**)
- Source (federal, state and other)
- Type (services)
- Recurrent and non-recurrent

### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

Capital grants have been forecast in conjunction with the estimates provided on specific capital projects. There are no capital grants able to be forecast with certainty over the life of the LTFP.

#### *Contributions – monetary*

Depending on the amount of development activity in progress, Council receives contributions from developers. These contributions represent funds to enable Council to provide the necessary integrated infrastructure for new developments. They are for very specific purposes and often require Council to outlay funds for infrastructure works some time before receipt of these contributions. These contributions are statutory contributions and are transferred to a statutory reserve until utilised for a complying purpose through the Capital Works Program.

#### *Contributions – non-monetary*

Contributions non-monetary represent fixed assets that are 'gifted' by developers as developments progress. Council will see an increase in 'gifted assets' arising from the major Development Contribution Plans (DCP). Whilst these assets add to Council's overall asset base, they also add to the future obligations to maintain and replace these assets at the end of their useful lives. They therefore impact on Council's depreciation levels and required capital and maintenance spending in the future.

#### *Net gain (or loss) on disposal of property, infrastructure, plant and equipment*

Net gain (or loss) on disposal of fixed assets is the net result of the proceeds received from the sale of assets compared to their book value (written down value) held by Council.

Proceeds from sale of assets are mainly attributed to the asset classes of land and plant and equipment. Plant and equipment sales are generally determined by an annual replacement program of Council's fleet of vehicles and major plant used for street cleaning, parks maintenance and other asset management functions.

The premise in the strategy for land sales is that proceeds are transferred to the Major Projects reserve and are not utilised for operational purposes.

Written down values in the LTFP mainly relate to plant sold as part of the plant replacement program and the estimated book value of land earmarked for sale.

#### *Other income (including interest)*

Interest on investments represents one of Council's greatest financial impacts from the pandemic. The economic impacts have seen low interest rate markets prevail over the last two years. The fallout from COVID-19 and the continued impact that it is having on the Australian economy will continue to put greater pressure on investment income for Council and the local government sector.

Given the continued low interest rate environment, it is difficult for Council to ascertain with any certainty what actual investment returns are likely to be over the 10 years of the plan. With this in mind, Council can no longer continue to rely on additional investment income over the life of the LTFP. Interest income is estimated to average around \$1.50 million per annum over the ten years of the LTFP, mainly due to conservative interest income estimates in the first two years, and comprises interest earned from cash invested with financial institutions.

Also included under this heading is recovery income from a variety of sources and rental income received from the hire of Council buildings.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

Operational expenditure

The below summary focuses on the proposed base figures for 2022-23 and likely trend in these figures in the shorter term.

Expense types	Budget	Forecast	Forecast
	2022-23	2023-24	2024-25
	\$'000	\$'000	\$'000
Employee costs	91,636	93,283	93,953
Materials and services	75,427	77,384	80,020
Bad and doubtful debts	33,943	34,621	35,314
Depreciation	60	60	60
Amortisation - intangible assets	604	604	598
Amortisation - right of use assets	1,953	2,050	2,153
Borrowing costs	2,667	3,042	3,745
Finance costs - leases	22	22	22
Other expenses	4,489	4,371	5,298
<b>Total expenditure</b>	<b>210,801</b>	<b>215,437</b>	<b>221,163</b>

Employee costs

Salaries are the largest component of Council's operating budget, representing around 51 per cent of operating expenses (excluding depreciation). The current Enterprise Agreement 2018 (EA) has a four-year term and expires on 30 June 2022. Employee costs under this agreement are over a four-year term and have increased at a minimum of 2.25 per cent or the gazetted rate cap (whichever is greater). Given the new EA agreement is not yet finalised, employee costs across the LTFP are assumed to increase in line with the CPI forecast/rate cap. The confirmed rate cap for 2022-23 is 1.75 percent. The remaining years have been set at 2 per cent to align with the CPI forecast/rate cap.

In the 2014 Federal Budget, the Treasurer announced important changes to the Superannuation Guarantee Scheme (SGC). After a number of years at 9.50 per cent, the SGC rate will now increase to 10.5 per cent in 2022-23 with a further 0.50 per cent increase each year thereafter until it reaches 12.00 per cent in 2025-26, remaining at that level for the latter half of the LTFP. Should the Government revise the planned superannuation increases, the LTFP will be amended at that point.

In addition to the base wage increase assumptions, Council must provide funding for annual increments in employee banding. This generally equates to an additional 0.50 per cent (approximately) in employee costs.

Materials and services

The broad assumption in materials and services is for an increase matching the forecast CPI (1.75 per cent in 2022-23 and 2.00 per cent for the remainder of the LTFP). Council has significant ongoing contracts for delivery of services such as waste management and maintenance of parks and gardens. Council also engages contractors for building maintenance and supplementary valuations. All these contracts are negotiated at near CPI levels as far as possible. Material costs include items required for the maintenance and repairs of Council buildings, roads, drains and footpaths which are more governed by market forces based on availability than CPI. Council's payments to family day carers are also included under this category.

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### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

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Other associated costs included under this category are utilities, materials for the supply of meals on wheels and consumable items for a range of services. Council also utilises external expertise on a range of matters, including legal services and audit. These costs are kept to within CPI levels year on year.

Insurance premiums are anticipated to increase at a rate higher than CPI, so a 5 per cent increment per annum on insurance premium costs has been factored into the life of the LTFP.

Costs of materials and services remain at approximately 36 per cent of total operating expenditure over the ten years of the LTFP.

#### *Bad and doubtful debts*

Bad and doubtful debts are expected to increase by 5 per cent each year over the life of the LTFP and primarily relates to parking fines forwarded to the Fines Victoria for collection and a consequent reduction in collection rates. This item may be further impacted by COVID-19 over the period of the LTFP.

#### *Depreciation*

Depreciation estimates have been based on the projected capital spending contained within this LTFP document. Depreciation has been further increased by the indexing of the replacement cost of Council's fixed assets to recognise the impact of rising replacement costs in accordance with Australian Accounting Standard requirements. Depreciation estimates may be influenced by future recognition and disposal of assets and how Council expends its capital works program.

#### *Amortisation – intangible assets*

Represents the estimated amortisation of computer software assets over their useful life.

#### *Amortisation – right of use assets*

Represents the estimated amortisation of leased (right-of-use) assets in accordance with the Accounting Standard AASB 16 'Leases'. Leased assets include property, fleet, IT and office equipment that have been leased under ordinary lease arrangements.

#### *Borrowing costs*

**Appendix J** details Council's projected level of borrowings and finance costs. Council's projected loan indebtedness at 30 June 2022 is \$53.26 million.

Finance costs (interest on borrowings) are forecast at \$2.67 million in 2022-23. Finance costs are estimated to increase to over \$4 million in 2025-26, reflecting the \$71.72 million in proposed new borrowings to be drawn down over the first three years of the LTFP, which part fund significant infrastructure works associated with three of Council's major projects – Keysborough South Community Hub, the redevelopment of Dandenong Oasis and construction of the new Dandenong Community Hub.

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**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

**LONG TERM FINANCIAL PLAN 2023 - 2032**

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*Finance costs - leases*

Represents the estimated interest component of capitalised leases.

*Other expenses*

Other expenses include administration costs such as Councillor allowances, election costs, sponsorships, partnerships, community grants, lease expenditure, fire services property levy, audit costs and other costs associated with the day to day running of Council.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

Conversion to Cash Result

Refer to **Appendix B** for Council's estimated cash result in the Conversion to Cash Result Statement over the full ten-year period. The below table is an extract in the shorter term.

Description	Budget	Forecast	Forecast
	2022-23	2023-24	2024-25
	\$'000	\$'000	\$'000
<b>Net operating result</b>	<b>26,564</b>	<b>25,520</b>	<b>21,095</b>
<b>Add (less) cash costs not included in operating result</b>			
Capital expenditure	55,590	82,793	77,267
Loan repayments	3,484	5,601	8,401
Loan proceeds	(6,120)	(32,500)	(33,100)
Repayment of lease liabilities	710	724	738
Transfer from reserves	(8,635)	(11,339)	(11,356)
Transfer to reserves	6,403	5,778	5,419
<b>Sub total</b>	<b>51,432</b>	<b>51,057</b>	<b>47,369</b>
<b>Add (less) non-cash costs included in operating result</b>			
Depreciation	33,943	34,621	35,314
Amortisation - right of use assets	604	604	598
Amortisation - intangible assets	60	60	60
Written down value of assets sold	261	252	302
Contributions - non-monetary	(10,000)	(10,000)	(10,000)
<b>Sub total</b>	<b>24,868</b>	<b>25,537</b>	<b>26,274</b>
<b>Surplus (deficit) for the year</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Accumulated surplus brought forward</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Accumulated surplus brought forward</b>	<b>-</b>	<b>-</b>	<b>-</b>

Cash surplus revenue and expenditure

*Capital expenditure*

Capital expenditure amounts included in this LTFP are in accordance with the proposed works forecast in the Statement of Capital Works (refer **Appendix F**).

*Loan repayments*

Loan repayments are forecast in accordance with the agreed repayment schedules for existing loans. Annual loan repayments start at \$3.48 million in the first year of this LTFP, climbing to over \$11 million in years six and seven and then dropping slightly to just over \$10 million in the final year. This is as a result of proposed new borrowings in the first three years totalling \$71.72 million, in order to fund three of Council's major capital projects (Keysborough South Community Hub, the redevelopment of Dandenong Oasis and construction of the new Dandenong Community Hub).

### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

#### *Loan proceeds*

Proposed loan borrowing proceeds are forecast as follows:

- \$6.12 million in 2022-23 to part fund the Keysborough South Community Hub major project. These loan funds will be sought via the Community Infrastructure Loans Scheme (CILS) which was announced in the 2020-21 Victorian State Budget to support councils in delivering critical infrastructure to communities across the state. Council received a successful application which will achieve savings through accessing a low-interest loan as well as receiving an interest subsidy from the Victorian Government.
- Proposed loan borrowing proceeds of \$32.5 million in 2023-24 and \$23.1 million in 2024-25 to part fund significant infrastructure works in relation to the redevelopment of Dandenong Oasis.
- Proposed loan borrowing proceeds of \$10 million in 2024-25 to part fund construction of the new Dandenong Community Hub.

#### *Transfers to and from reserves*

A full listing of the reserve funds and the proposed transfers to and from these reserves is contained in the Reserve strategy section of this LTFP as well as the schedule of reserves in **Appendix I**.

#### *Key information relayed by the Budgeted Comprehensive Income Statement and Conversion to Cash Result*

There are a number of features that are relayed by the statements in **Appendix A** and **Appendix B**:

- Council's underlying operational result (net surplus or deficit from operations) remains in surplus over the life of the LTFP. This is an extremely positive step in terms of maintaining Council's financial sustainability.
- Capital works expenditure is significant for the first three years of the LTFP at \$56 million, \$83 million and \$77 million due to several major projects including the Keysborough South Community Hub major project, the redevelopment of Dandenong Oasis and construction of the Dandenong Community Hub. These increases have mainly been funded from new borrowings, reserves and revenue from council rates.
- Capital works expenditure funded from the operational surplus represents \$39 million on average over the life of the LTFP, increasing from \$38.16 million in 2022-23 to \$46.62 million in the final year of the LTFP. This shows the amount of capital funds that Council can allocate from its operating result.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

Balance Sheet

Appendix C outlines the Balance Sheet financial plan projections for the next ten years. Extract of the shorter term is below.

Description	Budget	Forecast	Forecast
	2022-23	2023-24	2024-25
	\$'000	\$'000	\$'000
<b>Assets</b>			
Total current assets	159,073	159,723	154,240
Total non-current assets	2,562,000	2,619,980	2,671,711
<b>Total assets</b>	<b>2,721,073</b>	<b>2,779,703</b>	<b>2,825,951</b>
<b>Liabilities</b>			
Total current liabilities	108,629	117,842	121,466
Total non-current liabilities	55,470	79,367	100,896
<b>Total liabilities</b>	<b>164,099</b>	<b>197,209</b>	<b>222,362</b>
<b>Net assets</b>	<b>2,556,974</b>	<b>2,582,494</b>	<b>2,603,589</b>
<b>Total equity</b>	<b>2,556,974</b>	<b>2,582,494</b>	<b>2,603,589</b>

The main components of the Balance Sheet are outlined below.

*Cash and cash equivalents*

Represents the amount held by Council in cash or term deposits. Cash and investments are forecast to remain at adequate levels throughout the ten year forecast. Council's working capital ratio (current assets/current liabilities) is expected to remain steady with a slight upwards trend during the latter period of this LTFP. The ratio is forecast to be 1.46 in 2022-23 and 1.41 on average across the LTFP, which is in excess of the minimum prudential ratio of 1.00.

These ratios are however dependent to some extent on Council continuing to hold reserve funds rather than expending these funds on the purposes for which they are held. Council will therefore need to be mindful of its working capital ratio moving forward over the ten-year period taking into consideration the major draw downs in cash reserves to fund significant new infrastructure over the first five years of the LTFP.

*Trade and other receivables*

Other receivables include payments outstanding from rates and other services such as parking and animal infringements, sporting clubs, monies owed from development contribution plans for works completed and community aged care services. The only trend available continually shows that parking infringements remain difficult to collect and the receivable in this area has been estimated to increase. Initiatives by the State Government are continually aimed at reducing this issue; however, COVID-19 is likely to continually negatively impact on collectability forecasts.

The non-current trade and other receivables are made up of refundable deposits that are not expected to be repaid in the next 12 months and Council's financial contribution in a closed landfill (Narre Warren landfill).

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### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

**LONG TERM FINANCIAL PLAN 2023 - 2032**

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*Other assets*

Other assets comprise accrued income and prepayments.

*Property, infrastructure, plant and equipment*

Represents Council's fixed assets, including infrastructure assets such as roads, drainage and buildings. These assets are shown at their depreciated values. The increase in value of these assets over the term of the LTFP indicates that Council is investing more in capital than the rate of depreciation.

*Investment property*

Investment property represents land and building assets that generate long term rental yields. Any adjustment to the fair value of these assets is recorded in the Comprehensive Income Statement and these assets are not depreciated

*Right of use assets*

Represents leased (right-of-use) assets in accordance with the new Accounting Standard AASB 16 'Leases'. Includes property, fleet, IT and office equipment that have been leased under ordinary lease arrangements. These values are reflected after recognising the amortisation expense.

*Intangible assets*

Represents computer software assets. These values are reflected after recognising the amortisation expense.

*Trade and other payables*

Represents the accounts unpaid as at the end of June of each year. Council follows a 30 day credit policy for payment of invoices for most of the goods and services received. The increase in balances over the years reflects general growth in volume and prices of services received.

*Trust funds and deposits*

Amounts received as tender deposits, bonds and retention monies are recognised as trust monies until they are refunded or forfeited. The largest component is amounts received from developers relating to the Development Contribution Plans (DCP) which are held as deposits and are a surety for the construction of DCP infrastructure. Upon completion of the infrastructure, Council will refund the developer the deposit.

*Unearned income*

Represents income not yet earned after assessing the income in accordance with the Accounting Standards AASB 1058 'Income of Not-For-Profit Entities' and AASB 15 'Revenue from Contracts with Customers' based on specific performance obligations that were not complete at financial year end. Mainly relates to Developer Contribution Plan (DCP) liabilities and operating/capital grants.

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### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

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#### *Provisions*

Represents the combination of employee entitlement and landfill restoration provisions.

Employee entitlement provisions comprise annual leave, long service leave and rostered day off (RDO) entitlements for staff. The current provision includes all of the annual leave liability and long service leave liability in accordance with Australian Accounting Standards, although they are not expected to be paid within twelve months. The balance of the liability is reflected in the non-current section.

The landfill restoration provision relates to the Spring Valley closed landfill on Council land. Council shares responsibility for the after care management plan of this closed landfill with three member councils.

#### *Interest-bearing loans and borrowings*

Represent long-term borrowings outstanding at balance date.

#### *Lease liabilities*

Represents the lease repayments in respect of right-of-use assets and mainly comprise of property and information technology related lease obligations.

#### *Accumulated surplus*

The accumulated equity of Council (excluding reserve funds) continues to increase during the life of the LTFP.

#### *Key information relayed by the Balance Sheet*

The Balance Sheet highlights a number of key points:

- Council's cash balances remain at healthy levels over the period of the forecast, although a component of it will be 'restricted' to fund statutory obligations such as repayment of trust monies.
- Council's working capital ratio throughout the LTFP remains at a level in excess of 100 per cent, an indicator that shows Council's ability to service its creditors and loan obligations.
- Council continues to grow its equity and fixed asset levels.

**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

**Statement of Changes in Equity**

Refer to **Appendix D** which outlines the various equity components over the next ten years.

*Key information relayed by Statement of Equity*

Council's accumulated surplus and other reserve balances continue to grow over the life of the LTFP.

**Cash Flow Statement**

Refer to **Appendix E** which outlines the cash flow financial plan projections for the next ten years. The main components of the Statement of Cash Flows are outlined below.

*Key information relayed by Statement of Cash Flows*

The key information from the Statement of Cash Flows is that Council maintains a solid cash balance that sufficiently funds its reserve funds and restricted assets (eg. leave entitlements and trust deposits).

Two points to note in relation to the Cash Flow Statement:

- It is drawn directly from the cash based transactions shown in the Income Statement with the addition of estimated movements in working capital.
- The cash flow amounts are disclosed inclusive of GST.

Section	Strategic Directions Outcomes:
Macro view of Council's financial position	<ol style="list-style-type: none"> <li>1. That Council revise its ten-year forward financial plan on an annual basis.</li> <li>2. That Council maintains an underlying operational surplus (in the Income Statement) prior to the recognition of capital income over the life of the LTFP.</li> <li>3. That Council seek to increase its capital works investment, funded from operational sources to a sufficient level that allows it to adequately fund its asset renewal requirements <i>(subject to the impacts of rate capping and COVID-19)</i>.</li> <li>4. That Council endorse through this LTFP, the principle that ongoing asset renewal requirements must be funded from ongoing operational funding sources and that non-renewable funding sources such as asset sales, reserve funds or loan funds not be used to address these needs.</li> </ol>

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

**Financial Strategies**

Capital works strategy

The Statement of Capital Works in **Appendix F** outlines the forecast capital expenditure by asset class and category, as well as the proposed funding sources to be applied to the achievement of the works in the LTFP.

The following table provides a summary of these figures over the next five-year period.

	Budget	Projections			
	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000	2026-27 \$'000
Capital grants	3,518	816	-	-	-
Capital contributions	1,447	2,929	-	-	-
Transfer from reserves	6,350	8,871	8,900	650	650
Loan proceeds	6,120	32,500	33,100	-	-
<b>Funded from operational surplus</b>	<b>38,155</b>	<b>37,677</b>	<b>35,267</b>	<b>33,932</b>	<b>34,778</b>
<b>Total capital works funding</b>	<b>55,590</b>	<b>82,793</b>	<b>77,267</b>	<b>34,582</b>	<b>35,428</b>

This LTFP is based on capital works investment funded from Council's operations of \$38.16 million in 2022-23.

However, the capital works funded from operations has been significantly reduced to fund significant new infrastructure and related cost impacts including:

- Debt servicing costs (\$60.6 million) relating to the planned new borrowings for the redevelopment of Dandenong Oasis (Dandenong Wellbeing Centre) and Dandenong Community Hub major projects.
- Ongoing operational costs (totalling \$8.7 million) required for the new Dandenong Community Hub building.
- A revision to the management services agreement with the Dandenong Market, Council's wholly-owned entity (\$500,000 per annum) where the Market will be responsible for undertaking capital projects in line with their Retail Plan.

**COVID impacts**

Funding for capital expenditure (from Council operations) has now been reduced by \$13.9 million since 2020-21 due to COVID-19 impacts.

The 2020-21 capital expenditure budget funded from operational surplus was initially reduced by \$6.8 million and then further reduced by \$4.4 million in the Mid-Year Budget review to fund COVID-19 financial losses experienced by Council. In 2021-22, the capital expenditure budget saw a further reduction of \$2.3 million to fund reduced operational outcomes due to the pandemic. The 2022-23 capital expenditure budget was reduced by \$398,000 to fund an operational deficit caused by continued COVID-19 impacts.

It should be noted that Council's revenue will continue to be impacted by the outcomes of the pandemic and the longer-term impact of COVID-19 on our community and on our operations is still uncertain. As such we recognise Council's proposed financial direction for future years may require changes.

### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

Grant funding and contributions will be used where available, reserve funding where applicable and borrowings where it is deemed necessary. The total amount of capital expenditure may vary significantly from year to year depending on the various capital funding sources utilised.

The proposed program of works across the ten years is indicative at this point and will not be formally resolved upon until Council considers the forthcoming Budget each year. Additionally, capital works expenditure associated with Development Contribution Plans (DCP) has been excluded from the figures in **Appendix F**. Scheduling of designated projects within the DCP is subject to available Council funding (reserve funds are allocated to a reserve annually). Infrastructure works to be undertaken are currently being reviewed.

The graph in **Appendix M** highlights the impact to available capital works funding from Council's operational result as a result of rate capping restrictions and COVID-19 and subsequently a funding source for significant major projects. In REAL terms Council's funding for capital expenditure is falling over the LTFP and over the term of the LTFP the total cumulative gap between ongoing growth in line with the rate cap and the forecast funding amount is \$27.3 million.

The key point from the Statement of Capital Works in **Appendix F** table is the LTFP provides funding for asset renewal purposes which averages \$30.6 million. The current LTFP projections fall short of the current asset renewal requirements. This is due to reductions in the overall asset renewal program to fund significant new infrastructure over the first five years of the LTFP. It should be noted that asset management modelling remains incomplete and this requirement can be expected to change as more data is obtained.

#### Capital funding sources

The Statement of Capital Works in **Appendix F** also outlines the funding sources currently applied in the LTFP which shows a downwards trend in operational funds devoted to capital purposes across the first half of the LTFP followed by an incremental trend in the latter half (\$38.16 million in year one (2022-23), down to \$33.93 million in year four (2025-26) and back up to \$46.62 million in the final year (2031-32).

This reduction in operational surplus capital funding compared to the previous LTFP has been driven by significant borrowings to fund much needed major capital works projects. Annual debt servicing costs and redemption will be met by a reduction in operational surplus available for capital funding.

The following major projects have been included in Council's LTFP:

- Keysborough South Community Hub
- Redevelopment of Dandenong Oasis (Dandenong Wellbeing Centre)
- Dandenong Community Hub

The budgeted capital expenditure and funding sources for these projects is summarised in the following table and impacts the first four years of the LTFP. Whilst \$23.79 million of Council's operational surplus is expected to fund these major projects, more significant funding is required to be sourced from new borrowings (\$71.72 million) and internal reserves (\$23.09 million).

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

ALL MAJOR PROJECTS	Actual 2019-20 \$'000	Actual 2020-21 \$'000	Forecast Actual 2021-22 \$'000	Proposed Budget 2022-23 \$'000	Year 2 Forecast 2023-24 \$'000	Year 3 Forecast 2024-25 \$'000	Year 4 Forecast 2025-26 \$'000	Total \$'000
<b>Capital expenditure</b>	<b>319</b>	<b>2,193</b>	<b>7,383</b>	<b>12,909</b>	<b>51,100</b>	<b>45,350</b>	<b>6,275</b>	<b>125,529</b>
<i>Less funding sources:</i>								
Grants	-	(102)	(1,398)	(2,500)	-	-	-	<b>(4,000)</b>
Contributions	-	-	-	-	(2,929)	-	-	<b>(2,929)</b>
Council cash	-	(1,746)	(2,089)	(2,230)	(7,450)	(4,000)	(6,275)	<b>(23,790)</b>
Borrowings	-	-	-	(6,120)	(32,500)	(33,100)	-	<b>(71,720)</b>
Reserves	(319)	(345)	(3,896)	(2,059)	(8,221)	(8,250)	-	<b>(23,090)</b>
<b>Funding sources</b>	<b>(319)</b>	<b>(2,193)</b>	<b>(7,383)</b>	<b>(12,909)</b>	<b>(51,100)</b>	<b>(45,350)</b>	<b>(6,275)</b>	<b>(125,529)</b>

Council has been successful in sourcing two grants totalling \$4 million for the Keysborough South Community Hub over the three years to 2022-23.

Contributions of \$2.93 million from Developer Contribution Plans (DCP) and Community Infrastructure Levy (CIL) funding can also be utilised for the Keysborough South Community Hub major project upon completion of the Hub in 2023-24.

Significant new borrowings will be required for the completion of these major projects. Firstly, in 2022-23 Council proposes to use loan funds of \$6.12 million to part fund Keysborough South Community Hub. These loan funds have been sought via the Community Infrastructure Loans Scheme (CILS) which was announced in the 2020-21 Victorian State Budget to support councils in delivering critical infrastructure to communities across the state. This scheme hopes to achieve savings through accessing a low-interest loan as well as receiving an interest subsidy from the Victorian Government.

Further proposed new borrowings of \$55.6 million (\$32.5 million in 2023-24 and \$23.1 million in 2024-25) are also required to part fund significant infrastructure works associated with the redevelopment of Dandenong Oasis.

In addition, further proposed new borrowings of \$10 million are forecast in 2024-25 to fund construction of the new Dandenong Community Hub.

Similarly, significant reserve funding of \$23.09 million for these major capital projects has been forecast across the LTFP (including 2019-20 and 2020-21). The majority of this reserve funding is from the Major Projects reserve with the remainder coming from the DCP reserve.

- Major Projects reserve (\$20.52 million):
  - ~ \$19.60 million for Dandenong Wellbeing Centre
  - ~ \$915,000 for Keysborough South Community Hub
- DCP reserve (\$2.58 million) for Keysborough South Community Hub. This represents levies received under the Keysborough South Development Contributions Plan for community and sporting facilities costs (Keysborough Community Hub).

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

A financial break down by major project is provided below.

KEYSBOROUGH SOUTH COMMUNITY HUB	Actual 2019-20 \$'000	Actual 2020-21 \$'000	Forecast Actual 2021-22 \$'000	Proposed Budget 2022-23 \$'000	Year 2 Forecast 2023-24 \$'000	Year 3 Forecast 2024-25 \$'000	Year 4 Forecast 2025-26 \$'000	Total \$'000
<b>Capital expenditure</b>	<b>319</b>	<b>1,891</b>	<b>2,090</b>	<b>10,679</b>	<b>3,100</b>	-	-	<b>18,079</b>
<i>Less funding sources:</i>								
Grants	-	(102)	(1,398)	(2,500)	-	-	-	(4,000)
Contributions	-	-	-	-	(2,929)	-	-	(2,929)
Council cash	-	(1,444)	(96)	-	-	-	-	(1,540)
Borrowings	-	-	-	(6,120)	-	-	-	(6,120)
Reserves	(319)	(345)	(596)	(2,059)	(171)	-	-	(3,490)
<b>Funding sources</b>	<b>(319)</b>	<b>(1,891)</b>	<b>(2,090)</b>	<b>(10,679)</b>	<b>(3,100)</b>	-	-	<b>(18,079)</b>

Note – The above table includes construction of the building as well as the dog off leash park relocation and new access road.

DANDENONG WELLBEING CENTRE (Redevelopment of Dandenong Oasis)	Actual 2019-20 \$'000	Actual 2020-21 \$'000	Forecast Actual 2021-22 \$'000	Proposed Budget 2022-23 \$'000	Year 2 Forecast 2023-24 \$'000	Year 3 Forecast 2024-25 \$'000	Year 4 Forecast 2025-26 \$'000	Total \$'000
<b>Capital expenditure</b>	-	<b>302</b>	<b>4,968</b>	<b>1,830</b>	<b>45,000</b>	<b>35,350</b>	-	<b>87,450</b>
<i>Less funding sources:</i>								
Council cash	-	(302)	(1,668)	(1,830)	(4,450)	(4,000)	-	(12,250)
Borrowings	-	-	-	-	(32,500)	(23,100)	-	(55,600)
Reserves	-	-	(3,300)	-	(8,050)	(8,250)	-	(19,600)
<b>Funding sources</b>	-	<b>(302)</b>	<b>(4,968)</b>	<b>(1,830)</b>	<b>(45,000)</b>	<b>(35,350)</b>	-	<b>(87,450)</b>

DANDENONG COMMUNITY HUB	Actual 2019-20 \$'000	Actual 2020-21 \$'000	Forecast Actual 2021-22 \$'000	Proposed Budget 2022-23 \$'000	Year 2 Forecast 2023-24 \$'000	Year 3 Forecast 2024-25 \$'000	Year 4 Forecast 2025-26 \$'000	Total \$'000
<b>Capital expenditure</b>	-	-	<b>325</b>	<b>400</b>	<b>3,000</b>	<b>10,000</b>	<b>6,275</b>	<b>20,000</b>
<i>Less funding sources:</i>								
Council cash	-	-	(325)	(400)	(3,000)	-	(6,275)	(10,000)
Borrowings	-	-	-	-	-	(10,000)	-	(10,000)
<b>Funding sources</b>	-	-	<b>(325)</b>	<b>(400)</b>	<b>(3,000)</b>	<b>(10,000)</b>	<b>(6,275)</b>	<b>(20,000)</b>

Council also has significant future major projects that it wishes to fund over the coming ten-year period beyond the three which are presently included in this Long-Term Financial Plan. At present, no further projects are included in this plan but this will be reviewed annually as Council completes its current major projects and assesses its financial capability to undertake these projects.

It is noted that Councils financial capability will be strongly influenced by either the receipt of significant government grant stimulus funds or by future potential asset sales that may act as a funding source.

**Strategic Directions Outcomes:**

That Council note the forecast level of capital expenditure over the ten year period of the LTFP and the reduction of \$69.3 million to fund debt servicing and operational costs associated with major capital works projects.

### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

#### Borrowing strategy

Refer to **Appendix J** for a detailed schedule of Council's forecast borrowings, including existing and new (assumed) borrowings, principal repayments and finance costs.

This section covers the components of Council's borrowing strategy including Council's philosophy on debt, future loan strategy and requirements.

#### Background to Council's current debt portfolio

The below table highlights Council's current position in respect of all interest-bearing liabilities and the movements that have occurred during the past three financial years, as well as the forecast borrowings balance at 30 June 2022.

	Actual Balance 30 June 2019 \$'000	Actual Balance 30 June 2020 \$'000	Actual Balance 30 June 2021 \$'000	Forecast Balance 30 June 2022 \$'000
Interest bearing loans and borrowings	58,525	59,891	56,636	53,263

#### Future loan strategies

##### *What is Council's philosophy on debt?*

Many Victorian councils are debt averse and view the achievement of a low level of debt or even debt free status as a primary goal. Others see the use of loan funding as being a critical component of the funding mix to deliver much needed infrastructure to the community.

The use of loans to fund capital expenditure can be an effective mechanism of linking the payment for the asset (via debt redemption payments) to the successive Council populations who receive benefits over the life of that asset. This matching concept is frequently referred to as 'inter-generational equity'.

Council has accessed debt funding to complete a range of major infrastructure projects including the Springvale Community Hub, Dandenong Civic Centre and Library, redevelopment of the Drum Theatre, Dandenong Market and Noble Park Aquatic Centre that will be enjoyed by the populations of the future (refer table below).

Project	Total cost (\$ million)	Loan funds used (\$ million)
Drum Theatre	13.0	9.0
Dandenong Market	26.0	20.0
Noble Park Aquatic Centre	21.0	5.0
Dandenong Civic Centre	65.5	47.2
Springvale Community Hub	52.7	20.0
<b>Total</b>	<b>178.2</b>	<b>101.2</b>

The significant replacement of Dandenong Oasis, estimated at over \$87 million, will be part funded by proposed new borrowings of \$55.6 million over the 2023-24 and 2024-25 financial years. The construction of the new Dandenong Community Hub will also be part funded by borrowings of \$10 million in 2024-25.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

In addition, Council has been successful in \$6.12 million in new borrowings in 2022-23 to part fund the Keysborough South Community Hub major project. These loan funds will be sought via the Community Infrastructure Loans Scheme (CILS) which was announced in the 2020-21 Victorian State Budget to support councils in delivering critical infrastructure to communities across the state. The successful application will achieve savings through accessing a low-interest loan as well as receiving an interest subsidy from the Victorian Government.

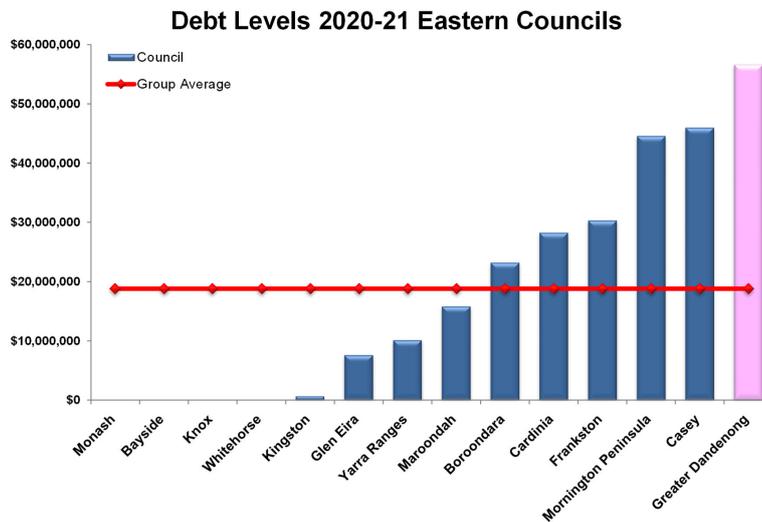
One of the key considerations for Council in the application of future loan borrowing is the premise that its long-term financial strategies should strive for a financial structure where its annual operational and asset renewal needs can be met from annual funding sources. That is, Council does not have to access funding from non-renewable sources such as loans, asset sales or reserves to meet its annual expenditure needs.

*Measuring what level of debt is appropriate*

The maximum levels of indebtedness are prescribed for Council by way of prudential limits established by the State Government. The three principle prudential limits are:

- Debt servicing (interest repayments) as a percentage of total revenue should not exceed five per cent.
- Total indebtedness as a percentage of rate revenue – in general this ratio should not exceed 60 per cent and ideally Council should retain some borrowing flexibility to be able to respond to urgent needs.
- Working capital ratio (current assets/current liabilities) to remain in excess of 1.00.

*Benchmarking of Council's debt structure to other councils*



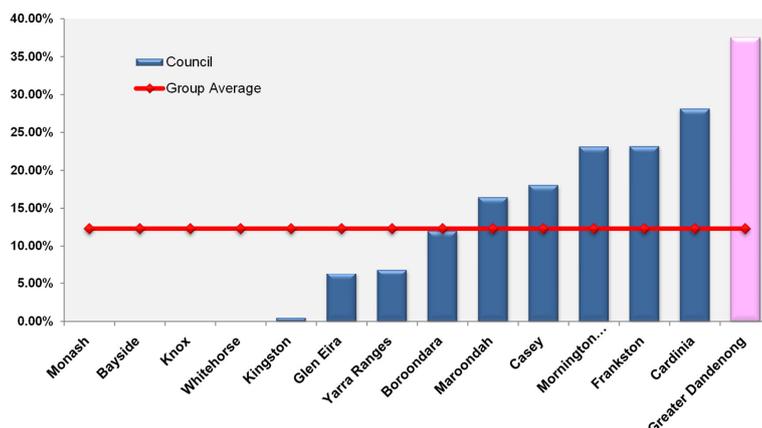
As presented in the graph, Council completed 2020-21 with the highest level of indebtedness of all Eastern Metropolitan councils in pure dollar terms.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

The more meaningful comparison is however gained by using the dollar indebtedness, contrasted against other measures (e.g. rate revenue) that account for the varying financial sizes of councils in the group.

**Total Indebtedness as a % of Rate Revenue 2020-21**



Council's level of indebtedness (debt/rate revenue) at 30 June 2021 was 37.6 per cent which was a slight decrease on the prior year and remains well below the 60 per cent threshold.

The below table highlights the outcomes of a debt level review based on the figures to 30 June 2021.

Council	Debt Servicing / Adj. Total Revenue	Debt Commitment / Rates	Total Debt / Rate Revenue	Total Liabilities / Realisable Assets	Debt Commitment / Own Source Revenue	Total Debt / Own Source Revenue
Bayside	0.00%	0.00%	0.00%	11.95%	0.00%	0.00%
Knox	0.00%	0.00%	0.00%	65.24%	0.00%	0.00%
Monash	0.00%	0.00%	0.00%	2.56%	0.00%	0.00%
Whitehorse	0.00%	0.00%	0.00%	16.15%	0.00%	0.00%
Kingston	0.02%	1.00%	0.48%	34.03%	0.89%	0.43%
Glen Eira	0.19%	3.33%	6.34%	14.39%	2.99%	5.69%
Yarra Ranges	0.33%	2.89%	6.88%	64.83%	2.74%	6.53%
Boroondara	0.59%	1.51%	12.03%	14.88%	1.41%	11.26%
Maroondah	0.69%	3.60%	16.47%	46.06%	3.13%	14.31%
Casey	0.47%	3.63%	18.09%	57.82%	3.36%	16.75%
Mornington Peninsula	0.52%	3.06%	23.15%	68.39%	2.78%	21.00%
Frankston	0.85%	1.37%	23.20%	51.95%	1.21%	20.43%
Cardinia	1.39%	14.03%	28.15%	54.96%	13.27%	26.62%
<b>Greater Dandenong</b>	<b>1.43%</b>	<b>4.06%</b>	<b>37.58%</b>	<b>34.71%</b>	<b>3.76%</b>	<b>34.42%</b>
Median Eastern Councils	0.40%	2.20%	9.46%	40.39%	2.08%	8.90%
Average Eastern Councils	0.46%	2.75%	12.31%	38.42%	2.54%	11.25%
Greater Dandenong Council Ranking	14	13	14	7	13	14

(Note regarding ranking – 1 is the lowest debt outcome, 14 is the highest debt outcome).

The table above highlights that Council's current indebtedness ratios place it generally in the first or second highest indebted Council of the group across the range of ratios.

**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

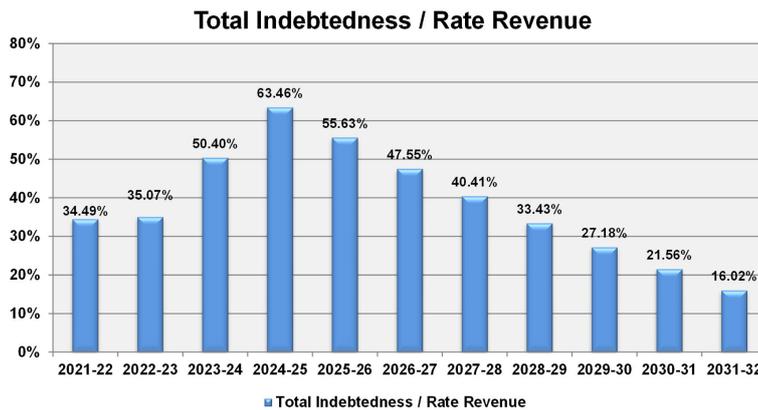
**LONG TERM FINANCIAL PLAN 2023 - 2032**

Council's level of indebtedness remains within the prudential limits. Council's debt servicing/adjusted total revenue ratio was 1.43 per cent at 30 June 2021 (prudential limit 10 per cent) and indebtedness/rate revenue ratio is 37.58 per cent (prudential limit 80 per cent).

The graph following highlights Greater Dandenong's forecast indebtedness/rate revenue ratio over the life of the LTFP.

This LTFP forecasts significant new borrowing (\$6.12 million in 2022-23, \$32.5 million in 2023-24 and \$33.1 million in 2024-25) to part fund major capital projects. As can be seen on the following graph, the 'Indebtedness to Rate Revenue' ratio increases to just over 60 per cent in 2024-25, but then the debt ratio falls again quite quickly down to 16.02 per cent in 2031-32.

Council has previously relied on a strategy of ensuring its 'Indebtedness to Rate Revenue' ratio is ideally around the 40 per cent mark prior to undertaking new borrowings. Giving consideration to community need for redevelopment of the ageing Dandenong Oasis and a Community Hub in Dandenong, Council has opted to procure new borrowings to finance these major projects. This strategy allows Council to borrow for major projects but also to then retain a gap between the ratio and the 60 per cent level, allowing Council room to respond to unforeseen circumstances. This could be to take an opportunity to match large stimulus funding to deliver another project or to respond to emerging situations such as we have seen via the coronavirus pandemic.



Once the 'Indebtedness to Rate Revenue' ratio drops to below 40 per cent, Council will once again be in a position to consider future borrowings from that point.

As outlined above, a certain level of debt can be viewed as a positive mechanism in financing infrastructure within Council. The key is ensuring that Council does not rely so strongly on debt funding that it increases the level of debt (and therefore annual debt servicing and redemption costs) beyond a prudent level or which unduly impacts on Council's ability to fund capital works on an annual basis.

Council will consider debt for major community assets in accordance with the above guidelines. All projects are subject to community consultation, Council review and funding. Council will also seek to maximise external funding opportunities having regard to the financial impacts and outcomes for the community.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

LONG TERM FINANCIAL PLAN 2023 - 2032

Future loan requirements

Treasury Corporation of Victoria loans

Recently, the Victorian Government has approved the Treasury Corporation of Victoria (TCV) to become a direct lender to councils. This framework will enable Victorian councils to access low-interest loans and achieve interest cost savings.

Local Government as an industry has been relatively debt averse over the past decade with several councils seeking debt free status. In benchmarking with thirteen other councils within the Eastern Melbourne metropolitan grouping, the City of Greater Dandenong has consistently been in the top one or two councils in terms of its debt levels in pure dollar terms.

The TCV have two financial covenant requirements for councils to comply with if undertaking borrowings with the TCV:

- *Interest cover ratio* – earnings before interest, depreciation/amortisation and non-cash contributions compared to interest expense (on borrowings and leases). The ratio result is not to be less than 2:1.
- *Financial indebtedness ratio* – total interest bearing loans and borrowings including leases over own-source revenue. The ratio result is not to exceed 60 per cent.

In terms of highlighting the impact of Council's current borrowings portfolio on Council's indebtedness to rates ratio, the below table provides these outcomes. It also shows TCV financial covenant ratios. Council was successful in obtaining a \$6.12 million loan via the Community Infrastructure Loan Scheme for the Keysborough Community Hub which is expected to be drawn down on 2022-23.

The loan agreement will be with TCV and contains two financial covenants – the most important one is that the indebtedness/rates ratio does not exceed 60 per cent during the borrowing period. Whilst the ratio is calculated slightly different to the prudential limit, the maximum that Council will reach is 54.8 per cent in 2024-25 within the limit of 60 per cent.

Financial year ending	New/refinance borrowings \$'000	Principal paid \$'000	Interest expense \$'000	Balance 30 June \$'000	LGPRF Liquidity Ratio	LGPRF Debt Mgmt Ratio	Debt Servicing Ratio	TCV Interest Cover Ratio	TCV Financial Indebtedness Ratio
2022	-	3,372	2,803	53,263	150%	34.5%	2.5%	20	31.0%
2023	6,120	3,484	2,667	55,900	146%	34.8%	2.6%	20	30.5%
2024	32,500	5,601	3,042	82,799	136%	50.4%	3.6%	17	43.6%
2025	33,100	8,401	3,745	107,498	127%	63.5%	5.0%	13	54.8%
2026	-	10,348	4,050	97,150	133%	55.6%	5.8%	13	48.1%
2027	-	10,686	3,688	86,465	137%	47.6%	5.6%	15	41.3%
2028	-	11,021	3,317	75,443	139%	40.4%	5.5%	17	35.2%
2029	-	11,385	2,922	64,059	144%	33.4%	5.3%	19	29.2%
2030	-	10,601	2,531	53,457	147%	27.2%	4.8%	23	23.8%
2031	-	9,955	2,155	43,502	149%	21.6%	4.3%	28	19.0%
2032	-	10,336	1,783	33,166	151%	16.0%	4.2%	35	14.2%

Prudential ratio limits: Risk assessment criteria	High	Below 110%	Above 80%	Above 10%	Less than 2	Above 60%
	Medium	110% - 120%	60% - 80%	5% - 10%		
	Low	Above 120%	Below 60%	Below 5%		

### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

#### LGPRF Liquidity ratio

*Current assets compared to current liabilities*  
= (Current assets / Current liabilities)

#### LGPRF Debt management

*Loans and borrowings compared to rates*  
= (Current + Non-current Interest bearing liabilities / Rates and charges less Keysborough Maintenance Levy)

#### Debt servicing

*Borrowing costs compared to rates*  
= (Interest expense / Rates and charges less Keysborough Maintenance Levy)

#### TCV Interest Cover Ratio

*Ratio of earnings before interest, taxes, depreciation and amortisation (EBITDA) to interest expenses.*  
= (Net surplus - interest income - non-monetary contributions + borrowing costs + finance lease costs + depreciation and amortisation) / (Borrowing costs + finance lease costs)

#### TCV Financial Indebtedness Ratio

*Value of interest bearing loans and borrowings as a percentage of own source revenue*  
= (Current + Non-current Interest bearing liabilities / (Total income - grants operating - grants capital - contributions monetary - contributions non-monetary))

The table on the prior page highlights that whilst Council forecasts significant new borrowings in this LTFP to part fund significant capital investment, Council's debt ratios as per the Local Government Performance Reporting Framework (LGPRF) and the Treasury Corporation of Victoria (TCV) are within prudential limits over the ten-year period.

#### Strategic Directions Outcomes

1. That Council continues the use of loan funding as a viable and equitable mechanism of funding new/significantly upgraded major assets that provide a broad community benefit (when required).
2. That Council endorse a strategy of setting a target of 40 per cent indebtedness to rates ratio as an ideal financial outcome and where new borrowings are sought, set reduction targets to achieve this level in not more than a five year period, with a maximum loan ratio of not more than 60 per cent.

#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

### Reserve strategy

Victorian local government councils have traditionally operated with reserve funds that are amounts of money set aside for specific purposes in later years. In general, these funds do not have bank accounts of their own but are a theoretical split up of the cash surplus that Council has on hand. The following sections provide a picture of what reserve funds Council holds and their purpose. Refer to **Appendix I** for the financial projections of Council's reserves over the next ten years.

### Nature and purpose of current reserves

The following summary outlines the purpose of each current reserve, its typical inflows and outflows and projected reserve balances at 30 June 2022 (where relevant these balances have been updated to reflect 2021-22 current forecast movements).

#### Major Projects Reserve

##### Purpose

This reserve has been established to provide a source of funding for major infrastructure projects.

##### Typical sources of inflows and outflows

Inflows to this reserve will typically be from the sale of Council land. Further inflows may occur periodically if Council achieves a surplus outcome at the conclusion of the financial year and resolves to transfer surplus funds into this reserve.

An extract from **Appendix I(a)** of the Major Projects Reserve transfers is included below.

Reserves	Forecast	Budget	Projections		
	2021-22	2022-23	2023-24	2024-25	2025-26
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Major Projects</b>					
Opening balance	27,358	18,169	19,577	12,585	5,009
Transfer to reserve	3,335	1,408	1,058	674	4,044
Transfer from reserve	(12,524)	0	(8,050)	(8,250)	0
<b>Closing balance</b>	<b>18,169</b>	<b>19,577</b>	<b>12,585</b>	<b>5,009</b>	<b>9,054</b>

Projected inflows into this reserve in 2021-22 are derived from annual funding previously transferred to the DCP reserve (\$1.31 million), a \$2 million COVID contingency fund and right-of-way sale proceeds. Inflows across the LTFP relate to a combination of funding previously transferred to the DCP reserve and any applicable LTFP surplus amounts.

Outflows from this reserve in 2021-22 (\$12.52 million) relates to funding for a number of capital projects including:

- Noble Park Aquatic Centre (NPAC) redevelopment (stage one).
- Redevelopment of Dandenong Oasis.
- Springvale Boulevard.
- Keysborough South Community Hub access road.
- A strategic property purchase for community housing.
- South East Leisure establishment costs.
- Part consumption of the COVID-19 contingency fund (\$1.36 million) to offset impacts identified during the 2021-22 Mid-Year Budget review.

#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

As highlighted in the table on the previous page, the forecast closing balance of the Major Projects Reserve at 30 June 2022 of \$18.17 million will mostly be consumed by the future outflows for the funding of the major capital works projects. Outflows from this reserve over the 2023-24 to 2024-25 financial years relate to funding for the redevelopment of Dandenong Oasis major project (\$16.3 million).

Further outflows may arise where Council is required to source major funding when there is no option but to utilise cash reserves.

#### *Open space – planning, development and improvements*

##### *Purpose*

The open space – planning, development and improvements reserve holds funds contributed by developers for works associated with developing and improving open space and recreational facilities within Council. Funds are contributed in accordance with Section 18 of the Subdivision Act and transfers are restricted to the purpose of creating or enhancing open space such as parks, playgrounds, pavilions and other such items.

##### *Typical sources of inflows and outflows*

Inflows are solely composed of contributions from subdividers in lieu of the five per cent public open space requirement.

Outflows from this reserve in 2021-22 of \$4.62 million relate to:

- The top up of the Open Space – Acquisitions reserve to \$6 million (\$4.05 million) as a result of two open space strategic property acquisitions in 2021-22.
- Funding for capital works projects relating to Frederick Wachter Reserve District Playground (stage 1 of 2), Noble Park and Springvale pocket park upgrades (various locations) and Charlotte Reserve landscape, infrastructure and open space furniture improvements (\$570,000).

Outflows from this reserve in 2022-23 of \$820,000 relate to funding of the following capital works projects:

- Glendale Reserve - Neighbourhood Playground, Park Furniture and Landscape Upgrade (Stage 2) (\$330,000)
- Tirhatuan Park - Landscape and Park Infrastructure at New Basketball Court (\$150,000).
- Frederick Wachter Reserve - District Playground Construction and Passive Park Upgrade (\$340,000).

No further future outflows are anticipated from this reserve over the period of the LTFP, however, funds may be required from this reserve to top up the Open Space – Acquisitions reserve to the \$6 million balance required annually.

### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

#### *Open space – acquisitions*

##### *Purpose*

The open space – acquisitions reserve was established in 2016-17 to initially hold \$6 million in funds contributed by developers for works associated with developing improved open space and recreational facilities within Council for the specific purpose of open space acquisitions. Transfers from this reserve are restricted to the purpose of acquiring open space land sites.

##### *Typical sources of inflows and outflows*

Inflows will occur as a transfer from the Open Space – Planning, Development and Improvements reserve as the Open Space – Acquisitions reserve balance is consumed, so that a \$6 million balance is maintained each financial year.

During 2021-22, this reserve is to be topped up by a transfer of \$4.05 million from the Open Space – Planning, Development and Improvements reserve to match the reserve outflows anticipated during 2021-22.

In terms of outflows, Council will consider the allocation of reserve funds to appropriate open space acquisitions on an annual basis.

During the 2021-22 year, two strategic open space acquisitions have occurred. The buildings on the sites will be demolished and the land will be held for the purposes of improving open space in the municipality. The cost of purchase and building demolition/site reinstatement will be covered by a transfer from the Open Space – Acquisitions reserve.

#### *Development Contribution Plans (DCP) – Council funded*

##### *Purpose*

The purpose of this reserve is to hold funds for Council's contribution to the construction of infrastructure related to the two major development overlays in accordance with the terms and conditions of the published plans. Council is committed to contributing rate funding to 11 projects in the Dandenong South Industrial DCP (industrial).

##### *Typical sources of inflows and outflows*

Based on revised estimates of infrastructure costs, Council's contribution amount is \$400,000 per annum over the life of the LTFP. The estimated value of works yet to be completed is around \$14-15 million.

Outflows from this reserve will be for nominated capital works in accordance with the published plans as well as DCP administration costs. In 2021-22, this reserve will fund the following DCP projects:

- Abbots Road (\$619,000)
- 140 and 150 Coleman Road (\$21,000)

Expenditure incurred by Council on the provision of infrastructure is capitalised upon completion, there is no discretion in terms of how funds are applied.

The reserve also funds \$18,000 annually in DCP administration costs.

**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

**LONG TERM FINANCIAL PLAN 2023 - 2032**

The transfers out of the DCP reserve in 2022-23 and 2023-24 relate to the Keysborough South Community Hub major project (\$2.23 million) and works at Perry Road, Keysborough (\$2.82 million). It is likely that further funding from this Reserve will be required to fund the development of Perry Road, Keysborough. The timing of this funding is still being determined but is likely within a two-three year timeframe which will significantly reduce funding held.

*Keysborough maintenance levy*

*Purpose*

Properties within the Keysborough and Somerfield Estates are levied an additional \$350 per annum to reflect the costs of maintaining an additional 15 per cent in open space beyond that of traditional estates. This reserve fund was established to ensure that there is full accountability in how these funds are applied.

*Typical sources of inflows and outflows*

Inflows into this reserve will be derived from the rate levy and outflows will be in the form of either operational costs to maintain the estate or capital funding.

Forecast outflows in this LTFP are projected to grow from \$1.73 million in 2022-23 to \$2.3 million in 2027-28. Beyond that point in the LTFP the operational costs will exceed the annual inflows, and any carried forward residual reserve balance, the excess of which will be required to be rate funded (as detailed in the following table).

KEYSBOROUGH SOUTH MAINTENANCE LEVY	Financial Plan Projections				
	2027-28	2028-29	2029-30	2030-31	2031-32
	\$'000	\$'000	\$'000	\$'000	\$'000
Closing reserve balance	196	0	0	0	0
Costs required to be funded by rates as reserve balance has been fully consumed	0	307	547	591	637

*Self-insurance reserve fund*

*Purpose*

The purpose of this reserve is to set aside funds that allow Council to access low insurance premiums through opting to 'self-insure' against lower level insurance claims.

*Typical sources of inflows and outflows*

Inflows are generally derived from savings made on insurance costs. Lower than budgeted insurance claims create surplus funds in insurance excess contributions. The transfer to this reserve in 2021-22 relates to savings in Workcover premium costs of \$746,500.

Outflows from this reserve will generally be in the form of Council's contribution to any major insurance claims received or funding allocated to improve Council's Workcover performance.

#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

Transfers from this reserve in 2021-22 of \$1.33 million relate to:

- \$1.30 million to fund a contribution that Council was required to make to the Municipal Association of Victoria (MAV) Workcover Scheme which ceased at 30 June 2021, following the decision by Work Safe Victoria not to renew the license of the MAV Work Care Scheme. Greater Dandenong was a member of the Scheme. The MAV Work Care Scheme was Victoria's only local government workers' compensation self-insurance scheme. Claims estimates of unpaid, open claims ("case estimates") and member premiums have been used to estimate the financial shortfall. Essentially Council would have paid this through annual premiums if the Scheme had continued, rather than paying this in one lump sum.
- \$31,000 of funding for a temporary Occupational Health and Safety Administration Officer position which concluded in October 2021.

#### *Spring Valley landfill reserve*

##### *Purpose*

The purpose of this reserve is to fund the rehabilitation and ongoing monitoring of the former Spring Valley landfill at Clarke Road, Springvale South.

##### *Typical sources of inflows and outflows*

Inflows in the past have generally related to distributions of Council's share of the assurance fund monies held by Metropolitan Waste and Resource Recovery Group (MWRRG) for the rehabilitation of the former landfill at Spring Valley Reserve or savings in waste expenditure. However, the MWRRG assurance fund has now been wound up.

Outflows will be in the form of Council's share of operational costs to rehabilitate the landfill site (\$273,000 forecast in 2021-22).

#### *Springvale Activity Precinct parking and development reserve*

##### *Purpose*

The purpose of this reserve was to fund development in the Springvale Activity Centre.

##### *Typical sources of inflows and outflows*

Inflows previously comprised parking fee income derived annually in the Springvale Precinct. A Council decision in February 2017 to abolish a 'pay and display' parking fee system in the areas of the Springvale Central Activity District meant that no further inflows are expected to this reserve. Other inflows have occurred from one off contributions 'in lieu of parking requirements' in Springvale.

Outflows will only occur to the extent of funds available and will be restricted to parking works in Springvale, as the remaining balance of \$236,000 in the reserve at 30 June 2021 relates to contributions in lieu of parking.

### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

#### *Dandenong Activity Precinct parking and development reserve*

##### *Purpose*

The purpose of this reserve is to fund development in the Dandenong Activity Centre.

##### *Typical sources of inflows and outflows*

Inflows have generally comprised \$1 million of parking fee income derived annually in the Dandenong Activity Precinct. However, this annual allocation has been reduced to \$650,000 to take into account the loss of parking income from a Council decision to offer free parking on a temporary basis in Lonsdale Street, Dandenong until 30 June 2022.

Outflows of \$2.15 million from this reserve in 2021-22 relate to capital project delivery costs associated with the development of the Dandenong Activity Precinct:

- Vanity Lane – 275 Lonsdale Street, Dandenong (\$1.38 million)
- Precinct Energy Project (PEP) building design (\$350,000)
- Mason/Robinson Street road realignment (\$201,000)
- Lonsdale Street Dandenong – public lights (\$166,000)
- Activity Centres Strategic Plan (\$50,000)

#### *General reserve (aged care)*

##### *Purpose*

The purpose of this reserve is to fund potential Home and Community Care grant income returns and the impact of reforms in the aged care sector.

##### *Typical sources of inflows and outflows*

In recent years, the Aged Care Reform Agenda has resulted in a movement from a predominantly integrated block funded program to separate programs where funding is based almost solely on the achievement of targets. This has seen a requirement for Council to return grant funding relating to unmet targets in some instances. Estimated amounts were transferred to reserves.

No further transfers to or from this reserve relating to the return of grant funding for targets unable to be achieved are required, as a liability (unearned grant income) will be recognised each year in the Balance Sheet.

The \$20,000 transfer from this reserve in 2022-23 relates to an aged care review. There are no further outflows projected from this reserve in the LTFP.

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### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

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#### *Future Maintenance Reserve (Level Crossing Removal Project - LXRA)*

##### *Purpose*

The purpose of this reserve is to quarantine contribution funds received for future works to address level crossing removal authority defects.

##### *Typical sources of inflows and outflows*

Inflows to this reserve in 2021-22 of \$4.69 million relate to future maintenance funding provided by the LXRA and estimated to cover the next 8-10 years. After that point, Council will be expected to fund the maintenance of the LXRA assets from rates.

The outflows forecast in the LTFP relate to required maintenance costs of LXRA assets in the areas of Parks, Cleansing, Roads and Drains. This reserve is expected to be fully consumed by 2031-32.

#### *Native re-vegetation funds*

##### *Purpose*

The purpose of these reserves is to set aside contributions received for the revegetation of the triangle land (Pellicano/National Drive) and other native revegetation funds.

##### *Typical sources of inflows and outflows*

Inflows to this reserve are typically from contributions received for required future maintenance works.

The outflows from these reserves ranging from \$0 to \$31,000 will be to fund agreed works or maintenance relating the revegetation of this subject land (mainly attributable to Somerfield, Logis, Bowmans Redgum and Australand Perry Road).

**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

**LONG TERM FINANCIAL PLAN 2023 - 2032**

Discretionary funds or restricted assets

There are two types of reserve funds. A discretionary cash fund represents monies held in a reserve that can in reality be used for any purpose Council desires, irrespective of the reserve title. A restricted asset is a reserve that is comprised of funds, which Council is legally obliged to apply to a certain purpose. The following table summarises the nature of each reserve.

<b>Reserve</b>	<b>Nature</b>	<b>Statutory?</b>
Open space – planning, development and improvements	Restricted asset	Yes
Open space – acquisitions	Restricted asset	Yes
Development Contribution Plans (Council funded)	Restricted asset	No
Native revegetation reserves	Restricted asset	No
Keysborough maintenance levy	Restricted asset	No
General reserve (aged care)	Restricted asset	No
Future maintenance reserve (LXRA)	Restricted asset	No
Major projects	Discretionary fund	No
Self-insurance	Discretionary fund	No
Spring Valley landfill	Discretionary fund	No
Springvale Activity Precinct parking and development	Discretionary fund	No
Dandenong Activity Precinct parking and development	Discretionary fund	No

**Strategic Direction Outcomes**

1. That Council endorse the continued use of the reserve funds noted in this section.

### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

#### Financial Performance Indicators

The tables in **Appendix K** highlight Council's current and projected performance across a range of key financial performance indicators per the Local Government Performance Reporting Framework (LGPRF). These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the organisation's objectives.

Commentary on several key sustainability indicator forecasts are provided below.

## LONG TERM FINANCIAL PLAN 2023 - 2032

- 1. Working capital** – The proportion of current liabilities represented by current assets. Whilst the working capital ratio result decreases from 2022-23 to 2025-26 due to the large draw down in Council cash reserves to fund significant infrastructure investment, current assets to liabilities continue to remain at a healthy level across all years indicating sufficient liquidity.
- 2. Unrestricted cash** – Unrestricted cash is all cash and cash equivalents other than restricted cash. Restricted cash represents cash and cash equivalents and financial assets that are available for use other than for the purpose for which it is restricted and includes cash that will be used to fund carry forward capital works. Restricted items include trust funds and deposits, statutory reserves, carry forward capital works and conditional grants unspent. This indicator is an assessment of Council's ability to pay bills on time. Higher unrestricted cash relative to liabilities suggests Council is able to pay bills in a timely manner. This ratio result is expected to decrease over 2023-24 and 2024-25 and remain steady in future years due to the draw down in major cash reserves noted above.
- 3. Debt compared to rates** - Trend indicates Council's increasing reliance on debt against its annual rate revenue in years two to five due to new borrowings forecast. The debt ratio increases to over 60 per cent in 2024-25 but reduces below 40 per cent within four years following and remains within prudential guidelines.
- 4. Asset renewal and upgrade** - This percentage indicates the extent of Council's renewal and upgrade expenditure against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed/upgraded and future capital expenditure will be required to renew/upgrade assets. Asset renewal in the 2021-22 forecast year is higher due to a number of key projects carried over from the prior year (Greater Dandenong Gallery of Art, Springvale Road Boulevard, Abbots Road, Thomas Carroll Pavilion and the Dandenong Oasis replacement). The peaks in this indicator in 2023-24 and 2024-25 are due to forecast renewal works on the redevelopment of Dandenong Oasis (major project). The ratio results in years four to eight are lower than the desired 100 percent and have been impacted by the reduction in available funding for renewal requirements.
- 5. Adjusted underlying result** – After a forecast deficit result in 2021-22 (due to a high level of non-recurrent capital grants), Council's underlying operational surplus is forecast to improve gradually over the next ten years, which means that Council's overall asset base is not being eroded over the period of the strategy. It is an indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. Whilst improvement in financial performance is expected over the period, continued impacts from COVID-19 and rate capping means reliance on Council's cash reserves or increased debt to fund major projects or maintain services.
- 6. Rates concentration** - Reflects extent of reliance on rate revenues to fund all of Council's on-going services. The trend indicates that Council will become slightly more reliant on rate revenue compared to all other revenue sources

### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

#### Climate Emergency Strategy

Climate change is here, and its impacts are already affecting our environment, our society and our economy. Despite global efforts to reduce carbon emissions, climate change will continue to affect life on earth in increasingly severe ways if swift and effective action is not taken: more very hot days; more frequent and longer droughts; more extreme weather and flooding events; and rising sea levels. This makes climate change a global emergency and we all have a role to play if we are to minimise the impacts.

Local governments are responding due to increased recognition that the essential services and infrastructure councils provide to the community are vulnerable to a range of climate hazards. For example:

#### Council Operations

“Council staff, infrastructure and services will be affected by climate change. Council workers may be directly exposed to the impacts of climate change, which can affect their health and safety and reduce the productivity of the organisation. Outdoor workers are at particular risk from heat stroke. Community care workers may experience increased demand for their services. Council public services may be interrupted by storm, heat, flood or fire. Council infrastructure will need increased maintenance and face more frequent failure. Councils could be liable for decisions that do not take account of widely accepted climate risk”<sup>1</sup>.

#### Supporting Community Health and Wellbeing

“Vulnerable people in the community are at greater risk of sickness, death and significant financial and social impact from climate change. This includes those who already receive community care, the sick or disabled, indigenous, low income, socially isolated, elderly and very young, and CALD (Culturally and Linguistically Diverse) communities. Those people also with poor quality housing and limited access to cool spaces face increased vulnerability to heatwave conditions”<sup>2</sup>.

#### Assets and Infrastructure

Councils own and control a wide variety of infrastructure ranging from land and buildings to roads, drains, footpaths and open space that provide essential services to the community. The total value of Council's fixed assets in 2020-21 is over \$2 billion. Most of these were designed, built and maintained based on the premise that the future climatic conditions will be similar to those experienced in the past. As this is no longer the case, decisions about the location, construction and maintenance of infrastructure needs to consider the risk to this infrastructure from climate change, particularly for assets that provide critical services to the community.

<sup>1</sup> “Climate Change Risks to Local Government”, produced by the State of Victoria Department of Environment, Land, Water and Planning 2017 ([www.climatechange.vic.gov.au](http://www.climatechange.vic.gov.au)).

<sup>2</sup> “Climate Change Risks to Local Government”, produced by the State of Victoria Department of Environment, Land, Water and Planning 2017 ([www.climatechange.vic.gov.au](http://www.climatechange.vic.gov.au)).

#### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

Consistent with the trend across the local government sector, Council is already facing escalating costs to maintain and renew its expanding and ageing asset and infrastructure base. The need to respond effectively to climate change is a significant additional risk as Council continues to focus on improving its asset planning and management capability. The risk of insufficient asset renewal investment is that assets deteriorate much faster than necessary, costing Council more in the long run and potentially compromising service levels.

#### Financial sustainability

While introducing climate change mitigation and adaptation measures into Council's strategic management and business plans will have an impact on Council's budget, the cost of inaction would be many times greater. It is therefore critical that decisions are based on sound evidence to ensure the most efficient climate-resilient assets are in place to meet the city's future service needs.

The community also need to be aware of their climate change risks and respond by taking responsibility for their own actions, assets and risks. Local governments are often considered best placed to help their local community to reduce risks and adapt to climate change due to their local knowledge and close connection to the community. Greater Dandenong, as the most socio-economically disadvantaged community in Melbourne, will be more exposed to some of the worst impacts, as the more vulnerable in our community are likely to lack the resources to prepare for or respond to climate change, or to recover from its impacts.

Recognising this, Greater Dandenong City Council, in January 2020 joined a growing number of cities around Australia and declared a 'Climate and Ecological Emergency' committing to emergency action on climate change. The 2020–30 Greater Dandenong Climate Emergency Strategy and Action Plan provides a strategic framework for Council to respond to the climate emergency. The strategy aims to develop a whole of Council response to climate change, building on existing programs and activities to reduce emissions and increase climate resilience in order to prepare for the unavoidable impacts of climate change at both a corporate and community level.

Included in the Strategy are a wide range of strategic policies, plans and actions that directly or indirectly facilitate its response to climate change funded through existing budgetary processes.

Examples include:

#### Council

- 2020 Sustainable Buildings Policy – that aims to facilitate increased sustainability outcomes through Council's new building projects.
- Lighting Up Greater Dandenong plan– that aims to facilitate improved sustainability and lighting outcomes through the upgrade of local streetlights.
- Power Purchasing Agreement contract – that enables Council to purchase all of its electricity needs from 100 per cent renewable sources and at a lower cost.
- Capital Improvement projects – increased consideration of sustainability and climate change as part of submissions for funding through Council's Capital Improvement Program budget.
- Vulnerability Assessments – that aim to assess the vulnerability of Council's infrastructure and the services to the community they provide to the impacts of climate change.

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### 4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

## LONG TERM FINANCIAL PLAN 2023 - 2032

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#### Community

- 2018 Emergency Management Plan – that aims to detail the arrangements to help Council and the community cope with the shocks and stresses experienced as a result of natural disasters and other emergencies.
- 2017 Sustainable Stormwater Strategy – that aims to provide a framework for Council and the community to work together to identify, protect and improve Greater Dandenong's stormwater assets and reduce flood risk.
- 2021 Elevating Environmentally Sustainable Design (ESD) Targets Planning Policy Amendment – ongoing work that aims to facilitate increased sustainability outcomes through the planning process across 31 Victorian councils.
- 2021 Urban Forest Strategy – that aims to facilitate increased canopy cover across the municipality to reduce the effects of urban heat impacts.

The *Local Government Act (2020)* establishes a clear expectation that Victorian local governments' "decision-making is supported by robust and transparent practices, and that the long-term adverse consequences of climate change for future generations are incorporated into council planning, decisions and actions"<sup>3</sup>. To facilitate this and further Council's ability to effectively mobilise the community and others, the first few years of the 2020–30 Climate Emergency Action Plan focus on building Council's capacity by putting in place measures that aim to:

- Create a united corporate culture working towards a common goal.
- Increase collaboration with key partners and stakeholders.
- Increase awareness across Council of the impacts and risks from climate change to Council's assets, operations, services and finances.
- Embed consideration of the Climate Emergency into Council's strategic documents and day to day decision making processes.
- Better understand the financial implications of climate change on Council's assets, services and funding mechanisms.

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<sup>3</sup> "Local Government Climate Change Adaptation Roles and Responsibilities under Victorian legislation: Guidance for local government decision-makers. The State of Victoria Department of Environment, Land, Water and Planning 2020.

**4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)**

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

**Appendices**

The following Financial Statements and Schedules are provided as appendices to the LTFP and provide a summary of financial plan projections of the City of Greater Dandenong over the next ten years.

It is important that these Statements and Schedules are considered together, not in isolation, to gain a clear picture of Council's budgeted financial position and performance over the next ten years.

Appendix A	Comprehensive Income Statement
Appendix B	Conversion to Cash Result
Appendix C	Balance Sheet
Appendix D	Statement of Changes in Equity
Appendix E	Statement of Cash Flows
Appendix F	Statement of Capital Works
Appendix G	Statement of Human Resources (\$)
Appendix H	Statement of Human Resources (FTE)
Appendix I(A)	Schedule of reserves
Appendix I(B)	Discretionary and restricted reserves
Appendix J	Schedule of borrowings
Appendix K	Local Government Performance Reporting Framework (LGPRF) Financial Performance Indicators
Appendix L	Asset Renewal
Appendix M	Capital works funded from operational surplus
Appendix N(A)	Operating grant income (recurrent)
Appendix N(B)	Operating grant income (non-recurrent and total)
Appendix O	Capital grant income (recurrent and non-recurrent)
Appendix P	Parameters
Appendix Q	Adjusted underlying result

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix A – Comprehensive Income Statement

	Forecast		Financial Plan Projections									
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Income</b>												
Rates and charges	156,217	162,081	165,945	171,087	176,341	183,531	188,374	193,315	198,355	203,496	208,740	
Statutory fees and fines	7,169	9,696	9,849	10,046	10,347	10,452	10,661	10,874	11,191	11,313	11,539	
User fees	6,403	9,389	9,410	9,673	9,945	10,225	10,479	10,738	11,004	11,277	11,556	
Grants - operating	29,955	33,940	32,974	32,212	32,368	32,889	33,217	33,550	33,885	34,224	34,566	
Grants - capital	25,011	3,518	816	-	-	-	-	-	-	-	-	
Contributions - monetary	7,879	3,447	4,929	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
Contributions - non-monetary	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	179	445	428	514	444	444	444	444	444	444	444	
Other income	5,162	4,849	6,606	6,716	7,032	7,140	7,235	7,329	7,426	7,524	7,625	
<b>Total income</b>	<b>247,975</b>	<b>237,365</b>	<b>240,957</b>	<b>242,258</b>	<b>248,477</b>	<b>256,681</b>	<b>262,410</b>	<b>268,250</b>	<b>274,305</b>	<b>280,278</b>	<b>286,470</b>	
<b>Expenses</b>												
Employee costs	92,788	91,636	93,283	93,953	96,789	99,537	101,932	104,390	106,947	109,498	112,148	
Materials and services	80,670	75,427	77,384	80,020	79,883	83,946	85,285	86,915	88,584	90,289	92,029	
Depreciation	33,237	33,943	34,821	35,314	36,020	36,740	37,475	38,225	38,989	39,769	40,564	
Amortisation - intangible assets	100	60	60	60	60	60	60	60	60	60	60	
Amortisation - right of use assets	604	604	604	598	598	598	598	598	598	598	598	
Bad and doubtful debts	1,266	1,953	2,050	2,153	2,260	2,373	2,492	2,617	2,747	2,885	3,029	
Borrowing costs	2,803	2,667	3,042	3,745	4,050	3,688	3,317	2,922	2,531	2,155	1,783	
Finance costs - leases	22	22	22	22	22	22	22	22	22	22	22	
Other expenses	6,850	4,489	4,371	5,298	4,553	4,636	4,723	5,730	4,900	4,992	5,085	
<b>Total expenses</b>	<b>218,340</b>	<b>210,801</b>	<b>215,437</b>	<b>221,163</b>	<b>224,235</b>	<b>231,600</b>	<b>235,904</b>	<b>241,479</b>	<b>245,378</b>	<b>250,268</b>	<b>255,318</b>	
<b>Surplus for the year</b>	<b>29,635</b>	<b>26,564</b>	<b>25,520</b>	<b>21,095</b>	<b>24,242</b>	<b>25,081</b>	<b>26,506</b>	<b>26,771</b>	<b>28,927</b>	<b>30,010</b>	<b>31,152</b>	
<b>Other comprehensive income</b>												
<i>Items that will not be reclassified to surplus or deficit in future periods:</i>												
Other	-	-	-	-	-	-	-	-	-	-	-	
<b>Total comprehensive result</b>	<b>29,635</b>	<b>26,564</b>	<b>25,520</b>	<b>21,095</b>	<b>24,242</b>	<b>25,081</b>	<b>26,506</b>	<b>26,771</b>	<b>28,927</b>	<b>30,010</b>	<b>31,152</b>	

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix B – Conversion to Cash Result

	Forecast		Budget		Financial Plan Projections												
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32						
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Net operating result	29,635	26,584	25,520	21,095	24,242	25,081	26,506	26,771	28,927	30,010	31,152						
Less cash costs not included in operating result																	
Capital expenditure	94,986	55,590	82,793	77,267	34,582	35,428	38,896	39,364	42,831	46,298	47,271						
Loan repayments	3,372	3,484	5,601	8,401	10,348	10,686	11,021	11,385	10,601	9,955	10,396						
Loan proceeds	-	(6,120)	(32,500)	(33,100)	-	-	-	-	-	-	-						
Repayment of lease liabilities	689	710	724	738	753	768	784	799	815	831	848						
Transfer from reserves	(27,835)	(8,635)	(11,339)	(11,356)	(3,292)	(3,327)	(3,380)	(3,127)	(2,943)	(2,955)	(2,720)						
Transfer to reserves	17,581	6,403	5,778	5,419	8,789	9,184	7,578	7,493	7,530	6,568	6,899						
<b>Sub total</b>	<b>88,793</b>	<b>51,432</b>	<b>51,057</b>	<b>47,369</b>	<b>51,180</b>	<b>52,739</b>	<b>54,899</b>	<b>55,914</b>	<b>58,834</b>	<b>60,697</b>	<b>62,634</b>						
Plus non-cash costs included in operating result																	
Depreciation	33,237	33,943	34,621	35,314	36,020	36,740	37,475	38,225	38,989	39,769	40,564						
Amortisation - right of use assets	604	604	604	598	598	598	598	598	598	598	598						
Amortisation - intangible assets	100	60	60	60	60	60	60	60	60	60	60						
Written down value of assets sold	301	261	252	302	260	260	260	260	260	260	260						
Contributions - non-monetary assets	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)						
<b>Sub total</b>	<b>24,242</b>	<b>24,868</b>	<b>25,537</b>	<b>26,274</b>	<b>26,938</b>	<b>27,688</b>	<b>28,393</b>	<b>29,143</b>	<b>29,907</b>	<b>30,687</b>	<b>31,482</b>						
Surplus (deficit) for the year	(34,916)	-	-	-	-	-	-	-	-	-	-						
Accumulated surplus brought forward	35,202	-	-	-	-	-	-	-	-	-	-						
Accumulated surplus brought forward	286	-	-	-	-	-	-	-	-	-	-						

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix C – Balance Sheet

	Forecast		Financial Plan Projections											
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32			
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
<b>Assets</b>														
Current assets	128,925	126,900	126,298	119,416	116,724	122,883	127,524	131,829	136,885	140,956	145,127			
Cash and cash equivalents	26,804	28,088	29,260	30,575	31,949	33,521	34,977	36,502	38,098	39,769	41,519			
Trade and other receivables	4,004	4,085	4,165	4,249	4,334	4,421	4,510	4,600	4,692	4,785	4,880			
Other assets	159,733	159,073	159,723	154,240	153,007	160,825	167,011	172,931	179,675	185,510	191,526			
<b>Total current assets</b>														
Non-current assets	295	295	295	295	295	295	295	295	295	295	295			
Trade and other receivables	2,518,226	2,549,552	2,607,412	2,659,003	2,667,245	2,675,613	2,686,714	2,697,533	2,711,055	2,727,264	2,743,651			
Property, infrastructure, plant & equip	10,860	10,860	10,860	10,860	10,860	10,860	10,860	10,860	10,860	10,860	10,860			
Investment property	1,085	1,191	1,311	1,451	1,606	1,776	1,962	2,163	2,380	2,614	2,864			
Right of use assets	102	102	102	102	102	102	102	102	102	102	102			
Intangible assets	2,530,568	2,562,000	2,619,980	2,671,711	2,680,108	2,688,646	2,699,933	2,710,953	2,724,692	2,741,135	2,757,772			
<b>Total non-current assets</b>														
<b>Total assets</b>	<b>2,690,301</b>	<b>2,721,073</b>	<b>2,779,703</b>	<b>2,825,951</b>	<b>2,833,115</b>	<b>2,849,471</b>	<b>2,866,944</b>	<b>2,883,884</b>	<b>2,904,367</b>	<b>2,926,645</b>	<b>2,949,298</b>			
<b>Liabilities</b>														
Current liabilities	22,835	23,714	28,992	28,469	20,718	21,607	22,477	22,856	23,786	24,722	25,213			
Trade and other payables	4,870	4,870	4,870	4,870	4,870	4,870	4,870	4,870	4,870	4,870	4,870			
Trust funds and deposits	52,293	52,293	52,293	52,293	52,293	52,293	52,293	52,293	52,293	52,293	52,293			
Unearned income	22,366	22,986	23,929	24,916	25,943	27,019	28,140	29,315	30,538	31,820	33,156			
Provisions	3,484	4,196	7,188	10,348	10,686	11,021	11,385	10,601	9,955	10,336	10,723			
Interest-bearing liabilities	570	570	570	570	570	570	570	570	570	570	570			
Lease liabilities	106,418	108,629	117,842	121,466	115,080	117,380	119,735	120,505	122,012	124,611	126,825			
<b>Total current liabilities</b>														
Non-current liabilities	2,035	2,035	2,035	2,035	2,035	2,035	2,035	2,035	2,035	2,035	2,035			
Trust funds and deposits	1,217	1,289	1,279	1,269	1,263	1,258	1,256	1,255	1,260	1,265	1,275			
Provisions	49,779	51,704	75,611	97,150	86,464	75,444	64,058	53,458	43,502	33,166	22,443			
Interest-bearing liabilities	442	442	442	442	442	442	442	442	442	442	442			
Lease liabilities	53,473	55,470	79,367	100,896	90,204	79,179	67,791	57,190	47,239	36,908	26,195			
<b>Total non-current liabilities</b>														
<b>Total liabilities</b>	<b>159,891</b>	<b>164,099</b>	<b>197,209</b>	<b>222,362</b>	<b>205,284</b>	<b>196,569</b>	<b>187,526</b>	<b>177,695</b>	<b>169,251</b>	<b>161,519</b>	<b>153,020</b>			
<b>Net assets</b>	<b>2,530,410</b>	<b>2,556,974</b>	<b>2,582,494</b>	<b>2,603,589</b>	<b>2,627,831</b>	<b>2,652,902</b>	<b>2,679,418</b>	<b>2,706,189</b>	<b>2,735,116</b>	<b>2,765,126</b>	<b>2,796,278</b>			
Equity	963,846	992,642	1,023,723	1,050,755	1,069,500	1,088,724	1,111,032	1,133,437	1,157,777	1,184,174	1,211,147			
Accumulated surplus	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604			
Asset revaluation reserve	54,960	52,728	47,167	41,230	46,727	52,584	56,782	61,148	65,735	69,348	73,527			
Reserves	2,530,410	2,556,974	2,582,494	2,603,589	2,627,831	2,652,902	2,679,418	2,706,189	2,735,116	2,765,126	2,796,278			
<b>Total equity</b>														

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix D – Statement of Changes in Equity

	Forecast	Budget	Financial Plan Projections									
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Accumulated surplus</b>												
Balance at beginning of the financial year	923,957	963,846	992,642	1,023,723	1,050,755	1,069,500	1,088,724	1,111,032	1,133,437	1,157,777	1,184,174	
Surplus/(deficit) for the year	29,635	26,564	25,520	21,095	24,242	25,081	26,506	26,771	28,927	30,010	31,152	
Transfers to other reserves	(17,581)	(6,403)	(5,778)	(5,419)	(8,789)	(9,184)	(7,578)	(7,493)	(7,530)	(6,568)	(6,899)	
Transfers from other reserves	27,835	8,635	11,339	11,356	3,292	3,327	3,380	3,127	2,943	2,955	2,720	
<b>Total Accumulated surplus</b>	<b>963,846</b>	<b>992,642</b>	<b>1,023,723</b>	<b>1,050,755</b>	<b>1,069,500</b>	<b>1,088,724</b>	<b>1,111,032</b>	<b>1,133,437</b>	<b>1,157,777</b>	<b>1,184,174</b>	<b>1,211,147</b>	
<b>Revaluation reserve</b>												
Balance at beginning of the financial year	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604	1,511,604	
Net asset revaluation increment / (decrement)	-	-	-	-	-	-	-	-	-	-	-	
<b>Total Revaluation reserve</b>	<b>1,511,604</b>	<b>1,511,604</b>	<b>1,511,604</b>	<b>1,511,604</b>	<b>1,511,604</b>	<b>1,511,604</b>	<b>1,511,604</b>	<b>1,511,604</b>	<b>1,511,604</b>	<b>1,511,604</b>	<b>1,511,604</b>	
<b>Other reserves</b>												
Balance at beginning of the financial year	65,214	54,960	52,728	47,167	41,230	46,727	52,584	56,782	61,148	66,735	69,348	
Transfers to other reserves	17,581	6,403	5,778	5,419	8,789	9,184	7,578	7,493	7,530	6,568	6,899	
Transfers from other reserves	(27,835)	(8,635)	(11,339)	(11,356)	(3,292)	(3,327)	(3,380)	(3,127)	(2,943)	(2,955)	(2,720)	
<b>Total Other reserves</b>	<b>54,960</b>	<b>52,728</b>	<b>47,167</b>	<b>41,230</b>	<b>46,727</b>	<b>52,584</b>	<b>56,782</b>	<b>61,148</b>	<b>66,735</b>	<b>69,348</b>	<b>73,527</b>	
<b>Total Equity</b>												
Balance at beginning of the financial year	2,500,775	2,530,410	2,556,974	2,582,494	2,603,589	2,627,831	2,652,912	2,679,418	2,706,189	2,735,116	2,765,126	
Surplus/(deficit) for the year	29,635	26,564	25,520	21,095	24,242	25,081	26,506	26,771	28,927	30,010	31,152	
<b>Total Equity</b>	<b>2,530,410</b>	<b>2,556,974</b>	<b>2,582,494</b>	<b>2,603,589</b>	<b>2,627,831</b>	<b>2,652,912</b>	<b>2,679,418</b>	<b>2,706,189</b>	<b>2,735,116</b>	<b>2,765,126</b>	<b>2,796,278</b>	

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix E – Statement of Cash Flows Inflows/(Outflows)

	Forecast		Financial Plan Projections									
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Cash flows from operating activities</b>												
Rates and charges	155,943	161,639	165,661	170,719	175,956	183,003	188,018	192,953	197,984	203,119	208,355	
Statutory fees and fines	5,903	7,203	7,227	7,289	7,447	7,402	7,453	7,500	7,642	7,580	7,613	
User fees	7,705	9,996	10,005	10,276	10,559	10,849	11,110	11,372	11,647	11,924	12,209	
Grants - operating	32,355	36,122	35,059	34,209	34,368	34,929	35,277	35,631	35,987	36,347	36,710	
Grants - capital	17,011	3,518	816	-	-	-	-	-	-	-	-	
Contributions - monetary	7,879	3,447	4,929	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
Interest received	383	499	1,200	1,499	1,700	1,699	1,699	1,700	1,699	1,700	1,699	
Trust funds and deposits taken	28,495	28,102	28,152	28,202	28,252	28,302	28,352	28,402	28,452	28,502	28,552	
Other receipts	5,305	4,855	6,015	5,820	5,935	6,054	6,159	6,262	6,369	6,476	6,588	
Net GST refund	14,756	9,997	12,894	12,767	8,381	8,804	9,240	9,495	9,870	10,340	10,963	
Employee costs	(92,788)	(90,698)	(92,302)	(92,930)	(95,719)	(98,419)	(100,765)	(103,170)	(105,671)	(108,166)	(110,755)	
Materials and services	(83,921)	(88,018)	(88,296)	(96,446)	(99,260)	(95,174)	(97,019)	(99,347)	(100,985)	(103,200)	(105,661)	
Short-term, low value and variable lease payments	(550)	(589)	(594)	(605)	(616)	(628)	(640)	(653)	(666)	(680)	(693)	
Trust funds and deposits repaid	(28,052)	(28,102)	(28,152)	(28,202)	(28,252)	(28,302)	(28,352)	(28,402)	(28,452)	(28,502)	(28,552)	
Other payments	(7,535)	(4,369)	(4,214)	(5,223)	(4,392)	(4,472)	(4,555)	(5,650)	(4,724)	(4,811)	(4,901)	
<b>Net cash provided by operating activities</b>	<b>52,889</b>	<b>53,622</b>	<b>58,400</b>	<b>49,375</b>	<b>46,359</b>	<b>56,047</b>	<b>57,977</b>	<b>58,093</b>	<b>61,152</b>	<b>62,629</b>	<b>63,727</b>	
<b>Cash flow from investing activities</b>												
Payments for property, infrastructure, plant and equipment	(94,986)	(55,590)	(82,793)	(77,267)	(34,582)	(35,428)	(38,896)	(39,364)	(42,831)	(46,298)	(47,271)	
Proceeds from sale of property, plant and equipment	480	706	680	816	704	704	704	704	704	704	704	
<b>Net cash used in investing activities</b>	<b>(94,506)</b>	<b>(54,884)</b>	<b>(82,113)</b>	<b>(76,451)</b>	<b>(33,878)</b>	<b>(34,724)</b>	<b>(38,192)</b>	<b>(38,660)</b>	<b>(42,127)</b>	<b>(45,594)</b>	<b>(46,567)</b>	
<b>Cash flow from financing activities</b>												
Finance costs	(2,803)	(2,667)	(3,042)	(3,745)	(4,050)	(3,688)	(3,317)	(2,922)	(2,531)	(2,155)	(1,783)	
Proceeds from borrowings	6,120	3,484	32,500	33,100	-	-	-	-	-	-	-	
Repayment of borrowings	(3,372)	(3,484)	(5,601)	(8,401)	(10,348)	(10,686)	(11,021)	(11,385)	(10,601)	(9,955)	(10,336)	
Interest paid - lease liability	(22)	(22)	(22)	(22)	(22)	(22)	(22)	(22)	(22)	(22)	(22)	
Repayment of lease liabilities	(689)	(710)	(724)	(738)	(753)	(768)	(784)	(799)	(815)	(831)	(846)	
<b>Net cash provided by (used in) financing activities</b>	<b>(6,886)</b>	<b>(763)</b>	<b>23,111</b>	<b>20,194</b>	<b>(15,173)</b>	<b>(15,164)</b>	<b>(15,144)</b>	<b>(15,128)</b>	<b>(13,969)</b>	<b>(12,963)</b>	<b>(12,989)</b>	
<b>Net movement</b>	<b>(48,503)</b>	<b>(2,025)</b>	<b>(602)</b>	<b>(6,882)</b>	<b>(2,692)</b>	<b>6,159</b>	<b>4,641</b>	<b>4,305</b>	<b>5,056</b>	<b>4,072</b>	<b>4,171</b>	
<b>Opening cash and cash equivalents</b>	<b>177,428</b>	<b>128,925</b>	<b>126,900</b>	<b>126,298</b>	<b>119,416</b>	<b>116,724</b>	<b>122,883</b>	<b>127,524</b>	<b>131,829</b>	<b>136,885</b>	<b>140,956</b>	
<b>Closing cash and cash equivalents</b>	<b>128,925</b>	<b>126,900</b>	<b>126,298</b>	<b>119,416</b>	<b>116,724</b>	<b>122,883</b>	<b>127,524</b>	<b>131,829</b>	<b>136,885</b>	<b>140,956</b>	<b>145,127</b>	

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix F – Statement of Capital Works

	Forecast		Financial Plan Projections									
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Property</b>												
Land	4,801	-	-	-	-	-	-	-	-	-	-	
Buildings	35,730	16,590	53,348	49,195	8,179	7,202	12,621	16,104	14,502	17,904	13,548	
Leasehold improvements	1,351	871	-	-	-	-	-	-	-	-	-	
<b>Total property</b>	<b>41,882</b>	<b>17,461</b>	<b>53,348</b>	<b>49,195</b>	<b>8,179</b>	<b>7,202</b>	<b>12,621</b>	<b>16,104</b>	<b>14,502</b>	<b>17,904</b>	<b>13,548</b>	
<b>Plant and equipment</b>												
Plant, machinery and equipment	3,782	-	2,702	2,681	2,578	2,505	2,909	2,508	2,483	3,402	3,724	
Fixtures, fittings and furniture	301	45	250	301	183	205	222	192	208	260	268	
Computers and telecommunications	1,405	124	489	394	1,166	1,039	170	202	237	242	274	
Library books	818	878	951	961	941	921	1,077	932	916	1,190	1,309	
<b>Total plant and equipment</b>	<b>6,306</b>	<b>1,047</b>	<b>4,392</b>	<b>4,337</b>	<b>4,868</b>	<b>4,670</b>	<b>4,378</b>	<b>3,834</b>	<b>3,844</b>	<b>5,094</b>	<b>5,575</b>	
<b>Infrastructure</b>												
Roads	17,900	21,935	13,045	12,108	11,473	11,005	12,509	9,924	9,958	11,672	15,609	
Bridges	720	270	409	142	441	171	500	476	510	442	607	
Footpaths and cycleways	2,044	2,000	1,487	1,551	1,488	1,534	1,772	2,044	2,112	2,850	3,238	
Drainage	2,583	4,137	3,808	3,312	3,316	3,317	2,979	2,765	2,825	3,871	3,955	
Recreational, leisure & community	6,478	6,350	3,677	2,295	4,958	4,958	1,505	1,964	6,604	1,619	1,842	
Parks, open space and streetscapes	16,484	2,390	2,780	2,430	2,209	2,272	2,274	1,957	2,187	2,493	2,532	
Off street car parks	589	-	472	455	253	239	298	236	229	293	305	
<b>Total infrastructure</b>	<b>46,798</b>	<b>37,082</b>	<b>24,993</b>	<b>23,675</b>	<b>21,475</b>	<b>23,496</b>	<b>21,837</b>	<b>19,366</b>	<b>24,425</b>	<b>23,240</b>	<b>28,088</b>	
<b>Total capital expenditure</b>	<b>94,986</b>	<b>55,590</b>	<b>82,733</b>	<b>77,207</b>	<b>34,522</b>	<b>35,368</b>	<b>38,836</b>	<b>39,304</b>	<b>42,771</b>	<b>46,238</b>	<b>47,211</b>	
Intangible assets	-	-	60	60	60	60	60	60	60	60	60	
<b>Total capital expenditure</b>	<b>94,986</b>	<b>55,590</b>	<b>82,793</b>	<b>77,267</b>	<b>34,582</b>	<b>35,428</b>	<b>38,896</b>	<b>39,364</b>	<b>42,831</b>	<b>46,298</b>	<b>47,271</b>	
<i>Represented by:</i>												
New asset expenditure	18,793	13,780	11,577	16,412	5,534	5,831	5,217	4,083	5,229	6,325	5,773	
Asset renewal expenditure	29,535	26,374	26,206	26,221	26,265	26,644	31,077	33,325	34,982	36,739	38,578	
Asset upgrade expenditure	39,784	15,436	45,010	34,634	2,783	2,953	2,602	1,956	2,610	3,234	2,920	
Asset expansion expenditure	6,874	-	-	-	-	-	-	-	-	-	-	
<b>Total capital works expenditure</b>	<b>94,986</b>	<b>55,590</b>	<b>82,793</b>	<b>77,267</b>	<b>34,582</b>	<b>35,428</b>	<b>38,896</b>	<b>39,364</b>	<b>42,831</b>	<b>46,298</b>	<b>47,271</b>	
<i>Funding sources represented by:</i>												
Grants	25,011	3,518	816	-	-	-	-	-	-	-	-	
Contributions	960	1,447	2,929	-	-	-	-	-	-	-	-	
Council cash	52,346	38,155	37,677	35,267	33,932	34,778	38,246	38,714	42,181	45,648	46,621	
Borrowings	-	6,120	32,500	33,100	-	-	-	-	-	-	-	
Reserves	16,669	6,350	8,871	8,900	650	650	650	650	650	650	650	
<b>Total capital works expenditure</b>	<b>94,986</b>	<b>55,590</b>	<b>82,793</b>	<b>77,267</b>	<b>34,582</b>	<b>35,428</b>	<b>38,896</b>	<b>39,364</b>	<b>42,831</b>	<b>46,298</b>	<b>47,271</b>	

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix G – Statement of Human Resources (\$)

	Financial Plan Projections										
	Budget 2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Chief Executive</b>	<b>579</b>	<b>602</b>	<b>616</b>	<b>631</b>	<b>644</b>	<b>657</b>	<b>670</b>	<b>684</b>	<b>698</b>	<b>711</b>	
Permanent - Full time	126	131	134	137	140	143	146	149	152	155	
- Women	453	471	482	494	504	514	524	535	546	556	
- Men	-	-	-	-	-	-	-	-	-	-	
- Persons of self-described gender	-	-	-	-	-	-	-	-	-	-	
- Vacant positions	-	-	-	-	-	-	-	-	-	-	
<b>Total Chief Executive</b>	<b>579</b>	<b>602</b>	<b>616</b>	<b>631</b>	<b>644</b>	<b>657</b>	<b>670</b>	<b>684</b>	<b>698</b>	<b>711</b>	
<b>City Planning, Design and Amenity</b>											
Permanent - Full time	6,032	6,014	6,110	6,290	6,447	6,608	6,773	6,942	7,116	7,294	
- Women	5,575	5,559	5,647	5,813	5,958	6,107	6,260	6,416	6,577	6,741	
- Men	-	-	-	-	-	-	-	-	-	-	
- Persons of self-described gender	834	832	845	870	891	914	936	960	984	1,008	
- Vacant positions	-	-	-	-	-	-	-	-	-	-	
Permanent - Part time	720	718	730	751	770	789	809	829	850	871	
- Women	840	838	851	876	898	920	943	967	991	1,016	
- Men	-	-	-	-	-	-	-	-	-	-	
- Persons of self-described gender	-	-	-	-	-	-	-	-	-	-	
- Vacant positions	-	-	-	-	-	-	-	-	-	-	
<b>Total City Planning, Design and Amenity</b>	<b>14,001</b>	<b>13,961</b>	<b>14,183</b>	<b>14,600</b>	<b>14,964</b>	<b>15,338</b>	<b>15,721</b>	<b>16,114</b>	<b>16,518</b>	<b>16,930</b>	
<b>Community Services</b>											
Permanent - Full time	12,953	12,916	12,961	13,321	13,655	13,995	14,342	14,701	15,066	15,443	
- Women	4,023	4,011	4,026	4,138	4,241	4,346	4,455	4,566	4,679	4,796	
- Men	-	-	-	-	-	-	-	-	-	-	
- Persons of self-described gender	2,027	2,021	2,029	2,085	2,137	2,190	2,244	2,300	2,358	2,417	
- Vacant positions	-	-	-	-	-	-	-	-	-	-	
Permanent - Part time	12,937	12,897	12,944	13,304	13,638	13,977	14,322	14,682	15,045	15,422	
- Women	1,340	1,336	1,341	1,378	1,412	1,448	1,484	1,521	1,559	1,597	
- Men	-	-	-	-	-	-	-	-	-	-	
- Persons of self-described gender	2,487	2,480	2,489	2,558	2,621	2,687	2,754	2,822	2,893	2,965	
- Vacant positions	-	-	-	-	-	-	-	-	-	-	
<b>Total Community Services</b>	<b>35,767</b>	<b>35,661</b>	<b>35,790</b>	<b>36,784</b>	<b>37,704</b>	<b>38,642</b>	<b>39,601</b>	<b>40,592</b>	<b>41,599</b>	<b>42,640</b>	

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix G – Statement of Human Resources (\$) (continued)

	Budget		Financial Plan Projections									
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32		
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Corporate Services</b>												
Permanent - Full time	6,763	6,902	7,031	7,238	7,418	7,603	7,793	7,988	8,187	8,392		
- Women	4,311	4,399	4,482	4,614	4,729	4,847	4,968	5,092	5,219	5,349		
- Men	-	-	-	-	-	-	-	-	-	-		
- Persons of self-described gender	405	413	421	433	444	455	467	478	490	503		
- Vacant positions	-	-	-	-	-	-	-	-	-	-		
Permanent - Part time	1,801	1,838	1,873	1,928	1,976	2,025	2,076	2,127	2,181	2,235		
- Women	466	476	485	499	511	524	537	550	564	578		
- Men	-	-	-	-	-	-	-	-	-	-		
- Persons of self-described gender	-	-	-	-	-	-	-	-	-	-		
- Vacant positions	74	76	77	79	81	83	85	87	90	92		
<b>Total Corporate Services</b>	<b>13,820</b>	<b>14,104</b>	<b>14,369</b>	<b>14,791</b>	<b>15,159</b>	<b>15,537</b>	<b>15,926</b>	<b>16,322</b>	<b>16,731</b>	<b>17,149</b>		
<b>Engineering Services</b>												
Permanent - Full time	2,760	2,805	2,852	2,957	3,087	3,164	3,244	3,325	3,408	3,493		
- Women	13,890	14,119	14,353	14,880	15,537	15,926	16,324	16,732	17,150	17,579		
- Men	-	-	-	-	-	-	-	-	-	-		
- Persons of self-described gender	1,872	1,903	1,934	2,005	2,094	2,146	2,200	2,255	2,311	2,369		
- Vacant positions	-	-	-	-	-	-	-	-	-	-		
Permanent - Part time	413	420	427	442	462	473	485	497	510	522		
- Women	113	115	117	121	126	129	133	136	139	143		
- Men	-	-	-	-	-	-	-	-	-	-		
- Persons of self-described gender	-	-	-	-	-	-	-	-	-	-		
- Vacant positions	70	71	72	75	78	80	82	84	86	89		
<b>Total Engineering Services</b>	<b>19,118</b>	<b>19,433</b>	<b>19,755</b>	<b>20,480</b>	<b>21,384</b>	<b>21,918</b>	<b>22,468</b>	<b>23,029</b>	<b>23,604</b>	<b>24,195</b>		

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix G – Statement of Human Resources (\$) (continued)

	Budget		Financial Plan Projections									
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32		
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Greater Dandenong Business</b>												
Permanent - Full time	1,160	1,396	1,322	1,284	1,316	1,349	1,383	1,417	1,453	1,489		
- Women	232	279	264	257	263	270	277	283	291	298		
- Men	-	-	-	-	-	-	-	-	-	-		
- Persons of self-described gender	272	327	310	301	309	316	324	332	341	349		
- Vacant positions	-	-	-	-	-	-	-	-	-	-		
Permanent - Part time	497	598	567	550	564	578	593	608	623	638		
- Women	-	-	-	-	-	-	-	-	-	-		
- Men	-	-	-	-	-	-	-	-	-	-		
- Persons of self-described gender	-	-	-	-	-	-	-	-	-	-		
- Vacant positions	113	136	129	125	128	131	135	138	142	145		
<b>Total Greater Dandenong Business</b>	<b>2,274</b>	<b>2,736</b>	<b>2,592</b>	<b>2,517</b>	<b>2,580</b>	<b>2,644</b>	<b>2,712</b>	<b>2,778</b>	<b>2,850</b>	<b>2,919</b>		
Casuals and other expenditure	6,077	6,786	6,648	6,986	7,103	7,196	7,292	7,428	7,498	7,604		
<b>Total casuals and other</b>	<b>6,077</b>	<b>6,786</b>	<b>6,648</b>	<b>6,986</b>	<b>7,103</b>	<b>7,196</b>	<b>7,292</b>	<b>7,428</b>	<b>7,498</b>	<b>7,604</b>		
<b>Total staff expenditure</b>	<b>91,636</b>	<b>93,283</b>	<b>93,953</b>	<b>96,789</b>	<b>99,537</b>	<b>101,932</b>	<b>104,390</b>	<b>106,947</b>	<b>109,498</b>	<b>112,148</b>		

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix H – Statement of Human Resources (Full time equivalent - FTE)

	Financial Plan Projections											
	Budget 2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32		
	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE
<b>Chief Executive</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>
Permanent - Full time	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
- Women	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
- Men	-	-	-	-	-	-	-	-	-	-	-	-
- Persons of self-described gender	-	-	-	-	-	-	-	-	-	-	-	-
- Vacant positions	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Chief Executive</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>
<b>City Planning, Design and Amenity</b>												
Permanent - Full time	54.0	53.0	53.0	53.0	53.0	53.0	53.0	53.0	53.0	53.0	53.0	53.0
- Women	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0
- Men	-	-	-	-	-	-	-	-	-	-	-	-
- Persons of self-described gender	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0
- Vacant positions	-	-	-	-	-	-	-	-	-	-	-	-
Permanent - Part time	8.9	8.9	8.9	8.9	8.9	8.9	8.9	8.9	8.9	8.9	8.9	8.9
- Women	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7
- Men	-	-	-	-	-	-	-	-	-	-	-	-
- Persons of self-described gender	-	-	-	-	-	-	-	-	-	-	-	-
- Vacant positions	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total City Planning, Design and Amenity</b>	<b>124.6</b>	<b>123.6</b>										
<b>Community Services</b>												
Permanent - Full time	111.2	111.2	110.2	110.2	110.2	110.2	110.2	110.2	110.2	110.2	110.2	110.2
- Women	32.6	32.6	32.6	32.6	32.6	32.6	32.6	32.6	32.6	32.6	32.6	32.6
- Men	-	-	-	-	-	-	-	-	-	-	-	-
- Persons of self-described gender	20.2	20.2	20.2	20.2	20.2	20.2	20.2	20.2	20.2	20.2	20.2	20.2
- Vacant positions	-	-	-	-	-	-	-	-	-	-	-	-
Permanent - Part time	125.2	125.2	124.4	124.4	124.4	124.4	124.4	124.4	124.4	124.4	124.4	124.4
- Women	15.3	15.3	15.3	15.3	15.3	15.3	15.3	15.3	15.3	15.3	15.3	15.3
- Men	-	-	-	-	-	-	-	-	-	-	-	-
- Persons of self-described gender	31.7	31.7	31.7	31.7	31.7	31.7	31.7	31.7	31.7	31.7	31.7	31.7
- Vacant positions	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Community Services</b>	<b>336.2</b>	<b>336.2</b>	<b>334.4</b>									

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix H – Statement of Human Resources (FTE) (continued)

	Budget		Financial Plan Projections										
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	FTE	FTE	
<b>Corporate Services</b>													
Permanent - Full time	57.0	57.0	57.0	57.0	57.0	57.0	57.0	57.0	57.0	57.0	57.0	57.0	57.0
- Women	33.0	33.0	32.0	32.0	32.0	32.0	32.0	32.0	32.0	32.0	32.0	32.0	32.0
- Men	-	-	-	-	-	-	-	-	-	-	-	-	-
Persons of self-described gender	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0
- Vacant positions													
Permanent - Part time	18.8	18.2	18.2	18.2	18.2	18.2	18.2	18.2	18.2	18.2	18.2	18.2	18.2
- Women	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4
- Men	-	-	-	-	-	-	-	-	-	-	-	-	-
Persons of self-described gender	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8
- Vacant positions													
<b>Total Corporate Services</b>	<b>118.0</b>	<b>117.4</b>	<b>116.4</b>	<b>116.4</b>	<b>116.4</b>	<b>116.4</b>	<b>116.4</b>	<b>116.4</b>	<b>116.4</b>	<b>116.4</b>	<b>116.4</b>	<b>116.4</b>	<b>116.4</b>
<b>Engineering Services</b>													
Permanent - Full time	25.8	25.8	25.8	25.8	25.8	25.8	25.8	25.8	25.8	25.8	25.8	25.8	25.8
- Women	121.0	120.0	119.0	119.0	118.0	118.0	118.0	118.0	118.0	118.0	118.0	118.0	118.0
- Men	-	-	-	-	-	-	-	-	-	-	-	-	-
Persons of self-described gender	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0
- Vacant positions													
Permanent - Part time	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1
- Women	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
- Men	-	-	-	-	-	-	-	-	-	-	-	-	-
Persons of self-described gender	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6
- Vacant positions													
<b>Total Engineering Services</b>	<b>174.5</b>	<b>173.5</b>	<b>172.5</b>	<b>171.5</b>	<b>170.5</b>								

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix H – Statement of Human Resources (FTE) (continued)

	Budget		Financial Plan Projections																	
	2022-23	FTE	2023-24	FTE	2024-25	FTE	2025-26	FTE	2026-27	FTE	2027-28	FTE	2028-29	FTE	2029-30	FTE	2030-31	FTE	2031-32	FTE
Greater Dandenong Business																				
Permanent - Full time																				
- Women	9.0		9.0		8.0		7.0		7.0		7.0		7.0		7.0		7.0		7.0	
- Men	1.0		1.0		1.0		1.0		1.0		1.0		1.0		1.0		1.0		1.0	
- Vacant positions	2.0		2.0		2.0		2.0		2.0		2.0		2.0		2.0		2.0		2.0	
Permanent - Part time																				
- Women	4.1		4.1		4.1		4.1		4.1		4.1		4.1		4.1		4.1		4.1	
- Men	-		-		-		-		-		-		-		-		-		-	
- Persons of self-described gender	-		-		-		-		-		-		-		-		-		-	
- Vacant positions	0.6		0.6		0.6		0.6		0.6		0.6		0.6		0.6		0.6		0.6	
<b>Total Greater Dandenong Business</b>	<b>16.7</b>		<b>16.7</b>		<b>15.7</b>		<b>14.7</b>													
Casuals	8.8		8.8		8.8		8.8		8.8		8.8		8.8		8.8		8.8		8.8	
<b>Total casuals</b>	<b>8.8</b>		<b>8.8</b>		<b>8.8</b>		<b>8.8</b>		<b>8.8</b>		<b>8.8</b>		<b>8.8</b>		<b>8.8</b>		<b>8.8</b>		<b>8.8</b>	
<b>Total staff numbers</b>	<b>780.8</b>		<b>779.2</b>		<b>775.2</b>		<b>771.4</b>		<b>770.4</b>											

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix (a) – Schedule of reserves

Reserves	Forecast		Financial Plan Projections									
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Major Projects</b>												
Opening balance	27,358	18,169	19,577	12,585	5,009	9,054	13,492	16,325	19,073	21,858	23,681	
Transfer to reserve	3,335	1,408	1,058	674	4,044	4,439	2,833	2,748	2,785	1,823	2,154	
Transfer from reserve	(12,524)	0	(8,050)	(8,250)	0	0	0	0	0	0	0	
<b>Closing balance</b>	<b>18,169</b>	<b>19,577</b>	<b>12,585</b>	<b>5,009</b>	<b>9,054</b>	<b>13,492</b>	<b>16,325</b>	<b>19,073</b>	<b>21,858</b>	<b>23,681</b>	<b>25,835</b>	
<b>Open space - planning, developments and improvements</b>												
Opening balance	4,386	1,771	2,951	4,951	6,951	8,951	10,951	12,951	14,951	16,951	18,951	
Transfer to reserve	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
Transfer from reserve	(4,615)	(820)	0	0	0	0	0	0	0	0	0	
<b>Closing balance</b>	<b>1,771</b>	<b>2,951</b>	<b>4,951</b>	<b>6,951</b>	<b>8,951</b>	<b>10,951</b>	<b>12,951</b>	<b>14,951</b>	<b>16,951</b>	<b>18,951</b>	<b>20,951</b>	
<b>Open space - acquisitions</b>												
Opening balance	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	
Transfer to reserve	4,045	0	0	0	0	0	0	0	0	0	0	
Transfer from reserve	(4,045)	0	0	0	0	0	0	0	0	0	0	
<b>Closing balance</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	
<b>Development Contribution Plans Council funded</b>												
Opening balance	19,646	19,489	14,991	15,202	15,584	15,966	16,348	16,730	17,112	17,494	17,876	
Transfer to reserve	500	400	400	400	400	400	400	400	400	400	400	
Transfer from reserve	(657)	(4,898)	(189)	(18)	(18)	(18)	(18)	(18)	(18)	(18)	(18)	
<b>Closing balance</b>	<b>19,489</b>	<b>14,991</b>	<b>15,202</b>	<b>15,584</b>	<b>15,966</b>	<b>16,348</b>	<b>16,730</b>	<b>17,112</b>	<b>17,494</b>	<b>17,876</b>	<b>18,258</b>	
<b>Keysborough maintenance levy</b>												
Opening balance	1,946	1,856	1,776	1,636	1,449	1,073	655	196	0	0	0	
Transfer to reserve	1,620	1,645	1,670	1,695	1,695	1,695	1,695	1,695	1,695	1,695	1,695	
Transfer from reserve	(1,710)	(1,725)	(1,810)	(1,882)	(2,071)	(2,112)	(2,155)	(1,891)	(1,695)	(1,695)	(1,695)	
<b>Closing balance</b>	<b>1,856</b>	<b>1,776</b>	<b>1,636</b>	<b>1,449</b>	<b>1,073</b>	<b>655</b>	<b>196</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix (a) – Schedule of reserves (continued)

Reserves	Forecast		Financial Plan Projections									
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Self insurance reserve</b>												
Opening balance	906	325	325	325	325	325	325	325	325	325	325	325
Transfer to reserve	747	0	0	0	0	0	0	0	0	0	0	0
Transfer from reserve	(1,327)	0	0	0	0	0	0	0	0	0	0	0
<b>Closing balance</b>	<b>325</b>	<b>325</b>	<b>325</b>	<b>325</b>	<b>325</b>	<b>325</b>	<b>325</b>	<b>325</b>	<b>325</b>	<b>325</b>	<b>325</b>	<b>325</b>
<b>Spring Valley landfill assurance fund</b>												
Opening balance	1,557	1,284	1,172	1,033	961	887	814	739	662	584	505	0
Transfer to reserve	0	0	0	0	0	0	0	0	0	0	0	0
Transfer from reserve	(273)	(111)	(139)	(72)	(74)	(74)	(75)	(77)	(78)	(80)	(81)	0
<b>Closing balance</b>	<b>1,284</b>	<b>1,172</b>	<b>1,033</b>	<b>961</b>	<b>887</b>	<b>814</b>	<b>739</b>	<b>662</b>	<b>584</b>	<b>505</b>	<b>423</b>	<b>0</b>
<b>Springvale Activity Precinct Parking and Development</b>												
Opening balance	236	236	236	236	236	236	236	236	236	236	236	236
Transfer to reserve	0	0	0	0	0	0	0	0	0	0	0	0
Transfer from reserve	0	0	0	0	0	0	0	0	0	0	0	0
<b>Closing balance</b>	<b>236</b>	<b>236</b>	<b>236</b>	<b>236</b>	<b>236</b>	<b>236</b>	<b>236</b>	<b>236</b>	<b>236</b>	<b>236</b>	<b>236</b>	<b>236</b>
<b>Dandenong Activity Precinct Parking and Development</b>												
Opening balance	1,528	30	330	330	330	330	330	330	330	330	330	330
Transfer to reserve	650	950	650	650	650	650	650	650	650	650	650	650
Transfer from reserve	(2,148)	(650)	(650)	(650)	(650)	(650)	(650)	(650)	(650)	(650)	(650)	(650)
<b>Closing balance</b>	<b>30</b>	<b>330</b>	<b>330</b>	<b>330</b>	<b>330</b>	<b>330</b>	<b>330</b>	<b>330</b>	<b>330</b>	<b>330</b>	<b>330</b>	<b>330</b>
<b>General Reserve (Aged Care)</b>												
Opening balance	1,103	1,103	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083
Transfer to reserve	0	0	0	0	0	0	0	0	0	0	0	0
Transfer from reserve	0	(20)	0	0	0	0	0	0	0	0	0	0
<b>Closing balance</b>	<b>1,103</b>	<b>1,083</b>	<b>1,083</b>	<b>1,083</b>	<b>1,083</b>	<b>1,083</b>	<b>1,083</b>	<b>1,083</b>	<b>1,083</b>	<b>1,083</b>	<b>1,083</b>	<b>1,083</b>

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix (a) – Schedule of reserves (continued)

Reserves	Forecast	Budget	Financial Plan Projections									
	2021-22 \$'000	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000	2026-27 \$'000	2027-28 \$'000	2028-29 \$'000	2029-30 \$'000	2030-31 \$'000	2031-32 \$'000	
<b>Future Maintenance Reserve (LXRA)</b>												
Opening balance	206	4,439	4,102	3,656	3,202	2,738	2,265	1,782	1,290	788	276	
Transfer to reserve	4,685	0	0	0	0	0	0	0	0	0	0	
Transfer from reserve	(452)	(336)	(446)	(455)	(464)	(473)	(483)	(492)	(502)	(512)	(276)	
<b>Closing balance</b>	<b>4,439</b>	<b>4,102</b>	<b>3,656</b>	<b>3,202</b>	<b>2,738</b>	<b>2,265</b>	<b>1,782</b>	<b>1,290</b>	<b>788</b>	<b>276</b>	<b>(0)</b>	
<b>Native re vegetation - Souffi Place</b>												
Opening balance	6	1	0	0	0	0	0	0	0	0	0	
Transfer to reserve	0	0	0	0	0	0	0	0	0	0	0	
Transfer from reserve	(5)	(1)	0	0	0	0	0	0	0	0	0	
<b>Closing balance</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Native re vegetation - Pound Road</b>												
Opening balance	35	35	35	35	35	35	35	35	35	35	35	
Transfer to reserve	0	0	0	0	0	0	0	0	0	0	0	
Transfer from reserve	0	0	0	0	0	0	0	0	0	0	0	
<b>Closing balance</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	
<b>Native re vegetation - Dingley Arterial</b>												
Opening balance	28	28	28	28	28	28	28	28	28	28	28	
Transfer to reserve	0	0	0	0	0	0	0	0	0	0	0	
Transfer from reserve	0	0	0	0	0	0	0	0	0	0	0	
<b>Closing balance</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	
<b>Native re vegetation - Bowmans Redgum</b>												
Opening balance	37	30	22	22	22	22	22	22	22	22	22	
Transfer to reserve	0	0	0	0	0	0	0	0	0	0	0	
Transfer from reserve	(7)	(7)	0	0	0	0	0	0	0	0	0	
<b>Closing balance</b>	<b>30</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix (a) – Schedule of reserves (continued)

Reserves	Forecast		Budget		Financial Plan Projections								
	2021-22	2021-22	2022-23	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Native revegetation - Australand Perry Road</b>													
Opening balance	21	8	0	0	0	0	0	0	0	0	0	0	0
Transfer to reserve	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfer from reserve	(13)	(8)	0	0	0	0	0	0	0	0	0	0	0
Closing balance	8	0	0	0	0	0	0	0	0	0	0	0	0
<b>Native revegetation - Logis</b>													
Opening balance	126	99	72	44	15	0	0	0	0	0	0	0	0
Transfer to reserve	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfer from reserve	(27)	(27)	(28)	(29)	(15)	0	0	0	0	0	0	0	0
Closing balance	99	72	44	15	0	0	0	0	0	0	0	0	0
<b>Native revegetation - Somerfield</b>													
Opening balance	89	58	28	0	0	0	0	0	0	0	0	0	0
Transfer to reserve	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfer from reserve	(31)	(31)	(28)	0	0	0	0	0	0	0	0	0	0
Closing balance	58	28	0	0	0	0	0	0	0	0	0	0	0
<b>Reserve summary</b>													
Opening balance	65,214	54,960	52,728	47,167	41,230	46,727	52,584	56,782	61,148	65,735	69,348	69,348	69,348
Transfer to reserve	17,581	6,403	5,778	5,419	8,789	9,184	7,578	7,493	7,530	6,568	6,899	6,899	6,899
Transfer from reserve	(27,835)	(8,635)	(11,339)	(11,356)	(3,292)	(3,327)	(3,380)	(3,127)	(2,943)	(2,955)	(2,720)	(2,720)	(2,720)
Closing balance	54,960	52,728	47,167	41,230	46,727	52,584	56,782	61,148	65,735	69,348	73,527	73,527	73,527

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix I(b) – Discretionary and restricted reserves

Reserves	Restricted or Discretionary	Forecast		Budget		Financial Plan Projections										
		2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32				
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Major projects reserve	Discretionary	18,169	19,578	12,566	5,010	9,054	13,492	16,325	19,074	21,859	23,682	25,836				
Open space - planning, development and improvements	Restricted	1,771	2,951	4,951	6,951	8,951	10,951	12,951	14,951	16,951	18,951	20,951				
Open space - acquisitions	Restricted	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000				
DCP Council funded reserve	Restricted	19,489	14,991	15,202	15,584	15,966	16,348	16,730	17,112	17,494	17,876	18,258				
Keysborough maintenance levy	Restricted	1,856	1,776	1,636	1,449	1,073	655	196	0	0	0	0				
Self insurance reserve	Discretionary	325	325	325	325	325	325	325	325	325	325	325				
Spring Valley landfill assurance fund	Discretionary	1,284	1,172	1,033	961	887	814	739	662	584	505	423				
Springvale Activity Precinct parking and development	Discretionary	236	236	236	236	236	236	236	236	236	236	236				
Dandenong Activity Precinct parking and development	Discretionary	30	330	330	330	330	330	330	330	330	330	330				
General reserve (aged care)	Restricted	1,103	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083				
Future maintenance reserve (LXRA)	Restricted	4,439	4,102	3,656	3,202	2,738	2,265	1,782	1,290	788	276	(0)				
Native revegetation reserves	Restricted	259	185	129	101	85	85	85	85	85	85	85				
<b>Sub-total restricted</b>		<b>31,087</b>	<b>32,667</b>	<b>32,667</b>	<b>34,368</b>	<b>35,896</b>	<b>37,387</b>	<b>38,827</b>	<b>40,521</b>	<b>42,401</b>	<b>44,271</b>	<b>46,377</b>				
<b>Sub-total discretionary</b>		<b>21,641</b>	<b>14,511</b>	<b>6,862</b>	<b>10,832</b>	<b>15,197</b>	<b>17,955</b>	<b>20,627</b>	<b>23,334</b>	<b>25,077</b>	<b>27,150</b>	<b>27,150</b>				
<b>Total reserves</b>		<b>54,960</b>	<b>52,728</b>	<b>47,167</b>	<b>41,230</b>	<b>46,727</b>	<b>52,584</b>	<b>56,782</b>	<b>61,148</b>	<b>65,735</b>	<b>69,348</b>	<b>73,527</b>				

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix J – Schedule of borrowings

	Forecast		Financial Plan Projections									
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>EXISTING BORROWINGS</b>												
<b>\$15.2 million, 25 years fixed, 6.15%, 2011-12</b>												
<i>Dandenong Civic Centre Municipal Building and Noble Park Aquatic Centre projects</i>												
Principal repayments	502	534	562	604	642	681	723	769	815	870	924	
Interest expense	720	689	657	620	581	541	499	452	404	352	297	
Sub-total	1,223	1,222	1,219	1,224	1,223	1,222	1,221	1,221	1,219	1,222	1,221	
<b>\$20 million, 25 years fixed, 6.44%, 2012-13</b>												
<i>Dandenong Civic Centre Municipal Building project</i>												
Principal repayments	562	596	633	672	721	774	818	874	931	989	1,060	
Interest expense	1,048	1,011	974	929	884	835	786	729	670	608	543	
Sub-total	1,610	1,607	1,606	1,601	1,605	1,609	1,603	1,603	1,602	1,598	1,603	
<b>\$13.1 million, 25 years fixed, 6.44%, 2012-13</b>												
<i>Dandenong Civic Centre Municipal Building project</i>												
Principal repayments	368	390	414	440	473	507	536	572	610	648	694	
Interest expense	687	662	638	608	579	547	515	477	439	398	356	
Sub-total	1,055	1,052	1,052	1,048	1,051	1,054	1,050	1,050	1,049	1,046	1,050	
<b>\$10 million, 10 years (5 years fixed), 2.56%, 2018-19</b>												
<i>Springvale Community Precinct Project</i>												
Principal repayments	940	964	988	998	1,028	1,059	1,091	1,124	-	-	-	
Interest expense	200	176	152	147	117	85	53	20	-	-	-	
Sub-total	1,140	1,140	1,140	1,145	1,145	1,145	1,144	1,144	-	-	-	
<b>\$10 million, 10 years (5 years fixed), 1.68%, 2019-20</b>												
<i>Springvale Community Precinct Project</i>												
Principal repayments	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	-	
Interest expense	144	128	111	96	129	100	73	44	16	-	-	
Sub-total	1,144	1,128	1,111	1,096	1,129	1,100	1,073	1,044	1,016	-	-	

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix J – Schedule of borrowings (continued)

	Forecast		Financial Plan Projections									
	2021-22	Budget 2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>NEW (ASSUMED) BORROWINGS</b>												
<b>\$6.12 million, 10 years, 0.5% 2022-23 *</b>												
<i>Keysborough South Community Hub</i>												
Principal repayments	-	-	598	601	604	607	610	613	617	620	623	
Interest expense	-	-	29	26	23	20	17	14	11	8	5	
Sub-total	-	2	628	628	628	628	628	628	628	628	628	
<b>\$32.5 million, 10 years, 3%, 2023-24</b>												
<i>Dandenong Aquatic and Wellbeing Centre</i>												
Principal repayments	-	-	1,405	2,873	2,960	3,050	3,143	3,238	3,336	3,438	3,542	
Interest expense	-	-	482	901	814	724	631	536	438	336	232	
Sub-total	-	-	1,887	3,774	3,774	3,774	3,774	3,774	3,774	3,774	3,774	
<b>\$23.1 million, 10 years, 3%, 2024-25</b>												
<i>Dandenong Aquatic and Wellbeing Centre</i>												
Principal repayments	-	-	-	998	2,042	2,104	2,168	2,234	2,302	2,371	2,443	
Interest expense	-	-	-	343	640	578	514	449	381	311	239	
Sub-total	-	-	-	1,341	2,682	2,682	2,682	2,683	2,683	2,682	2,682	
<b>\$10 million, 10 years, 3%, 2024-25</b>												
<i>Dandenong Community Hub</i>												
Principal repayments	-	-	-	215	877	904	932	960	989	1,019	1,050	
Interest expense	-	-	-	75	284	257	230	201	172	142	111	
Sub-total	-	-	-	290	1,161	1,161	1,162	1,161	1,161	1,161	1,161	

\* Community Infrastructure Loans Scheme proposed borrowing (only 50% of the applicable interest rate is payable by Council).

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix J – Schedule of borrowings (continued)

SUMMARY

	Forecast	Budget	Financial Plan Projections									
	2021-22 \$'000	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000	2026-27 \$'000	2027-28 \$'000	2028-29 \$'000	2029-30 \$'000	2030-31 \$'000	2031-32 \$'000	
<b>EXISTING BORROWINGS</b>												
Principal repayments	3,372	3,484	3,597	3,714	3,864	4,021	4,167	4,340	3,357	2,508	2,678	
Interest expense	2,800	2,665	2,531	2,400	2,289	2,109	1,925	1,722	1,529	1,368	1,196	
Sub-total	6,172	6,149	6,128	6,114	6,153	6,129	6,092	6,062	4,886	3,866	3,874	
<b>NEW (ASSUMED) BORROWINGS</b>												
Principal repayments	-	-	2,003	4,687	6,483	6,665	6,853	7,045	7,244	7,448	7,658	
Interest expense	-	2	511	1,345	1,761	1,579	1,392	1,200	1,002	797	587	
Sub-total	-	2	2,515	6,033	8,245	8,245	8,246	8,246	8,246	8,245	8,245	
<b>ALL BORROWINGS</b>												
Opening balance	56,636	53,263	55,900	82,799	107,498	97,150	86,465	75,443	64,059	53,457	43,502	
Loan proceeds	-	6,120	32,500	33,100	-	-	-	-	-	-	-	
Principal repayments	(3,372)	(3,484)	(5,601)	(8,401)	(10,348)	(10,686)	(11,021)	(11,385)	(10,601)	(9,955)	(10,336)	
Closing balance of borrowings	53,263	55,900	82,799	107,498	97,150	86,465	75,443	64,059	53,457	43,502	33,166	
Interest expense	2,800	2,667	3,042	3,745	4,050	3,688	3,317	2,922	2,531	2,155	1,783	
Principal repayments	3,372	3,484	5,601	8,401	10,348	10,686	11,021	11,385	10,601	9,955	10,336	

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix K(a) – Local Government Performance Reporting Framework (LGPRF) Financial Performance Indicators

Dimension / indicator / measure	Notes	Financial Plan Projections										Trend	
		Forecast 2021-22	Budget 2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31		2031-32
<b>Efficiency</b>													
<b>Expenditure level</b>													
Expenses per property assessment [Total expenses / Number of property assessments]		\$3,244.67	\$3,102.94	\$3,141.12	\$3,194.34	\$3,208.58	\$3,283.43	\$3,313.91	\$3,361.53	\$3,385.18	\$3,421.95	\$3,460.25	-
<b>Revenue level</b>													
Average rate per property assessment [General rates and municipal charges / Number of property assessments]		\$1,922.68	\$1,964.48	\$1,990.90	\$2,029.38	\$2,068.28	\$2,107.60	\$2,147.37	\$2,187.59	\$2,228.28	\$2,269.44	\$2,311.08	+
<b>Liquidity</b>													
<b>Working capital</b>													
Current assets compared to current liabilities [Current assets / current liabilities] x 100	1	150.10%	146.44%	135.54%	126.98%	132.96%	137.01%	139.48%	143.51%	147.26%	148.87%	151.02%	o
<b>Unrestricted cash</b>													
Unrestricted cash compared to current liabilities [Unrestricted cash / current liabilities] x 100	2	107.36%	102.22%	92.02%	81.97%	82.44%	84.36%	84.91%	86.28%	87.72%	87.55%	87.74%	+
Key to forecast trend + Forecasts improvement in Council's financial performance/position indicator o Forecasts that Council's financial performance/financial position indicator will be steady - Forecasts deterioration in Council's financial performance/financial position indicator													

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix K(a) – LGPRF Financial Performance Indicators (continued)

Dimension / indicator / measure	Notes	Forecast 2021-22	Budget 2022-23	Financial Plan Projections							Trend + / o / -		
				2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30		2030-31	2031-32
<b>Obligations</b>													
<b>Loans and borrowings</b>													
Loans and borrowings compared to rates [Interest-bearing loans and borrowings / rate revenue] x 100	3	34.46%	34.84%	50.40%	63.45%	55.63%	47.55%	40.41%	33.43%	27.18%	21.56%	16.02%	+
Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / rate revenue] x 100		3.99%	3.83%	5.26%	7.17%	8.24%	7.90%	7.68%	7.47%	6.68%	6.00%	5.85%	+
<b>Indebtedness</b>													
Non-current liabilities compared to own source revenue [Non-current liabilities / own source revenue] x 100		30.53%	29.75%	41.29%	50.95%	44.19%	37.39%	31.21%	25.68%	20.68%	15.77%	10.92%	+
Asset renewal and upgrade compared to depreciation [Asset renewal and upgrade expense / asset depreciation] x 100	4	208.56%	123.18%	205.70%	172.33%	80.64%	80.56%	89.87%	92.30%	96.44%	100.51%	102.30%	o
<b>Operating position</b>													
Adjusted underlying result													
Adjusted underlying surplus (deficit) [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x 100	5	(2.76%)	5.41%	5.91%	3.95%	5.18%	5.35%	5.79%	5.76%	6.45%	6.71%	6.98%	+
Key to forecast trend + Forecasts improvement in Council's financial performance/position indicator o Forecasts that Council's financial performance/financial position indicator will be steady - Forecasts deterioration in Council's financial performance/financial position indicator													

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix K(a) – LGPRF Financial Performance Indicators (continued)

Dimension / indicator / measure	Notes	Forecast		Budget	Financial Plan Projections							Trend	
		2021-22	2022-23		2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30		2030-31
<b>Stability</b>													
<b>Rates concentration</b>													
Rates compared to adjusted underlying revenue	6	72.75%	71.99%	71.75%	73.57%	73.85%	74.32%	74.55%	74.78%	74.97%	75.22%	75.43%	-
[Rate revenue / adjusted underlying revenue] x 100													
<b>Rates effort</b>													
Rates compared to property values		0.31%	0.27%	0.27%	0.27%	0.28%	0.28%	0.28%	0.29%	0.29%	0.29%	0.29%	0
[Rate revenue / capital improved value of rateable properties in the municipality] x 100													
Key to forecast trend													
+ Forecasts improvement in Council's financial performance/position indicator													
o Forecasts that Council's financial performance/financial position indicator will be steady													
- Forecasts deterioration in Council's financial performance/financial position indicator													

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix K(b) – Financial Sustainability Indicators

Indicator	Forecast		Financial Plan Projections											Trend		
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	+/-				
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Result for the year	29,635	26,564	25,520	21,095	24,242	25,061	26,506	26,771	28,927	30,010	31,152	+				
Adjusted underlying result	(11,740)	10,617	10,591	9,095	12,242	13,081	14,506	14,771	16,927	18,010	19,152	+				
Cash and investments balance	128,925	126,900	126,298	119,416	116,724	122,883	127,524	131,829	136,885	140,956	145,127	+				
Cash flows from operations	52,889	53,622	58,400	49,375	46,359	56,047	57,977	58,093	61,152	62,629	63,727	+				
Capital works expenditure	94,986	55,590	82,793	77,267	34,582	35,428	38,896	39,364	42,831	46,298	47,271	o				

Key to forecast trend

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

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

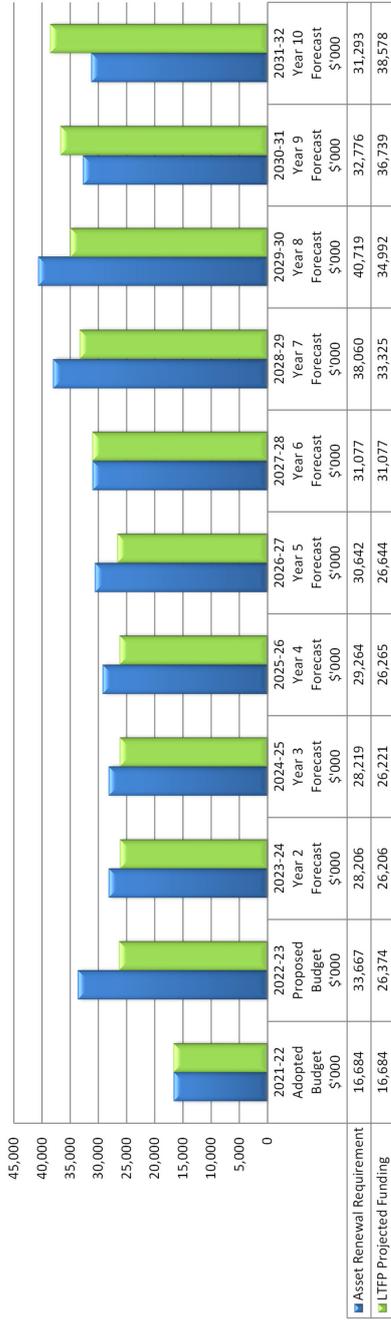
Appendix L – Asset Renewal

Table L1 – Base Renewal Requirements

	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33 to 2041-42
	Adopted Budget	Proposed Budget	Year 2 Forecast	Year 3 Forecast	Year 4 Forecast	Year 5 Forecast	Year 6 Forecast	Year 7 Forecast	Year 8 Forecast	Year 9 Forecast	Year 10 Forecast	Years 11-20 Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>ASSET GROUP</b>												
Property	2,587	4,259	4,316	3,932	5,190	3,952	9,253	15,688	13,090	12,420	8,040	80,140
Plant and equipment	4,295	5,244	4,492	4,519	5,327	5,250	4,222	4,314	4,339	4,425	4,441	46,573
Infrastructure	9,802	24,164	19,398	19,788	18,747	21,440	17,602	18,058	23,290	15,931	18,812	195,376
<b>Total renewal</b>	<b>16,684</b>	<b>33,667</b>	<b>28,206</b>	<b>28,219</b>	<b>29,264</b>	<b>30,642</b>	<b>31,077</b>	<b>38,060</b>	<b>40,719</b>	<b>32,776</b>	<b>31,293</b>	<b>322,089</b>

Graph L2 – Asset Renewal Requirements vs LTFP Projected Funding

Asset Renewal Gap 2021-22 - 2031-32



Additional notes regarding the above chart - Council asset renewal funding is not funding all asset renewal requirements. The amounts in this graph may also differ to those presented in the capital works information presented in Appendix F Statement of Capital Works, as the asset renewal requirements disclosed here relates to base renewal funding and does not include renewal amounts relating to foreshadowed major projects.

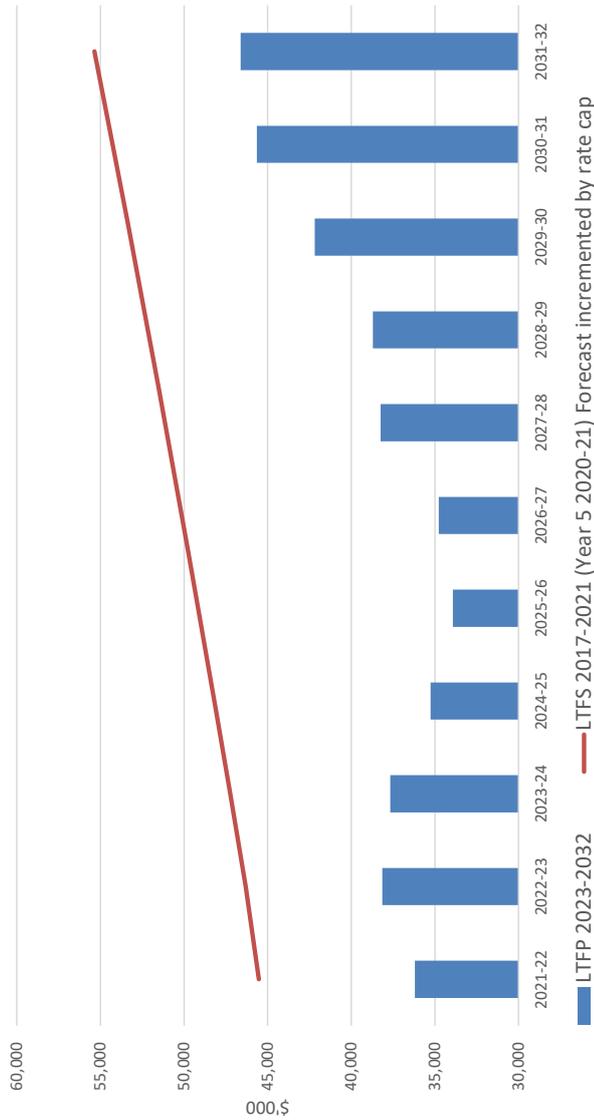
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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

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Appendix M – Capital works funded from operational surplus



Council's capital works funded by operational surplus has been reduced by a number of factors since 2016-17 when rate capping was first introduced, including financing operational costs for new facilities such as Springvale Community Precinct and Greater Dandenong Gallery of Art, rate capped income, COVID-19 losses and now forecast debt servicing costs from new borrowings to part fund major projects (\$69.3 million over the 10 years).

Over the eleven year period in the graph above, this means a total loss of more than \$125 million in capital works funded by the operational surplus.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix N(a) – Operating grant income (recurrent)

	Forecast		Budget		Financial Plan Projections									
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32			
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>(a) Operating grants</b>														
<b>Recurrent</b>														
<b>Commonwealth Government</b>														
Financial Assistance Grant	5,958	12,123	12,124	12,245	12,367	12,491	12,615	12,742	12,869	12,996	13,126			
Home and Community Care	6,503	7,171	7,264	7,337	7,410	7,484	7,559	7,634	7,711	7,788	7,866			
Family Day Care	4,591	4,341	4,557	4,786	5,025	5,276	5,329	5,382	5,436	5,491	5,546			
Family and Children Services	70	90	-	-	-	-	-	-	-	-	-			
Community health	21	16	16	16	16	16	17	17	17	17	17			
<b>State Government</b>														
Home and Community Care	2,112	2,417	2,205	2,227	2,249	2,272	2,295	2,318	2,341	2,364	2,388			
Maternal and Child Health	2,966	2,555	2,605	2,627	2,650	2,673	2,700	2,727	2,754	2,782	2,810			
Family and Children Services	2,125	2,245	1,981	841	849	858	866	875	884	893	902			
Libraries	1,100	1,063	1,073	1,084	1,095	1,106	1,117	1,128	1,139	1,151	1,162			
School crossings	438	459	464	468	473	478	482	487	492	497	502			
Education and employment	433	300	350	350	-	-	-	-	-	-	-			
Community health	266	260	125	126	128	129	130	132	133	134	136			
Emergency management	191	94	94	95	95	96	97	98	99	100	101			
Arts and culture	-	10	10	10	10	10	10	10	10	10	10			
<b>Total recurrent operating grants</b>	<b>26,774</b>	<b>33,144</b>	<b>32,868</b>	<b>32,212</b>	<b>32,367</b>	<b>32,889</b>	<b>33,217</b>	<b>33,550</b>	<b>33,885</b>	<b>34,223</b>	<b>34,567</b>			

Note – The Commonwealth Government Financial Assistance grant is lower in the 2021-22 Forecast due to the early receipt of 50 per cent of the grant funding in the 2020-21 financial year.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix N(b) – Operating grant income (non-recurrent and total)

	Forecast		Financial Plan Projections									
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Non recurrent</b>												
<b>Commonwealth Government</b>												
Family and Children Services	339	343	-	-	-	-	-	-	-	-	-	
COVID safety and support	20	-	-	-	-	-	-	-	-	-	-	
Libraries	242	-	-	-	-	-	-	-	-	-	-	
Family and Children Services	339	343	-	-	-	-	-	-	-	-	-	
COVID safety and support	20	-	-	-	-	-	-	-	-	-	-	
<b>State Government</b>												
COVID safety and support	1,350	-	-	-	-	-	-	-	-	-	-	
Community health	285	41	-	-	-	-	-	-	-	-	-	
Environment	367	212	106	-	-	-	-	-	-	-	-	
Community safety	340	200	-	-	-	-	-	-	-	-	-	
Sports and recreation	50	-	-	-	-	-	-	-	-	-	-	
Family and Children Services	80	-	-	-	-	-	-	-	-	-	-	
Libraries	91	-	-	-	-	-	-	-	-	-	-	
Maternal and Child Health	4	-	-	-	-	-	-	-	-	-	-	
Community development	4	-	-	-	-	-	-	-	-	-	-	
<b>Total non-recurrent operating grants</b>	<b>3,172</b>	<b>796</b>	<b>106</b>	-	-	-	-	-	-	-	-	
<b>Total operating grants</b>	<b>30,305</b>	<b>34,283</b>	<b>32,974</b>	<b>32,212</b>	<b>32,367</b>	<b>32,889</b>	<b>33,217</b>	<b>33,550</b>	<b>33,885</b>	<b>34,223</b>	<b>34,567</b>	

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix O – Capital grant income (recurrent and non-recurrent)

	Forecast		Budget		Financial Plan Projections							
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>(b) Capital grants</b>												
<b>Recurrent</b>												
Commonwealth Government												
Roads to Recovery	1,515	1,018	816	-	-	-	-	-	-	-	-	-
<b>Total recurrent capital grants</b>	<b>1,515</b>	<b>1,018</b>	<b>816</b>	-	-	-	-	-	-	-	-	-
<b>Non recurrent</b>												
<b>Commonwealth Government</b>												
Local Roads Community												
Infrastructure Program	7,084	-	-	-	-	-	-	-	-	-	-	-
Black Spot Program	2,807	-	-	-	-	-	-	-	-	-	-	-
Off-Street Car Parks	46	-	-	-	-	-	-	-	-	-	-	-
Parks, Open Space and Streetscapes	38	-	-	-	-	-	-	-	-	-	-	-
<b>State Government</b>												
Buildings	5,943	2,500	-	-	-	-	-	-	-	-	-	-
Parks, Open Space and Streetscapes	4,375	-	-	-	-	-	-	-	-	-	-	-
Recreation, Leisure and Community	2,964	-	-	-	-	-	-	-	-	-	-	-
Leasehold Improvements	200	-	-	-	-	-	-	-	-	-	-	-
Footpaths and Cycleways	39	-	-	-	-	-	-	-	-	-	-	-
<b>Total non-recurrent capital grants</b>	<b>23,496</b>	<b>2,500</b>	-	-	-	-	-	-	-	-	-	-
<b>Total capital grants</b>	<b>25,011</b>	<b>3,518</b>	<b>816</b>	-	-	-	-	-	-	-	-	-

**Note re Roads to Recovery** - The Commonwealth Government provides Roads to Recovery (R2R) funding to the local government sector. The current R2R program commenced 1 July 2019 and will conclude 30 June 2024. Council's life of program allocation is a confirmed \$5,089,034. Certain conditions must be followed, and annual reports must be submitted.

4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix P – Parameters

Description	Budget 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
GPI forecast	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Rate revenue cap	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Fees and charges - Council	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Fees and fines - statutory	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Financial Assistance Grants funding	0.00%	0.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Grants and subsidies	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Employee costs	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Employee costs (incremental costs)	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%
Electricity	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Street lighting	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Water	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Gas	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Fuel	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%

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4.2.3 Proposed Long Term Financial Plan 2022-23 to 2031-32 (Cont.)

CITY OF GREATER DANDENONG

APPENDICES – Financial Statements and Supporting Schedules

Appendix Q – Adjusted underlying result

	Forecast		Financial Plan Projections									
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Operating												
Total income	247,975	237,365	240,957	242,258	248,477	256,681	262,410	268,250	274,305	280,278	286,470	
Total expenses	(218,340)	(210,801)	(215,437)	(221,163)	(224,235)	(231,600)	(235,904)	(241,479)	(245,378)	(250,268)	(255,318)	
Surplus for the year	<b>29,635</b>	<b>26,564</b>	<b>25,520</b>	<b>21,095</b>	<b>24,242</b>	<b>25,081</b>	<b>26,506</b>	<b>26,771</b>	<b>28,927</b>	<b>30,010</b>	<b>31,152</b>	
Less non-operating income and expenditure												
Grants - capital (non-recurrent)	(23,496)	(2,500)	-	-	-	-	-	-	-	-	-	
Contributions - non-monetary	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	
Capital contributions - other sources	(7,879)	(3,447)	(4,929)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	
Adjusted underlying surplus (deficit)	<b>(11,740)</b>	<b>10,617</b>	<b>10,591</b>	<b>9,095</b>	<b>12,242</b>	<b>13,081</b>	<b>14,506</b>	<b>14,771</b>	<b>16,927</b>	<b>18,010</b>	<b>19,152</b>	

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#### 4.2.4 Asset Plan 2022

File Id:

Responsible Officer:

Director Business, Engineering & Major Projects

Attachments:

Asset Plan 2022-23 to 2031-32

---

### 1. Report Summary

Council must adopt an asset plan in accordance with Section 92 of the Local Government Act 2020 (“LGA 2020”), to take effect by 1 July 2022.

The Asset Plan provides information about maintenance, renewal, acquisition, expansion, upgrade, disposal and decommissioning in relation to each class of infrastructure asset under the control of the Council. This report shows the allocation of funding for the projects and has been aligned with the Long Term Financial Plan which provides how the funding will be obtained.

In accordance with the LGA 2020 requirement, a draft “Greater Dandenong Asset Plan 2022-2032” (the “Asset Plan”) has been prepared by the Asset Management team for Council’s consideration and approval to place on public exhibition.

### 2. Recommendation Summary

This report recommends that Council adopts in principle the Asset Plan 2022-2032 and places it on public exhibition for 28 days for the purposes of inviting public submissions and community engagement as per Council’s Community Engagement Policy. Following the conclusion of the public consultation period and any submissions received, the Asset Plan 2022-2032 will again be tabled for Council consideration and adoption at the 27 June 2022 Council meeting.

---

#### 4.2.4 Asset Plan 2022 (Cont.)

### 3. Background

As part of its legislative requirements under the Local Government Act 2020, a Council must prepare and adopt an Asset Plan for a period of at least the next 10 financial years after a general election in accordance with its deliberative engagement practices and adopt the Financial Plan by 31 October in the year following a general election.

Local Government Victoria advised in October 2021 that as part of the transition and implementation of the Act that deliberative engagement would not be required for the first Asset Plan, but would be required in subsequent cycles in conjunction with the drafting of the Community Vision and Council Plan.

### 4. Discussion

The key role of local governments is to provide services to its local communities. It does this by engaging a range of assets that deliver these services.

The Asset Plan shows how effective a Council is in managing its assets and therefore plays a pivotal role in showing how successful Council can be in acquitting its responsibility to its community.

The purpose of this Asset Plan is to:

- Show how Council will responsibly manage its assets to meet the service delivery needs of our community into the future in a cost-effective way.
- Summarise the operating and capital expenditure requirements for Council assets.
- Ensure that there is integration between Council's asset management planning outcomes with its strategic objectives, Financial Plan, and Budget.
- Maximise alignment with Council, Regional and Government Strategies, Policies and Plans that effect the management of Council assets

Council has two main types of assets.

- Infrastructure assets

Generally, relate to assets of the nature of roads, footpaths, drainage, public lighting where Council provides these assets for people to efficiently and effectively live and move around. The growth in these assets is dictated largely by new subdivisions. The standard of these assets is well legislated and life cycles are well measured.

- Community Assets

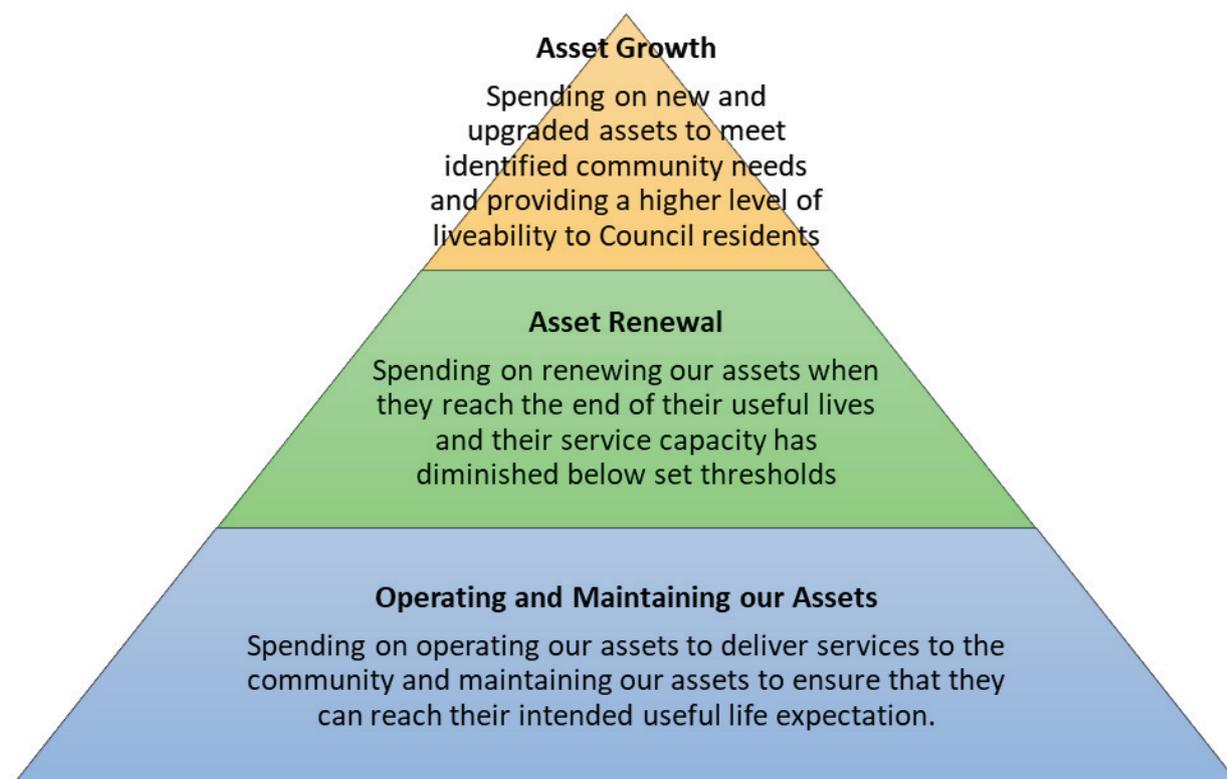
These largely relate to assets that Council employs to make the community a more attractive place to live in terms of the service potential they provide. They include most buildings, sporting infrastructure, open spaces. The growth in this category is heavily influenced by changing community needs and desire for improved assets

The classes of assets are grouped into these categories.

---

#### 4.2.4 Asset Plan 2022 (Cont.)

The below diagram highlights the various categories of Council investment in asset management. The diagram is a hierarchy of needs commencing with the most essential spending at the bottom through to desirable expenditure at the top.



#### 4.1 Outcomes of the Asset Plan

The following are the key outcomes of the Asset Plan

- Operations and Maintenance costs for assets are fully funded.
- Renewal programs are majority funded as per the Asset Management Policy, with some shortfalls in the next 4-5 years that are made up later in the 10 year program.
- Council is delivering 3 key major infrastructure projects over the next few years. As a result there is limited discretionary funding for capital projects in the next 4-5 years.

#### **5. Proposal**

This report proposes that Council adopt the Asset Plan 2022-2032 for the purposes of placing the Asset Plan on public display for 28 days and to receive and consider public submissions in respect of the Asset Plan prior to final adoption on 27 June 2022.

---

#### 4.2.4 Asset Plan 2022 (Cont.)

### 6. Financial Implications

As the Asset Plan is aligned with the Long Term Financial Plan, which provides a sound financial framework for funding maintenance, renewal and capital works on assets, it ensures funding of Council Plan priorities and is consistent with the Asset Management Policy.

### 7. Consultation

Deliberative community engagement is not prescribed for this version of the Asset Plan. However, community engagement will be undertaken in accordance with Council's Community Engagement Policy.

The Asset Plan will be placed on public exhibition for the purposes of inviting public submissions from 3 to 31 May. Following the conclusion of the public consultation period and any submissions received, the Asset Plan will again be tabled for Council consideration and adoption at the 27 June 2022 Council meeting.

### 8. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.  
It's a city where you can enjoy and embrace life through celebration and equal opportunity.  
We harmonise the community by valuing multiculturalism and the individual.  
Our community is healthy, vibrant, innovative and creative.  
Our growing city is committed to environmental sustainability.  
Welcome to our exciting and peaceful community.*

#### **8.1 Community Vision 2040**

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community.
- Education training, entrepreneurship and employment opportunities.
- Sustainable environment.
- Embrace diversity and multiculturalism.
- Mind, Body and Spirit.
- Art and Culture.

---

#### 4.2.4 Asset Plan 2022 (Cont.)

### **8.2 Council Plan 2021-25**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following strategic objectives:

- A socially connected, safe and healthy city.
- A city that respects and celebrates diversity, our history and the arts.
- A city of accessible, vibrant centres and neighbourhoods.
- A green city committed to a sustainable future.
- A city that supports entrepreneurship, quality education and employment outcomes.
- A Council that demonstrates leadership and a commitment to investing in the community.

## **9. The Overarching Governance Principles of the *Local Government Act 2020***

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles.

The Asset Plan gives effect to these principles by:

- complying with the relevant law (section 9(2)(a) of the Act). The Act requires councils to prepare a 10 year Asset Plan to be updated each financial year (section 92).
- giving priority to achieving the best outcomes for the municipality, including future generations (section 9(2)(b) of the Act). This ensures that in relation to community engagement practices, Council Officers are compliant, act with integrity and act in the best interests of Council and the community.
- the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is promoted (section 9(2)(c) of the Act). This document has a direct impact on the economic and social sustainability of Council and has considered climate change and sustainability in its preparation.
- innovation and continuous improvement have been pursued (section 9(2)(e) of the Act). This Asset Plan is created from a continuous improvement process of monitoring and inspecting assets, and updating information and predictive models to ensure the best outcomes for council and the community
- collaboration with other Councils and Governments and statutory bodies has been sought (section 9(2)(f) of the Act).
- the ongoing financial viability of the Council has been ensured (section 9(2)(g) of the Act) by including forecast projections for the next 10 financial years.
- regional, state and national plans and policies have been taken into account in strategic planning and decision making (section 9(2)(h) of the Act).
- transparency of Council decisions, actions and information is ensured by the community engagement of this Asset Plan (section 9(2)(i) of the Act).

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#### 4.2.4 Asset Plan 2022 (Cont.)

Also, in giving effect to the overarching governance principles above, Council has also considered the following supporting principles (with Act references) in developing the Asset Plan:

- a. the community engagement principles (section 56);
- b. the public transparency principles (section 58);
- c. the strategic planning principles (section 89);
- d. the financial management principles (section 101);
- e. the service performance principles (section 106).

The strategic planning principles in section 89 of the *Local Government Act 2020* are of particular relevance to the preparation of the Asset Plan.

### 10. Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

All matters relevant to the Victorian Human Rights Charter have been considered in the preparation of this report and are consistent with the standards set by the Charter. The consultation processes with both the community and key stakeholders were undertaken in a manner which provided a wide range of opportunities for people to participate and influence Council's decision making. All rights to privacy were maintained and all activities were conducted to ensure that cultural and religious practices were supported.

### 11. The Gender Equality Act 2020

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

The Gender Equality Act 2020 requires that Council completes Gender Impact Assessments on all new policies, programs and services that directly and significantly impact the public.

The Asset Plan shows how council is funding the maintenance, renewal and capital improvements of the assets that support services provided by Council. Conducting a Gender Impact Assessment (GIA) on the Asset Plan, however, not an easy exercise given that it presents aggregated information that does not readily lend itself to a GIA process. It therefore is considered that the plan is purely administrative in its nature and does not have the potential to influence broader social norms and gender roles.

### 12. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

---

#### 4.2.4 Asset Plan 2022 (Cont.)

In January 2020, this Council joined a growing number of cities around Australia and declared a “Climate and Ecological Emergency” and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

Council’s Declaration on a Climate and Ecological Emergency, Council’s Climate Change Emergency Strategy 2020-2030 and the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability have been considered in the preparation of this report but are not relevant to its contents.

Council’s maintenance and renewal programs are based on intervening at the optimal point for the asset to extend it’s useful life incorporating sustainability outcomes.

In addition the capital works programs consider:

- 2020 Sustainable Buildings Policy – that aims to facilitate increased sustainability outcomes through Council’s new building projects resulting in lower energy consumption and bills.
- Capital Improvement projects – increased consideration of sustainability and climate change as part of submissions for funding through Council’s Capital Improvement Program (CIP) budget. Project bids are assessed on how well the project responds to climate change and how well the sustainability themes adopted by Council are represented. A streamlined climate change Self-Assessment Method has been developed for incorporation within the 2022-23 bid year via the ‘CIP Self-Assessment Climate Change Tool’.

In the Capital Improvement Program, the major projects such as Keysborough South Community Hub, Dandenong Wellbeing Centre and Dandenong Community Hub have a strong focus on incorporating environmentally sustainable design principles.

### 13. Related Council Policies, Strategies or Frameworks

- Council’s Community Engagement Policy
- Council Plan 2021-2025
- Asset Management Policy
- Asset Management Strategy

### 14. Recommendation

**That Council adopts the Asset Plan for subsequent community engagement in accordance with Council’s Community Engagement Policy.**

**4.2.4 Asset Plan 2022 (Cont.)**

**FINANCE AND BUDGET**

**ASSET PLAN 2022**

**ATTACHMENT 1**

**ASSET PLAN 2022-23 – 2031-32**

**PAGES 25 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 5235*

4.2.4 Asset Plan 2022 (Cont.)

# Asset Plan

## 2022-23 - 2031-32



4.2.4 Asset Plan 2022 (Cont.)

**COUNCIL ASSET PLAN 2023 - 2032**

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#### 4.2.4 Asset Plan 2022 (Cont.)

## COUNCIL ASSET PLAN 2023 - 2032

### Introduction

The key role of local governments is to provide services to its local communities. How it does this is by engaging a range of assets that deliver these services.

It therefore follows that how effective a Council is in managing its assets plays a pivotal role in how successful Council can be in acquitting its responsibility to its community.

Greater Dandenong City Council has over \$3 billion in assets that needs to be effectively managed to deliver the services that the community requires. Effective asset management requires Council to manage the assets through their lifecycle from creation and acquisition to maintenance and operation, through to rehabilitation and disposal. These actions are undertaken with the goal of providing efficient, safe and reliable services for current and future generations.

The *Asset Plan* provides a strategic and financial view of how we will manage the assets that we own and control over the next ten (10) years and beyond. It defines our high-level strategic asset management priorities and addresses all aspects of the lifecycle management of our assets.

### What is an asset?

The most basic definition of an asset is something that is of value to a person or an organisation.

Assets can be short-term and liquid. For example, they include cash funds, receivables, and stock. They can be tangible such as buildings and they can be intangible such as computer software. They can be realisable such as surplus land or non-realisable such as roads and footpaths. They can be owned by Council, or they can be leased.

For the purposes of this plan, we will focus on all assets that are described as 'non-Recurrent' which means they are assets that are owned or controlled and are not readily realisable.

To further distinguish these assets, we have grouped them into two categories. They are:

- Infrastructure assets
- Community assets

Some of the key feature of each category are;

#### *Infrastructure assets*

- Generally, relate to assets of the nature of roads, footpaths, drainage, public lighting where Council provides these assets for people to efficiently and effectively live and move around. The growth in these assets is dictated largely by new subdivisions. The standard of these assets are well legislated and life cycles are well measured.

#### *Community Assets*

- These largely relate to assets that Council employs to make the community a more attractive place to live in terms of the service potential they provide. They include most buildings, sporting infrastructure, open

4.2.4 Asset Plan 2022 (Cont.)

COUNCIL ASSET PLAN 2023 - 2032

spaces. The growth in this category is heavily influenced by changing community needs and desire for improved assets.

**What is Asset Management?**

Given that assets are only held by Council to meet its need to deliver service potential to its community, asset management can be defined as the:

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*Effective and efficient management of assets to ensure that Council maximises its potential to deliver the most appropriate level of service that meets the community needs and expectations from those assets*

---

Asset management refers to how Council manages these assets. The coordinated series of activities that monitor and maintain things of value - in this case, physical assets. This involves balancing risk, cost, opportunities, and performance to realise the value of an asset fully and effectively over its entire lifespan.

Ultimately, asset management is a way to align strategic planning with infrastructure and service delivery in the real world considering what assets people need and how these assets can be sustained to ensure ongoing service delivery. Asset management is critical to ensure that the assets are in place to support the services that rely upon them and as such service planning and asset management are intrinsically linked

**Why is Asset Management Important?**

Council manages a portfolio of assets that have a combined value and replacement cost of \$3.15 billion<sup>1</sup>. This includes all Council's property, plant and equipment, and infrastructure.

These assets are predominantly used to provide services and amenity to our community. The standard to which they are maintained and the extent to which they are grown and improved are a key consideration in setting and delivering on our Community Vision and Council Plan.

Without these assets we could not provide our diverse range of services to the quality that our community expects.

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<sup>1</sup> This is the current replacement cost of assets. It does not include accumulated depreciation. The Financial Plan includes accumulated depreciation in its figures and therefore the reports may vary on this account. All figures in this report are replacement cost only.

4.2.4 Asset Plan 2022 (Cont.)

COUNCIL ASSET PLAN 2023 - 2032

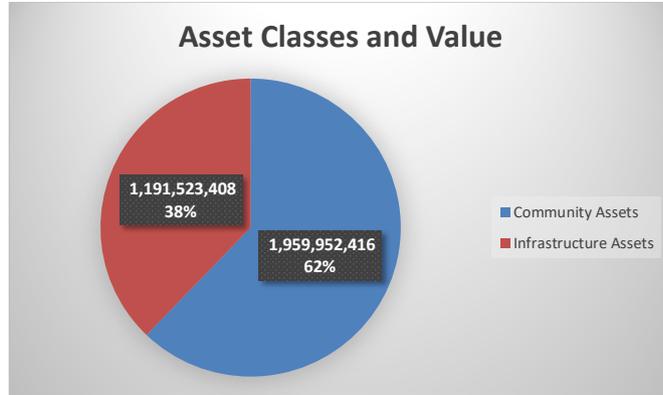


Figure 1 Asset Classes and Value

**Asset Management Framework**

Strategic Asset Management is a critical part of Councils integrated planning framework. The diagram below sets out how asset management fits into this framework.

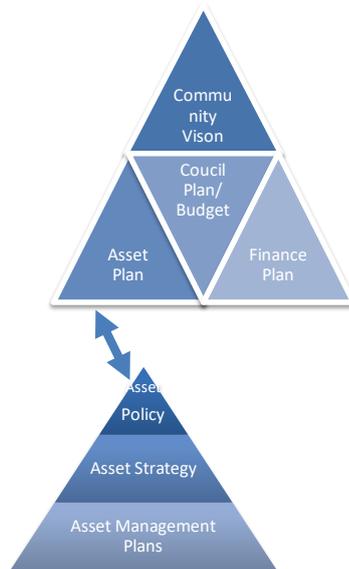


Figure 2 Asset Management Framework

#### 4.2.4 Asset Plan 2022 (Cont.)

## COUNCIL ASSET PLAN 2023 - 2032

Beyond this framework sits a more complex approach to how Council matches asset requirements with future community needs. This is outlined in Appendix 1 to this plan

### The Purpose of Asset Plan

This *Asset Plan* has been prepared to meet the requirements of section 92 of the *Local Government Act 2020*. This *Asset Plan* will be incorporated into Council's integrated approach to planning for achieving its long-term goals in accordance with the Community Vision and Principles and Council Plan.

It is a general overview document that summarises the key elements of the individual Asset Management Plans that have developed for each of our major asset classes.

The purpose of this *Asset Plan* is to:

- Show how Council will responsibly manage its assets to meet the service delivery needs of our community into the future in a cost-effective way.
- Summarise the operating and capital expenditure requirements for Council assets.
- Ensure that there is integration between Council's asset management planning outcomes with its strategic objectives, Financial Plan, and Budget.
- Maximise alignment with Council, Regional and Government Strategies, Policies and Plans that effect the management of Council assets.

The development of this *Asset Plan* is dependent and relies upon our understanding of the performance of our assets and number of key assumptions. Assumptions and forecasts will change based on enhancement of our asset knowledge along with ever evolving internal and external drivers. This *Asset Plan* will be actively monitored and updated to reflect any major changes.

### Scope of the Asset Plan

While Council manages an extensive portfolio of assets, this *Asset Plan* only covers infrastructure that is under the control and is recognised as an asset of the Greater Dandenong City Council. To be consistent with other Local Government reporting requirements<sup>2</sup> we are reporting the assets consistent with each of the services that we provide the community.

It is also important to note that Council holds extensive *Current Assets* in the form of Cash, Investments and Receivables. This *Asset Plan* only deals with *Non-Current Assets* which are in the form of assets such as land, buildings, property, plant and equipment, infrastructure assets, right of use assets and intangible assets such as software.

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<sup>2</sup> <https://www.localgovernment.vic.gov.au/funding-programs/victoria-grants-commission/consultation-and-operations>

#### 4.2.4 Asset Plan 2022 (Cont.)

## COUNCIL ASSET PLAN 2023 - 2032

### Strategic Context

The delivery of services to the community is guided by the Community Vision, Council Plan, Financial Plan, strategies, and policies. These also drive our approach to asset management.

### The Financial Plan

The Financial Plan provides a long-term view of the resources that we expect to be available to us and how these will be allocated and prioritised over the next ten (10) years.

Our Financial Plan identifies our current and projected financial capacity to continue delivering high quality services, buildings/facilities, and infrastructure while identifying critical new capital investment to support our community's prosperity and to respond to our future challenges.

This *Asset Plan* is based on and intrinsically linked with the forecasts and projections outlined in our Financial Plan. Ongoing affordability and financial sustainability are our key objectives.

The Financial Plan in combination with the *Asset Plan* supports us in achieving this aim.

### The Council Plan

The Council Plan makes a commitment to outcomes and priority initiatives across several strategic objectives. Effective asset management supports the outcomes of the Council Plan and the delivery of sustainable services.

Council recognises its stewardship role in appropriately managing the assets it has and aims to fulfil its obligations to future communities to provide sustainable assets and services.

### The Regulatory Framework

Council operates in a complex legislative and policy environment that directly influences the way it does business.

The principal legislation in Victoria governing the establishment and operation of Councils is the *Local Government Act 2020* ('The Act'). This defines the purposes and functions of local government as well as providing the legal framework for establishing and administering councils.

The *Act* requires all councils to develop an integrated, longer-term and transparent approach to planning, organised around a ten (10) year community vision. This *Asset Plan* is an important part of our integrated planning framework.

As well as the general powers and responsibilities given under the Act, Council is responsible for a wide range of services and functions under various other Acts of Parliament.

4.2.4 Asset Plan 2022 (Cont.)

COUNCIL ASSET PLAN 2023 - 2032

**Relevant Strategic Documents**

This plan supports a number of other strategic Council documents which are detailed in Page 34 of the Council Plan.

The four documents that have the most impact on this Asset Plan are the Community Vision and Principles, the Council Plan, the Long-Term Financial Plan 2022-2031 and the 2020-2030 Climate Emergency Strategy and Action Plan.

*Local governments are responding due to increased recognition that the essential services and infrastructure councils provide to the community are vulnerable to a range of climate hazards... The strategy aims to develop a whole of Council response to climate change, building on existing programs and activities to reduce emissions and increase climate resilience in order to prepare for the unavoidable impacts of climate change at both a corporate and community level<sup>3</sup>.*

**Council Assets**

Council manages a portfolio of assets worth over \$3.15 billion. This includes all our property, plant and equipment, and infrastructure.

Council assets belong to its ratepayers and are managed and operated on their behalf by Council.

Ensuring our assets are appropriate for the city's needs enables us to deliver the services that make the City of Greater Dandenong a great place to live, work and visit.

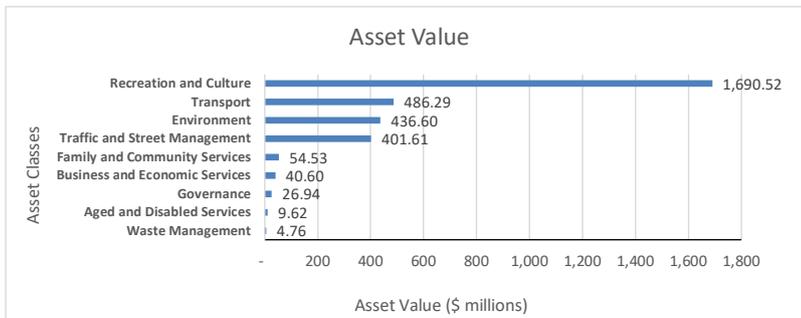


Figure 3 Asset Value by Asset Class

<sup>3</sup> Page 49-50 Long Term Financial Plan 2022-2031

4.2.4 Asset Plan 2022 (Cont.)

COUNCIL ASSET PLAN 2023 - 2032

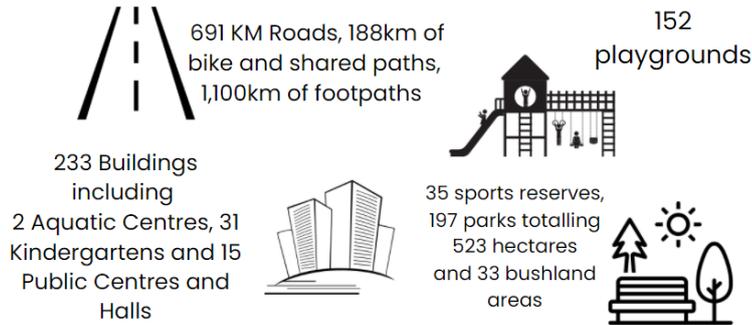


Figure 4 Asset Statistics

This *Asset Plan* provides guidance on all Council infrastructure assets, which are grouped into the following key asset classes:

Asset Classes	Value of Assets	Average Value
<b>Infrastructure</b>		
Environment	\$ 436,599,794	\$ 6,043
Governance	\$ 26,942,694	\$ 29,870
Traffic and Street Management	\$ 236,926,701	\$ 3,906
Transport	\$ 486,293,325	\$ 64,572
Waste Management	\$ 4,760,893	\$ 1,190,223
Subtotal Infrastructure Assets	\$ 1,191,523,408	\$ 8,430
<b>Community Assets</b>		
Aged and Disabled Services	\$ 9,624,430	\$ 137,492
Business and Economic Services	\$ 40,598,749	\$ 501,219
Family and Community Services	\$ 54,531,717	\$ 182,992
Recreation and Culture	\$ 1,690,515,719	\$ 409,921
Traffic and Street Management	\$ 164,681,800	\$ 123,635
Subtotal Community Assets	\$ 1,959,952,416	\$ 331,914
<b>Total All Assets</b>	<b>\$ 3,151,475,824</b>	<b>\$ 21,404</b>

Table 1 Asset Classes

4.2.4 Asset Plan 2022 (Cont.)

**Lifecycle Management**

The goal of asset management is to meet a required level of service in the most cost-effective manner, through the prudent and efficient management of assets for present and future community.

The key elements of effective asset management are:

- Developing cost-effective management strategies for the long term.
- Providing defined and agreed levels of service.
- Monitoring performance.
- Understanding and meeting the impact of changing service needs
- Managing risk associated with asset failures.
- Sustainably using physical resources.
- Continually improving asset management processes and practices.

Councils approach to asset management is centred on asset lifecycle management.



Figure 5 Asset Lifecycle

4.2.4 Asset Plan 2022 (Cont.)

**COUNCIL ASSET PLAN 2023 - 2032**

**Lifecycle Strategies**

Each phase of the lifecycle has a corresponding lifecycle strategy, which describes Council's approach to the activities in that stage. Our lifecycle strategies that we employ in each phase are summarised below.

Lifecycle Phase	Our Lifecycle Strategies
Design and Planning	<ul style="list-style-type: none"> <li>• Council considers asset requirements necessary to support its long-term objectives and to ensure that the right assets are provided to meet service needs.</li> <li>• Future asset planning and service design considers and balances the key principles of affordability, equity, and the environment.</li> </ul>
Creation or Acquisition	<ul style="list-style-type: none"> <li>• Projects are comprehensively defined so that objectives are clear.</li> <li>• Appropriate procurement strategies are utilised.</li> <li>• Environmentally sustainable approaches to the design and construction of assets.</li> <li>• Newly acquired assets are checked for quality before they are put into service.</li> </ul>
Operations and Maintenance	<ul style="list-style-type: none"> <li>• Council acts to enable existing assets to operate to their service potential over their useful life.</li> <li>• Assets are regularly inspected, serviced, and maintained.</li> <li>• Maintenance is planned to minimise the risk of critical asset failure and ongoing lifecycle costs.</li> <li>• Systems and processes to help record information about out assets and monitor their performance are in place.</li> <li>• The Asset Management Information System to monitor and record cost of maintenance to maintain assets is being implemented.</li> </ul>
Renewal, Replacement, or Disposal	<ul style="list-style-type: none"> <li>• The condition of our assets is regularly assessed.</li> <li>• Council aims to optimise the timing of the renewal or replacement of our assets so that they remain safe and functional and to minimise overall lifecycle costs.</li> <li>• Council's goal is to maximise the use of our assets through adaptive reuse or colocation of services where appropriate.</li> <li>• Where assets do not directly support core service delivery they are considered for rationalisation/disposal</li> </ul>

*Table 2 Lifecycle Strategies*

4.2.4 Asset Plan 2022 (Cont.)

**Future Challenges and Opportunities**

Managing Councils future assets in an environment where Council's revenues are quite constrained and available future funding is being impacted upon by Councils current investment in major projects is a difficult environment. The below table sets out some of Councils challenges and opportunities moving forward.

Issue	What does this mean for asset management and service delivery
<b>SOCIAL DEMAND</b>	
<b>Population</b>	
Our present population is 175,000 people and is expected to grow to 200,000 people by 2031.	Council will need to expand its services and assets to cater for its growing community. Council will need to make a financial investment in infrastructure so that its assets are of a suitable capacity to cater for growth and that exemplary urban renewal is achieved.
<b>Community Needs</b>	
Two-thirds of the City of Greater Dandenong were born overseas. More than 10,000 residents arrived in Australia after 2014, including 4,100 immigrants who settled in the Greater Dandenong in 2020. There are also 1,100 asylum seekers residing in the community.  A significant proportion of the community (7%) live with a severe or profound disability and high proportion of the community speak a great diversity of languages other than English in their homes.	Greater Dandenong is the most culturally diverse municipality in Australia and related to that is socio-economically challenged with unemployment running at 9.9%, 3,107 residents living in non-private housing and 40% of its residents at risk of housing related financial distress. Nearly 2,000 persons in the community are homeless or living in severely overcrowded dwellings.  This profile highlights the need for Council to carefully balance the community's social and infrastructure asset needs, to increase community resilience and opportunity for progress.
<b>Changing Community Needs</b>	
The community expects Council to be able to quickly respond to emerging needs, without knowing how long the demand might last.	We will need to plan assets that are responsive and adaptable to meet shifting stakeholder needs.
<b>BUILT ENVIRONMENT</b>	
<b>Ageing Infrastructure</b>	
The cost of renewing our ageing infrastructure is a very large challenge.. Council's assets have been built and developed in the past. Many years on, this period of development has created a large peak in the need to invest in asset maintenance and renewal.	There is a critical need to introduce systems and processes to ensure that our spending on our existing assets is optimised.  As our assets continue to age, more investment in maintenance and renewal expenditure will be required to ensure that the current levels of service enjoyed by the community continue to be delivered.
<b>Rapid Technological Change</b>	
The world is becoming more connected. People, businesses, and governments are increasingly moving online to connect, deliver and access services, obtain information and to perform day to day activities. These changes will affect how	We will also have the capability to share our data on our assets to others enabling them to interact with our services digitally.  We will also be able to enable a more mobile workforce. Council may also be expected to be able

4.2.4 Asset Plan 2022 (Cont.)

COUNCIL ASSET PLAN 2023 - 2032

we deliver services and how we manage our assets.	to make more use of available and emerging technology to make data more accessible to all.
<b>ECONOMIC DEMAND</b>	
<b>Diminishing Own Source Income</b>	
We are experiencing a significant reduction of our own source revenue. This is due largely to the impacts of State Government imposed rate capping.  This had previously contributed to the consolidated revenue of Council and was able to be utilised for the cross-subsidy of other services or had minimised the impact of the net cost to the community	Loss of own source income will materially affect Council's financial sustainability. This will impact the way we invest in our assets and services in the future.
<b>Increasing cost of providing services</b>	
Cost increases to items such as electricity, petrol, and raw materials impact on the Council. For the Council, this occurs within an expectation of doing more with less or improving our efficiency to ensure more can be achieved with less money.	Council will need to continually balance the affordable provision of services against the needs of our community.
<b>Delivering on community expectations while keeping it affordable</b>	
There is ongoing pressure from the community for higher quality assets and services to be provided for most Council activities. Smoother roads, modern technology and convenience are some examples. The expectation is for a higher level of service for the same amount of money – in other words doing more with less.	Community expectations can be influenced by numerous drivers such as generational change, legislation, environmental standards, facilities experienced elsewhere and new technology. Council assets must cater for the expectations of the community by remaining accessible, well maintained, and fit for purpose. All of this cost's money, and must be balanced and prioritised against building our City's future and the ability of the community to pay
<b>POLITICAL AND REGULATORY INFLUENCE</b>	
<b>Legislative and Policy Influence</b>	
Council operates in a complex legislative and policy environment that directly influences the way it does business: <ul style="list-style-type: none"> <li>• There is an expectation that Council will continue to deliver services, even when State and Federal government funding is withdrawn</li> <li>• The cap on rate increases means our ability to maximise revenue is constrained</li> <li>• Compliance and reporting requirements are increasing</li> </ul>	Council needs to meet its statutory obligations while being conscious of maintaining affordability and financial sustainability. This requires good decisions to be made to manage competing funding demands across a broad range of projects, programs, and services.
<b>NATURAL ENVIRONMENT</b>	
<b>Climate Adaptation</b>	

4.2.4 Asset Plan 2022 (Cont.)

COUNCIL ASSET PLAN 2023 - 2032

<p>Council is already experiencing the impacts of climate change. In the future, we can expect; increased flooding of properties and public facilities; storm damage to infrastructure; decreased water quality and security of water supply; reduced summer outdoor activities; and hotter urban spaces.</p> <p>By 2030, it is estimated the community will experience 4 more hot days over 35 degrees per year than it currently does, and this could double by 2070.</p>	<p>In 2020 Council declared a “Climate and Ecological Emergency” committing it emergency action on climate change.</p> <p>Changing weather may lead to increased need for reactive maintenance for storm and flood damage repair. Assets will need to be built and renewed to a standard that can withstand at least 1.5 degrees of warming. This may require different materials, methods of construction and other innovative approaches.</p> <p>There may also be increased expectation for leadership from Council to make use of sustainable energy sources and to provide assets that are environmentally efficient. In the longer-term, there may be greater community demand for weather protection, for sports and leisure activities that have traditionally occurred outdoors.</p>
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Table 3 Summary of Key Challenges and Opportunities



4.2.4 Asset Plan 2022 (Cont.)

COUNCIL ASSET PLAN 2023 - 2032

**Funding Councils asset management**

Council is currently operating in a very constrained financial environment particularly with rate capping severely limiting Council’s ability to grow revenue and therefore be able to fully fund its asset management needs.

This challenge has been further accentuated by Council’s decision to invest heavily in three major new assets all within a very short time frame of each other. This has led to Council being at its maximum levels in terms of borrowing capacity and the need to reduce capital spending to repay debt over the next decade.

Council funds its spending on asset operational costs and maintenance direct from its operating budgets. Funding for asset renewal and for asset growth (upgraded, new or expanded assets) is drawn from a range of sources including:

- Any remaining operational surplus after Council has funded all operational costs
- Loans
- Asset Sales
- Reserves
- Grants

The following table highlights the projected funding levels for each of these areas over the next five-year period.

Capital expenditure funding sources	Financial Plan Projections				
	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000	2026-27 \$'000
Capital grants	3,518	816	-	-	-
Capital contributions	1,447	2,929	-	-	-
Transfer from reserves	6,350	8,871	8,900	650	650
Loan proceeds	6,120	32,500	33,100	-	-
Funded from operational surplus	38,155	37,677	35,267	33,932	34,778
<b>Total capital works funding</b>	<b>55,590</b>	<b>82,793</b>	<b>77,267</b>	<b>34,582</b>	<b>35,428</b>

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Table 4 Capital Funding Sources

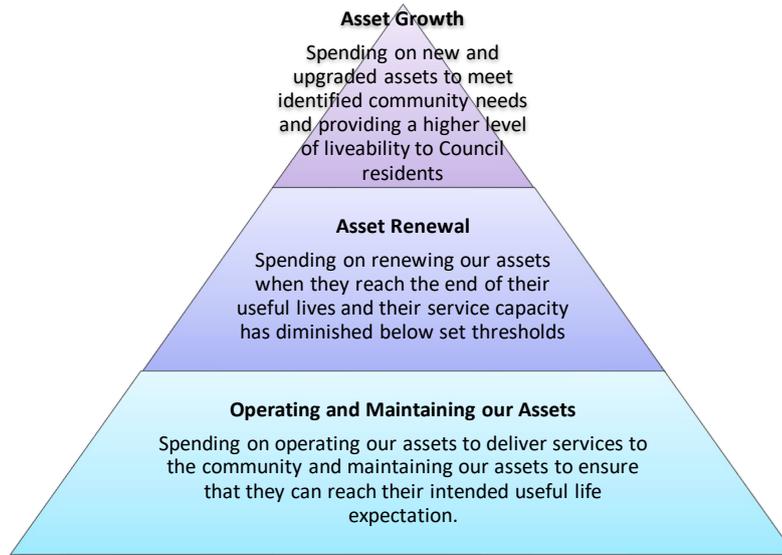
<sup>4</sup> Long Term Financial Plan 2023-2032 Page 35 – Financial Strategies

4.2.4 Asset Plan 2022 (Cont.)

COUNCIL ASSET PLAN 2023 - 2032

**Councils Asset Management Investment Priorities**

The below diagram highlights the various categories of Council investment in asset management. The diagram is a hierarchy of needs commencing with the most essential spending at the bottom through to desirable expenditure at the top.



As noted early in this Asset Plan, the key purpose of Council is to deliver effective local government services to its community. Assets play a key role in meeting this obligation and therefore Councils highest priority spending is to both operate these assets to provide services and to appropriately maintain the assets to ensure that their lifespan is maximised.

Councils next investment priority is to renew its Assets when they have reached the end of their useful lives and they are no longer capable of providing the required level of service to the community.

Council has a strong aim of fully funding both first two levels in the pyramid above.

The final investment priority for Council is to continue to invest in new and improved assets that better meet the community needs of today. Our community is ever evolving and growing, and our assets must do likewise. Council has developed a vast array of service strategies and plans and has a long list of future potential asset investments.

For this top level of the pyramid, it is noted that Council will never be able to fully fund all potential investments and there will remain a significant funding gap.

4.2.4 Asset Plan 2022 (Cont.)

*It is essential that Council makes sound capital investment decisions with its finite capital resources that maximise public value for current and future generations.*

*Our approach provides a means of evaluating and appraising proposed infrastructure investments, as well as setting priorities within the context of our long-term asset and service needs.*

COUNCIL ASSET PLAN 2023 - 2032



4.2.4 Asset Plan 2022 (Cont.)

COUNCIL ASSET PLAN 2023 - 2032

**Councils' asset management funding compared to identified needs**

**Asset Operating and Maintenance Costs**

Asset operating and maintenance costs have been assessed from Councils existing operating budgets. They include all material costs of both operating and maintaining Council's assets and exclude employee costs.

These costs have been included in Councils Ten-Year Financial Plan on an ongoing basis and there is therefore no funding gap in terms of Councils ability to operate and maintain its existing asset base.

As new assets are constructed and commence operations these figures may require further review. The Ten-Year Financial Plan has included some assumptions on the operational costs of certain major projects.

Cost Types	Recurrent Asset Costs (Operating and Maintenance)										
	Financial Year										
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
<b>Infrastructure Assets</b>	11,342,114	11,568,956	11,800,335	12,036,342	12,277,069	12,522,610	12,773,063	13,028,524	13,289,094	13,554,876	13,825,974
<b>Community Assets</b>	30,280,968	30,886,587	31,504,319	32,134,405	32,777,093	33,432,635	34,101,288	34,783,314	35,478,980	36,188,560	36,912,331
<b>Total</b>	41,623,082	42,455,543	43,304,654	44,170,747	45,054,162	45,955,246	46,874,350	47,811,837	48,768,074	49,743,436	50,738,304
<b>Funding in Financial Plan</b>	41,623,082	42,455,543	43,304,654	44,170,747	45,054,162	45,955,246	46,874,350	47,811,837	48,768,074	49,743,436	50,738,304
<b>Funding Gap</b>	-	-	-	-	-	-	-	-	-	-	-

Table 5 Asset Operating and Maintenance Costs

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#### 4.2.4 Asset Plan 2022 (Cont.)

## COUNCIL ASSET PLAN 2023 - 2032

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### Asset Renewal Costs

Asset renewal is defined as expenditure on an asset which returns the service potential or the life of the asset up to that which it had originally.

Council assesses its projected asset renewal costs through regular assessments of asset condition ratings. Council has detailed asset registers for most of its asset classes and determines at what condition rating will an asset no longer be providing the community with an acceptable level of service provision.

To a very large degree, Council is fully funding its current projected asset renewal requirements in the Ten-Year Financial Plan. There are some years where the funding allocated is slightly lower than projected which is then offset by some higher funding years later in the Plan.

The following graph from the Financial Plan highlights the current funding levels for asset renewal as compared to the projected needs.

#### *What are the ongoing challenges in meet asset renewal needs?*

Despite Council currently funding the known asset renewal needs there remains significant challenges for Council in this space. Council asset registers continue to develop and as more data becomes available, it is likely that asset renewal requirements may increase from the above levels.

Not all asset categories are also fully funded in terms of renewal requirements due to their nature. Drainage assets for example need renewing but due to their capacity levels long since having been reached, will ultimately be replaced with an upgraded level of service. These projects are therefore included in the asset growth category for which funding levels are limited.

4.2.4 Asset Plan 2022 (Cont.)

Asset Renewal Gap 2021-22 - 2031-32

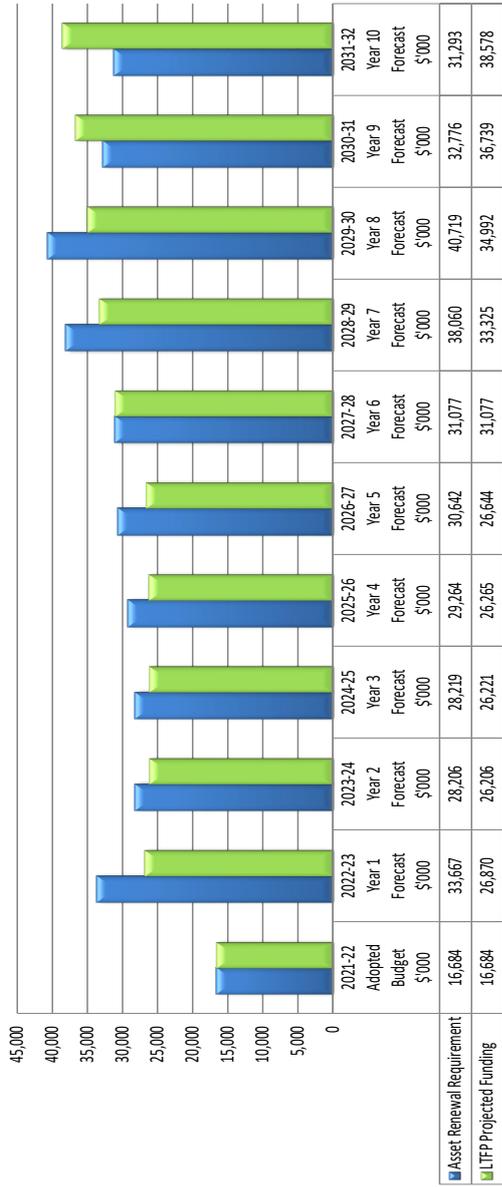


Figure 6 Asset Renewal Requirements vs LTFP Projected Funding

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<sup>5</sup> Long Term Financial Plan 2023-2032 Page 83 Appendix L Graph L2 Asset Renewal Requirements vs LTFP Projected Funding

4.2.4 Asset Plan 2022 (Cont.)

COUNCIL ASSET PLAN 2023 - 2032

**Asset Growth Costs**

Asset growth costs covers expenditure on assets that are of the nature of the following:

- Asset Upgrade expenditure – providing enhancements to an existing asset to provide a higher level of service.
- Asset Expansion - extends or expands an existing asset at the same standard as is currently enjoyed by residents, to a new group of users.
- New Assets - creates a new asset that provides a service that does not currently exist.

Much of the proposed future expenditures in this category are identified in a wide range of strategies and plans developed for individual service areas. These include transport studies, climate change, reserve master plans, studies of future library needs, recreational facility plans and numerous other strategies.

These plans frequently identified a proposed future staging of works over the next decade and the numbers that are included in this Asset Plan reflect those proposed staging's.

The plans and strategies by necessity take an open view of what the ideal outcome (future service potential) could be achieved with each asset class and are not constrained in their development by what Council can realistically fund in terms of asset growth.

This asset plan therefore shows a considerable gap between what Council could ideally spend on asset growth and what it can fund. This has been further accentuated by recent and forthcoming investment in Council major projects which will require Council to divert capital funding into debt redemption.

The below table highlights the proposed funding levels for asset growth derived from strategies and plans and compares this to funding levels currently available for asset growth expenditure in the Ten-Year Financial Plan.

Asset Growth Proposed Future Expenditures											
Cost Types	Financial Year										
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
Infrastructure Assets	9,392,467	10,604,951	6,660,547	24,787,800	4,870,000	11,759,000	11,600,000	9,875,600	9,875,600	4,530,000	9,050,000
Community Assets	38,609,005	78,781,000	69,126,777	32,919,520	31,169,916	15,951,747	18,588,120	15,224,000	15,224,000	16,450,000	32,360,000
<b>Total</b>	48,001,472	89,385,951	75,787,324	57,707,320	36,039,916	27,710,747	30,188,120	25,099,600	25,099,600	20,980,000	41,410,000
Funding in Financial Plan	28,951,000	56,587,000	51,046,000	8,317,000	8,604,000	7,819,000	6,039,000	7,839,000	9,559,000	8,693,000	16,897,726
<b>Funding Gap</b>	<b>19,050,472</b>	<b>32,798,951</b>	<b>24,741,324</b>	<b>49,390,320</b>	<b>27,435,916</b>	<b>19,891,747</b>	<b>24,149,120</b>	<b>17,260,600</b>	<b>15,540,600</b>	<b>12,287,000</b>	<b>24,512,274</b>

Table 6 Asset Growth Proposed Future Expenditures

4.2.4 Asset Plan 2022 (Cont.)

COUNCIL ASSET PLAN 2023 - 2032

**Building a better Greater Dandenong – Future major projects**

The City of Greater Dandenong has over the past decade invested heavily in providing wonderful new facilities for the Dandenong Community to enjoy. These include the Dandenong Civic Centre and Library, the Springvale Community Hub, the redevelopment of the Dandenong Market, the completion of the Noble Park Aquatic Centre (and more recently the redevelopment of the gym space) and the soon to be completed Art Gallery in Dandenong.

These assets have greatly improved the amenity of living in this Council.

As highlighted earlier in this Plan, Council is currently embarking on the delivery of a further three major infrastructure investments. They are:

- The Keysborough South Community Hub
- The Dandenong Well-Being Centre (including a new aquatic centre)
- The Dandenong Community Hub

All these investments are currently included in the projects funded under asset growth in the Ten-Year Financial Plan.

The below tables set out the estimated investment in each of these projects, the proposed staging, and the sources of funding for each asset.

KEYSBOROUGH SOUTH COMMUNITY HUB	Actual 2019-20	Actual 2020-21	Forecast 2021-22	Year 1 Forecast 2022-23	Year 2 Forecast 2023-24	Year 3 Forecast 2024-25	Year 4 Forecast 2025-26	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Capital expenditure</b>	<b>319</b>	<b>1,891</b>	<b>2,090</b>	<b>10,679</b>	<b>3,100</b>	-	-	<b>18,079</b>
<i>Less funding sources:</i>								
Grants	-	(102)	(1,398)	(2,500)	-	-	-	(4,000)
Contributions	-	-	-	-	(2,929)	-	-	(2,929)
Council cash	-	(1,444)	(96)	-	-	-	-	(1,540)
Borrowings	-	-	-	(6,120)	-	-	-	(6,120)
Reserves	(319)	(345)	(596)	(2,059)	(171)	-	-	(3,490)
<b>Funding sources</b>	<b>(319)</b>	<b>(1,891)</b>	<b>(2,090)</b>	<b>(10,679)</b>	<b>(3,100)</b>	-	-	<b>(18,079)</b>

Table 7 Keysborough South Community Hub forecast costs and funding

DANDENONG WELLBEING CENTRE (Redevelopment of Dandenong Oasis)	Actual 2019-20	Actual 2020-21	Forecast 2021-22	Year 1 Forecast 2022-23	Year 2 Forecast 2023-24	Year 3 Forecast 2024-25	Year 4 Forecast 2025-26	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Capital expenditure</b>	-	<b>302</b>	<b>4,968</b>	<b>1,830</b>	<b>45,000</b>	<b>35,350</b>	-	<b>87,450</b>
<i>Less funding sources:</i>								
Council cash	-	(302)	(1,668)	(1,830)	(4,450)	(4,000)	-	(12,250)
Borrowings	-	-	-	-	(32,500)	(23,100)	-	(55,600)
Reserves	-	-	(3,300)	-	(8,050)	(8,250)	-	(19,600)
<b>Funding sources</b>	-	<b>(302)</b>	<b>(4,968)</b>	<b>(1,830)</b>	<b>(45,000)</b>	<b>(35,350)</b>	-	<b>(87,450)</b>

Table 8 Dandenong Wellbeing Centre forecast costs and funding

4.2.4 Asset Plan 2022 (Cont.)

DANDENONG COMMUNITY HUB	Actual 2019-20 \$'000	Actual 2020-21 \$'000	Forecast Actual 2021-22 \$'000	Year 1 Forecast 2022-23 \$'000	Year 2 Forecast 2023-24 \$'000	Year 3 Forecast 2024-25 \$'000	Year 4 Forecast 2025-26 \$'000	Total \$'000
<b>Capital expenditure</b>	-	-	325	400	3,000	10,000	6,275	20,000
<b>Less funding sources:</b>								
Council cash	-	-	(325)	(400)	(3,000)	-	(6,275)	(10,000)
Borrowings	-	-	-	-	-	(10,000)	-	(10,000)
<b>Funding sources</b>	-	-	<b>(325)</b>	<b>(400)</b>	<b>(3,000)</b>	<b>(10,000)</b>	<b>(6,275)</b>	<b>(20,000)</b>

Table 9 Dandenong Community Hub forecast costs and funding

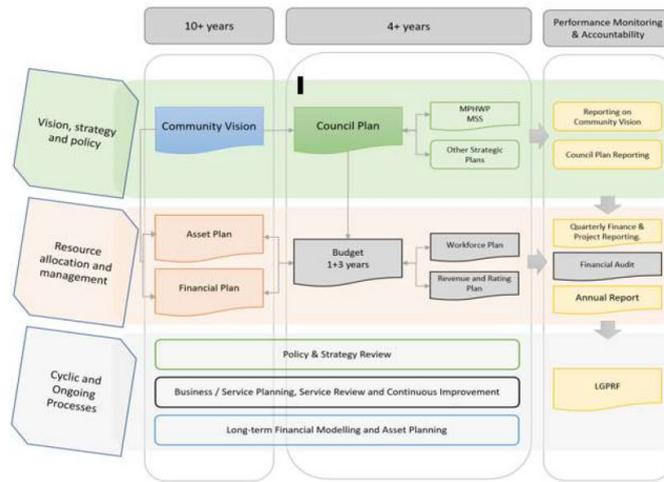
COUNCIL ASSET PLAN 2023 - 2032



4.2.4 Asset Plan 2022 (Cont.)

COUNCIL ASSET PLAN 2023 - 2032

**Appendix 1: Integrated Strategic Planning and Reporting Framework (ISPRF)**



6

Figure 7 Integrated Strategic Planning and Reporting Framework (ISPRF)

<sup>6</sup> <https://engage.vic.gov.au/project/local-government-act-2020/page/integrated-strategic-planning-and-reporting-framework-workbook>

## **4.3 POLICY AND STRATEGY**

### **4.3.1 Complaints Policy**

File Id:	A8638877
Responsible Officer:	Executive Manager Communications & Customer Service
Attachments:	Complaints Policy 2022 (FINAL)

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#### **1. Report Summary**

Under the *Local Government Act 2020*, Council had to develop and maintain a Complaints Policy by 1 January 2022.

This Policy had to include a process for dealing with complaints made to the Council; a process for reviewing any action, decision or service in respect of which the complaint is made; and a discretion for the Council to refuse to deal with a complaint which is otherwise subject to statutory review.

A draft version of the Policy was developed and endorsed by Council at its 13 December 2021 Council meeting, noting that a community consultation process would follow. That has now been completed and the final version of the Policy is presented here for adoption.

#### **2. Recommendation Summary**

This report recommends that Council adopt the final version of the Complaints Policy, as attached, which incorporates minor changes following the community consultation process.

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#### 4.3.1 Complaints Policy (Cont.)

### 3. Background

The *Local Government Act 2020* requires Councils to develop a Complaints Policy that outlines the process for complaint handling. The Act defines a complaint and stipulates the need for the complaints process to remain independent.

Local Government Victoria (LGV) worked closely with the Victorian Ombudsman who developed a [Good Practice Guide](#) which provides advice on implementing the new legislative requirements for complaint handling. Information sessions were also held throughout last year to assist council staff in understanding the requirements of the Act and in developing a policy document.

The Victorian Ombudsman's *Good Practice Guide* has been consulted in the preparation of the Complaints Policy and is consistent with the advice and examples it provides.

### 4. Proposal

This report proposes that the final version of Greater Dandenong Council's Complaints Policy be adopted, now that a period of community consultation has been undertaken.

The consultation resulted in only very minor changes to the Draft Complaints Policy. These include the addition of volunteers right throughout the policy and the definition of a volunteer; reference to the *Health Records Act 2001* under the 'Privacy' heading; as well as reference to how public disclosures are dealt with under Council's Public Interest Disclosures Policy, which was previously omitted but is considered relevant.

While a consultation process was not required under the Act, Council believed it to be an important part of developing such a policy, allowing the community to view and be more confident in Council's Complaints Resolution process.

### 5. Financial Implications

There are no financial implications associated with this report.

### 6. Consultation

Consultation has occurred with other Victorian local government colleagues, all of whom had to develop a policy at the same time. Staff also consulted the Victorian Ombudsman's *Good Practice Guide* and attended LGV information sessions in order to develop this Policy document.

Following endorsement by Council of the draft policy, a 28 day consultation process was undertaken from 7 February 2022, which was done in accordance with Council's Community Engagement Policy and Framework. The consultation was advertised via Council's website, social media, an article in the March edition of Greater Dandenong Council News and The Journal newspaper on 8 March 2022.

Only two submissions were received from the public, neither of which addressed the draft policy.

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#### 4.3.1 Complaints Policy (Cont.)

### 7. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.  
It's a city where you can enjoy and embrace life through celebration and equal opportunity.  
We harmonise the community by valuing multiculturalism and the individual.  
Our community is healthy, vibrant, innovative and creative.  
Our growing city is committed to environmental sustainability.  
Welcome to our exciting and peaceful community.*

#### **7.1 Community Vision 2040**

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community.
- Education, training, entrepreneurship and employment opportunities.
- Sustainable environment.
- Embrace diversity and multiculturalism.
- Mind, Body and Spirit.
- Art and Culture.

#### **7.2 Council Plan 2021-25**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following strategic objectives:

- A socially connected, safe and healthy city.
- A city that respects and celebrates diversity, our history and the arts.
- A city of accessible, vibrant centres and neighbourhoods.
- A green city committed to a sustainable future.
- A city that supports entrepreneurship, quality education and employment outcomes.
- A Council that demonstrates leadership and a commitment to investing in the community.

### 8. The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles.

This report addresses the following principles:

- a. Council decisions are to be made and actions taken in accordance with the relevant law;

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#### 4.3.1 Complaints Policy (Cont.)

- b. priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- c. the municipal community is to be engaged in strategic planning and strategic decision making;
- d. innovation and continuous improvement is to be pursued;
- e. collaboration with other Councils and Governments and statutory bodies is to be sought;
- f. regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
- g. the transparency of Council decisions, actions and information is to be ensured.

It also takes into account the following supporting principles:

- a. the community engagement principles (section 56);
- b. the public transparency principles (section 58);
- c. the strategic planning principles (section 89);
- d. the service performance principles (section 106).

The Complaints Policy considers and responds to the overarching governance principles by being made available to the people it affects; being subject to a specific community engagement process; and delivers equitable, accessible and responsive services of good value to the community that are effectively monitored and continuously improved.

### 9. Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

All matters relevant to the Victorian Human Rights Charter have been considered in the preparation of this report and are consistent with the standards set by the Charter. In particular, the following sections:

- Section 13 – Right to privacy and reputation;
- Section 14 – Right to freedom of thought, conscience, religion and belief;
- Section 15 – Right to freedom of expression;
- Section 24 - Right to a fair hearing;

### 10. The Gender Equality Act 2020

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

The *Gender Equality Act 2020* has been considered in the preparation of this policy but is not relevant to its contents as it is purely administrative in nature and does not benefit any one gender group over any other.

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#### 4.3.1 Complaints Policy (Cont.)

### 11. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a “Climate and Ecological Emergency” and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

This report has no impact on Council’s Declaration on a Climate and Ecological Emergency, Council’s Climate Change Emergency Strategy 2020-2030 or the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability. It is purely administrative in nature.

### 12. Related Council Policies, Strategies or Frameworks

The following documents are relevant to Greater Dandenong City Council’s Complaints Policy:

- Greater Dandenong City Council Access, Diversity and Equity Policy
- Greater Dandenong City Councilor Code of Conduct
- Greater Dandenong City Council Privacy and Personal Information Policy
- Greater Dandenong City Council Public Interest Disclosures Policy
- Greater Dandenong City Council Staff Code of Conduct
- Victorian Ombudsman – Council and complaints – A good practice guide 2<sup>nd</sup> edition July 2021

### 13. Recommendation

**That Council adopts the final version of the Complaints Policy as attached.**

**4.3.1 Complaints Policy (Cont.)**

**POLICY AND STRATEGY**

**COMPLAINTS POLICY**

**ATTACHMENT 1**

**COMPLAINTS POLICY (FINAL)**

**PAGES 14 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 5235*

**4.3.1 Complaints Policy (Cont.)**



## Complaints Policy

Policy Endorsement:	April 2022		
Policy Superseded by this Policy:	Nil		
Directorate:	Corporate Services		
Responsible Officer:	Executive Manager Communications & Customer Service		
Policy Type:			
File Number:		Version No: 1	
1 <sup>st</sup> Adopted by Council	Minute No.	Last Adopted by Council:	Minute No.
Review Period:		Next Review:	

**4.3.1 Complaints Policy (Cont.)**

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**4.3.1 Complaints Policy (Cont.)**



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### 4.3.1 Complaints Policy (Cont.)

#### 1. POLICY OBJECTIVE (OR PURPOSE)

This *Complaints Policy* outlines Greater Dandenong City Council's approach to providing a fair, transparent, and consistent process for managing complaints about a service, action, decision, or policy made by Council, Council staff, Council contractors and Council volunteers.

#### 2. BACKGROUND

Under Section 107 of the *Local Government Act 2020* Council has an obligation to develop and maintain a complaints policy. This policy has been developed with guidance from the Victorian Ombudsman – Council and complaints – A good practice guide 2<sup>nd</sup> edition July 2021.

#### 3. SCOPE

This policy provides a framework for how Greater Dandenong City Council manages complaints. Complaints provide Council with valuable feedback and insight into how the organisation is performing and provides an opportunity to review services, procedures, practices and policies and make changes where needed. This *Complaints Policy* applies to complaints from members of the public about actions taken, decisions made or service provided by Council staff, Council contractors, Council volunteers and Council decisions. It does not apply to complaints about individual Councillors or staff grievances.

There are also some issues that may be raised that will not initially be considered as a complaint under this policy. These issues will be recorded as a request and include:

- A request for works or a service to be provided (e.g.: rubbish collection, tree pruning)
- Reports of damaged or faulty infrastructure (e.g.: damaged roads, playground equipment)
- Reports of hazards (e.g.: downed trees)
- Reports about nuisances or neighbours (e.g.: excessive noise, unauthorised building works).

If however, Council fails to adequately address the request it may subsequently be actioned under this policy.

Where a customer's complaint falls outside the scope of this policy and needs to be managed under a specific Council policy or by a separate statutory or legislative appeal process the customer will be referred to the relevant alternate mechanism. Examples of these include the lodgement of an appeal in response to receiving an infringement or an objection to a development application.

#### 4. DEFINITIONS

Unless otherwise specified within the policy, the following words and phrases below are defined to mean the following in terms of this policy.

**Complaint** refers to a communication by a person to Council either verbally or in writing, expressing dissatisfaction about:

- The quality of an action, decision or service provided by Council staff or a Council Contractor
- A delay by Council staff or Council Contractor in taking an action, making a decision or delivering a service
- A policy or decision made by the Council, Council staff or a Council Contractor

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### 4.3.1 Complaints Policy (Cont.)



**Complainant** refers to the person making the complaint

**Customer** refers to a person or group who avails themselves of a council service

**Council** means a body constituted under the Local Government Act 2020

**Councillor** means a person democratically elected by residents and ratepayers of a municipality who is responsible for reviewing matters and debating issues before their Council

**Council staff** is any persons employed by the Council to carry out the functions of the Council, including the CEO

**Council contractor** means a third-party engaged by the Council to carry out functions on the Council's behalf

**Council volunteer** means a person whose time is willingly given and without financial gain assists to carry out activities in designated volunteer positions.

**Request for service** means a request made by a member of the public for a service to be provided or for an action to be taken

## 5. POLICY

### How to make a complaint

Any member of the public can make a complaint to Greater Dandenong City Council. Complaints can be made by:

Telephone: 8571 1000  
Online: [www.greaterdandenong.vic.gov.au/report](http://www.greaterdandenong.vic.gov.au/report)  
Email: [council@cgd.vic.gov.au](mailto:council@cgd.vic.gov.au)  
Post: City of Greater Dandenong, PO Box 200, Dandenong, Victoria 3175

In Person: Dandenong Civic Centre  
Level 2, 225 Lonsdale Street, Dandenong

Springvale Community Hub  
5 Hillcrest Grove, Springvale

Customer Service Centre Parkmore  
Shop A7 Parkmore Shopping Centre  
317 Cheltenham Road, Keysborough

### 4.3.1 Complaints Policy (Cont.)



We are committed to ensuring that our complaints process is accessible to everyone. Tell us if you have specific communication needs or barriers, and we can assist you by:

- Using an assistance service, such as an interpreter or TTY (for free)
- Talking with you if you have trouble reading or writing
- Communicating with another person authorised to act on your behalf if you cannot make the complaint yourself.

#### Information to include when making a complaint

When making a complaint it is important to provide as much relevant information as possible. Please provide the following information:

- Your name, address, and contact details
- A brief description of the issue and why you are dissatisfied
- Relevant details such as dates, times, locations, and any reference numbers
- The outcome you are seeking
- If you have any communication needs

Sometimes we may request a complaint be provided in writing to ensure that all the facts and issues are clear, especially in cases that are complex or may require escalation. Council can provide assistance to do this if needed.

#### Privacy

Greater Dandenong City Council respects your privacy. All personal and health information collected by Council is handled in accordance with Council's *Privacy and Personal Information Policy* which has been developed to meet the requirements of the *Privacy and Data Protection Act 2014 and Health Records Act 2001*. This policy regulates how Council uses personal information.

#### Anonymous complaints

To thoroughly investigate a complaint Council may need to contact the complainant to gather further evidence and information. While you can make a complaint anonymously this will limit how Council can respond. While Council will do its best to review and act on anonymous complaints, without being able to consult the complainant it may not be able to fully investigate the issue.

#### How we investigate complaints

Greater Dandenong City Council takes a 4-Level approach to investigating complaints.

##### Level 1 – First point triage and resolution

Most issues can be resolved relatively quickly and where possible, Council will resolve a complaint when first contacted. When a complaint is received, Council staff will assess it to decide how to best deal with it. This may happen while talking to a staff member. After an initial assessment Council may decide the following:

- Take direct action to resolve your complaint
- Triage your complaint to the relevant team or Council contractor for resolution

### 4.3.1 Complaints Policy (Cont.)

- 
- Decline to deal with your complaint if your complaint needs to be managed under a specific Council policy or by a separate statutory or legislative appeal process
  - Refer you to another agency if your complaint doesn't fall within Council's remit.

#### Level 2 – Escalation to a senior officer, Manager or Director

When Council is unable to resolve a complaint at Level 1 or if a complainant is dissatisfied with the solution we will, on request, escalate the complaint to be reviewed by a more senior officer. The nature of the complaint will determine who the issue is escalated to. A complaint will also be escalated when:

- The complaint is about a staff member
- The complaint is about a contractor
- The complaint is outside the staff member's area of expertise.

If a complaint is about a staff member, Council will manage the complaint in line with our *Employee Code of Conduct*. We will inform the complainant about the process however we may not be able to advise details on outcome or actions taken with respect to the staff member.

#### Level 3 – Internal review

If a complainant is dissatisfied with the outcome of Level 2, they may apply for an internal review to the Chief Executive Officer (CEO). The CEO will delegate an independent officer to undertake an investigation and make recommendations to them. You will then be advised of the outcome.

#### Level 4 – External review

If the complainant is still not satisfied with an internal review of their complaint, or at any stage of the complaints process, the complainant may contact the Victorian Ombudsman for an external review. The Ombudsman is an independent body set up to review administrative action taken by government agencies and local government. This includes failure to consider human rights or failure to act compatibly with a human right under the *Charter of Human Rights and Responsibilities Act 2006 (Vic)*.

The Ombudsman can be contacted in writing at Level 2, 570 Bourke Street, Melbourne VIC 300 or by phone on (03) 9613 6222. Further information is available on their website [www.ombudsman.vic.gov.au](http://www.ombudsman.vic.gov.au)

#### Dealing with your dispute

When dealing with your dispute Greater Dandenong City Council will:

- Treat it in confidence
- Treat you with respect and fairness
- Acknowledge and endeavour to resolve verbal complaints immediately
- Acknowledge written complaints within 5 working days
- If unable to resolve immediately, Council will investigate and respond within 15 working days, except for complicated issues where we will keep you regularly updated and advise you of when you can expect a response.

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### 4.3.1 Complaints Policy (Cont.)



#### Recording and tracking of complaints

Complaints that fall within the scope of this policy will generally be recorded on Council's customer relationship manager (CRM) system, or electronic document management system. However, there may be exceptions to this if, for example, there is a requirement to protect the privacy of individuals involved in the complaint. Business unit managers are responsible for tracking complaints related to their areas and ensuring that timeframes are met.

#### Unreasonable conduct

In rare instances, complainants may act in ways that are inappropriate and unacceptable. Unreasonable conduct is conduct that by its nature raises substantial health, safety, resource or equity issues for Council, Council staff, contractors, volunteers and/or other customers.

Depending on its nature, Council may decide to deal with unreasonable conduct in one or more ways. This can include the following:

- If a customer demonstrates unreasonable persistence or demands, their access may be restricted to a delegated staff member.
- If a customer persists to engage in unreasonable requests about issues that have been comprehensively addressed, restrictions may apply to further raising the issue.
- If a customer is persistently rude, threatening, abusive or aggressive and/or unreasonably demanding on Council's time and resources, Council may restrict when, where and/or how the customer can communicate with Council.

#### Other complaints

##### Infringements

Infringements (after the internal statutory review process as per the Infringements Act 2006) can be referred to the Magistrates Court of Victoria

[www.mcv.vic.gov.au](http://www.mcv.vic.gov.au)

##### Planning

Disputes and appeals about planning permits can be referred to the Victorian Civil & Administrative Tribunal (VCAT)

[www.vcat.vic.gov.au](http://www.vcat.vic.gov.au)

##### Building

Building related complaints subject to statutory review can be referred to the Victorian Building Authority

[www.vba.vic.gov.au](http://www.vba.vic.gov.au)

##### Privacy

After an investigation by Council's Information Privacy Officer, complaints can be referred to the Office of the Victorian Information Commissioner (OVIC)

[www.ovic.vic.gov.au](http://www.ovic.vic.gov.au)

##### Freedom of Information

Complaints about the outcome of a Freedom of Information application can be referred to the Office of the Victorian Information commissioner (OVIC)

[www.ovic.vic.gov.au](http://www.ovic.vic.gov.au)

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### 4.3.1 Complaints Policy (Cont.)



#### Local Government Act

Breaches of the Local Government Act can be referred to the Local Government Inspectorate

[www.lgi.vic.gov.au](http://www.lgi.vic.gov.au)

#### Human Rights

Human Rights and discrimination complaints can be referred to the Victorian Human Rights and Equal Opportunity Commission (VHREOC)

[www.humanrights.vic.gov.au](http://www.humanrights.vic.gov.au)

#### Council Elections

Complaints and feedback on Victorian council elections can be referred to the Victorian Electoral Commission

[www.vec.vic.gov.au](http://www.vec.vic.gov.au)

#### Corruption

Allegations of corruption, fraud or other criminal behaviour can be investigated under Council's Public Interest Disclosures Policy and/or be referred to the Independent Broad-based Anti-corruption Commission (IBAC)

[www.ibac.vic.gov.au](http://www.ibac.vic.gov.au)

#### Complaints about the Mayor or Councillors

Where a complaint is received from the public in respect of a Councillor or Deputy Mayor, the matter will be referred to the Mayor for consideration and handled according to the *Councillor Code of Conduct*.

Where the complaint involves the Mayor, the complaint will be referred to the Deputy Mayor for consideration who will handle the complaint according to the *Councillor Code of Conduct*.

<https://www.greaterdandenong.vic.gov.au/councillor-code-conduct>

#### Complaints about the CEO

Where a complaint is received from the public in respect to the CEO, the matter will be referred to the Mayor for assessment and, if necessary, referred to the Local Government Inspectorate.

<https://www.lgi.vic.gov.au/make-complaint-local-government-inspectorate>

#### Other assistance

The following agencies may also be able to assist members of the public with complaints and other issues that Council is unable to assist with.

#### Consumer Affairs

Consumer Affairs (CA) advise and assist on topics including renting and accommodation, real estate agents, building, shopping and trading.

[www.consumer.vic.gov.au](http://www.consumer.vic.gov.au)

### 4.3.1 Complaints Policy (Cont.)

#### Dispute Settlement Centre of Victoria

The Dispute Settlement Centre of Victoria (DSCV) provides free dispute resolution services across Victoria, as well as training and accrediting mediators to national standards. DSCV's purpose is to empower and assist the Victorian community to prevent and appropriately resolve issues, alleviate pressure on the judicial system and help the community to thrive.

[www.disputes.vic.gov.au](http://www.disputes.vic.gov.au)

## 6. RESPONSE TO THE OVERARCHING GOVERNANCE PRINCIPLES OF THE LOCAL GOVERNMENT ACT 2020

In accordance with Section 9 of the *Local Government Act 2020* this policy considers and responds to the following overarching governance principles:

- (a) Council decisions are to be made and actions taken in accordance with the relevant law;
- (b) priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- (c) innovation and continuous improvement is to be pursued; and
- (d) the transparency of Council decisions, actions and information is to be ensured.

This policy makes the process of lodging a complaint more transparent to all those who are affected and provides an opportunity for members of the community to be involved in the continuous improvement of Greater Dandenong City Council services. This policy aligns with the *Council Plan 2021-25*, in particular the following priorities:

- Provide meaningful engagement opportunities which capture the voices of all ages, genders and cultures within the city;
- Encourage an organisational culture of innovation and leadership; and
- Ensure compliance with the *Local Government Act 2020*, Councillor and Staff Codes of Conduct, Council policies and all legislation relevant to Council.

## 7. CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006 – COMPATIBILITY STATEMENT

The *Victorian Charter of Human Rights and Responsibilities Act 2006* has been considered in relation to whether any human right under the Charter is restricted or interfered with in anyway by enacting any part of this policy. It is considered that this policy is consistent with the rights outlined in the Charter.

## 8. RESPONSE TO THE GENDER EQUALITY ACT 2020

The *Gender Equality Act 2020* has been considered in the preparation of this policy but is not relevant to its contents as it is purely administrative in nature and does not benefit any one gender group over any other.

**4.3.1 Complaints Policy (Cont.)**



**9. CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY**

This policy has no impact on Council’s Declaration of a Climate and Ecological Emergency, Council’s Climate Change Emergency Strategy 2020-2030, or the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability because the protective and administrative measures in this Policy do not touch on the natural environment and do not seek to change any built environment.

**10. RESPONSIBILITIES**

<b>Role</b>	<b>Responsibilities</b>
Chief Executive Officer	<ul style="list-style-type: none"> <li>• Promoting positive behaviours and practices relating to enabling, responding to and learning from complaints</li> <li>• Supporting service improvements that arise from complaints</li> <li>• Reviewing and publishing complaint data</li> <li>• Act in accordance with Council’s Staff Code of Conduct</li> </ul>
<b>Directors, senior leaders and managers</b>	<ul style="list-style-type: none"> <li>• Recruiting, training and empowering staff to resolve complaints promptly and in accordance with Council’s policies and procedures</li> <li>• Managing conflicts of interest in the complaint process</li> <li>• Reporting on and identifying improvements from complaint data</li> <li>• Supporting staff who deal with complaints</li> <li>• Act in accordance with Council’s Staff Code of Conduct</li> </ul>
All Council staff	<ul style="list-style-type: none"> <li>• Familiarising themselves with this policy and the Council’s complaint process</li> <li>• Assisting members of the public to make a complaint</li> <li>• Treating members of the public respectfully and professionally</li> <li>• Act in accordance with Council’s Staff Code of Conduct</li> </ul>
Councillors	<ul style="list-style-type: none"> <li>• Familiarising themselves with this policy and the Council’s complaint process</li> <li>• Referring complaints to Council staff to be dealt with in accordance with our processes</li> <li>• Act in accordance with Council’s Councillor Code of Conduct</li> </ul>
Contractors	<ul style="list-style-type: none"> <li>• Familiarising themselves with this policy and the Council’s complaint process</li> <li>• Cooperating with the Council’s complaint handling processes</li> </ul>
<b>Volunteers</b>	<ul style="list-style-type: none"> <li>• Familiarising themselves with this policy and the Council’s complaint process</li> <li>• Cooperating with the Council’s complaint handling processes</li> <li>• Act in accordance with Council’s Staff Code of Conduct</li> </ul>
<b>Complainant</b>	<ul style="list-style-type: none"> <li>• Advise Council if their contact details change</li> <li>• Cooperate with enquiries or investigations as required</li> <li>• Treat Council officers with courtesy and respect</li> </ul>

### 4.3.1 Complaints Policy (Cont.)

## 11. REPORTING, MONITORING AND REVIEW

### Performance reporting

Council will report on complaints and complaint handling performance with the following indicators

- a) Number of complaints recorded
- b) Number of complaints closed
- c) Number of complaints closed within 15 working days.

These outcomes will be published in Greater Dandenong City Council's Annual Report and reported quarterly within Council.

### How we learn from complaints

Greater Dandenong City Council recognises that complaints provide valuable feedback and insight into our performance. Analysing data from complaints allows Council to identify trends and helps uncover potential issues that may require further attention. Council will use this information to create solutions and ongoing improvements to our services.

## 12. REFERENCES AND RELATED DOCUMENTS

### Legislation (in alpha order)

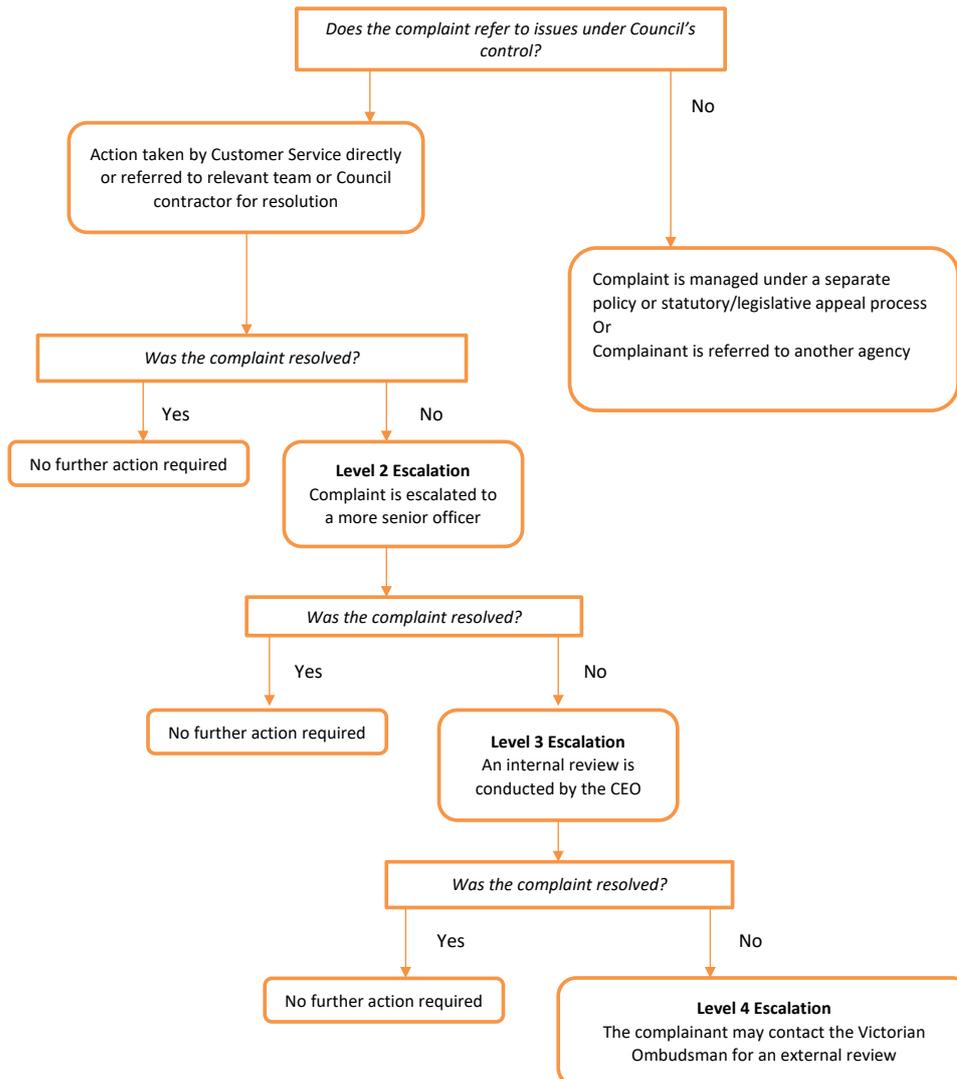
- *Charter of Human Rights and Responsibilities Act 2006*
- *Freedom of Information Act 1982*
- *Gender Equality Act 2020*
- *Health Records Act 2001*
- *Information Privacy Act 2000*
- *Local Government Act 2020*
- *Ombudsman Act 1973*
- *Privacy and Data Protection Act 2014*
- *Protected Disclosure Act 2012*

### Related Council and Other Policies, Procedures, Strategies, Protocols, Guidelines (in alpha order)

- Greater Dandenong City Council Access, Diversity and Equity Policy
- Greater Dandenong City Council Code of Conduct
- Greater Dandenong City Council Privacy and Personal Information Policy
- Greater Dandenong City Council Public Interest Disclosures Policy
- Greater Dandenong City Council Staff Code of Conduct
- Victorian Ombudsman – Council and complaints – A good practice guide 2<sup>nd</sup> edition July 2021

4.3.1 Complaints Policy (Cont.)

Investigating Complaints Flowchart



#### **4.3.2 Policy Review Public Car Share 2022**

File Id:

Responsible Officer:

Director, Business, Engineering and Major  
Projects

Attachments:

Draft Public Car Share Policy v2  
Public Car Share Policy v1

---

### **1. Report Summary**

This report reviews an existing Council Policy relating to the provision of publicly available car share facilities within Greater Dandenong.

The policy was a commitment within the Greater Dandenong Municipal Parking Strategy and also progresses actions within the Greater Dandenong Sustainability Strategy.

This policy sets out the conditions for the provision of car share facilities within public land. It is aimed at enabling consistent and mutually beneficial agreements between Council and Car Share providers.

### **2. Recommendation Summary**

This report recommends that the policy be extended for a further three years. The policy is recommended to be reviewed again in 2025.

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#### **4.3.2 Policy Review Public Car Share 2022 (Cont.)**

### **3. Background**

Council's Public Car Share Policy was first adopted by Council in November 2019. The policy addresses Council's management of public parking spaces and how these can be used by third party Car Share providers. The target of the policy was to facilitate increased provision of such services, meeting objectives of Council's Municipal Parking Strategy and Sustainability Strategy.

Car sharing is a mode of car rental where people can rent a car for a number of hours or up to a few days. Commercial car share providers will operate a vehicle out of an allocated parking space known as a car share pod. Users of these services can book the car online, using an app or over the phone and then go to the pod to pick up the car. Once they are finished with the car, they return it to the pod ready for the next person. Common providers of such a service are GoGet and FlexiCar.

Car share of this type can provide significant benefit to the community such as:

- Increased travel choice, particularly for those that cannot afford a car
- Reduced need to own a second car
- Reduced congestion
- Reduced emissions.

Such services are anticipated to experience greatest demand in public areas around hotels and large apartment buildings. The Dandenong Activity Centre is anticipated to experience the greatest demand in the near future.

#### **3.1. Policy Content**

The Car Share Policy aims to facilitate the increased provision of such services by:

- Clearly outlining expectations and parameters around public provision relating to:
  - Location
  - Maintenance.
- Provides incentives to providers to encourage uptake through:
  - Zero fee use of public parking spaces (within set parameters)
  - Guaranteed lease lengths for parking spaces.

It is anticipated that the policy and increased demand alone will enable an increase in provision of Public Car Share within Greater Dandenong and no further intervention by Council is recommended at this time.

#### **3.2 Review of existing policy performance**

The initial iteration of this Policy was considered a success. Within three months of its adoption, the first Car Share pods within Council managed public parking were introduced in Dandenong, as operators took advantage of the policy.

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#### **4.3.2 Policy Review Public Car Share 2022 (Cont.)**

These pods were located within the Dandenong Activity Centre on Princes Highway to the north of Clow Street. The pods were operated by GoGet and were utilised by staff at Wayss and the general public. At the time, GoGet were also looking at expansion to other locations within Greater Dandenong.

Car Share was then impacted very heavily by the Covid-19 pandemic and is yet to recover. Despite regular cleaning and disinfection operations, the use of car share across the state declined rapidly in 2020.

#### **4. Discussion**

While uptake of car share is anticipated to grow again post the Covid-19 pandemic, the rate at which this will occur is unclear.

It is recommended that the policy be extended to allow use of existing services to recover (one year) and then for organic growth to facilitate increased provision (two years).

This would result in the next review of the policy being in three years' time – November 2024. At this time a review of overall provision would enable Council to alter its policy if required to either:

- Limit / control expansion of car share services to protect other uses;
- Generate income from providing land for car share services; or
- Further incentivise provision of car share services.

#### **5. Proposal**

This report proposes extension of Council's Public Car Share Policy by three years.

#### **6. Financial Implications**

There are no direct financial implications associated with this report. The proposal may result in a minor loss of income from parking over an extended period.

#### **7. Consultation**

This matter has not been subjected to broader community consultation. Given that there are no alterations to the current (requiring review) Policy and that it has been available to scrutiny on Council's website for a few years, no further consultation is deemed necessary. The initial policy was reviewed by Council's Sustainability Advisory Committee.

#### **8. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans**

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.  
It's a city where you can enjoy and embrace life through celebration and equal opportunity.*

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#### 4.3.2 Policy Review Public Car Share 2022 (Cont.)

*We harmonise the community by valuing multiculturalism and the individual.  
Our community is healthy, vibrant, innovative and creative.  
Our growing city is committed to environmental sustainability.  
Welcome to our exciting and peaceful community.*

##### **8.1 Community Vision 2040**

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community.
- Education training, entrepreneurship and employment opportunities.
- Sustainable environment
- Embrace diversity and multiculturalism.
- Mind, Body and Spirit.
- Art and Culture.

##### **8.2 Council Plan 2021-25**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following strategic objectives:

- A socially connected, safe and healthy city.
- A city that respects and celebrates diversity, our history and the arts.
- A city of accessible, vibrant centres and neighbourhoods.
- A green city committed to a sustainable future.
- A city that supports entrepreneurship, quality education and employment outcomes.
- A Council that demonstrates leadership and a commitment to investing in the community.

### **9. The Overarching Governance Principles of the *Local Government Act 2020***

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles.

The review of this Policy has demonstrated Councils commitment to ensuring:

- a. Council decisions are to be made and actions taken in accordance with the relevant law;
- b. priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- c. the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- d. innovation and continuous improvement is to be pursued;
- e. collaboration with other Councils and Governments and statutory bodies is to be sought;
- f. the ongoing financial viability of the Council is to be ensured;
- g. the transparency of Council decisions, actions and information is to be ensured.

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#### 4.3.2 Policy Review Public Car Share 2022 (Cont.)

This is achieved through:

- the Policy is clear and focussed on matters managed by Council (on street parking management)
- the Policy clearly meets objectives of several Council Strategies, including Councils Sustainability Strategy
- the Policy considers economic, social and environmental sustainability and is anticipated to achieve its goals with minimal financial impact to Council

### 10. Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

The *Charter of Human Rights and Responsibilities Act 2006* has been considered in the preparation of this report but is not relevant to its contents. The preparation of this report proposes the extension of a policy which has not impacted any of the rights set within the Charter, which was considered when the initial policy was developed.

### 11. The Gender Equality Act 2020

The Gender Equality Act 2020 came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Council's Diversity, Access and Equity Policy and the Gender Equality Act 2020 have been considered in the preparation of this report. The location of these services within highly visible and accessible locations addresses concerns raised by women associated with community safety. DDA access to parking spaces affects all parking spaces and is addressed by Councils Municipal Parking Strategy.

The content/topic/issue (of this report) is purely administrative in nature and does not benefit any one group over any other.

### 12. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

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#### **4.3.2 Policy Review Public Car Share 2022 (Cont.)**

This report relates to a policy which is targeted at achieving Sustainable Transport outcomes for the City of Greater Dandenong and is anticipated to increase community resilience and reduce emissions through:

- Increased travel choice, particularly for those that cannot afford a car
- Reduced need to own a second car
- Reduced congestion
- Reduced emissions

Consideration was given to additional incentives to increase provision of Car Share services through this policy. This is not recommended as providing good value at this time as organic growth is anticipated at an appropriate rate and further incentives would provide limited benefit.

#### **13. Related Council Policies, Strategies or Frameworks**

Greater Dandenong Municipal Parking Strategy  
Greater Dandenong Sustainability Strategy  
Community Plan  
Climate Change Action Plan  
Road Management Plan

#### **14. Recommendation**

**That Council's existing Public Car Share Policy be extended by three years and reviewed again in 2025.**

**4.3.2 Policy Review Public Car Share 2022 (Cont.)**

**POLICY AND STRATEGY**

**POLICY REVIEW PUBLIC CAR SHARE 2022**

**ATTACHMENT 1**

**DRAFT PUBLIC CAR SHARE POLICY V2**

**PAGES 9 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 5235*

**4.3.2 Policy Review Public Car Share 2022 (Cont.)**



## Public Car Share Policy

Policy Endorsement:	Endorsement required by Council		
Policy Superseded by this Policy:	Not Applicable		
Directorate:	Business, Engineering and Major Projects		
Responsible Officer:	Manager, Transport and Civil Development		
Policy Type:	Discretionary		
File Number:	A6274077	Version No:	2
1 <sup>st</sup> Adopted by Council	25 November 2019 Minute No. 1275	Last Adopted by Council:	tbc
Review Period:	3 years	Next Review:	tbc

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**4.3.2 Policy Review Public Car Share 2022 (Cont.)**

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**4.3.2 Policy Review Public Car Share 2022 (Cont.)**



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### 4.3.2 Policy Review Public Car Share 2022 (Cont.)

#### 1. POLICY PURPOSE

The Vision of the Greater Dandenong Sustainability Strategy is that the City of Greater Dandenong is one of the most sustainable cities in Australia by 2030.

This Car Share Policy highlights a Council commitment to encourage the use of sustainable transport options.

The purpose of this policy is to create a framework to facilitate the increased provision and uptake of car sharing facilities for residents, businesses and visitors to City of Greater Dandenong.

The policy applies to the provision of Car Share facilities within public land within the City of Greater Dandenong. It does not provide direction relating to the provision of car share facilities operated and managed within the private realm.

#### 2. BACKGROUND

Car sharing is a mode of car rental where people can rent a car for a number of hours or up to a few days. Commercial car share providers will operate a vehicle out of an allocated parking space known as a car share pod. Users of these services can book the car online, using an app or over the phone and then go to the pod to pick up the car. Once they are done with the car they return it to the pod ready for the next person.

Personal benefits of the provision of car share services;

- Users have the flexibility of private transportation without having to pay for ongoing car ownership fees including registration, maintenance, fuel, etc. The average running cost of a personal car in Victoria in 2018 was \$209.50 per week.
- Encourages car share users to consider active transport (walking and cycling) and public transport whilst still having a flexible private transport option.
- Households can use car share services to provide an alternative to getting a second car

Community benefits of the provision of car share services:

- Complement nearby public transport services by providing a last mile transport option to connect to destinations in the local area
- Research indicates one car share vehicle has the ability to reduce the number of cars on our roads by approximately 10 cars – resulting in:
  - Reduced traffic and parking congestion on our roads.
  - Fewer cars on the road also resulting in reduced greenhouse gas emissions. (The average Victorian car generates over 2.5t of greenhouse gas per year)
- Increased opportunity for patronage to an area bringing more activity and commerce.

#### 3. SCOPE

This policy applies to the provision of Car Share facilities within public land within the City of Greater Dandenong. It is aimed at enabling consistent and mutually beneficial agreements between Council and Car Share providers.

### 4.3.2 Policy Review Public Car Share 2022 (Cont.)

#### 4. DEFINITIONS

**Car share pod:** the dedicated parking space that the car share vehicle is allocate the exclusive use of.

**Car share provider:** company that runs the car share service.

**Car share service:** a car rental arrangement that allows for users to rent a car by the hour or day via online, app and/or phone booking. These cars are available from car share pods and must be returned to the same pod at the end of the hire.

#### 5. POLICY

##### Application

The provision of car share pods on public land within City of Greater Dandenong is subject to approval by the City of Greater Dandenong Council.

Car share pods are to be leased for a minimum period of two years by the car share provider, with the option to renew the lease for a period of one or two years thereafter.

The City of Greater Dandenong will work with car share providers to notify nearby property occupiers prior to the provision of a car share pod in accordance with Council's consultation approach to any municipal parking changes. This notification will provide an opportunity for stakeholders to provide feedback on the provision of a car share pod. All feedback will be considered by Council in the assessment of a car share pod.

Council's Parking Review Committee will determine the area to be covered, being the area within which there may be legitimate concerns or objections to the proposal.

##### Considerations

The following considerations must to be taken into account for the placement of car share pods:

- Car share pods are to be provided in areas maximising opportunity to end users including but not limited to; high pedestrian and vehicular traffic areas and activity generators such as employment centres, activity centres and community centres.
- Consideration must be given to the convenience of end users such that their proximity to a car share pod is no more than a 500 metre radius and/or no longer than a 10 minute walk from another car share pod or a train station or bus stop.
- Consideration must be given to the personal safety of end users with areas of high surveillance and lighting preferable.
- Placement of car share pods must not adversely impact road safety. Consideration must be given to traffic conditions of the area.
- Placement of car share pods must not adversely impact residential and commercial parking amenity.

Council will consider other locations where there is a demonstrated demand for car sharing facilities.

##### Requirements

Car share providers must provide;

- Details for the proposed locations for car share pods and justification for their implementation. Justification must address considerations listed above.
- Report outlining the business model for their car sharing service.
- Confirmation of appropriate public liability insurance.

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### 4.3.2 Policy Review Public Car Share 2022 (Cont.)



Car share pods are to be leased for a minimum period of two year by the car share provider. Car share providers will have the option to renew the lease for a period of one or two years subject to Council discretion.

#### Cancellation

Should it be required to suspend or relocate a car share pod, Council will work with the relevant providers(s) to find a suitable alternative location.

Council may cancel the car share pod lease with six months written notice outlining the reasons for the cancellation. The car share provider will not be entitled to any compensation or damages of any kind from Council.

Council will always seek to work with car share providers to find a suitable alternative or resolve any issues before cancelling a car share pod lease.

#### Financial Costs

To encourage the use of sustainable transport options, City of Greater Dandenong will not charge a fee for the leasing of a publicly available parking space for the use of a car share pod.

Council will absorb costs associated with lost revenue from parking spaces as well as the conversion and re-purposing costs of a parking bay including regulatory signs and line marking.

Council will maintain the car share pod as per the maintenance schedule in accordance with Council's Road Management Plan 2017-2021.

Council will enforce applicable parking restrictions as part of Councils normal parking management operations.

Where a car share provider wishes to provide additional signage, advertisements, road markings this cost is borne by the car share provider, including on-going costs such as maintenance. Noting that this may require agreement with Council and/or a planning permit.

#### Performance Reporting

Car share providers are required to report performance figures to City of Greater Dandenong on a biannual basis.

The data collected will assist Council in assessing the use and demand for car share services within the municipality and inform future decisions regarding car sharing services.

Data that could allow for the identification of specific users of car share services will not be requested.

## 6. RESPONSE TO THE OVERARCHING GOVERNANCE PRINCIPLES OF THE LOCAL GOVERNMENT ACT 2020

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles.

The review of this Policy has demonstrated Councils commitment to ensuring:

- (a) Council decisions are to be made and actions taken in accordance with the relevant law;

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### 4.3.2 Policy Review Public Car Share 2022 (Cont.)

- 
- (b) priority is to be given to achieving the best outcomes for the municipal community, including future generations;
  - (c) the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
  - (d) innovation and continuous improvement is to be pursued;
  - (e) collaboration with other Councils and Governments and statutory bodies is to be sought;
  - (f) the ongoing financial viability of the Council is to be ensured;
  - (g) the transparency of Council decisions, actions and information is to be ensured.

This is achieved through:

- the Policy is clear and focussed on matters managed by Council (on street parking management)
- the Policy clearly meets objectives of several Council Strategies, including Councils Sustainability Strategy
- the Policy considers economic, social and environmental sustainability and is anticipated to achieve its goals with minimal financial impact to Council

### 7. CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006 – COMPATIBILITY STATEMENT

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

The *Charter of Human Rights and Responsibilities Act 2006* has been considered in the preparation of this report but is not relevant to its contents. The preparation of this report proposes the extension of a policy which has not impacted any of the rights set within the Charter.

### 8. RESPONSE TO THE GENDER EQUALITY ACT 2020

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this report but are not relevant to its contents.

The content/topic/issue (of this report) is purely administrative in nature and does not benefit any one gender group over any other.

### 9. CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater

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### 4.3.2 Policy Review Public Car Share 2022 (Cont.)



Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

This report relates to a policy which is targeted at achieving Sustainable Transport outcomes for the City of Greater Dandenong and is anticipated to increase community resilience and reduce emissions through:

- Increased travel choice, particularly for those that cannot afford a car
- Reduced need to own a second car
- Reduced congestion
- Reduced emissions

Consideration was given to additional incentives to increase provision of Car Share services through this policy. This is not recommended as providing good value at this time as organic growth is anticipated at an appropriate rate and further incentives would provide limited benefit.

#### 10. RESPONSIBILITIES

Decisions regarding management / allocation of on street parking spaces are made by Councils Transport and Civil Development Unit within the Business, Engineering and Major Projects Directorate. Application of the policy will be undertaken by this Unit as part of this process.

#### 11. REPORTING, MONITORING AND REVIEW

Effectiveness of the policy will be undertaken through review of collected data and usage detailed in the Performance Reporting component of the policy.

Review at the end of this policy duration is anticipated to consider whether Council should:

- Limit / control expansion of car share services to protect other uses;
- Generate income from providing land for car share services; or
- Further incentivise provision of car share services.

#### 12. REFERENCES AND RELATED DOCUMENTS

##### Legislation

Local Government Act 2020  
Road Management Act 2004  
Road Management (General) Regulations 2016

##### Related Council and Other Policies, Procedures, Strategies, Protocols, Guidelines

Greater Dandenong Integrated Transport Plan 2017-22  
Greater Dandenong Municipal Parking Strategy 2017-2027  
Greater Dandenong Sustainability Strategy 2016-2030

**4.3.2 Policy Review Public Car Share 2022 (Cont.)**

**POLICY AND STRATEGY**

**POLICY REVIEW PUBLIC CAR SHARE 2022**

**ATTACHMENT 2**

**PUBLIC CAR SHARE POLICY V1**

**PAGES 6 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 5235*

4.3.2 Policy Review Public Car Share 2022 (Cont.)



# Greater Dandenong Policy

## Public Car Share Policy

Policy Endorsement:	Endorsement required by Council		
Policy Superseded by this Policy	Not Applicable		
Directorate:	Business, Engineering and Major Projects		
Responsible Officer:	Manager, Transport and Civil Development		
Policy Type:	Discretionary		
File Number:	A6274077	Version No:	1
1 <sup>st</sup> Adopted by Council	25 November 2019 Minute No. 1275	Last Adopted by Council:	25 November 2019 Minute No. 1275
Review Period:	2 years	Next Review:	November 2021

### 1. Purpose

The Vision of the Greater Dandenong Sustainability Strategy is that the City of Greater Dandenong is one of the most sustainable cities in Australia by 2030.

This Car Share Policy highlights a Council commitment to encourage the use of sustainable transport options.

The purpose of this policy is to create a framework to facilitate the increased provision and uptake of car sharing facilities for residents, businesses and visitors to City of Greater Dandenong.

The policy applies to the provision of Car Share facilities within public land within the City of Greater Dandenong. It does not provide direction relating to the provision of car share facilities operated and managed within the private realm.

### 2. Background

Car sharing is a mode of car rental where people can rent a car for a number of hours or up to a few days.

Commercial car share providers will operate a vehicle out of an allocated parking space known as a car share pod. Users of these services can book the car online, using an

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### 4.3.2 Policy Review Public Car Share 2022 (Cont.)



# Greater Dandenong Policy

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app or over the phone and then go to the pod to pick up the car. Once they are done with the car they return it to the pod ready for the next person.

Personal benefits of the provision of car share services;

- Users have the flexibility of private transportation without having to pay for ongoing car ownership fees including registration, maintenance, fuel, etc. The average running cost of a personal car in Victoria in 2018 was \$209.50 per week.
- Encourages car share users to consider active transport (walking and cycling) and public transport whilst still having a flexible private transport option.
- Households can use car share services to provide an alternative to getting a second car

Community benefits of the provision of car share services:

- Complement nearby public transport services by providing a *last mile* transport option to connect to destinations in the local area
- Research indicates one car share vehicle has the ability to reduce the number of cars on our roads by approximately 10 cars – resulting in:
  - Reduced traffic and parking congestion on our roads.
  - Fewer cars on the road also resulting in reduced greenhouse gas emissions. (The average Victorian car generates over 2.5t of greenhouse gas per year)
- Increase opportunity for patronage to an area bringing more activity and commerce.

### 3. Scope

This policy applies to the provision of Car Share facilities within public land within the City of Greater Dandenong. It is aimed at enabling consistent and mutually beneficial agreements between Council and Car Share providers.

### 4. Human Rights and Responsibilities Charter – Compatibility Statement

The Victorian Charter of Human Rights and Responsibilities has been considered in the preparation of this Policy but is not relevant to the content of the Policy.

### 5. References

Greater Dandenong Sustainability Strategy 2016-2030  
Greater Dandenong Municipal Parking Strategy 2017-2027  
Greater Dandenong Integrated Transport Plan 2017-22

### 6. Definitions

*Car share pod*: the dedicated parking space that the car share vehicle is allocated the exclusive use of.

*Car share provider*: company that runs the car share service.

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#### 4.3.2 Policy Review Public Car Share 2022 (Cont.)



# Greater Dandenong Policy

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*Car share service:* a car rental arrangement that allows for users to rent a car by the hour or day via online, app and/or phone booking. These cars are available from car share pods and must be returned to the same pod at the end of the hire.

## 7. Council Policy

### Application

The provision of car share pods on public land within City of Greater Dandenong is subject to approval by the City of Greater Dandenong Council.

Car share pods are to be leased for a minimum period of two years by the car share provider, with the option to renew the lease for a period of one or two years thereafter.

The City of Greater Dandenong will work with car share providers to notify nearby property occupiers prior to the provision of a car share pod in accordance with Council's consultation approach to any municipal parking changes. This notification will provide an opportunity for stakeholders to provide feedback on the provision of a car share pod. All feedback will be considered by Council in the assessment of a car share pod.

Council's Parking Review Committee will determine the area to be covered, being the area within which there may be legitimate concerns or objections to the proposal.

### Considerations

The following considerations must be taken into account for the placement of car share pods:

- Car share pods are to be provided in areas maximising opportunity to end users including but not limited to; high pedestrian and vehicular traffic areas and activity generators such as employment centres, activity centres and community centres.
- Consideration must be given to the convenience of end users such that their proximity to a car share pod is no more than a 500 metre radius and/or no longer than a 10 minute walk from another car share pod or a train station or bus stop.
- Consideration must be given to the personal safety of end users with areas of high surveillance and lighting preferable.
- Placement of car share pods must not adversely impact road safety. Consideration must be given to traffic conditions of the area.
- Placement of car share pods must not adversely impact residential and commercial parking amenity.

Council will consider other locations where there is a demonstrated demand for car sharing facilities.

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### 4.3.2 Policy Review Public Car Share 2022 (Cont.)



# Greater Dandenong Policy

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## **Requirements**

Car share providers must provide;

- Details for the proposed locations for car share pods and justification for their implementation. Justification must address considerations listed above.
- Report outlining the business model for their car sharing service.
- Confirmation of appropriate public liability insurance.

Car share pods are to be leased for a minimum period of two year by the car share provider. Car share providers will have the option to renew the lease for a period of one or two years subject to Council discretion.

## **Cancellation**

Should it be required to suspend or relocate a car share pod, Council will work with the relevant providers(s) to find a suitable alternative location.

Council may cancel the car share pod lease with six months written notice outlining the reasons for the cancellation. The car share provider will not be entitled to any compensation or damages of any kind from Council.

Council will always seek to work with car share providers to find a suitable alternative or resolve any issues before cancelling a car share pod lease.

## **Financial Costs**

To encourage the use of sustainable transport options, City of Greater Dandenong will not charge a fee for the leasing of a publicly available parking space for the use of a car share pod.

Council will absorb costs associated with lost revenue from parking spaces as well as the conversion and re-purposing costs of a parking bay including regulatory signs and line marking.

Council will maintain the car share pod as per the maintenance schedule in accordance with Council's Road Management Plan 2017-2021.

Council will enforce applicable parking restrictions as part of Councils normal parking management operations.

Where a car share provider wishes to provide additional signage, advertisements, road markings this cost is borne by the car share provider, including on-going costs such as maintenance. Noting that this may require agreement with Council and/or a planning permit.

## **Performance Reporting**

Car share providers are required to report performance figures to City of Greater Dandenong on a biannual basis.

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**4.3.2 Policy Review Public Car Share 2022 (Cont.)**



## Greater Dandenong Policy

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The data collected will assist Council in assessing the use and demand for car share services within the municipality and inform future decisions regarding car sharing services.

Data that could allow for the identification of specific users of car share services will not be requested.

#### **4.3.3 Policy Review Public Electric Vehicle Charging 2022**

File Id:

Responsible Officer:

Director, Business, Engineering and Major  
Projects

Attachments:

Draft Public Electric Vehicle Charging  
Infrastructure Policy v2  
Public Electric Vehicle Charging  
Infrastructure Policy v1

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### **1. Report Summary**

This report reviews an existing Council Policy relating to the provision of publicly available electric vehicle charging facilities within Greater Dandenong.

The policy was a commitment within the Greater Dandenong Municipal Parking Strategy and also progresses actions within the Greater Dandenong Sustainability Strategy.

This policy sets out the conditions for the provision of electric vehicle charging facilities within public land. It is aimed at enabling consistent and mutually beneficial agreements between Council and Electric Vehicle Charging Infrastructure providers.

The policy and this report do not consider the provision of electric vehicle charging facilities on private land nor Council fleet use of electric vehicles.

### **2. Recommendation Summary**

This report recommends that the policy be extended for a further three years. The policy is recommended to be reviewed again in 2025.

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#### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)

### 3. Background

Councils Public Electric Vehicle Charging Infrastructure Policy was first adopted by Council in November 2019. The policy addresses Councils management of public parking spaces and how these can be used by third party Electric Vehicle Charging Infrastructure providers. The target of the policy was to facilitate increased provision of such services, meeting objectives of Council's Municipal Parking Strategy and Sustainability Strategy.

Electric vehicles are anticipated to make up over 50% of new passenger vehicles sold in Australia by 2030. Current new electric vehicle price trends anticipate that electric vehicle prices will reach parity with petrol vehicles by 2025 and be 15% cheaper by 2030.

Early uptake of electric vehicles has generally been by those either seeking the reduced emission benefits or the performance aspects of electric vehicles (acceleration capability significantly exceeds that of petrol vehicles at lower speed). These early up-takers have generally paid a premium for these vehicles. As of late 2020, the 3175 postcode (Dandenong and Dandenong South) has the 4<sup>th</sup> highest ownership of electric passenger vehicles in Victoria.

Mass use of electric vehicles (including within Greater Dandenong) is anticipated as whole of life costs (purchase and running) and eventually purchase cost alone reaches parity with petrol vehicles. This is anticipated to occur between 2023-2027. This time period is also anticipated to coincide with a period where Greater Dandenong and Melbourne's South East are still heavily reliant on the car. Dandenong is already a highly competitive location for car sales and this is anticipated to continue into the Electric Vehicle era.

The mass uptake of electric vehicles in the future may also be fast tracked if intervention by the Federal or State Government is undertaken to reduce costs to end users. While there have been few commitments to date in this space, many countries across the world have undertaken such measures due to the significant reduction in emissions associated with electric vehicles. Greater Dandenong Council will be undertaking advocacy relating to this in accordance with Council's Sustainability Strategy and Climate Emergency Strategy.

By the time Electric Vehicles are common, the vast majority of charging will be undertaken at home or at work, as the range of these vehicle will comfortably cater for daily use. At this time, the need for public electric vehicle charging will be limited to those on longer trips and those that wish to charge rapidly.

The benefits of providing public electric vehicle charging facilities include:

- Increased early up take of Electric Vehicles
- Increased awareness of Electric Vehicles as a car choice
- Attraction for what otherwise would be through traffic, drawing customers into areas where facilities are available.

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### **4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)**

Increased uptake and awareness can provide significant benefits to the community including:

- Reduced emissions
- Improved air quality
- Reduced noise pollution.

#### **3.1 Policy Content**

This report proposes the extension of the existing Public Electric Vehicle Charging Policy that aims to facilitate the increased provision of such services by:

- Maximising the benefits of existing electric vehicle charging facilities by allowing them to be moved to higher profile locations (existing facilities in Balmoral 8 car park and the Dandenong Market Car Park are likely to be relocated.)
- Clearly outlining expectations and parameters around public provision relating to:
  - Location
  - Maintenance
- Providing incentives to providers to encourage uptake through:
  - Zero fee use of public parking spaces (within set parameters)
  - Zero or reduced cost of power (at officer discretion where costs are minimal)
  - Guaranteed lease lengths for parking spaces.

#### **3.2 Review of existing policy performance**

Demand from the private sector for electric vehicle charging infrastructure has remained low since the first adoption of the policy. This is partly due to the supply of electric vehicles to the Australian market still being predominately in the luxury vehicle category. These vehicles typically carry enough charge to very rarely need public charging. Any smaller capacity electric vehicles tend to be owned as a second vehicle and are typically only used for local trips.

There remains a strong emission reducing policy push to increase electric vehicle charging infrastructure in an attempt to drive increased early adoption and market demand for electric vehicles. Several Federal and Victorian Grant opportunities have occurred since the adoption of the Policy. The Policy positioned Council well to be able to apply for such grants (outcomes are still unknown).

Maintaining the policy is anticipated to assist Council in applying for further grants in future.

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#### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)

### **3.3 Context and other action**

While it is anticipated that the policy and increased demand will enable an increase in provision Electric Vehicle Charging Infrastructure, it is also recommended that Council consider intervention to fast track the provision of these facilities. Provision of electric vehicle charging facilities at high profile locations would likely:

- Increase early up take of Electric Vehicles
- Attract existing electric vehicle users to these locations.

Council funded a “rapid” charging station at the new Springvale Community Hub within the last two years. Further locations which have been identified as suitable for intervention include the Dandenong Library, Noble Park Activity Centre, and major reserves such as Tatterson Park. Replacing very old chargers reaching the end of their usable life at Dandenong Market and Balmoral 8 Car Park should also be considered.

Intervention methods proposed are:

- Consider funding within future Council Budgets
- Ensure that thorough investigation is completed for key locations to support grant applications.

It is proposed that “rapid” DC charging facilities be installed at such locations. While these chargers are more expensive to install, they include the following benefits:

- The reduced charge time fits within the high turnover nature of high-profile locations (they are capable of charging several hundred kilometres of travel within 15 to 20 minutes)
- They are more appealing to existing electric vehicle users (saving time)
- They are likely to retain value and usability as electric vehicle technology improves (slow chargers are less likely to be required in a few years due to vehicle range increasing).

The emission reductions associated with increased uptake of Electric Vehicles mean that the intervention to install such facilities aligns strongly with Council’s Sustainability Strategy and Climate Emergency Strategy. The greatest benefit from investment is anticipated to occur between 2024 and 2027.

## **4. Discussion**

The provision of a Public Electric Vehicle Charging Infrastructure Policy which makes it as easy as possible for 3<sup>rd</sup> party Electric Vehicle Charging Infrastructure providers to access Council parking areas. The provision of such facilities is anticipated to assist in increasing vehicle demand in coming years – either driven through market demand or through Federal or Victorian Government Grant funding.

If provision of charging infrastructure has not increased by 2024, then a lack of charging infrastructure (providing both marketing and owner confidence) may mean that opportunity is lost to facilitate expedited transition to electric vehicles.

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### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)

If provision has not increased by 2027 it is likely that electric vehicle uptake in the region will be limited by the lack of such infrastructure.

It is proposed that 2024 is an appropriate time for review of this Policy.

This future review of overall provision would enable Council to alter its policy if required to either:

- Limit / control expansion of on street electric vehicle charging services to protect other uses (such as non-exclusive signage);
- Generate income from providing land for electric vehicle charging; or
- Further incentivise provision of electric vehicle charging facilities.

## 5. Proposal

This report proposes extension of Council's Electric Vehicle Charging Infrastructure Policy by three years.

## 6. Financial Implications

There are no direct financial implications associated with this report. The proposal may result in a minor loss of income from parking over an extended period.

This report suggests consideration of funding electric vehicle charging facilities in future if private demand / grants do not result in an increase in publicly available charging facilities within the next few years.

## 7. Consultation

This matter has not been subjected to broader community consultation. The initial policy was reviewed by Council's Sustainability Advisory Committee.

## 8. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.  
It's a city where you can enjoy and embrace life through celebration and equal opportunity.  
We harmonise the community by valuing multiculturalism and the individual.  
Our community is healthy, vibrant, innovative and creative.  
Our growing city is committed to environmental sustainability.  
Welcome to our exciting and peaceful community.*

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### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)

#### **8.1 Community Vision 2040**

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community.
- Education training, entrepreneurship and employment opportunities.
- Sustainable environment
- Embrace diversity and multiculturalism.
- Mind, Body and Spirit.
- Art and Culture.

#### **8.2 Council Plan 2021-25**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following strategic objectives:

- A socially connected, safe and healthy city.
- A city that respects and celebrates diversity, our history and the arts.
- A city of accessible, vibrant centres and neighbourhoods.
- A green city city committed to a sustainable future.
- A city that supports entrepreneurship, quality education and employment outcomes.
- A Council that demonstrates leadership and a commitment to investing in the community.

### **9. The Overarching Governance Principles of the *Local Government Act 2020***

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles.

The review of this Policy has demonstrated Councils commitment to ensuring:

- a. Council decisions are to be made and actions taken in accordance with the relevant law;
- b. priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- c. the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- d. innovation and continuous improvement is to be pursued;
- e. collaboration with other Councils and Governments and statutory bodies is to be sought;
- f. the ongoing financial viability of the Council is to be ensured;
- g. the transparency of Council decisions, actions and information is to be ensured.

This is achieved through:

- the Policy is clear and focussed on matters managed by Council (on street parking management)

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#### **4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)**

- the Policy clearly meets objectives of several Council Strategies, including Councils Sustainability Strategy
- the Policy considers economic, social and environmental sustainability and is anticipated to achieve its goals with minimal financial impact to Council

### **10. Victorian Charter of Human Rights and Responsibilities**

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

The *Charter of Human Rights and Responsibilities Act 2006* has been considered in the preparation of this report but is not relevant to its contents. The preparation of this report proposes the extension of a policy which has not impacted any of the rights set within the Charter, which was considered when the initial policy was developed.

### **11. The Gender Equality Act 2020**

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this report. The location of these services within highly visible and accessible locations addresses concerns raised by women associated with community safety. DDA access to parking spaces affects all parking spaces and is addressed by Councils Municipal Parking Strategy.

The content/topic/issue (of this report) is purely administrative in nature and does not benefit any one group over any other.

### **12. Consideration of Climate Change and Sustainability**

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

This report relates to a policy which is targeted at achieving Sustainable Transport outcomes for the City of Greater Dandenong and is anticipated to facilitate increased uptake of low emission vehicles.

Additional incentives to increase provision of Electric Vehicle Charging Infrastructure – beside the Policy under review – are also considered by the report considering Climate Change and Sustainability.

**4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)**

**13. Related Council Policies, Strategies or Frameworks**

Greater Dandenong Municipal Parking Strategy  
Greater Dandenong Sustainability Strategy  
Greater Dandenong Climate Emergency Strategy  
Community Plan  
Climate Change Action Plan  
Road Management Plan

**14. Recommendation**

**That Council's existing Public Electric Vehicle Charging Infrastructure Policy be extended by three years and reviewed again in 2025.**

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**4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)**

**POLICY AND STRATEGY**

**POLICY REVIEW PUBLIC ELECTRIC VEHICLE CHARGING 2022**

**ATTACHMENT 1**

**DRAFT PUBLIC ELECTRIC VEHICLE  
CHARGING INFRASTRUCTURE POLICY V2**

**PAGES 9 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 5235*

**4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)**



## Public Electric Vehicle Charging Infrastructure Policy

Policy Endorsement:	Endorsement required by Council		
Policy Superseded by this Policy:	Not Applicable		
Directorate:	Business, Engineering and Major Projects		
Responsible Officer:	Manager, Transport and Civil Development		
Policy Type:	Discretionary		
File Number:	A5912585	Version No:	2
1 <sup>st</sup> Adopted by Council	25 November 2019 Minute No. 1276	Last Adopted by Council:	tbc
Review Period:	3 years	Next Review:	tbc

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**4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)**

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### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)



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### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)

#### 1. POLICY PURPOSE

The Vision of the Greater Dandenong Sustainability Strategy is that the City of Greater Dandenong is one of the most sustainable cities in Australia by 2030.

This Public Electric Vehicle Charging Policy highlights a Council commitment to encourage the use of sustainable transport options.

The purpose of this policy is to create a framework to facilitate the provision and use of electric vehicle charging facilities on public land for residents, businesses and visitors to City of Greater Dandenong.

This policy provides guidance for the provision of electric vehicle charging facilities within public land within the City of Greater Dandenong. It is aimed at enabling consistent and mutually beneficial agreements between Council and Electric Vehicle Charging Facility providers.

#### 2. BACKGROUND

Electric vehicles are anticipated to make up 22% to 64% of new vehicles sold in Australia by 2030. Current new electric vehicle price trends anticipate that electric vehicle prices will reach parity with petrol vehicles by 2025 and be 15% cheaper by 2030. As such it is important to be able to provide the required electric vehicle charging infrastructure to support the growth in electric vehicles both to encourage early adoption and to be ready for the market shift.

By providing or facilitating the provision of electric vehicle charging facilities in public spaces, City of Greater Dandenong will be ready to support this change in vehicle mix and ensure that the municipality remains a sustainable and attractive place to live and visit.

Electric vehicles produce no emissions to run and as electricity generation continues to move to cleaner technologies will have a reduced environmental impact when charging. Even with existing power generation emissions from charging electric vehicles generate less emissions than petrol vehicles.

Additionally as electric vehicles do not produce emissions and generate less noise, in areas they replace petrol vehicles it will result in better air quality and reduced noise pollution.

Electric vehicles and public charging facilities provide the following benefits:

- Electric vehicle charging costs are less than half the average fuel of petrol vehicles
- Public charging facilities provide convenient topping up location for keeping electric vehicles charged improving confidence and convenience for users
- Public charging facilities make locations more appealing to electric vehicle users which can benefit businesses
- Less emissions
- Improved air quality
- Reduced noise

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### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)

#### 3. SCOPE

This policy provides guidance to the provision of electric vehicle charging facilities within public land within the City of Greater Dandenong. It is aimed at enabling consistent and mutually beneficial agreements between Council and Electric Vehicle Charging Facility providers.

It does not consider the provision of electric vehicle charging facilities on private land or the promotion of electric vehicle use (including within Council's vehicle fleet).

#### 4. POLICY

##### Application

The provision of electric vehicle charging facilities on public land within City of Greater Dandenong is subject to approval by the City of Greater Dandenong Council.

Electric vehicle charging facilities will be installed based on agreements reached between suppliers and Council. These agreements will address all aspects from installation to operation of charging facilities.

City of Greater Dandenong will work with charging facility suppliers to notify nearby property occupiers prior to the installation of charging facilities. This notification will invite opportunity for stakeholders to provide feedback. All feedback will be considered by Council before the installation of a charging facility.

Council's Parking Review Committee will also review the application.

##### Considerations

The following considerations must be taken into account before the installation of an electric vehicle charging facility:

- Charging facilities are to be provided in areas maximising opportunity to end users including but not limited to;
  - high pedestrian and vehicular traffic areas,
  - activity generators such as employment centres, activity centres and community centres.
- Consideration must be given to the personal safety of end users with areas of high surveillance and lighting preferable.
- Placement of charging facilities must not adversely impact road safety. Consideration must be given to traffic conditions of the area.
- Placement of electric vehicle charging facilities must not adversely impact residential and commercial parking amenity.
- Council will consider other locations where there is a demonstrated demand for electric vehicle charging.

##### Requirements

Electric vehicle charging facility suppliers must provide;

- Details of the proposed electric vehicle charging facility specifications. These must be in accordance with current Australian and industry standards.
- Details for the proposed location. This must address the considerations above.
- Confirmation that electricity supply is available and the anticipated impacts on this supply.
- Report outlining business model for the charging service.
- Confirmation of appropriate liability insurance.

### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)

It is desirable that electric vehicle charging facilities are compatible with existing and future parking restrictions. This requires considering the charging speed of the charging facilities.

Council will negotiate with electric vehicle charging facilities suppliers to come to an agreement that will meet Council and supplier requirements, including provisions for removal and/or relocation before installation occurs.

#### Financial Costs

To encourage the use of sustainable transport options, City of Greater Dandenong will absorb costs associated with conversion and re-purposing costs of allocating parking bays for exclusive use of electric vehicles, including any potential lost revenue from parking, regulatory signs and line marking.

Where costs are minimal, Council will give consideration to waiving the cost of power for these facilities.

Council will maintain the parking spaces as per the maintenance schedule in accordance with Council's current Road Management Plan.

Council will enforce applicable parking restrictions as part of Council's normal parking management operations.

The installation, maintenance and operation of a charging facility will be the responsibility of the charging facility supplier unless otherwise agreed with Council.

Where an electric charging facility supplier wishes to provide additional signage, advertisements or road markings this cost is to be borne by the charging facility supplier, including on-going costs such as maintenance. Noting that this may require agreement with Council and/or a planning permit.

Any electric vehicle charging facilities proposed to be installed and owned by Council will need to be funded by a capital works program and comply with Council's procurement policies.

#### Performance Reporting

Electric vehicle charging facilities suppliers are required to report performance figures to City of Greater Dandenong on a biannual basis.

## 5. RESPONSE TO THE OVERARCHING GOVERNANCE PRINCIPLES OF THE LOCAL GOVERNMENT ACT 2020

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles.

The review of this Policy has demonstrated Council's commitment to ensuring:

- (a) Council decisions are to be made and actions taken in accordance with the relevant law;
- (b) priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- (c) the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- (d) innovation and continuous improvement is to be pursued;
- (e) collaboration with other Councils and Governments and statutory bodies is to be sought;
- (f) the ongoing financial viability of the Council is to be ensured;
- (g) the transparency of Council decisions, actions and information is to be ensured.

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### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)



This is achieved through:

- the Policy is clear and focussed on matters managed by Council (on street parking management)
- the Policy clearly meets objectives of several Council Strategies, including Councils Sustainability Strategy
- the Policy considers economic, social and environmental sustainability and is anticipated to achieve its goals with minimal financial impact to Council

## 6. CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006 – COMPATIBILITY STATEMENT

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

The *Charter of Human Rights and Responsibilities Act 2006* has been considered in the preparation of this report but is not relevant to its contents. The preparation of this report proposes the extension of a policy which has not impacted any of the rights set within the Charter.

## 7. RESPONSE TO THE GENDER EQUALITY ACT 2020

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this report but are not relevant to its contents.

The content/topic/issue (of this report) is purely administrative in nature and does not benefit any one gender group over any other.

## 8. CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

This report relates to a policy which is targeted at achieving Sustainable Transport outcomes for the City of Greater Dandenong and is anticipated to reduce emissions.

Consideration was given to additional incentives to increase provision of Electric Vehicle Charging services through this policy. Additional provision of Electric Vehicle Charging facilities escalated through provision

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### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)



of Council funding through its own budget process will be considered in future budgets within this policy duration – noting that the biggest benefit in terms of facilitating increased uptake and ownership is anticipated in around the 2024-2027 period.

## 9. RESPONSIBILITIES

Decisions regarding management / allocation of on street parking spaces are made by Councils Transport and Civil Development Unit within the Business, Engineering and Major Projects Directorate. Application of the policy will be undertaken by this Unit as part of this process.

## 10. REPORTING, MONITORING AND REVIEW

Effectiveness of the policy will be undertaken through review of collected data and usage detailed in the Performance Reporting component of the policy.

Review at the end of this policy duration is anticipated to consider whether Council should:

- Limit / control expansion of on street electric vehicle charging services to protect other uses (such as non-exclusive signage);
- Generate income from providing land for electric vehicle charging; or
- Further incentivise provision of electric vehicle charging facilities.

## 11. REFERENCES AND RELATED DOCUMENTS

### Legislation

Local Government Act 2020  
Road Management Act 2004  
Road Management (General) Regulations 2016

### Related Council and Other Policies, Procedures, Strategies, Protocols, Guidelines

Greater Dandenong Integrated Transport Plan 2017-22  
Greater Dandenong Municipal Parking Strategy 2017-2027  
Greater Dandenong Sustainability Strategy 2016-2030  
Community Plan  
Climate Change Action Plan  
Road Management Plan

**4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)**

**POLICY AND STRATEGY**

**POLICY REVIEW PUBLIC ELECTRIC VEHICLE CHARGING 2022**

**ATTACHMENT 2**

**PUBLIC ELECTRIC VEHICLE CHARGING  
INFRASTRUCTURE POLICY V1**

**PAGES 6 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 5235*

### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)



## Greater Dandenong Policy

### Public Electric Vehicle Charging Infrastructure Policy

Policy Endorsement:	Endorsement required by Council		
Policy Superseded by this Policy	Not Applicable		
Directorate:	Business, Engineering and Major Projects		
Responsible Officer:	Manager, Transport and Civil Development		
Policy Type:	Discretionary		
File Number:	A6274075	Version No:	1
1 <sup>st</sup> Adopted by Council	25 November 2019 Minute No. 1276	Last Adopted by Council:	25 November 2019 Minute No. 1276
Review Period:	2 years	Next Review:	November 2021

#### 1. Purpose

The Vision of the Greater Dandenong Sustainability Strategy is that the City of Greater Dandenong is one of the most sustainable cities in Australia by 2030.

This Public Electric Vehicle Charging Policy highlights a Council commitment to encourage the use of sustainable transport options.

The purpose of this policy is to create a framework to facilitate the provision and use of electric vehicle charging facilities on public land for residents, businesses and visitors to City of Greater Dandenong.

This policy provides guidance for the provision of electric vehicle charging facilities within public land within the City of Greater Dandenong. It is aimed at enabling consistent and mutually beneficial agreements between Council and Electric Vehicle Charging Facility providers.

#### 2. Background

Electric vehicles are anticipated to make up 22% to 64% of new vehicles sold in Australia by 2030. Current new electric vehicle price trends anticipate that electric vehicle prices will reach parity with petrol vehicles by 2025 and be 15% cheaper by

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### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)



## Greater Dandenong Policy

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2030. As such it is important to be able to provide the required electric vehicle charging infrastructure to support the growth in electric vehicles both to encourage early adoption and to be ready for the market shift.

By providing or facilitating the provision of electric vehicle charging facilities in public spaces, City of Greater Dandenong will be ready to support this change in vehicle mix and ensure that the municipality remains a sustainable and attractive place to live and visit.

Electric vehicles produce no emissions to run and as electricity generation continues to move to cleaner technologies will have a reduced environmental impact when charging. Even with existing power generation emissions from charging electric vehicles generate less emissions than petrol vehicles.

Additionally as electric vehicles do not produce emissions and generate less noise, in areas they replace petrol vehicles it will result in better air quality and reduced noise pollution.

Electric vehicles and public charging facilities provide the following benefits:

- Electric vehicle charging costs are less than half the average fuel of petrol vehicles
- Public charging facilities provide convenient topping up location for keeping electric vehicles charged improving confidence and convenience for users
- Public charging facilities make locations more appealing to electric vehicle users which can benefit businesses
- Less emissions
- Improved air quality
- Reduced noise pollution

### 3. Scope

This policy provides guidance to the provision of electric vehicle charging facilities within public land within the City of Greater Dandenong. It is aimed at enabling consistent and mutually beneficial agreements between Council and Electric Vehicle Charging Facility providers.

It does not consider the provision of electric vehicle charging facilities on private land or the promotion of electric vehicle use (including within Council's vehicle fleet).

### 4. Human Rights and Responsibilities Charter – Compatibility Statement

The Victorian Charter of Human Rights and Responsibilities has been considered in the preparation of this Policy but is not relevant to the content of the Policy.

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### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)



# Greater Dandenong Policy

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## 5. References

Greater Dandenong Sustainability Strategy 2016-2030  
Greater Dandenong Municipal Parking Strategy 2017-2027  
Greater Dandenong Integrated Transport Plan 2017-22

## 6. Council Policy

### Application

The provision of electric vehicle charging facilities on public land within City of Greater Dandenong is subject to approval by the City of Greater Dandenong Council.

Electric vehicle charging facilities will be installed based on agreements reached between suppliers and Council. These agreements will address all aspects from installation to operation of charging facilities.

City of Greater Dandenong will work with charging facility suppliers to notify nearby property occupiers prior to the installation of charging facilities. This notification will invite opportunity for stakeholders to provide feedback. All feedback will be considered by Council before the installation of a charging facility.

Council's Parking Review Committee will also review the application.

### Considerations

The following considerations must be taken into account before the installation of an electric vehicle charging facility:

- Charging facilities are to be provided in areas maximising opportunity to end users including but not limited to;
  - high pedestrian and vehicular traffic areas,
  - activity generators such as employment centres, activity centres and community centres.
- Consideration must be given to the personal safety of end users with areas of high surveillance and lighting preferable.
- Placement of charging facilities must not adversely impact road safety. Consideration must be given to traffic conditions of the area.
- Placement of electric vehicle charging facilities must not adversely impact residential and commercial parking amenity.
- Council will consider other locations where there is a demonstrated demand for electric vehicle charging.

### Requirements

Electric vehicle charging facility suppliers must provide;

- Details of the proposed electric vehicle charging facility specifications. These must be in accordance with current Australian and industry standards.

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### 4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)



## Greater Dandenong Policy

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- Details for the proposed location. This must address the considerations above.
- Confirmation that electricity supply is available and the anticipated impacts on this supply.
- Report outlining business model for the charging service.
- Confirmation of appropriate liability insurance.

It is desirable that electric vehicle charging facilities are compatible with existing and future parking restrictions. This requires considering the charging speed of the charging facilities.

Council will negotiate with electric vehicle charging facilities suppliers to come to an agreement that will meet Council and supplier requirements, including provisions for removal and/or relocation before installation occurs.

#### **Financial Costs**

To encourage the use of sustainable transport options, City of Greater Dandenong will absorb costs associated with conversion and re-purposing costs of allocating parking bays for exclusive use of electric vehicles, including any potential lost revenue from parking, regulatory signs and line marking.

Where costs are minimal, Council will give consideration to waiving the cost of power for these facilities.

Council will maintain the parking spaces as per the maintenance schedule in accordance with Council's Road Management Plan 2017-2021.

Council will enforce applicable parking restrictions as part of Council's normal parking management operations.

The installation, maintenance and operation of a charging facility will be the responsibility of the charging facility supplier unless otherwise agreed with Council.

Where an electric charging facility supplier wishes to provide additional signage, advertisements or road markings this cost is to be borne by the charging facility supplier, including on-going costs such as maintenance. Noting that this may require agreement with Council and/or a planning permit.

Any electric vehicle charging facilities proposed to be installed and owned by Council will need to be funded by a capital works program and comply with Council's procurement policies.

#### **Performance Reporting**

Electric vehicle charging facilities suppliers are required to report performance figures to City of Greater Dandenong on a biannual basis.

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**4.3.3 Policy Review Public Electric Vehicle Charging 2022 (Cont.)**



## **Greater Dandenong Policy**

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The data collected will assist Council in assessing the use and demand for electric vehicle charging within the municipality and inform future decisions regarding electric vehicle charging infrastructure.

Any notable data will be reported in the Transport and Movement section of the Sustainability Report.

Data that could allow for the identification of specific users will not be collected.

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## 4.4 OTHER

### 4.4.1 South East Advanced Waste Processing

File Id:	A8466848
Responsible Officer:	Director Business, Engineering & Major Projects

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#### 1. Report Summary

At its meeting on 24 June 2019, Council provided delegated authority to the CEO to participate in the commencement of the procurement process towards establishing a Special Purpose Vehicle (SPV) as a means of collaborating with other Councils to aggregate waste volume necessary to make an Alternative Waste and Resource Recovery facility in the south east Melbourne region viable.

The SPV has now been formed and Council is a shareholder of South East Metropolitan Advanced Waste Processing Pty Ltd (ACN 654 660 438) (Company). Fifteen Councils are currently shareholders in this Company. However this number may change as some Councils have resolved not to proceed with the project and/or delay their commitment due to a number of significant concerns.

This report provides consolidated information for Council to consider whether to sign a commitment letter in relation to the South East Metropolitan Advanced Waste Processing (SEMAWP) project and Council's ongoing participation in the project.

It is recommended that Greater Dandenong City Council refuses at this stage to commit to sign the commitment letter and to the current procurement process due to a number of significant concerns, as outlined in this report.

#### 2. Recommendation Summary

This report recommends that Council:

1. Refuses to commit to the South East Metropolitan Advanced Waste Processing Pty Ltd (ACN 654 660 438) procurement process under the proposed terms and current timeframes and maintains this position unless and until the following requirements are addressed, referred to and adopted by Council:
  - Confirmation of the project being located at the agreed site and that the site is not located within the Greater Dandenong City Council;
  - Confirmation that the waste supply deed issued for tender is not detrimental to recycling, waste recovery and ongoing and improving waste minimisation efforts;
  - Confirmation that the gate fee is within an agreed limit for the South East Metropolitan Advanced Waste Processing Project and must not exceed what it would otherwise cost in landfill disposal;

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**4.4.1 South East Advanced Waste Processing (Cont.)**

- Confirmation that the Council will not face penalties should the minimum tonnage requirements not be met due to Council undertaking waste minimisation efforts;
  - Confirmation that the technology to be used is tested and proven necessary to meet all regulatory requirements and that the proposed technology would be subject to an independent review undertaken during the tender assessment process.
2. Seeks confirmation that the bid reimbursement costs of all tenderers (as determined by the Agreement) should the project not proceed be funded from the State's Sustainability Fund thereby imposing no financial liability or obligation on participating Councils that will have acted in good faith and in accordance with State Policy;
  3. Authorises the Chief Executive Officer to undertake any further actions necessary to satisfy the concerns of Council and report back to Council prior to any further participation in the South East Metropolitan Advanced Waste Processing Project.
  4. Seeks confirmation from the State Government and the new waste authority that the proposed South East Metropolitan Advanced Waste Processing procurement process and facility is supported.
  5. Provides this resolution to all Councils on the SEMAWP Board and its shareholders, the MWRRG, DEWLP, Sustainability Victoria, local MP's and relevant Ministers.

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#### 4.4.1 South East Advanced Waste Processing (Cont.)

### 3. Background

The [Metropolitan Waste and Resource Recovery Implementation Plan](#) (Implementation Plan), published in October 2016, identified the need for the Metropolitan Waste and Resource Recovery Group (MWRRG) to work with metropolitan Councils and industry to deliver new infrastructure to divert waste from landfill through resource recovery.

For many Councils in the south east of Melbourne the closest landfill for household rubbish is SUEZ Hampton Park. According to SUEZ, the Hampton Park landfill's closure is imminent and may close as early as 2025. Once it closes, Councils will have to transport rubbish long distances across Melbourne to other landfill sites unless an alternative is found. Price competitiveness for the treatment of residual waste will also be diminished as landfill availability reduces.

Since 2017, Councils in Melbourne's southeast have been exploring advanced waste processing as an alternative to landfill.

As part of the Victorian Government's circular economy policy, Recycling Victoria, a waste to energy framework places a one million tonne cap on the amount of waste that can be heat-treated to make energy and outlines how the cap is to operate. Many advanced waste processing technologies include waste to energy which involves converting residual waste material into heat or electricity. The project specification is not yet specific on the type of technology to be used and it may include waste to energy technology.

The [Regional Business Case for Advanced Waste Processing](#), which was prepared by MWRRG, with input from Council officers and support from external legal, financial and technical advisors, was released in September 2018.

Following this, MWRRG and its advisors worked with Councils in the south east metropolitan region to develop the South East Business Case for Advanced Waste Processing. The business case addresses future residual municipal solid waste (MSW) management requirements, taking into account the continuing diversion of recyclables and organic waste through kerbside services, with the waste hierarchy being a fundamental principle in delivering a solution that diverts residual waste from landfill.

MWRRG also undertook market sounding with industry on their interest in the provision of advanced waste processing (AWP) solutions for metropolitan Councils.

In September 2019, a group of Councils in Melbourne's south east signed a management deed with MWRRG to participate in a collaborative procurement process for AWP solutions to divert MSW from landfill through resource recovery.

The Councils and MWRRG received authorisation from the Australian Competition and Consumer Commission (ACCC) in January 2020 to conduct the collaborative procurement.

On 10 March 2020 the invitation for expressions of interest was released. Thirty responses to the expression of interest were received and evaluated.

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#### **4.4.1 South East Advanced Waste Processing (Cont.)**

Following a comprehensive expression of interest evaluation process in July 2021, three tenderers were shortlisted:

- Veolia Environmental Services Australia
- Sacyr Environment Australia
- Orbis Energy (A consortium comprised of REMONDIS Australia and Laing Investment).

### **4. Discussion and Options**

#### **4.1. Council Involvement and Commitment**

Under the management deed, Councils have delegated authority to their appointed officers who participate in a Working Group that meets on a regular basis to make decisions and expedite the procurement process. Officers have sought approval from their Councils at key stages in the procurement and in particular prior to the signing of any contract.

MWRRG's role is to facilitate the procurement on behalf of the Councils through its project director, team and advisors, working collaboratively with the Working Group officers.

The SEMAWP process has been and, continues to be facilitated by MWRRG. The State government is funding the costs associated with the procurement activities.

Decision making forums have been held since March 2021 for participating Council CEOs to ensure they are informed and can provide key directions during the project.

At its meeting on 24 June 2019, Council provided delegated authority to the CEO to participate in the commencement of the procurement process towards establishing an SPV as a means of collaborating with other Councils to aggregate waste volume necessary to make an Alternative Waste and Resource Recovery facility in the south east Melbourne region viable.

In July 2021 the Special Purpose Vehicle (SPV) was formed, with Councils resolving to participate as shareholders. The SPV is a company with its own legal identity and will enter into a contract for advanced waste processing on behalf of participating Councils.

The SPV has now been formed and Council is a shareholder of South East Metropolitan Advanced Waste Processing Pty Ltd (ACN 654 660 438) (Company). Fifteen Councils are currently shareholders in this Company. This number is likely to change.

This new company exists only to manage the contract agreement for the advanced waste processing facility and cannot make decisions on other waste matters.

In October 2021, participating Councils contributed a one-off cost of \$75,000+GST to establish the SPV and paid for the associated transition cost for the SEMAWP procurement up to the point of preferred contractor selection, in accordance with clause 8.1 of the management deed for the SEMAWP procurement

Establishing an SPV has a number of key benefits:

- Structured decision making and administration between the Councils.

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#### **4.4.1 South East Advanced Waste Processing (Cont.)**

- The contractor can work with one entity rather than managing contracts with all participating Councils.
- Simplified legal and financial management for the Councils and contractor.
- Each Council's liability is limited to its share in the SPV, protecting their financial position and assets.
- The SPV can seek investment from other levels of government.

The SPV is like any other company, it is governed by a constitution, shareholder agreement and reports to a board of management. Each participating Council is bound by a shareholders' agreement and has an equal share in the SPV. Having an equal share means each Council has an equal say on how the contract is managed regardless of their size and amount of household rubbish their residents generate.

The Constitution and the Shareholders' Agreement do not place any limits on a shareholder determining to no longer be involved in the Project and exercising its rights for a share buy back in accordance with the terms of the Shareholders' Agreement. This approach has been deliberately adopted to ensure participating Councils had flexibility regarding the tender process and the ultimate award of any Contract in respect of the Project.

The advanced waste processing contract will be between the chosen contractor and the SPV rather than with each individual Council.

#### **4.2 Benefits of a Council-led procurement**

The robust process Councils are undertaking has been designed to deliver the most appropriate solution to achieve Council's economic, environmental and social objectives.

Councils have the opportunity to drive the outcomes, performance and technology and, influence the contract terms.

Councils have thoroughly assessed the market through the expression of interest stage and refined the requirements with potential providers through competitive dialogue. This will ensure the best outcome for Councils and their communities can be achieved. Council's Service Unit Leader Waste & Cleansing was a member of the evaluation panels.

A Council-led collaborative procurement has a number of key benefits:

- Councils are guaranteed access to the facility for the life of the contract.
- Councils have certainty of the cost of household rubbish disposal for the life of the contract.
- Councils are able to manage changes in law contractually, including both legislative and policy changes (i.e. policy changes on acceptable material or zero waste to landfill) through the contract.
- Combining waste volumes delivers economies of scale for Councils and greater certainty to industry resulting in a lower gate fee.
- Councils will benefit from the expertise and procurement knowledge MWRRG and the advisors offer.
- Councils will be supported by MWRRG in contract negotiation and contract management.

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#### **4.4.1 South East Advanced Waste Processing (Cont.)**

#### **4.3 Participating Councils**

As of 11 March 2022, the status of participating Councils in the SEMAWP procurement are:

- Bayside City Council - Participating
- Cardinia Shire Council - Participating
- Casey City Council - Participating
- Greater Dandenong City Council – Yet to confirm
- Kingston City Council - Participating
- Monash City Council - Withdrawn
- Frankston City Council - Yet to confirm
- Glen Eira City Council - Withdrawn
- Knox City Council - Participating
- Manningham City Council - Withdrawn
- Mornington Peninsula Shire – Refuses to commit at this stage due to concerns. Deferred for 3 months
- Shire of Yarra Ranges - Participating
- Stonnington City Council - Withdrawn
- Whitehorse City Council - Participating
- City of Boroondara – Withdrawn

Of the fifteen (15) councils who were participants at the commencement of this Project, seven (7) are participating, five (5) have withdrawn, one (1) has refused to commit at this time and has deferred consideration for three months and two (2) are yet to commit including Greater Dandenong.

Please note that the viability of the project is not predicated necessarily on the number of participating councils but rather the accumulated minimum tonnages of those participating Councils to make this project viable.

#### **4.4 Council commitment**

The current management deed for the SEMAWP procurement allows Councils to exit the project at any point prior to the contract being awarded. This approach was deliberately adopted, however, as part of the first stage of the tender process, the tenderers have advised that they are unwilling to continue to prepare and submit a tender unless a number of matters below are resolved:

1. Councils make a commitment to participate in the ultimate contract awarded by the SPV if certain conditions are met.
2. Minimum tonnage to be delivered under the contract is guaranteed.
3. The SPV is guaranteed by Councils.
4. Reimbursement of Tenderer bid costs is provided if certain conditions are met.

Councils are required to endorse certain minimum, fundamental criteria for the project by signing a commitment letter.

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#### 4.4.1 South East Advanced Waste Processing (Cont.)

The commitment letter states:

*“Council will not exercise their right to exit from the south east metropolitan advanced waste processing project should the tender response from the tenderers fall within certain **fundamental parameters**.”*

Alternatively, as advised Councils have the option to not sign the commitment letter and remain a shareholder to the SPV. However, those Councils which do not sign the commitment letter would:

- a. not be ensured that their waste would be accommodated by the AWP facility (either at the commencement or over the term of the project) and therefore may not end up being a participant in the project; and
- b. even if their waste was accommodated by the AWP facility, this is likely to be at a less favourable gate fee compared to those Councils that do sign the commitment letter.

Those Councils which commit to the project would be classified as ‘Lead Councils’.

It is open to a Council not to commit but to remain a shareholder to the Company. These Councils would be classified as ‘Optional Councils’.

The tenderers would be requested to size and design a facility as part of their tender response on the basis that:

- the Lead Councils will be a party to the project provided the tender proposal is compliant with the agreed parameters; and
- the Optional Councils are uncertain regarding their participation in the project and therefore it would be at the discretion of tenderers as to whether they are accommodated in any sizing and design of the facility.

This approach will mean that Lead Councils will definitely be accommodated by tenderers in any tender response. Further, the Company would set any minimum tonnage guarantee, at the aggregate minimum commitment of the Lead Councils.

By contrast, in the case of Optional Councils:

- there is a real possibility that Optional Councils will not be accommodated in the sizing of the facility (as tenderers are likely to only include the Optional Councils to the extent it has an immaterial impact on redesign, time and cost should these Councils subsequently decide not to participate).
- even if the sizing of the facility can accommodate the waste of Optional Councils at the commencement of the Project, this accommodation is unlikely to extend to the 25-year terms as Lead Council’s waste will be given priority over Optional Councils; and
- where Optional Councils are accommodated by the facility, there is a real possibility that this would be at a different (and less favourable) gate fee to the Lead Councils.

If a majority of Councils choose to not commit to the project, the project is unlikely to proceed.

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#### **4.4.1 South East Advanced Waste Processing (Cont.)**

The tenderers have all provided advice that they are not prepared to proceed based on no Council commitment. The tenderers have advised that unless a known number of Councils have committed to the contract, finance to fund the facility will not be available.

This change to the previously agreed process is of concern and does place some significant matters before Council to consider without the necessary details being before it to be able to make fully informed decisions. This is essentially due to the tender processes not having commenced and as such there are a number of matters that cannot be answered to the satisfaction of those involved.

Without the clarification of these matters as outlined in the report, the risk to council to continue at this stage is too high. It is therefore appropriate that Council advise that at this time it unable to commit, until those matters of concern are resolved.

#### **4.4.1 Fundamental parametres**

It is proposed that the fundamental parameters are:

- The facility is located at a site agreed to by the SPV
- The waste supply deed does not substantially differ from the waste supply deed issued for tender
- The gate fee is within the agreed limit of the procurement
- A tested and proven technology is used.

However, and in ensuring that the interests of the Greater Dandenong City Council are protected and beneficial, particular matters need to be addressed as follows:

- Confirmation of the project being located at the agreed site and that the site is not located within the Greater Dandenong City Council;
- Confirmation that the waste supply deed issued for tender is not detrimental to recycling, waste recovery and ongoing and improving waste minimisation efforts;
- Confirmation that the gate fee is within an agreed limit for the South East Metropolitan Advanced Waste Processing Project and must not exceed what it would otherwise cost in landfill disposal;
- Confirmation that the Council will not face penalties should the minimum tonnage requirements not be met due to Council undertaking waste minimisation efforts;
- Confirmation that the technology to be used is tested and proven necessary to meet all regulatory requirements and that the proposed technology would be subject to an independent review undertaken during the tender assessment process.
- Confirmation that the bid reimbursement costs of all tenderers (as determined by the Agreement) should the project not proceed be funded from the State's Sustainability Fund thereby imposing no financial liability or obligation on participating Councils that will have acted in good faith and in accordance with State Policy.

#### **4.4.2 Why Council commitment is essential for success**

Council participation will determine the waste volumes to be processed and in turn the size of the facility required. The facility size impacts the cost and site requirements. Site and planning approvals cannot commence until the site requirements are known. Any late changes in the amount of residual

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#### **4.4.1 South East Advanced Waste Processing (Cont.)**

waste supplied by Councils will cause delays and additional costs, which is a significant risk to the project at this stage. With a number of Council's withdrawing from the process or delaying their decisions to commit, it is important that confirmation be received on the waste volumes to understand whether this project is viable to proceed.

#### **4.4.3 Benefits of committing to the procurement**

Commitment to the SEMAWP procurement will deliver benefits to participating Councils and the overall success of the project. Commitment to the SEMAWP procurement will:

- Guarantee participating Councils that their residual waste will be accommodated by the facility at the agreed gate fee
- Ensure the SPV minimum tonnage guarantee is accurate and viable – minimising the need to redesign the facility and avoiding lengthy delays to the procurement
- Drive market confidence, which allows the tenderers to have greater engagement with the broader market.
- Inform the Department of Environment, Land, Water and Planning (DELWP) on the requirements of the waste to energy cap.

Councils that do not commit to the procurement risk:

- Not being able to send their residual waste to the facility and having to find an alternative solution on less favourable terms.
- A more expensive gate fee - if their waste can be accommodated by the facility.

However with a number of unknowns and uncertainties with the process at this time associated with the commitment being sought by the signing of a letter (covering the fundamental parameters), those benefits outlined above are uncertain. Without further information and reducing the risk to council, it is not considered appropriate to commit.

#### **4.5 Site and planning**

The SPV has responsibility for the selection of the preferred site.

Whilst Council officers are highly supportive of the SEMAWP Project, it does not support Greater Dandenong City Council being the host for this facility. In the event that the preferred site is abandoned and if the next preferred site is located within the Greater Dandenong City Council's municipal area, this Council will withdraw from the procurement process. Further information is required to confirm this matter.

#### **4.5.1 Communication and stakeholder engagement**

Throughout the SEMAWP procurement process, MWRRG has led communications and stakeholder engagement through carefully planned and executed strategies designed to ensure Council stakeholders are kept informed and able to make decisions at each stage.

This has included developing communications resources, hosting key stakeholder meetings, briefings and events, announcements, and media management.

**4.4.1 South East Advanced Waste Processing (Cont.)**

The transition of responsibilities from MWRRG to the SPV signals a shift in focus from stakeholder engagement (MWRRG engaging with Councils, tenderers, and state government) to community engagement facilitated by the SPV.

MWRRG will continue to have a strong focus on stakeholder engagement, however engaging with the community most affected by the SEMAWP procurement will be co-ordinated and undertaken by the SPV, the Environment Protection Authority (EPA), Councils and the contractor at various points of the procurement process.

Community engagement of this scale is beyond the remit of MWRRG and individual Councils. It is therefore critical the SPV engage an appropriately qualified public affairs agency to lead the community engagement of the SEMAWP procurement from site selection to awarding of the contract.

**4.6 Waste supply agreement**

Tenderers require Councils to supply a minimum tonnage to the facility to ensure the viability of the facility.

If a minimum tonnage guarantee is not provided the procurement is unlikely to proceed as finance to fund the facility will not be available. The tenderers have all advised that they are not prepared to proceed without a minimum tonnage commitment.

After discussions with Council CEO's and the Working Group, it has been agreed to supply a minimum tonnage as part of the tender documentation.

The guaranteed tonnage below is **indicative and** the base case tonnage does not include the additional waste streams.

	2021	2026	2031	2036	2041	2046	2051
Base case	420,023	334,693	350,919	375,565	401,163	429,291	459,595
Guaranteed tonnage		294,407	296,955	318,013	338,751	361,622	386,289
Additional waste streams	<b>100,000</b>						

**Table 1 Indicative tonnage projection for Councils committed to the SPV at 20 January 2022**

	2021	2026	2031	2036	2041	2046	2051
Base case		24,412	25,649	27,669	29,837	32,175	34,697
Guaranteed tonnage	29,781	22,996	23,218	25,046	27,009	29,126	31,409

**4.4.1 South East Advanced Waste Processing (Cont.)**

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**Table 2 Greater Dandenong tonnage projection 20 January 2022**

Greater Dandenong's actual waste volumes sent to landfill in 2021 totalled **34,645** tonnes. This was made up of:

- Household Garbage 31,183 tonnes
- Council's Operational Waste 3,462 tonnes

The guaranteed 2021 starting point tonnes of 29,781 compared to the actual 2021 tonnes sent to landfill of 34,645 tonnes provides a 4,863 tonne buffer is considered to provide council a high level of assurance that a minimum tonne commitment would be met. At the same time consideration has been given for a reduction in waste from the recycling initiatives (-6,785 tonnes) including the introduction of FOGO, the 4<sup>th</sup> household bin for glass, the Container Deposit Scheme and a more intense community education and engagement campaign, all of which (except FOGO) has been scheduled for implementation at a time to coincide with the contract commencement in accordance with Greater Dandenong's DELWP Transition Plan. Furthermore, waste generation per capita is expected to reduce from 2021 through the life of the contract whilst acknowledging population growth.

Year	Population	Guaranteed Tonnage	Tonnes/capita
2021	174,730	29,781	0.17*
2051	295,452	31,409	0.10

\*0.2 tonnes per capita if actual tonnages are used

Council has an absolute commitment to the waste hierarchy and a desire to maximise source separation and recycling at the kerbside.

Tenderers will need to include in their bid a facility capable of meeting the Base Case tonnages, whilst councils will only be committed to meeting the minimum tonnages.

In addition, it is necessary for MWRRG to have further engagement with DELWP during the first half of 2022 to ensure an appropriate allocation is provided to the project in relation to the pending waste to energy cap (which is scheduled to be in force by 1 July 2022). The engagement with DELWP will require a clear understanding of the waste that needs to be accommodated by the Project, which is not possible without understanding the level of commitment from participating Councils.

**4.7 Minimum tonnage guarantee**

Minimum tonnage guarantees are standard operating practice when managing traditional waste to landfill contracts. These allow facility operators to appropriately plan and resource for those anticipated tonnes and ensure the facility has adequate capacity. Without these the facility operators cannot ensure that they can accommodate tonnages as needed to ensure their business remains viable. The amount of waste Council collects and sends to landfill fluctuates each year, similarly at other Councils depending on population growth and waste generation trends. Currently as part of the current

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#### **4.4.1 South East Advanced Waste Processing (Cont.)**

MWRRG landfill contract Council is required to forecast and advise MWRRG, so it can provide a collective guarantee of the minimum tonnages the facility is to expect for the year ahead. A conservative tonnage amount is provided in order to ensure Council can comfortably meet the minimum guarantee.

It is proposed that the minimum tonnage guarantee provided by the SPV to the contractor would be set at the aggregate of each Council's proposed contribution to the minimum tonnage guarantee.

It is also proposed that where the SPV does incur liability under the minimum tonnage guarantee then this liability would be passed onto a Council proportionately to the extent that Council did not achieve its own contribution.

A failure by a Council to achieve its own contribution to the minimum tonnage guarantee would not automatically trigger liability for that Council, as this shortfall may be covered by waste produced by other participating Councils or alternative waste streams secured by the contractor.

This decision was based on numerous factors, including:

- the anticipated impact the minimum tonnage guarantee would have on minimising gate fees payable under the Waste Supply Deed;
- the increased assistance the minimum tonnage guarantee would have on obtaining financing for the project for tenderers; and
- that the successful contractor will be required to prioritise waste from the Company over any other sources of waste.

The MWRRG has engaged with each participating Council to understand the levels of waste that each individual Council believes it would be comfortable with setting as that Council's contribution to a collective minimum tonnage guarantee.

With a number of councils withdrawing or delaying their commitment to the project, it is important that minimum tonnages be reconfirmed. It is important that Council receive further information and a commitment that no council will face penalties should minimum tonnages not be provided based on waste minimisation practices and further technological advances during the 25 year life of the contract.

#### **4.7.1 Potential minimum tonnage regime**

Any minimum tonnage guarantee provided would be a contractual minimum profile over the life of the contract. Should the minimum tonnage not be provided in any given year the contractor would be required to use best endeavours to secure replacement waste that complies with the requirements of the waste to energy cap and the Victorian Government's circular economy policy and plan, *Recycling Victoria: a new economy*.

If the contractor is unable to secure replacement waste, the SPV would pay the underlying gate fee for the waste as if it had been provided. Confirmation of this is required.

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#### **4.4.1 South East Advanced Waste Processing (Cont.)**

#### **4.8 Council security**

As currently structured, the SPV would have a direct contractual agreement with the contractor rather than participating Councils. This approach creates challenges for the tenderers and their financiers. In particular, the SPV will have certain obligations and liabilities to the contractor such as gate fee payments. The SPV is not an entity of substance - it does not have a financial standing in its own right.

Theoretically, Councils could decide to not fund the SPV (i.e. let the SPV become insolvent) or decide to wind up the SPV to avoid liability or ongoing contractual obligations under the Waste Supply Deed.

To overcome this risk the SPV Board has recommended that each Council endorse the position to provide a financial guarantee in favour of the contractor.

To overcome this theoretical risk the tenderers have sought some form of security from the participating Councils. This security could take various forms such as:

- Bank guarantee in favour of the contractor from the SPV, which would need to be funded by the Councils
- Guarantee in favour of the contractor, under which each Council guaranteed the performance of its obligations under the Waste Supply Deed
- Financial guarantee, under which the Council's guarantee to the contractor that the SPV will remain solvent and not be wound up during the term of the contract (which would be very similar in effect to a general guarantee referred to above but is limited in its operation to ensuring that the SPV remains capable of paying its debts as and when they become due and payable).

It is proposed this security be a financial guarantee, where Council's guarantee to the contractor that the SPV will remain solvent and not be wound up during the term of the AWP contract.

#### **4.9 Bid Reimbursement**

Councils are being requested to consider and approve a partial bid reimbursement, payable to unsuccessful tenderers who submit a compliant bid. This is in recognition of the level of engagement by tenderers to date and the time and cost required to develop proposals. This is universal market practice for projects of this scope and scale.

It is proposed that this partial bid reimbursement will be:

- Payable to each unsuccessful tenderer up to 50% of the external costs incurred in preparing the tender response and capped at \$2 million per unsuccessful tenderer
- Subject to reimbursable costs being verifiable and being considered reasonable
- Payable to a tenderer submitting a conforming bid which is ultimately unsuccessful.

This partial bid cost reimbursement will be embedded in the gate fees payable under the Waste Supply Deed. This means the bid reimbursement cost will be payable over the life of the waste supply deed and not paid by Councils prior to contract close. The additional costs embedded in the gate fee is considered minimal and will be managed by the Company.

**4.4.1 South East Advanced Waste Processing (Cont.)**

Bid reimbursement for unsuccessful tenderers who submit compliant tender responses as well as reimbursement for cancelled tenders is common practice for infrastructure projects of this nature conducted by the Victorian State Government.

Tenderers have raised concerns that market participants have remained less willing to engage on the project given bid reimbursement not being offered and given the existing project risks that could materialise are outside of their control.

Having the partial bid reimbursement arrangement to cover circumstances where the project tender is cancelled by the Councils would mean that these costs would be covered by Councils.

Notwithstanding this, it is expected that the risk of cancellation of the project tender is significantly reduced given the lack of an alternative solution for Councils and provided the Councils commit to the project as outlined above.

In addition, and a scenario that would need to be considered, is if the cancellation of the tender arises for any reason or action beyond the direct control or actions of the participating Councils or any single participating Council, that the bid reimbursement costs of all tenderers (as determined by the Agreement) be funded from the State's Sustainability Fund thereby imposing no financial liability or obligation on participating Councils that will have acted in good faith and in accordance with State Policy.

**4.10 Risk assessment**

Risk	Mitigation	Responsible party
<p><b>Site</b></p> <p>Site risk is the risk that the preferred site will be unavailable or unable to be used at the required time, in the manner or at the cost anticipated, or that the site will generate unanticipated liabilities, with the result that the services and/or projected revenues are adversely affected.</p>	<ul style="list-style-type: none"> <li>• Land agent engaged to carefully select site to mitigate issues with the land impacting suitability.</li> <li>• Title searches and investigation of Native Title Tribunal records.</li> <li>• Cost of acquiring the freehold or leasehold title would be passed to the contractor on award of the contract. SPV will bear the cost for the option.</li> <li>• Due diligence required to identify any contamination risk or defects in any existing infrastructure.</li> </ul>	<p>SPV until AWP contract award, then contractor</p>
<p><b>Design, construct and commissioning</b></p>	<ul style="list-style-type: none"> <li>• Design and construction process will be managed</li> </ul>	<p>Contractor</p>

**4.4.1 South East Advanced Waste Processing (Cont.)**

<p>Design, construction and commissioning risk is the risk that the design, construction or commissioning of the facility or certain elements of each of these processes, are carried out or not carried out in a way which results in adverse cost and/or service delivery consequences.</p>	<p>through detailed contract specifications.</p> <ul style="list-style-type: none"> <li>Contractual provision providing for appropriate design, delays to supply chain, design and construction warranties and setting construction milestones to meet project timeframes and manage delay risk.</li> </ul>	
<p><b>Financial</b></p> <p>Financial risk is the risk that the financiers will not provide or continue to provide funding to the SEMAWP project, financial parameters may change before the contractor fully commits to the SEMAWP project, and that the financial structure is not sufficiently robust to provide fair returns to debt and equity over the life of the contract.</p>	<ul style="list-style-type: none"> <li>Only reputable and capable parties have been shortlisted as tenderers.</li> <li>Any conditions precedent in letters of support from project financiers will be limited and readily capable of fulfilment.</li> <li>Security package support.</li> </ul>	<p>SPV initially and risk mitigated and passed onto contractor</p>
<p><b>Operational</b></p> <p>Operational risk is the risk that the process for delivering the services will be affected in a way which prevents the contractor from delivering the services according to the agreed specifications and/ or within the projected costs</p>	<p>The AWP contract will provide for:</p> <ul style="list-style-type: none"> <li>service standards with clear outputs which can be objectively identified and measured</li> <li>an appropriate abatement regime and default and termination events</li> <li>a contractual mechanism to allow the SPV to require modifications to the facility or services.</li> </ul>	<p>Contractor</p>
<p><b>Legislative and government policy</b></p> <p>Legislative and government policy risk is the risk that the State will exercise its powers, including but not limited to the</p>	<ul style="list-style-type: none"> <li>General Change in Law (Change in Law where the change is of a general legislative nature)</li> <li>Specific Change in Law. (Change in Law which</li> </ul>	<p>Contractor SPV</p>

**4.4.1 South East Advanced Waste Processing (Cont.)**

<p>power to legislate and determine policy in a way, which disadvantages the SEMAWP project</p>	<p>specifically refers to the provision of the service)</p>	
<p><b>Force majeure</b>  Force Majeure risk is the risk that a specified event entirely outside the control of either party will occur, resulting in a delay or default by the contractor under the contract</p>	<ul style="list-style-type: none"> <li>As a minimum, the contractor must maintain adequate insurance against all insurable events.</li> </ul>	<p>SPV  Contractor</p>
<p><b>Asset ownership</b>  Asset ownership risk is the risk that events such as loss events, technological change, and construction of competing facilities or premature obsolescence will occur, with the result that the economic value of the facility may vary from the value upon which the financial structure of the SEMAWP project is based</p>	<ul style="list-style-type: none"> <li>Carefully estimating the likely term that the SPV requires for the services.</li> <li>Carefully investigating possible secondary markets and trends in underlying land values.</li> <li>Placing appropriate programs for maintenance and refurbishment and comprehensive insurance cover for all loss events.</li> </ul>	<p>Contractor</p>

**5. Financial Implications**

The main financial driver for this project is to offset the rising cost of sending waste to landfill.

In recent years and in the lead-up to 2022/23 financial year, the cost of landfilling municipal waste will rise by an estimated \$64 per tonne since 2019/20. This has mainly been driven by a 96% increase in the landfill levy over the past three years as well as landfill operating costs rising by around 5% per annum to meet EPA standards.

Even allowing for a (relatively) modest 5% annual waste industry cost increase in landfill disposal costs from 2022/23 to 2026/27, the date that the AWP facility is expected to commence operations, the gate fee payable by Council would rise to around \$235 per tonne. If landfill levy price spikes in the coming years, or landfill operational costs rise considerably due to closure of landfills in the metropolitan region, then the gate fee would be much higher. In addition to this, there is some concern that the levy will further rise as diversion from landfills becomes a greater focus resulting in increases in the levy to offset the loss in revenue.

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#### 4.4.1 South East Advanced Waste Processing (Cont.)

Hence, a tender price ceiling of \$235 per tonne in 2026 (indexed at CPI thereafter) as one of the financial criteria for participating Councils will ensure that the Contract will most likely deliver a more favourable financial and environmental outcome than continuing to rely on disposing of waste to landfill. That is, the gate fee to access AWT services will not exceed what would otherwise be paid for to access landfill disposal services.

The ceiling of \$235/tonne which represents a 15% allowance over the affordability ceiling of \$205/tonne, providing scope for additional processing options to further maximise sustainable solutions associated with resource recovery.

Furthermore, the AWT gate fee would need to be considerate of the reduced residual waste being landfilled and therefore a lesser landfill levy payable to the State.

The proposed reimbursement arrangement for up to 50% of the cost of unsuccessful tenderers as an addition to the gate fee over the life of the contract will not add more than one dollar per tonne to the AWP gate fee.

The SPV will fund the community engagement process. Councils will need to make on-going contributions into the SPV until a facility is operational at which time the SPV costs will be built into the gate fee. An allocation of \$30k has been budgeted for in the 2022/23 budget towards the SPV.

Within the Victorian State Government's "Victorian Waste to Energy Framework (November 2021) it states that *"the Victorian Government's intention to give priority access under the proposed waste to energy cap to facilities that will meet a critical waste infrastructure need. With the anticipated closure of landfill capacity in Melbourne's south east, the Victorian Government is supporting local governments to procure a facility that can take the displaced residual waste. It is the Victorian Government's intention that a successful project in this procurement project, which secures a contract with partner councils for that residual waste, will be granted a cap licence. That licence would give access to an allocation under the 1 million tonne cap."*

This statement, coupled with the State Government fully funding of the South East Advanced Waste Processing Contract procurement, provides a certain level of confidence, it is considered that due to the regional scale of this project, the creation of a new waste authority on the 1 July 2002 and the State government election in November 2022, that further confidence is required at this important stage.

## 6. Consultation

Council's Waste & Litter Strategy includes the identification of reduced landfill capacity in Melbourne's south east and the need to investigate advanced waste technologies to treat residual waste. Community consultation of Council's Waste & Litter Strategy occurred in 2014 as a part of the Strategy's development.

The MWRRG has also led an extensive consultative approach throughout the project which has included Councillors and Council officers across all participating Councils in the project, Sustainability Victoria, Department of Environment Water Land & Planning, its various specialist consultants supporting the project and industry, including the three shortlisted preferred tenderers.

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#### **4.4.1 South East Advanced Waste Processing (Cont.)**

The location of the Advanced Waste Processing site remains undecided. An intensive communication and communications campaign will be executed necessary to thoroughly consult with those communities who will host a site.

### **7. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans**

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.  
It's a city where you can enjoy and embrace life through celebration and equal opportunity.  
We harmonise the community by valuing multiculturalism and the individual.  
Our community is healthy, vibrant, innovative and creative.  
Our growing city is committed to environmental sustainability.  
Welcome to our exciting and peaceful community.*

#### **7.1 Community Vision 2040**

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community.
- Education training, entrepreneurship and employment opportunities.
- Sustainable environment.

#### **7.2 Council Plan 2021-25**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following strategic objectives:

- A green city city committed to a sustainable future.
- A city that supports entrepreneurship, quality education and employment outcomes.
- A Council that demonstrates leadership and a commitment to investing in the community.

### **8. The Overarching Governance Principles of the *Local Government Act 2020***

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles.

These are:

- a. Council decisions are to be made and actions taken in accordance with the relevant law;
- b. priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- c. the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;

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#### 4.4.1 South East Advanced Waste Processing (Cont.)

- d. the municipal community is to be engaged in strategic planning and strategic decision making;
- e. innovation and continuous improvement is to be pursued;
- f. collaboration with other Councils and Governments and statutory bodies is to be sought;
- g. the ongoing financial viability of the Council is to be ensured;
- h. regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
- i. the transparency of Council decisions, actions and information is to be ensured.

Also, in giving effect to the overarching governance principles above, a Council must take into account the following supporting principles:

- a. the community engagement principles (section 56);
- b. the public transparency principles (section 58);
- c. the strategic planning principles (section 89);
- d. the financial management principles (section 101);
- e. the service performance principles (section 106).

The landfilling of waste is a contributor to greenhouse gas emissions and this Project is aimed at providing a facility as an alternative to landfill in accordance with environmental law.

The Project seeks to convert waste to a valuable resource. This aligns with Council's obligation to the economic, social and environmental sustainability of the municipal district, including considerations associated with the mitigation and planning for climate change risks.

This Project will deliver equitable, accessible and responsive services of good value to the community and services that are effectively monitored and continuously improved for the current and future generations.

Its facilitation has been achieved through the close and ongoing collaboration between south eastern Councils and the State government that will see a significant innovative solution in the management of waste being implemented in the south east region of Melbourne.

### 9. Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

The Charter is founded on the following principles:

- human rights are essential in a democratic and inclusive society that respects the rule of law, human dignity, equality and freedom;
- human rights belong to all people without discrimination, and the diversity of the people of Victoria enhances our community;

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#### **4.4.1 South East Advanced Waste Processing (Cont.)**

- human rights come with responsibilities and must be exercised in a way that respects the human rights of others;
- human rights have a special importance for the Aboriginal people of Victoria, as descendants of Australia's first people, with their diverse spiritual, social, cultural and economic relationship with their traditional lands and waters.

The *Charter of Human Rights and Responsibilities Act 2006* has been considered in the preparation of this report but is not relevant to its contents. This Project relates to the facilitation of the SEAWP Project which will provide an alternative to landfill waste disposal.

#### **10. The Gender Equality Act 2020**

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires Councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this report but are not relevant to its contents. This Project relates to the facilitation of the SEAWP Project which will provide an alternative to landfill waste disposal. *Gender Equality Act 2020* is not directly relevant to the contents of this report.

The content of this report does not have a direct and significant impact on members of the Greater Dandenong community therefore a gender impact assessment is not required.

The content of this report is purely administrative in its nature and does not have the potential to influence broader social norms and gender roles or benefit any one gender group over any other.

#### **11. Consideration of Climate Change and Sustainability**

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

The landfilling of waste is a contributor to greenhouse gas emissions and this project is aimed at providing a facility as an alternative to landfill. The project seeks to convert waste to a valuable resource and avoid the environmental impact of transporting waste to the west/northern reaches of Melbourne to landfill Council's waste.

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#### 4.4.1 South East Advanced Waste Processing (Cont.)

## 12. Related Council Policies, Strategies or Frameworks

The following documents are intrinsically linked to this report.

### **12.1 Waste & Litter Strategy**

Council's Waste & Litter Strategy includes the key targets aligned with this procurement of "reducing the amount of total waste sent to landfill by Council" underpinned with the guiding principles of the waste hierarchy.

*Theme 2 Waste Management* has the goal to "deliver sustainable waste services to the community which includes a key priorities:

- Increased resource recovery and reduce waste to landfill from kerbside collections, events and Council facilities.
- Work with state government and regional partners to plan for future infrastructure

### **12.2 Waste & Litter Strategy Alignment**

The aggregating of waste through multi-Council contracts and reducing reliance on landfill disposal also aligns with various Council and Victorian Government policies and strategies.

These include the State Waste and Resource Recovery Infrastructure Plan, the Metropolitan Waste and Resource Recovery Implementation Plan, and the recent Recycling Victoria Policy – circular economy plan that includes a target to divert 80% of household waste away from landfill by 2030.

Notably, it is estimated that for each tonne of waste diverted from landfill to a waste to energy facility, 0.4 tonne of CO<sub>2</sub>-e of waste processing emissions are avoided, and emissions from 0.6 MWh of electricity generation are displaced.

The Circular Economy (Waste Reduction and Recycling) Act 2021 (CE Act) provides for stronger regulation of the state's waste and recycling sector for more and better recycling, less waste and landfill. The CE Act provides the foundation for Victoria's transition to a circular economy, including enabling laws for the new container deposit scheme and new state-wide four-stream household waste and recycling system. Both systems will significantly increase recycling of discarded, but valuable, materials that would otherwise end up in landfill.

The CE Act will see the establishment on 1 July 2022 of Recycling Victoria, a dedicated government business unit to oversee and provide strategic leadership for the waste and recycling sector, including Local Government. The CE Act and Recycling Victoria are key commitments of the Victorian Government's circular economy plan, Recycling Victoria: a new economy, to reduce waste and landfill, and provide for more and better recycling and a sustainable and thriving circular economy.

The aggregating of waste through multi-Council contracts and reducing reliance on landfill disposal also aligns with various Council and Victorian Government policies and strategies. These include the State Waste and Resource Recovery Infrastructure Plan, the Metropolitan Waste and Resource Recovery Implementation Plan, and the recent Recycling Victoria Policy – circular economy plan that includes a target to divert 80% of household waste away from landfill by 2030.

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#### 4.4.1 South East Advanced Waste Processing (Cont.)

### 13. Conclusion

#### 13.1 Option Analysis

There are three (3) options available for Council to consider:

- a. Option 1: Commit to Project as a Lead Council. This will require council agreeing to sign the letter. However as discussed in the report matters of concern to the Greater Dandenong City Council will be outlined by resolution.
- b. Option 2: Remain a shareholder to the Company, participating as an Optional Council. This option may result in a tender for residual waste disposal services as per option 3, or access the SEMAWP facility, although the gate fee may be higher.
- c. Option 3: Withdraw from Project and sell back shareholding

This option will result in unfavourable economic and environmental outcomes.

A further option to consider is one where Council refuses to commit to the procurement process at this stage due to a number of significant concerns (as outlined in the report). In outlining these concerns, further clarification will be sought from the SPV, MWRRG and the State government.

Once the additional information is obtained and the levels of risk and uncertainty are reduced, a further report will be considered by Council on whether it wishes to proceed or withdraw from the process.

### 14. Recommendation

This report recommends that Council:

1. **refuses to commit to the South East Metropolitan Advanced Waste Processing Pty Ltd (ACN 654 660 438) procurement process under the proposed terms and current timeframes and maintains this position unless and until the following requirements are addressed, referred to and adopted by Council:**
  - **Confirmation of the project being located at the agreed site and that the site is not located within the Greater Dandenong City Council;**
  - **Confirmation that the waste supply deed issued for tender is not detrimental to recycling, waste recovery and ongoing and improving waste minimisation efforts;**
  - **Confirmation that the gate fee is within an agreed limit for the South East Metropolitan Advanced Waste Processing Project and must not exceed what it would otherwise cost in landfill disposal;**

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**4.4.1 South East Advanced Waste Processing (Cont.)**

- **Confirmation that the Council will not face penalties should the minimum tonnage requirements not be met due to Council undertaking waste minimisation efforts;**
  - **Confirmation that the technology to be used is tested and proven necessary to meet all regulatory requirements and that the proposed technology would be subject to an independent review undertaken during the tender assessment process;**
2. **seeks confirmation that the bid reimbursement costs of all tenderers (as determined by the Agreement) should the project not proceed be funded from the State's Sustainability Fund thereby imposing no financial liability or obligation on participating Councils that will have acted in good faith and in accordance with State Policy;**
  3. **authorises the Chief Executive Officer to undertake any further actions necessary to satisfy the concerns of Council and report back to Council prior to any further participation in the South East Metropolitan Advanced Waste Processing Project;**
  4. **seeks confirmation from the State Government and the new waste authority that the proposed South East Metropolitan Advanced Waste Processing procurement process and facility is supported; and**
  5. **provides this resolution to all Councils on the SEMAWP Board and its shareholders, the MWRRG, DEWLP, Sustainability Victoria, local MP's and relevant Ministers.**

#### **4.4.2 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 15, 21 & 28 March & 4 April 2022**

File Id: fA25545  
Responsible Officer: Manager Governance

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### **1. Report Summary**

As part of Council's ongoing efforts to improve transparency in Council processes, matters discussed at Councillor Briefing Sessions & Pre-Council Meetings (other than those matters designated to be of a confidential nature) are reported on at Council meetings.

The matters listed in this report were presented to Councillor Briefing Sessions & Pre-Council Meetings in March and April 2022.

### **2. Recommendation Summary**

This report recommends that the information contained within it be received and noted.

**4.4.2 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 15, 21 & 28 March & 4 April 2022 (Cont.)**

**3. Background**

The Executive Management Team and associated staff at Greater Dandenong City Council host Councillor Briefing Sessions and Pre-Council Meeting on a regular basis (weekly) to inform Councillors about the work officers are undertaking, share information, obtain feedback and discuss strategies and options for current and future work.

To ensure transparency in this process matters discussed at Councillor Briefing Sessions and Pre-Council Meetings (other than those matters designated to be confidential under the *Local Government Act 2020*) are reported on at Council meetings. This report represents matters discussed at the Councillor Briefing Sessions & Pre-Council Meetings in March & April 2022.

**4. Matters Presented for Discussion**

Item		Councillor Briefing Session/Pre-Council Meeting
1	<p><b>General Discussion</b></p> <p>Councillors and Council officers briefly discussed the following items:</p> <ul style="list-style-type: none"> <li>a) Proposed property acquisition (CONFIDENTIAL). (Cr Dark disclosed a conflict of interest in this item and left the meeting during its discussion.)</li> <li>b) Australian Local Government Association motions for upcoming National General Assembly.</li> <li>c) Agenda items for the Council Meeting of 15 March 2022.</li> </ul>	15 March 2022
2	<p><b>Dandenong Community Hub Update</b></p> <p>Councillors were presented with various options regarding draft concept plans. Following further consultation, the draft concept plans will be presented to Council for endorsement later in 2022.</p>	21 March 2022
3	<p><b>Greater Dandenong Table Tennis Centre Feasibility Study</b></p> <p>Councillor approval was sought to proceed with the public exhibition of the key findings from the Greater Dandenong Table Tennis Centre Feasibility Study. This is prior to finalising the report and proceeding to the design development phase of the project (subject to budget approval).</p>	21 March 2022
4	<p><b>Soccer Movements (CONFIDENTIAL)</b></p>	21 March 2022

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**4.4.2 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 15, 21 & 28 March & 4 April 2022 (Cont.)**

<b>5</b>	<b>General Discussion</b>  Councillors and Council officers briefly discussed the following items: a) Upcoming community events. b) Agenda items for the Council Meeting of 28 March 2022.	<b>21 March 2022</b>
<b>6</b>	<b>General Discussion</b>  Councillors and Council officers briefly discussed the following items: a) Upcoming Budget Briefing Session. b) Agenda items for the Council Meeting of 28 March 2022.	<b>28 March 2022</b>
<b>7</b>	<b>Councillor Budget Briefing Session</b>  Councillors and officers discussed budget considerations for 2022-2023 and proposals for the 2022-2023 capital improvement program. (Cr Long disclosed a conflict of interest in one capital improvement bid under consideration and left the meeting during discussion on this item.)	<b>4 April 2022</b>

## **5. Apologies**

- Cr Lana Formoso submitted an apology for the Pre-Council Meeting on 15 March 2022.
- Cr Jim Memeti, Cr Sean O'Reilly and Cr Sophie Tan submitted apologies for the Pre-Council Meeting on 28 March 2022.

## **6. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans**

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.  
It's a city where you can enjoy and embrace life through celebration and equal opportunity.  
We harmonise the community by valuing multiculturalism and the individual.  
Our community is healthy, vibrant, innovative and creative.  
Our growing city is committed to environmental sustainability.  
Welcome to our exciting and peaceful community.*

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#### **4.4.2 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 15, 21 & 28 March & 4 April 2022 (Cont.)**

##### **6.1 Community Vision 2040**

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Art and Culture.
- Safe and peaceful community.
- Education, training, entrepreneurship and employment opportunities.
- Sustainable environment.
- Embrace diversity and multiculturalism.
- Mind, Body and Spirit.
- Art and Culture.

##### **6.2 Council Plan 2021-25**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following strategic objectives:

- A city that respects and celebrates diversity, our history and the arts.
- A socially connected, safe and healthy city
- A city that respects and celebrates diversity, our history and the arts
- A city of accessible, vibrant centres and neighbourhoods
- A green city committed to a sustainable future
- A city that supports entrepreneurship, quality education and employment outcomes
- A Council that demonstrates leadership and a commitment to investing in the community.

#### **7. The Overarching Governance Principles of the *Local Government Act 2020***

Section 9 of the *Local Government Act 2020* (LGA2020) states that a Council must in the performance of its role give effect to the overarching governance principles.

Reporting on matters discussed at Councillor Briefing Sessions and Pre-Council Meetings gives effect to the overarching governance principles (in particular, section 9(i) of the *Local Government Act 2020*) in that the transparency of Council actions and information is ensured.

#### **8. Victorian Charter of Human Rights and Responsibilities**

All matters relevant to the Victorian Charter of Human Rights and Responsibilities have been considered in the preparation and are consistent with the standards set by the Charter.

#### **9. The *Gender Equality Act 2020***

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

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#### **4.4.2 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 15, 21 & 28 March & 4 April 2022 (Cont.)**

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this report but are not relevant to its contents because it is a reporting mechanism only. The report does not have the potential to influence broader social norms and gender roles nor does it benefit any one gender group over any other.

### **10. Consideration of Climate Change and Sustainability**

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

This report has no impact on Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 or the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability because it is purely administrative in nature and is a reporting mechanism only.

### **11. Recommendation**

**That:**

- 1. the information contained in this report be received and noted; and**
- 2. the information discussed at the above listed Councillor Briefing Session and Pre-Council Meeting that was declared confidential in Item 1(a) & 4 under section 3(1) of the *Local Government Act 2020* remains confidential until further advisement unless that information forms the subject of a subsequent Council report.**

#### **4.4.3 Instrument of Delegation to Members of Council Staff**

File Id:	A8651866
Responsible Officer:	Manager Governance
Attachments:	Instrument of Delegation to Members of Council Staff (Draft)

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### **1. Report Summary**

The last review of Council's delegations made directly to staff was conducted in August 2020. Under Council's Legislative Compliance Policy, regular reviews must be undertaken.

A new Instrument of Delegation to Members of Council Staff is therefore provided in Attachment 1 for Council endorsement. This new Instrument provides for legislative and organisational changes which have occurred since August 2020.

### **2. Recommendation Summary**

This report recommends that Council resolves to delegate the powers, duties and functions to Council officers as outlined in the Instrument of Delegation to Members of Council Staff as provided in Attachment 1 to this report.

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#### 4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)

### 3. Background

Council, as a statutory body, is responsible for carrying out various powers, duties and functions under a range of state legislation and Council's Local Laws.

Council, and also the Chief Executive Officer (CEO), may delegate many powers, duties and functions to council officers, particularly those of an administrative or operational nature, those that require officers with certain qualifications to undertake them and those which generally do not require formal Council consideration. Delegation is an important tool which allows for the efficient and effective function of the organisation.

Council has several Instruments of Delegation that provide authority to council officers to perform certain powers, duties and functions. These are:

1. Instrument of Delegation by Council to the CEO;
2. Instrument of Delegation by Council to Members of Council Staff (the topic of this report);
3. Instrument of Delegation of CEO Powers, Duties and Functions to Members of Council Staff;
4. Instrument of Delegation by the CEO for VicSmart Applications made under the *Planning and Environment Act 1987*;
5. Instrument of Sub-Delegation by the CEO to Members of Council Staff; and
6. Instrument of Financial Delegation by the CEO.

This report specifically deals with the item above under Point 2 titled Instrument of Delegation by Council to Members of Council Staff. While the *Local Government Act 2020* does not provide a specific section for Council to delegate a power, duty or function to a member of council staff (like the *Local Government Act 1989* did), it also does not prohibit it.

Council's solicitors have advised that Council should continue with the practice of direct delegation to members of council staff for certain pieces of legislation (other than the Local Government Act 2020) that have specific provisions for Council to act and/or delegate powers, duties and functions. It is therefore proposed that Council continues to maintain this Instrument of Delegation to Members of Council Staff. The following Acts and Regulations which contain powers, duties and functions that can still be directly delegated by Council to members of council staff are:

#### Acts

- Domestic Animals Act 1994
- Food Act 1984
- Heritage Act 2017
- Local Government Act 1989
- Planning and Environment Act 1987
- Residential Tenancies Act 1997
- Road Management Act 2004

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#### 4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)

##### Regulations

- Planning and Environment Regulations 2015
- Planning and Environment (Fees) Regulations 2016
- Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015

Legislative changes that have been made since August 2020 are as follows:

- Powers, duties and functions under the *Environment Protection Act 1970* have been removed as this legislation has been now been repealed and replaced with the *Environment Protection Act 2017*;
- Sections 19IA(1) & (2), 19N(2), 36A, 36B, 36G(1) &(2), 36G(4), 39(2), 39A(6), 40(1), 40E, 40F, 43 and 45AC have been added to the *Food Act 1984*;
- Section 181H has been removed under the *Local Government Act 1989*;
- Sections 28(2), 28(4), 41(1), 41(2), 42(2) and 113(2) have been added to the *Planning and Environment Act 1987*;
- Numerous interim sections have been repealed from the *Residential Tenancies Act 1997*; and
- Section 96 has been added to the *Road Management Act 2004*.

Changes have also been made to some titles of delegates to reflect any organisational changes that have occurred since August 2020.

##### Review of Other Instruments of Delegation

Council last reviewed and updated its Instrument of Delegation to the Chief Executive Officer under the *Local Government Act 2020* (LGA2020) on 11 October 2021. Section 47(1) of the LGA2020 states that the Chief Executive Officer may, by Instrument of Delegation, delegate any power, duty or function of the Council that has been delegated to the CEO by the Council to a member of council staff.

This power of sub-delegation allows the CEO to issue and revoke Instruments of Delegation without the need to resubmit to Council. Reviews of all Instruments of Delegation and Sub-Delegation have been completed since 11 October 2021. As stated, these Instruments are not required to be approved by Council, however they are made available to Councillors via the Councillors' Intranet site (MACCS) to view at any time.

All of Council's Instruments of Delegation or Sub-Delegation are accessible and kept in accordance with the *Local Government Act 2020*.

#### 4. Financial Implications

There are no financial implications associated with this report.

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#### 4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)

### 5. Consultation

This delegation review process received direct input from Council's Executive and Senior Management teams. All changes made to the Instrument of Delegation by Council to Members of Council Staff were informed by the Delegations Subscription Service provided by Maddocks Lawyers.

### 6. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.  
It's a city where you can enjoy and embrace life through celebration and equal opportunity.  
We harmonise the community by valuing multiculturalism and the individual.  
Our community is healthy, vibrant, innovative and creative.  
Our growing city is committed to environmental sustainability.  
Welcome to our exciting and peaceful community.*

#### **6.1 Council Plan 2021-25**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following strategic objectives:

- A Council that demonstrates leadership and a commitment to investing in the community.

### 7. The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* states that a Council must, in the performance of its role, give effect to the overarching governance principles. This report complies with the requirements of the overarching governance principles by satisfying the following:

- a. Council decisions are made and actions taken in accordance with the relevant law;
- b. innovation and continuous improvement are pursued;
- c. collaboration with other Councils and Governments and statutory bodies is sought;
- d. the ongoing financial viability of the Council is ensured; and
- e. the transparency of Council decisions, actions and information is ensured.

### 8. Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

The *Charter of Human Rights and Responsibilities Act 2006* has been considered in the preparation of this report but is not relevant to its contents.

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#### **4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

### **9. The Gender Equality Act 2020**

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this report but are not relevant to its contents.

The content of this report does not have a direct and significant impact on members of the Greater Dandenong community therefore a gender impact assessment is not required. It is purely an administrative tool and does not have the potential to influence broader social norms and gender roles.

### **10. Consideration of Climate Change and Sustainability**

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

This report has no impact on Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 or the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability. Instruments of Delegation are only shared electronically with Councillors and members of council staff.

### **11. Related Council Policies, Strategies or Frameworks**

Council's Legislative Compliance Policy incorporates a requirement to regularly review and update Council's Instruments of Delegation and Sub-Delegation. Council's Public Transparency Policy sets out provisions for making various Instruments of Delegation available to the public as required under the *Local Government Act 2020*.

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**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

**12. Recommendation**

**That, in the exercise of powers conferred by the legislation referred to in the Instrument of Delegation provided in Attachment 1, Greater Dandenong City Council resolves that:**

- 1. there be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to Members of Council Staff (Attachment 1), the powers, duties and functions set out in the Instrument, subject to the conditions and limitations specified in that Instrument;**
- 2. the Instrument comes into force immediately the common seal of Council is affixed to the Instrument;**
- 3. on the coming into force of the Instrument, all previous delegations to members of council staff (other than that to or by the Chief Executive Officer) are revoked; and**
- 4. the duties and functions set out in the Instrument must be performed, and the powers set out in the Instrument must be executed, in accordance with any guidelines or policies of Council that it may, from time to time, adopt.**

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**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

**OTHER**

**INSTRUMENT OF DELEGATION TO MEMBERS OF COUNCIL STAFF**

**ATTACHMENT 1**

**DRAFT INSTRUMENT OF DELEGATION TO  
MEMBERS OF COUNCIL STAFF**

**PAGES 49 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 5235.*

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**



**Greater Dandenong City Council**

**Instrument of Delegation to  
Members of Council Staff**

**26 April 2022**

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### 4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)

#### Instrument of Delegation

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in Column 1 of the Schedule (and summarised in Column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in Column 3 of the Schedule;
2. records that references in the Schedule are as follows:
  - AME: Asset Management Engineer
  - CAM: Coordinator Asset Management
  - CDE: Civil Development Engineer
  - CE: Construction Engineer
  - CEO: Chief Executive Officer
  - CPC: Coordinator Planning Compliance
  - CPH: Coordinator Public Health
  - CStatP: Coordinator Statutory Planning
  - CStratP: Coordinator Strategic, Design & Sustainability Planning
  - DBEMP: Director Business, Engineering & Major Projects
  - DCPDA: Director City Planning, Design & Amenity
  - EHO: Environmental Health Officer
  - EMCCS: Executive Manager Communications & Customer Service
  - EMFIT: Executive Manager Finance & Information Technology
  - MBR: Manager Business & Revitalisation
  - MBCS: Manager Building & Compliance Services
  - MBS: Municipal Building Surveyor
  - MCIS: Manager City Improvement Services
  - MFS: Manager Financial Services
  - MG: Manager Governance
  - MISP: Manager Infrastructure Services & Planning
  - MPD: Manager Planning & Design
  - MRS: Manager Regulatory Services
  - MTCD: Manager Transport & Civil Development
  - PCO: Planning Compliance Officer
  - PStatP: Principal Statutory Planner
  - PStratP: Principal Strategic Planner
  - RRC: Rates & Revenue Coordinator
  - SAOBGS: Senior Administration Officer Building & Compliance Services
  - SEHO: Senior Environmental Health Officer
  - SPCO: Senior Planning Compliance Officer
  - SStatP: Senior Statutory Planner
  - SStratP: Senior Strategic Planner
  - StatP: Statutory Planner
  - StratP: Strategic Planner
  - SULP: Service Unit Leader Parks
  - SULWF: Service Unit Leader Works & Fleet
  - TLRMOHS: Team Leader Risk Management & OHS
  - TLStatP: Team Leader Statutory Planning
  - TLStratP: Team Leader Strategic Planning
  - WS: Works Supervisor
3. declares that

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**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

- 3.1 this Instrument of Delegation is authorised by a resolution of Greater Dandenong City Council passed on 26 April 2022 and;
- 3.2 the delegation:
  - 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
  - 3.2.2 remains in force until varied or revoked;
  - 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
  - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
- 3.3 the delegate must not determine the issue, take the action or do the act or thing:
  - 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
  - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a:
    - (i) policy adopted by Council; or
    - (ii) strategy adopted by Council;
  - 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
  - 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or Delegated Committee.

The Common Seal of the )  
Greater Dandenong City Council )  
was hereunto affixed in the presence of: )

..... Chief Executive Officer

..... Councillor

26 April 2022

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**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

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**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

**S6 Instrument of Delegation – Council to Members of Staff**

<b>Domestic Animals Act 1994</b>			
Column 1	Column 2	Column 3	Column 4
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 41A(1)	Power to declare a dog to be a menacing dog	DCPDA, MRS	Council may delegate this power to a Council authorised officer
<b>Food Act 1984</b>			
Column 1	Column 2	Column 3	Column 4
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19(2)(e)	Power to direct by written order that the food premises be put into a clean and sanitary condition	CPH, DCPDA, EHO, MBCS, SEHO	If s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	CPH, DCPDA, EHO, MBCS, SEHO	If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	CPH, EHO, SEHO	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	CPH, DCPDA, EHO, MBCS, SEHO	If s 19(1) applies
s 19(6)(a)	Duty to revoke any order under section 19 if satisfied that an order has been complied with	CPH, DCPDA, EHO, MBCS, SEHO	If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	CPH, DCPDA, EHO, MBCS, SEHO	If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	CPH, DCPDA, EHO, MBCS, SEHO	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	CPH, EHO, SEHO	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	CPH, EHO, SEHO	Where Council is the registration authority
s 19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	CPH, EHO, SEHO	Where Council is the registration authority
s 19IA(2)	Duty to give written notice to the proprietor of the premises	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	CPH, EHO, SEHO	Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor	CPH, EHO, SEHO	Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	CPH, DCPDA, EHO, MBCS, SEHO	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	CPH, DCPDA, EHO, MBCS, SEHO	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
-	Power to register, renew or transfer registration	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority refusal to grant/renew/transfer registration must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	CPH, EHO, SEHO	Where Council is the registration authority
s 36B	Duty to pay the charge for use of online portal	CPH, EHO, SEHO	Where Council is the registration authority
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	DCPDA, MBCS	Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	CPH, EHO, SEHO	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	CPH, EHO, SEHO	Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	CPH, EHO, SEHO	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	CPH, EHO, SEHO	Where Council is the registration authority

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S6 Instrument of Delegation to Members of Council Staff – 26 April 2022

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 38D(3)	Power to request copies of any audit reports	CPH, EHO, SEHO	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	CPH, DCPDA, MBCS	Where Council is the registration authority not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	CPH, DCPDA, MBCS	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	CPH, EHO, SEHO	Where Council is the registration authority
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	CPH, EHO, SEHO	Where Council is the registration authority
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	CPH, EHO, SEHO	Where Council is the registration authority
s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	CPH, EHO, SEHO	Where Council is the registration authority
s 39A	Power to register, renew or transfer food premises despite minor defects	CPH, DCPDA, MBCS	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)
s 39A (6)	Duty to comply with a direction of the Secretary	CPH, DCPDA, EHO, MBCS, SEHO	
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	CPH, DCPDA, MBCS	Where Council is the registration authority
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the Public Health and Wellbeing Act 2008	CPH, DCPDA, EHO, MBCS	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	CPH, DCPDA, MBCS	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	CPH, DCPDA, MBCS	Where Council is the registration authority

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 40E	Duty to comply with direction of the Secretary	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
s 40F	Power to cancel registration of food premises	CPH, DCPDA, MBCS	Where Council is the registration authority
s 43	Duty to maintain records of registration	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	CPH, DCPDA, EHO, MBCS, SEHO	Where Council is the registration authority
s 45AC	Power to bring proceedings	CPH, DCPDA, EHO, MBCS, SEHO	
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	CPH, DCPDA, EHO, MBCS, SAOBSC, SEHO	Where Council is the registration authority
<b>Heritage Act 2017</b>			
Column 1	Column 2	Column 3	Column 4
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 116	Power to sub-delegate Executive Director's functions, duties or powers	CStatP, CStratP, DBEMP, DCPDA, MBR, MPD, TListatP, TListratP	Must first obtain Executive Director's written consent  Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation
<b>Local Government Act 1989</b>			
Column 1	Column 2	Column 3	Column 4
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 185L(4)	Power to declare and levy a cladding rectification charge	CEO (the only member of staff who can be a delegate is the CEO)	The only member of staff who can be a delegate is the CEO.
<b>Planning and Environment Act 1987</b>			
Column 1	Column 2	Column 3	Column 4
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	CEO, CStratP, DCPDA, MPD, PStratP, TLStratP	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	CEO, CStratP, DCPDA, MPD, PStratP, TLStratP	
s 4H	Duty to make amendment to Victoria Planning Provisions available	CEO, CStratP, DCPDA, MPD, PStratP, TLStratP	
s 4I	Duty to keep Victorian Planning Provisions and other documents available	CEO, CStratP, DCPDA, MPD, PStratP, TLStratP	
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	CEO, CStratP, DCPDA, MPD, PStratP, TLStratP	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	CEO, CStratP, DCPDA, MPD, TLStratP	
s 8A(5)	Function of receiving notice of the Minister's decision	CEO, CStratP, DCPDA, MPD, TLStratP	
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	CEO, CStratP, DCPDA, MPD, PStratP, TLStratP	
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	CEO, CStratP, DCPDA, MPD	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	CEO, CStratP, DCPDA, MPD, TLStratP	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 12B(1)	Duty to review planning scheme	CEO, CStratP, DCPDA, MPD	
s 12B(2)	Duty to review planning scheme at direction of Minister	CEO, CStratP, DCPDA, MPD	
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	CEO, CStratP, DCPDA, MPD	
s 14	duties of a Responsible Authority as set out in s 14(a) to (d)	CEO, CStratP, DCPDA, MPD	
s 17(1)	Duty of giving copy amendment to the planning scheme	CEO, CStratP, DCPDA, MPD, TLStratP	
s 17(2)	Duty of giving copy s 173 agreement	CEO CStratP, CStratIP, DCPDA, MPD, PStratP, PStratIP, SStratP, SStratIP, TLStratP, TLStratIP	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	CEO, CStratP, DCPDA, MPD, TLStratP	
s 18	Duty to make amendment etc. available	CEO, CStratP, DCPDA, MPD, TLStratP	
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	CEO, CStratP, DCPDA, MPD, TLStratP	
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	CEO, CStratP, DCPDA, MPD, TLStratP	Where Council is not the planning authority and the amendment affects land within Council's municipal district, or  Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	CEO, CStratP, DCPDA, MPD	
s 21(2)	Duty to make submissions available	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, TLStratP	
s 21A(4)	Duty to publish notice	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, TLStratP	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 22	Duty to consider all submissions	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, TLStratP
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	CEO, CStratP, DCPDA, MPD, TLStratP
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	CEO, CStratP, DBEMP, DCPDA, MBR, MPD, PStratP, SStratP, TLStratP
s 26(1)	Power to make report available for inspection	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, StratP, TLStratP
s 26(2)	Duty to keep report of panel available for inspection	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, TLStratP
s 27(2)	Power to apply for exemption if panel's report not received	CEO, CStratP, DCPDA, MPD, TLStratP
s 28(1)	Duty to notify the Minister if abandoning an amendment	CEO, CStratP, DCPDA, MPD
s 28(2)	Duty to publish notice of the decision on Internet site	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, StratP, TLStratP
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, StratP, TLStratP
s 30(4)(e)	Duty to say if amendment has lapsed	CEO, CStratP, DCPDA, MPD
s 30(4)(b)	Duty to provide information in writing upon request	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, StratP, TLStratP
s 32(2)	Duty to give more notice if required	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, TLStratP
s 33(1)	Duty to give more notice of changes to an amendment	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, TLStratP
s 36(2)	Duty to give notice of approval of amendment	CEO, CStratP, DCPDA, MPD, TLStratP

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 38(5)	Duty to give notice of revocation of an amendment	CEO, CStratP, DCPDA, MPD, TLStratP	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, TLStratP	
s 40(1)	Function of lodging copy of approved amendment	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, TLStratP	
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, StratP, TLStratP	
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, StratP, TLStratP	
s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements	CEO, CStratP, DCPDA, MPD, PStratP, SStratP, StratP, TLStratP	
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	CEO, DCPDA, MPD	Where Council is a responsible public entity and is a planning authority  Note: this provision is not yet in force and will commence on the day on which the initial Yarra Strategic Plan comes into operation. It will affect a limited number of councils
s 46AW	Function of being consulted by the Minister	CEO, DCPDA, MPD	Where Council is a responsible public entity
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy Power to endorse the draft Statement of Planning Policy	CEO, DCPDA, MPD	Where Council is a responsible public entity
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	CEO, DCPDA, MPD	Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity	CEO, CStratP, DCPDA, MPD, PStratP, TLStratP	Where Council is a responsible public entity

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

	when performing a function or duty or exercising a power in relation to the declared area			
s 46G(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	CEO, DCPDA, MPD	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency	
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	CEO, DCPDA, EMFIT, MFS, MPD		
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	CEO, DCPDA, EMFIT, MFS, MPD		
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	CEO, DCPDA, EMFIT, MFS, MPD		
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	CEO, DCPDA, EMFIT, MFS, MPD		
s 46GP	Function of receiving a notice under s 46GO	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency	
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	CEO, DCPDA, EMFIT, MFS, MPD		
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	CEO, DCPDA, EMFIT, MFS, MPD		
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	CEO, DCPDA, EMFIT, MFS, MPD		
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	CEO, DCPDA, EMFIT, MFS, MPD		
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	CEO, DCPDA, EMFIT, MFS, MPD		
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	CEO, DCPDA, EMFIT, MFS, MPD		

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	CEO, DCPDA, EMFIT, MFS, MPD	
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	CEO, DCPDA, EMFIT, MFS, MPD	
s 46GU	Duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	CEO, DCPDA, EMFIT, MFS, MPD	
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution Power to specify the manner in which the payment is to be made	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency
s 46GV(3)(b)	Power to enter into an agreement with the applicant	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the development agency
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	CEO, DCPDA, EMFIT, MFS, MPD	
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 46GY(1)	Duty to keep proper and separate accounts and records	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority
s 46GZ(2)(a)	Function of receiving the monetary component	CEO, DCPDA, EMFIT, MFS, MPD	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan, as responsible for those works, services or facilities	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(2)(b)	Function of receiving the monetary component	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the development agency specified in the approved infrastructure contributions plan

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S6 Instrument of Delegation to Members of Council Staff – 26 April 2022

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	CEO, DCPDA, EMFIT, MFS, MPD	This provision does not apply where Council is also the collecting agency
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	CEO, DCPDA, EMFIT, MFS, MPD	If any inner public purpose land is vested in Council under the Subdivision Act 1988 or acquired by Council before the time it is required to be provided to Council under s 46GY(4)  Where Council is the collecting agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the development agency
s 46GZ(9)	Function of receiving the fee simple in the land	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the development agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the collecting agency
s 46GZA(1)	Duty to keep proper and separate accounts and records	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	CEO, DCPDA	If the VPA is the collecting agency under an approved infrastructure contributions plan  Where Council is a development agency under an approved infrastructure contributions plan

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	Duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	s 46GZF(3)(a) function of receiving proceeds of sale	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	CEO, DCPDA, EMFIT, MFS, MPD	Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	CEO, DCPDA, EMFIT, MFS, MPD	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	CEO, CStatP, CStatP, DCPDA, MPD, PStatP, PStatP, SStatP, SStatP, TLStatP, TLStatP	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	CEO, CStatP, DCPDA, MPD, TLStatP	
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	CEO, DCPDA, MPD	
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	CEO, DCPDA, EMFIT, MFS, MPD	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	CEO, DCPDA, EMFIT, MFS, MPD	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	CEO, CStatP, DCPDA, EMFIT, MFS, MPD	

4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)

s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	CEO, DBEMP, DCPDA, MBR, MISP	
s 46Q(1)	Duty to keep proper accounts of levies paid	CEO, EMFIT, MFS	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency or plan preparation costs incurred by a development agency	EMFIT, MFS	
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	CEO, DCPDA, EMFIT, MFS, MPD, MTC	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	CEO, DBEMP, DCPDA, EMFIT, MBR, MFS, MISP	Only applies when levy is paid to Council as a development agency
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	CEO, DCPDA, EMFIT, MFS, MPD	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	CEO, CStratP, DCPDA, MPD	Must be done in accordance with Part 3
s 46Q(4)(e)	Duty to expend that amount on other works etc.	CEO, DBEMP, DCPDA, MBR, MISP, MPD	With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B	CEO, DBEMP, DCPDA, EMFIT, MBR, MFS, MISP, MPD	
s 46QD	Duty to prepare report and give a report to the Minister	CEO, DCPDA	Where Council is a collecting agency or development agency
s 46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available	CEO, DCPDA	
s 46Y	Duty to carry out works in conformity with the approved strategy plan	CEO, DCPDA	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 47	Power to decide that an application for a planning permit does not comply with that Act	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP	
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 49(2)	Duty to make register available for inspection	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, StatP, TLStatP	
s 50(4)	Duty to amend application	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP	
s 50(5)	Power to refuse to amend application	CEO, CStatP, DCPDA, MPD	
s 50(6)	Duty to make note of amendment to application in register	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 50A(1)	Power to make amendment to application	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 50A(4)	Duty to note amendment to application in register	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, StatP, TLStatP	
s 51	Duty to make copy of application available for inspection	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, StatP, TLStatP	
s 52(1)(e)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally affected	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 52(3)	Power to give any further notice of an application where appropriate	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 54(1)	Power to require the applicant to provide more information	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP
s 54(1B)	Duty to specify the lapse date for an application	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	CEO, CStatP, DCPDA, MPD
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, StatP, TLStatP
s 57(5)	Duty to make available for inspection copy of all objections	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, StatP, TLStatP
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 57A(5)	Power to refuse to amend application	CEO, CStatP, DCPDA, MPD
s 57A(6)	Duty to note amendments to application in register	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP
s 57B(1)	Duty to determine whether and to whom notice should be given	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 57C(1)	Duty to give copy of amended application to referral authority	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 58	Duty to consider every application for a permit	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP
s 58A	Power to request advice from the Planning Application Committee	CEO, CStatP, DCPDA, MPD
s 60	Duty to consider certain matters	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP
s 60(1A)	Duty to consider certain matters	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	CEO, DCPDA, MPD

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006 Limitation - except where:  * more than three (3) objections have been received; or * an application that deals with matters as detailed by the Planning Scheme relating to electronic gaming machines, licensed premises (except convenience restaurant, restaurant & takeaway food premises), refuse disposal facilities or the sex industry.
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	CEO, CStatP, DCPDA, MPD	
s 61(2A)	power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	CEO, CStatP, DCPDA, MPD	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 61(3)(e)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	CEO, DCPDA	
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	CEO, DCPDA	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	CEO, CStatP, DCPDA, MPD	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 62(2)	Power to include other conditions	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 62(5)(e)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 62(6)(e)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(3)	Duty not to issue a permit until after the specified period	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	This provision applies also to a decision to grant an amendment to a permit - see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, StatP, TLStatP	
s 69(1A)	Function of receiving application for extension of time to complete development	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, StatP, TLStatP	
s 69(2)	Power to extend time	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 70	Duty to make copy permit available for inspection	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, StatP, TLStatP	
s 71(1)	Power to correct certain mistakes	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 71(2)	Duty to note corrections in register	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 73	Power to decide to grant amendment subject to conditions	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 74	Duty to issue amended permit to applicant if no objectors	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 83	Function of being respondent to an appeal	CEO, CStatP, CStatP, DCPDA, MPD, PStatP, PStatP, SStatP, SStatP, TLStatP, TLStatP	
s 83B	Duty to give or publish notice of application for review	CEO, CStatP, CStatP, DCPDA, MPD, PStatP, PStatP, SStatP, SStatP, TLStatP, TLStatP	
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP	
s 84(6)	Duty to issue permit on receipt of advice within 3 working days	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 84AB	Power to agree to confining a review by the Tribunal	CEO, DCPDA, MPD	
s 86	Duty to issue a permit at order of Tribunal within 3 working days	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	CEO, CPC, CStatP, DCPDA, MBCS, MPD, PCC, SAOBBS, SPCO, TLStatP	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	CEO, CPC, CStatP, DCPDA, MBCS, MPD, SAOBBS, TLStatP	
s 91(2)	Duty to comply with the directions of VCAT	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 93(2)	Duty to give notice of VCAT order to stop development	CEO, CPC, CStatP, DCPDA, MBCS, MPD, PStatP, SStatP, TLStatP	
s 95(3)	Function of referring certain applications to the Minister	CEO, CStatP, DCPDA, MPD, TLStatP	
s 95(4)	Duty to comply with an order or direction	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	CEO, CStatP, DCPDA, MPD, TLStatP	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	CEO, CStatP, DCPDA, MPD, TLStatP
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	CEO, CStatP, CStatP, DCPDA, MPD, TLStatP, TLStatP
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	CEO, CStatP, CStatP, DCPDA, MPD, PStatP, PStatP, TLStatP, TLStatP
s 96F	Duty to consider the panel's report under s 96E	CEO, CStatP, CStatP, DCPDA, MPD, TLStatP, TLStatP
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996)	CEO, CStatP, CStatP, DCPDA, MPD, TLStatP, TLStatP
s 96H(3)	Power to give notice in compliance with Minister's direction	CEO, CStatP, CStatP, DCPDA, MPD, PStatP, PStatP, SStatP, SStatP, TLStatP, TLStatP
s 96J	Power to issue permit as directed by the Minister	CEO, CStatP, CStatP, DCPDA, MPD, PStatP, PStatP, SStatP, SStatP, TLStatP, TLStatP
s 96K	Duty to comply with direction of the Minister to give notice of refusal	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	CEO, DCPDA
s 97C	Power to request Minister to decide the application	CEO, DCPDA, MPD
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	CEO, CStatP, CStatP, DCPDA, MPD, PStatP, PStatP, TLStatP, TLStatP
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	CStatP, CStatP, DCPDA, MPD, PStatP, PStatP, TLStatP, TLStatP

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 97G(6)	Duty to make a copy of permits issued under s 97F available for inspection	CEO, CStatP, CStatP, DCPDA, MPD, PStatP, PStatP, SStatP, SStatP, TLStatP, TLStatP
s 97L	Duty to include Ministerial decisions in a register kept under s 49	CEO, CStatP, CStatP, DCPDA, MPD, PStatP, PStatP, SStatP, SStatP, TLStatP, TLStatP
s 97MH	Duty to provide information or assistance to the Planning Application Committee	CEO, CStatP, CStatP, DCPDA, MPD, PStatP, PStatP, TLStatP, TLStatP
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	CEO, DCPDA, MPD
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 97Q(4)	Duty to comply with directions of VCAT	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	CEO, DCPDA, MPD
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	CEO, CStatP, DCPDA, MPD, TLStatP
s 101	Function of receiving claim for expenses in conjunction with claim	CEO, DCPDA, MPD
s 103	Power to reject a claim for compensation in certain circumstances	CEO, DCPDA, MPD
s.107(1)	function of receiving claim for compensation	CEO, DCPDA, MBCS, MPD
s 107(3)	Power to agree to extend time for making claim	CEO, DCPDA, MBCS, MPD

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

S 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	CEO, DCPDA, MPD	
s 114(1)	Power to apply to the VCAT for an enforcement order	CEO, CPC, CStatP, DCPDA, MBCS, MPD, PCO, SAOBSCS, SPCO, TLStatP	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	CEO, CPC, CStatP, DCPDA, MBCS, MPD, PCO, SAOBSCS, SPCO, TLStatP	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	CEO, CPC, CStatP, DCPDA, MBCS, MPD, PCO, SAOBSCS, SPCO, TLStatP	
s 123(1)	Power to carry out work required by enforcement order and recover costs	CEO, CPC, CStatP, DCPDA, MBCS, MPD, PCO, SPCO, TLStatP	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	CEO, DCPDA	Except Crown Land
s 129	Function of recovering penalties	CEO, CPC, DCPDA, MBCS, MPD, SAOBSCS	
s 130(5)	Power to allow person served with an infringement notice further time	CEO, CPC, DCPDA, MBCS, MPD, SAOBSCS	
s 149A(1)	Power to refer a matter to the VCAT for determination	CEO, CPC, CStatP, DCPDA, MBCS, MPD, SAOBSCS, TLStatP	
s 149A(1A)	power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	CEO, CPC, CStatP, DCPDA, MBCS, MPD, SAOBSCS, TLStatP	
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B)power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	CEO, CStatP, CStatP, DCPDA, MPD, TLStatP, TLStatP	Where Council is the relevant planning authority
s 171(2)(f)	Power to carry out studies and commission reports	CEO, CStatP, DCPDA, MPD	
s 171(2)(g)	Power to grant and reserve easements	CEO, CStatP, DCPDA, MPD, TLStatP	

4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)

s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	CEO, DCPDA, MG, MPD	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	CEO, DCPDA, MG, MPD	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	CEO, DCPDA, MG, MPD	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	CEO, DBEMP, DCPDA, MBR, MBS, MG, MPD, MTCO	
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	CEO, DBEMP, DCPDA, MBCS, MBR, MBS, MG, MPD	Where Council is the relevant responsible authority
-	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	CEO, CPC, CStatP, DBEMP, DCPDA, MBCS, MBR, MBS, MG, MISP, MPD, MTCO	
-	Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority	CEO, DBEMP, DCPDA, MBCS, MBR, MBS, MG, MPD	
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	CEO, DBEMP, DCPDA, MBCS, MBR, MBS, MG, MPD	
s 178	power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	CEO, DBEMP, DCPDA, MBCS, MBR, MBS, MG, MPD	
s 178A(1)	Function of receiving application to amend or end an agreement	CEO, CStatP, DCPDA, MBCS, MBR, MBS, MG, MPD, PStatP, SStatP, StatP, TStatP	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	CEO, CStatP, DCPDA, MBCS, MBS, MG, MPD, TLStatP	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	CEO, CStatP, DCPDA, MBCS, MBS, MG, MPD, TLStatP	
s 178A(5)	Power to propose to amend or end an agreement	CEO, CStatP, DCPDA, MBCS, MBS, MG, MPD, TLStatP	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	CEO, CStatP, DCPDA, MBCS, MBS, MG, MPD, TLStatP	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	CEO, CStatP, DCPDA, MBCS, MBS, MG, MPD, TLStatP	
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	CEO, CStatP, DCPDA, MBCS, MBS, MG, MPD, TLStatP	
s 178C(4)	Function of determining how to give notice under s 178C(2)	CEO, CStatP, DCPDA, MBCS, MBS, MG, MPD, TLStatP	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	CEO, CStatP, DCPDA, MBCS, MBS, MG, MPD, TLStatP	
s 178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	CEO, DCPDA, MBCS, MBS, MG, MPD	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	CEO, DCPDA, MBCS, MBS, MG, MPD	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement	CEO, DCPDA, MBCS, MBS, MG, MPD	If no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	CEO, DCPDA, MBCS, MBS, MG, MPD	After considering objections, submissions and matters in s 178B

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	CEO, DCPDA, MBCS, MBS, MG, MPD	After considering objections, submissions and matters in s 178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	CEO, DCPDA, MBCS, MBS, MG, MPD	After considering objections, submissions and matters in s.178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	CEO, DCPDA, MBCS, MBS, MG, MPD	After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	CEO, CStatP, DCPDA, MBCS, MBS, MG, MPD, TLStatP	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	CEO, CStatP, DCPDA, MBCS, MBS, MG, MPD, TLStatP	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	CEO, CStatP, DCPDA, MBCS, MBS, MG, MPD, TLStatP	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	CEO, DCPDA, MBCS, MBS, MG, MPD	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	CEO, CStatP, DCPDA, MBCS, MBS, MG, MPD, TLStatP	
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	CEO, CStatP, DCPDA, MBCS, MBS, MG, MPD, TLStatP	
s 179(2)	Duty to make available for inspection copy agreement	CEO, CStatP, CStatP, DCPDA, MBCS, MBS, MG, MPD, PStatP, PStatP, SStatP, SStatP, StatP, StatP, TLStatP, TLStatP	
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	CEO, CStatP, CStatP, DCPDA, MBCS, MBS, MG, MPD, PStatP, PStatP, SStatP, SStatP, StatP, StatP, TLStatP, TLStatP	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	CEO, CStatP, CStatrP, DCPDA, MBCS, MBS, MG, MPD, PStatP, PStatrP, SStatP, SStatrP, TStatP, TStatrP	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	CEO, CStatP, CStatrP, DCPDA, MBCS, MBS, MG, MPD, PStatP, PStatrP, SStatP, SStatrP, TStatP, TStatrP	
s 182	Power to enforce an agreement	CEO, CStatP, CStatrP, DCPDA, MBCS, MBS, MG, MPD, PStatP, PStatrP, SStatP, SStatrP, TStatP, TStatrP	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	CEO, CStatP, CStatrP, DCPDA, MBCS, MBS, MG, MPD, PStatP, PStatrP, SStatP, SStatrP, TStatP, TStatrP	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	CEO, CStatP, CStatrP, DCPDA, MBCS, MBS, MG, MPD	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	CEO, CStatP, CStatrP, DCPDA, MBCS, MBS, MG, MPD, PStatP, PStatrP, SStatP, SStatrP, TStatP, TStatrP	
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	CEO, CStatP, CStatrP, DCPDA, MBCS, MBS, MG, MPD, TStatP, TStatrP	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	CEO, CStatP, CStatrP, DCPDA, MBCS, MBS, MG, MPD, PStatP, PStatrP, SStatP, SStatrP, TStatP, TStatrP	
s 184G(2)	Duty to comply with a direction of the Tribunal	CEO, CStatP, CStatrP, DCPDA, MBCS, MBS, MG, MPD, PStatP, PStatrP, SStatP, SStatrP, TStatP, TStatrP	
s 184G(3)	Duty to give notice as directed by the Tribunal	CEO, CStatP, CStatrP, DCPDA, MBCS, MBS, MG, MPD, PStatP, PStatrP, SStatP, SStatrP, TStatP, TStatrP	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 198(1)	Function to receive application for planning certificate	CStatP, DCPDA, MPD, PStatP, SStatP, SLStatP, TLStatP	
s 199(1)	Duty to give planning certificate to applicant	CStatP, DCPDA, MPD, PStatP, TLStatP	
s 201(1)	Function of receiving application for declaration of underlying zoning	CStatP, DCPDA, MPD, PStatP, SStatP, SLStatP, TLStatP	
s 201(3)	Duty to make declaration	CStatP, DCPDA, MPD, TLStatP	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	CEO, CStatP, DBEMP, DCPDA, MBR, MPD, PStatP, TLStatP	
-	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP	
-	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	CEO, CStatP, DBEMP, DCPDA, MBR, MPD, PStatP, TLStatP	
-	Power to give written authorisation in accordance with a provision of a planning scheme	CEO, CStatP, DCPDA, MPD, PStatP, TLStatP	
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	CStatP, DCPDA, MPD, PStatP, TLStatP	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	CStatP, DCPDA, MPD, PStatP, TLStatP	
<b>Residential Tenancies Act 1997</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>Provision</b>	<b>Powers and Functions Delegated</b>	<b>Delegate</b>	<b>Conditions and Limitations</b>
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	CPH, DCPDA, MBCS	
s 522(1)	Power to give a compliance notice to a person	CPH, EHO, SEHO	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

Column 1	Column 2	Column 3	Column 4
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	CEO, DCPDA	
s 525(4)	Duty to issue identity card to authorised officers	CEO, DCPDA	
s 526(6)	Duty to keep record of entry by authorised officer under s 526	CPH, EHO, SEHO	
s 526A(3)	Function of receiving report of inspection	CPH, DCPDA, EHO, MBCS, SEHO	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	DCPDA, MBCS	
<b>Road Management Act 2004</b>			
Column 1	Column 2	Column 3	Column 4
<b>Provision</b>	<b>Powers and Functions Delegated</b>	<b>Delegate</b>	<b>Conditions and Limitations</b>
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	DBEMP, MISP, MTCD	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	DBEMP, MISP, MTCD	
s 11(9)(b)	Duty to advise Registrar	DBEMP, MISP, MTCD	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	DBEMP, MISP, MTCD	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	DBEMP, MISP, MTCD	Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road	DBEMP, MISP, MTCD	Where Council is the coordinating road authority
s 12(4)	Power to publish, and provide copy, notice of proposed discontinuance	DBEMP, MISP, MTCD	Power of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(5)	Duty to consider written submissions received within 28 days of notice	DBEMP, MISP, MTCD	Duty of coordinating road authority where it is the discontinuing body

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

			Unless s 12(11) applies
s 12(6)	Function of hearing a person in support of their written submission	DBEMP, MISP, MTCD	Function of coordinating road authority where it is the discontinuing body
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	DBEMP, MISP, MTCD	Unless s 12(11) applies
s 12(10)	Duty to notify of decision made	DBEMP, MISP, MTCD	Duty of coordinating road authority where it is the discontinuing body
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	DBEMP, MISP, MTCD	Unless s 12(11) applies
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	DBEMP, MISP, MTCD	Duty of coordinating road authority where it is the discontinuing body
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	DBEMP, MISP, MTCD	Does not apply where an exemption is specified by the regulations or given by the Minister
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	DBEMP, MISP, MTCD	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	DBEMP, MISP, MTCD	
s 15(2)	Duty to include details of arrangement in public roads register	AME, CAM, DBEMP, MISP, MTCD	
s 16(7)	Power to enter into an arrangement under s 15	DBEMP, MISP, MTCD	
s 16(8)	Duty to enter details of determination in public roads register	AME, CAM, DBEMP, MISP, MTCD	
s 17(2)	Duty to register public road in public roads register	AME, CAM, DBEMP, MISP, MTCD	Where Council is the coordinating road authority

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 17(3)	Power to decide that a road is reasonably required for general public use	DBEMP, MISP, MTCD	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	AME, CAM, DBEMP, MISP, MTCD	Where Council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	AME, CAM, DBEMP, MG, MISP, MTCD	Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	AME, CAM, DBEMP, MG, MISP, MTCD	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	DBEMP, MISP, MTCD	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	AME, CAM, DBEMP, MISP, MTCD	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	AME, CAM, DBEMP, MISP, MTCD	
s 19(4)	Duty to specify details of discontinuance in public roads register	AME, CAM, DBEMP, MG, MISP, MTCD	
s 19(5)	Duty to ensure public roads register is available for public inspection	AME, CAM, DBEMP, MG, MISP, MTCD	
s 21	Function of replying to request for information or advice	DBEMP, MISP, MTCD	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	DBEMP, MISP, MTCD	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report	DBEMP, EMCCS, MISP, MTCD	
s 22(5)	Duty to give effect to a direction under s 22	DBEMP, MISP, MTCD	
s 40(1)	Duty to inspect, maintain and repair a public road.	DBEMP, MCIS, MISP, MTCD	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	DBEMP, MCIS, MISP, MTCD	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	DBEMP, MCIS, MISP, MTCD	
s 42(1)	Power to declare a public road as a controlled access road	DBEMP, MISP, MTCD	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	DBEMP, MISP, MTCD	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with VicRoads before road is specified	DBEMP, MISP, MTCD	Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	DBEMP, MISP, MTCD	Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	DBEMP, MCIS, MTCD	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	DBEMP, MISP, MTCD	
s 49	Power to develop and publish a road management plan	DBEMP, MISP, MTCD	
s 51	Power to determine standards by incorporating the standards in a road management plan	DBEMP, MISP, MTCD	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	DBEMP, MISP, MTCD	
s 54(2)	Duty to give notice of proposal to make a road management plan	DBEMP, MISP, MTCD	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	DBEMP, MISP, MTCD	
s 54(6)	Power to amend road management plan	DBEMP, MISP, MTCD	
s 54(7)	Duty to incorporate the amendments into the road management plan	DBEMP, MISP, MTCD	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	DBEMP, MISP, MTCD	
s 63(1)	Power to consent to conduct of works on road	CDE, CE, DBEMP, MCIS, MISP, MTCD, SULP, SULWF, WS	Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	DBEMP, MISP, MTCD	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	DBEMP, MCIS, MISP, MTCD	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	DBEMP, MCIS, MISP	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	DBEMP, MCIS, MISP	Where Council is the coordinating road authority
s 67(3)	Power to request information	DBEMP, DCPDA, MCIS, MISP, MRS, MTCD	Where Council is the coordinating road authority
s 68(2)	Power to request information	DBEMP, DCPDA, MCIS, MISP, MRS, MTCD	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	CEO	
s 72	Duty to issue an identity card to each authorised officer	CEO, DBEMP	
s 85	Function of receiving report from authorised officer	DBEMP, MISP, MTCD	
s 86	Duty to keep register re s 85 matters	DBEMP, MISP, MTCD	
s 87(1)	Function of receiving complaints	DBEMP, MISP, MTCD	
s 87(2)	Duty to investigate complaint and provide report	DBEMP, MISP, MTCD	
s 96	Power to authorise a person for the purpose of instituting legal proceedings	DBEMP, DCPDA, MRS, MISP, MTCD	
s 112(2)	Power to recover damages in court	DBEMP, MISP, MTCD	
s 116	Power to cause or carry out inspection	DBEMP, MISP, MTCD	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

S 119(2)	Function of consulting with the Head, Transport for Victoria	DBEMP, MISP, MTCD	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	DBEMP, MISP, MTCD	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	DBEMP, MISP, MTCD	
s 121(1)	Power to enter into an agreement in respect of works	DBEMP, MCIS, MISP, MTCD	
s 122(1)	Power to charge and recover fees	DBEMP, MISP, MTCD	
s 123(1)	Power to charge for any service	DBEMP, MCIS, MISP, MTCD	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	DBEMP, MISP, MTCD	
sch 2 cl 3(1)	Duty to make policy about controlled access roads	DBEMP, MISP, MTCD	
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	DBEMP, MISP, MTCD	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	DBEMP, MISP, MTCD	
sch 2 cl 5	Duty to publish notice of declaration	DBEMP, MISP, MTCD	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	DBEMP, MCIS, MISP, MTCD	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	DBEMP, MCIS, MISP, MTCD	Where Council is the infrastructure manager or works manager
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	DBEMP, MCIS, MISP, MTCD	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	DBEMP, MCIS, MISP, MTCD	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	DBEMP, MCIS, MISP, MTCD	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs	DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	DBEMP, MCIS, MISP, MTCD	Where Council is the works manager
sch 7 cl 13(2)	Power to vary notice period	DBEMP, MISP, MTCD	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	DBEMP, MISP, MTCD	Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works	DBEMP, MISP, MTCD	Where Council is the coordinating road authority
sch 7 cl 16(4)	Duty to consult	DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
sch 7 cl 16(6)	Power to set reasonable conditions on consent	DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions	DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
sch 7 cl 18(1)	Power to enter into an agreement	DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

sch 7 cl 19(1)	Power to give notice requiring rectification of works	DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
sch 7A cl 2	Power to cause streetlights to be installed on roads	DBEMP, MISP, MTCD	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7 cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	DBEMP, MISP, MTCD	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting - where road is a service road on an arterial road and adjacent areas	DBEMP, MISP, MTCD	Where Council is the responsible road authority
sch 7A cl 3(1)(f)	Duty to pay installation and percentage of operation costs of street lighting - for arterial roads in accordance with ss 3(2) and 4	DBEMP, MISP, MTCD	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)
<b>Planning and Environment Regulations 2015</b>			
Column 1	Column 2	Column 3	Column 4
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority or its preparation of an amendment to a planning scheme	CEO, DCPDA, MPD, PStatP, PStatrP, SStatP, StratP, TLStatP, TLStatrP	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	CEO, CStatP, DCPDA, MPD, PStatP, SStatP, TLStatP	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

r.25(a)	duty to make copy of matter considered under section 60(1A)(g) available for inspection free of charge	CEO, CSStatP, DCPDA, MPD, PStatP, SStatP, StatP, TLStatP	where Council is the responsible authority
r.25(b)	function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	CEO, CSStatP, DCPDA, MPD, PStatP, SStatP, StatP, TLStatP	where Council is not the responsible authority but the relevant land is within Council's municipal district
r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	CEO, CSStatP, CSStatP, DCPDA, MPD, PStatP, PSStatP, TLStatP, TLStatP	where Council is not the planning authority and the amendment affects land within Council's municipal district, or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
<b>Planning and Environment (Fees) Regulations 2016</b>			
Column 1	Column 2	Column 3	Column 4
<b>Provision</b>	<b>Powers and Functions Delegated</b>	<b>Delegate</b>	<b>Conditions and Limitations</b>
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	CEO, CSStatP, DCPDA, MPD, TLStatP	
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	CEO, CSStatP, DCPDA, MPD	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20	CEO, CSStatP, CSStatP, DCPDA, MPD, TLStatP	
<b>Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020</b>			
Column 1	Column 2	Column 3	Column 4
<b>Provision</b>	<b>Powers and Functions Delegated</b>	<b>Delegate</b>	<b>Conditions and Limitations</b>
r 7	Power to enter into a written agreement with a caravan park owner	DCPDA, MBCS	
r 10	Function of receiving application for registration	CPH, DCPDA, MBCS	
r 11	Function of receiving application for renewal of registration	CPH, DCPDA, MBCS	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	CPH, DCPDA, MBCS	
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	CEO, DCPDA	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	CPH, DCPDA, MBCS	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	CPH, DCPDA, MBCS	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	CPH, DCPDA, MBCS	
r 12(4) & (5)	Duty to issue certificate of registration	CPH, DCPDA, MBCS	
r 14(1)	Function of receiving notice of transfer of ownership	CPH, DCPDA, MBCS	
r 14(3)	Power to determine where notice of transfer is displayed	CPH, DCPDA, MBCS	
r 15(1)	Duty to transfer registration to new caravan park owner	CPH, DCPDA, MBCS	
r 15(2)	Duty to issue a certificate of transfer of registration	CPH, DCPDA, MBCS	
r 15(3)	Power to determine where certificate of transfer of registration is displayed	CPH, DCPDA, MBCS	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	DCPDA, MBCS	
r 17	Duty to keep register of caravan parks	CPH, DCPDA, MBCS	
r 18(4)	Power to determine where the emergency contact person's details are displayed	CPH, DCPDA, MBCS	
r 18(6)	Power to determine where certain information is displayed	CPH, DCPDA, MBCS	
r 22(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	CPH, DCPDA, MBCS	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

r 22(2)	Duty to consult with relevant emergency services agencies	CPH, DCPDA, MBCS	
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures	CPH, DCPDA, MBCS	
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings	CPH, DCPDA, MBCS	
r 25(3)	Duty to consult with relevant floodplain management authority	CPH, DCPDA, MBCS	
r 26	Duty to have regard to any report of the relevant fire authority	CPH, DCPDA, MBCS	
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and wastewater from a movable dwelling	CPH, DCPDA, MBCS	
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	CPH, DCPDA, MBCS	
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	CPH, DCPDA, MBCS	
r 41(4)	Function of receiving installation certificate	CPH, DCPDA, MBCS	
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling	CPH, DCPDA, MBCS	
sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	CPH, DCPDA, MBCS	
<b>Road Management (General) Regulations 2016</b>			
Column 1	Column 2	Column 3	Column 4
<b>Provision</b>	<b>Powers and Functions Delegated</b>	<b>Delegate</b>	<b>Conditions and Limitations</b>
r 8(1)	Duty to conduct reviews of road management plan	CEO, DBEMP	
r 9(2)	Duty to produce written report of review of road management plan and make report available	CEO, DBEMP	

**4.4.3 Instrument of Delegation to Members of Council Staff (Cont.)**

r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	CEO, DBEMP	Where Council is the coordinating road authority
r.10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	DBEMP, MISP, MTCD	
r 13(1)	Duty to publish notice of amendments to road management plan	CEO, DBEMP	where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	CEO, DBEMP	
r 16(3)	Power to issue permit	CEO, DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
r 18(1)	Power to give written consent re damage to road	CEO, DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal	CEO, DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	CEO, DBEMP, MCIS, MISP, MTCD	Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	CEO, DBEMP, MCIS, MISP, MTCD	Where Council is the responsible road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3))	CEO, DBEMP, MCIS, MISP, MTCD	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	CEO, DBEMP, MISP, MTCD	
<b>Road Management (Works and Infrastructure) Regulations 2015</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>Provision</b>	<b>Powers and Functions Delegated</b>	<b>Delegate</b>	<b>Conditions and Limitations</b>
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	CEO, DBEMP	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r 22(2)	Power to waive whole or part of fee in certain circumstances	CEO, DBEMP	Where Council is the coordinating road authority

#### **4.4.4 List of Registered Correspondence to Mayor and Councillors**

File Id:	qA283304
Responsible Officer:	Manager Governance
Attachments:	Correspondence Received 4-15 April 2022

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#### **Report Summary**

Subsequent to resolutions made by Council on 11 November 2013 and 25 February 2014 in relation to a listing of incoming correspondence addressed to the Mayor and Councillors, Attachment 1 provides a list of this correspondence for the period 4-15 April 2022.

#### **Recommendation**

**That the listed items provided in Attachment 1 for the period 4-15 April 2022 be received and noted.**

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**4.4.4 List of Registered Correspondence to Mayor and Councillors (Cont.)**

**OTHER**

**LIST OF REGISTERED CORRESPONDENCE TO  
MAYOR AND COUNCILLORS**

**ATTACHMENT 1**

**CORRESPONDENCE RECEIVED  
4-15 APRIL 2022**

**PAGES 3 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 5235.*

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4.4.4 List of Registered Correspondence to Mayor and Councillors (Cont.)



Correspondences addressed to the Mayor and Councillors received between 04/04/22 & 15/04/22 - for officer action - total = 0

Correspondence Name      Correspondence Dated      Date Record Created      Objective ID      User Assigned

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NB: Users assigned may have changed by the time of the Council Meeting. Correct at time of report production only.

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**4.4.4 List of Registered Correspondence to Mayor and Councillors (Cont.)**



**Correspondences addressed to the Mayor and Councillors received between 4/04/2022 & 15/04/2022 - for information only - total = 1**

Correspondence Name	Correspondence Dated	Objective ID	User Assigned
A letter of thanks for Council support regarding Net Zero Emissions for the National Construction Code from the Hon. Lily D'Ambrosio MP.	05-Apr-22	A8649218	Mayor & Councillors EA

NB: Users assigned may have changed by the time of the Council Meeting. Correct at time of report production only.

## **5 NOTICES OF MOTION**

A notice of motion is a notice setting out the text of a motion proposed to be moved at the next relevant meeting. It must be in writing, signed by a Councillor, and be lodged with the Chief Executive Officer in sufficient time for him or her to give each Councillor at least 72 hours notice of such notice.

The guidelines for submitting a notice of motion to a Council meeting are included in the current Governance Rules.

## **6 REPORTS FROM COUNCILLORS/DELEGATED MEMBERS AND COUNCILLORS' QUESTIONS**

The principle purpose of this item in the Council Meeting Agenda is for Councillors to report on their attendance, observations or important matters arising from their liaison or representation with groups for which the Councillor has been formally appointed by Council. In accordance with the documented 'protocol' that applies to either liaisons or representatives, Councillors should raise matters of importance during this item. Other matters may also be reported.

If a Councillor chooses to speak, the name of the conference/event and the Councillor will be noted in the Minutes for that meeting. If a Councillor requires additional information on the conference/event to be listed in the Minutes, they must submit it in writing to a Governance staff member by 12.00pm the day following this Council Meeting.

Question time is provided to enable Councillors to address questions to members of Council staff. The guidelines for asking questions at a Council meeting are included in the current Governance Rules.

Councillors have a total of 15 minutes each to report on their attendances at meetings, conferences or events and to ask questions of Council staff.

## **7 URGENT BUSINESS**

No business may be admitted as urgent business unless it:

- a. Relates to or arises out of a matter which has arisen since distribution of the Agenda.
- b. Cannot safely or conveniently be deferred until the next ordinary meeting and unless agreed to by a majority of those Councillors present at the meeting.