



**COUNCIL MEETING OF
THE HUME CITY COUNCIL**

MONDAY, 9 OCTOBER 2023

7.00PM

TOWN HALL BROADMEADOWS

OUR VISION:

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

An audio recording of this meeting of the Hume City Council will be recorded and published in accordance with Council's Audio Recordings of Council Meetings Policy. The live stream of this meeting will not be recorded or published.

HUME CITY COUNCIL

**Notice of a
COUNCIL MEETING OF THE HUME CITY COUNCIL**
to be held on Monday, 9 October 2023
at 7.00pm
at the Town Hall Broadmeadows

Attendees:	a: Council	Cr Joseph Haweil Cr Karen Sherry Cr Jarrod Bell Cr Trevor Dance Cr Chris Hollow Cr Jodi Jackson Cr Naim Kurt Cr Jack Medcraft Cr Sam Misho Cr Carly Moore Cr Jim Overend	Mayor Deputy Mayor
	b: Officers	Ms Sheena Frost Ms Rachel Dapiran Mr Hector Gaston Mr Adam McSwain Mr Carl Muller Ms Fiona Shanks Mr Fadi Srour	Chief Executive Officer Director City Planning and Places Director City Services & Living Director Infrastructure and Assets Director Customer & Strategy Chief People Officer Chief Financial Officer

ORDER OF BUSINESS

1. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Hume City Council would like to acknowledge that we are meeting on Country for which the members and Elders of the Wurundjeri Woi-wurrung people and their forebears have been custodians for many thousands of years. The Wurundjeri Woi-wurrung, which includes the Gunung-Willam-Balluk clan, are the Traditional Custodians of this land. Hume City Council would also like to pay its respects to their Elders, past and present, and to all Aboriginal and Torres Strait Islander peoples who may be here today.

2. PRAYER

Hume City's religious diversity strengthens and enriches community life and supports the well-being of the citizens of Hume City. Hume City Council acknowledges the importance of spiritual life and the leadership offered by the Hume Interfaith Network (HIN). In recognition of the religious diversity of residents in Hume City Council has invited the HIN to take responsibility for the opening prayer at Council meetings. This evening's prayer will be led by Pastor Enele Tailiki, from the Australian Christian Church community, on behalf of the HIN.

3. APOLOGIES**4. CONFIRMATION OF MINUTES**

Minutes of the Council Meeting of 25 September 2023, including Confidential Minutes, be confirmed.

RECOMMENDATION:

THAT the Minutes of the Council Meeting of 25 September 2023, including Confidential Minutes, be confirmed.

5. DISCLOSURE OF INTEREST

Councillors' attention is drawn to the provisions of the *Local Government Act 2020* and Council's Governance Rules in relation to the disclosure of conflicts of interests. Councillors are required to disclose any conflict of interest immediately before consideration or discussion of the relevant item. Councillors are then required to leave the Chamber during discussion and not vote on the relevant item.

6. CONGRATULATIONS & CONDOLENCES**7. PUBLIC QUESTION TIME****8. OFFICER'S REPORTS**

The Mayor will ask the Councillors and gallery at the commencement of this section, which reports they wish to speak to. These reports will then be discussed in the order they appear on the notice paper.

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SHEENA FROST
CHIEF EXECUTIVE OFFICER

4/10/2023

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REPORT NO:	8.1
REPORT TITLE:	Financial Statements 2022/23
SOURCE:	Robert Costa, Manager Finance Fadi Srour, Chief Financial Officer
DIVISION:	Finance & Governance
FILE NO:	HCC22/661
POLICY:	-
STRATEGIC OBJECTIVE:	3.2: Deliver responsible and transparent governance, services and sustainable assets that respond to community needs
ATTACHMENT:	1. <i>Financial Statements 2022/23</i>

1. SUMMARY OF REPORT:

- 1.1 The 2022/23 Financial Statements have been completed by officers and provided to the Auditor-General’s Office (VAGO) and were reviewed by the Audit and Risk Committee on Thursday 28 September 2023.
- 1.2 Council is required to pass a resolution giving its approval in principle to the Financial Statements prior to submission of the report to the Auditor General. Council must also authorise two Councillors to certify the Financial Statements in their final form in accordance with section 99 of the *Local Government Act 2020* (the Act) after any recommended changes have been made and agreed to by the Auditor-General. It has been the practice in the past to authorise the Mayor and the Finance Portfolio Councillor to certify the Financial Statements in their final form.
- 1.3 The overall financial position is favourable to budget and all key financial ratios remain strong.

2. RECOMMENDATION:

- 2.1 That Council resolves to approve in principle the Financial Statements for the year ended 30 June 2023.
- 2.2 That the Mayor, Councillor Joseph Haweil and Councillor Carly Moore be authorised to certify the Financial Statements in their final form after any recommended changes have been made and agreed to by the Auditor-General.

3. LEGISLATIVE POWERS:

- 3.1 *Local Government Act, 2020*
- 3.2 *Local Government (Planning and Reporting) Regulations, 2020*

4. FINANCIAL IMPLICATIONS:

- 4.1 The 2022/23 version of the Local Government Model Financial Report (Model Report) was used to produce Hume City Council’s Financial Statements which represents the preferred presentation of Local Government Victoria.
 - 4.1.1 Financial Statements
 - (a) As outlined in the Financial Statements (attachment 1), Council continues to have a strong financial position with the key working capital ratio remaining strong.

REPORT NO: 8.1 (cont.)

- (b) The attached Comprehensive Income Statement outlines a favourable surplus compared to budget for the financial year.

4.1.2 Comprehensive Income Statement

- (a) The surplus for the year was \$132.27m against a budget of \$105.67m, a favourable variance of \$26.60m.
- (b) The adjusted underlying surplus (per the definition used in the performance statement), which excludes non-recurrent capital grants, contributions and non-monetary income from contributed assets received in 2022/23, was a deficit of \$9.15m. This represents an unfavourable budget variance of \$2.97 million, encompassing an unfavourable variance of \$1.8 million attributed to the accounting entry for the unwinding interest effect pertaining to the leave and landfill provisions.
- (c) In comparison to budget, major variances are:

(i) User fees:

The \$3.18m unfavourable variance is primarily due to the free kinder and childcare initiatives where supplementary grant funding was received in lieu of parent fees (funded by the DESE), the lower utilisation of Council's childcare service, the temporary closure of Councils landfill and transfer stations and the slowdown in market conditions impacting road management asset protection applications.

Offsetting the unfavourable variance is the increased utilisation of aquatic services at Council's leisure centres.

(ii) Grants – operating:

\$32.69m favourable primarily due to:

- The advance payment of the 2023/24 Victorian Local Government Grants Commission – Financial Assistance Grant of \$20.8m;
- Free kinder and childcare initiatives supplementary grant funding received in lieu of parent fees;
- Unbudgeted grant income received for the Culturally and Linguistically Diverse (CALD) Communities Taskforce, Shared Services Environmentally Sustainable Development, Victorian Planning Authority (VPA) grant for Cloverton Metropolitan Activity Centre (MAC), the COVID relief program grant from Department of Jobs, Precincts and Regions (DJPR) and a grant for the Winter Lights Festival; and
- Additionally, the accounting treatment related to the recognition of grant income obtained during 2021/22 but postponed until 2022/23 due to unmet performance obligations outlined in the funding agreement. These unfulfilled obligations in the prior year necessitated the deferment of income recognition.

(iii) Grants – capital:

\$2.89m favourable variance primarily due to a number of unbudgeted grants received in 2022/23, including:

- Kalkallo Central community Centre;
- Reconstruction of Macedon Street Service Road in Sunbury;

REPORT NO: 8.1 (cont.)

- Landscape and streetscape improvements at Benston Street in Craigieburn;
 - 2022/23 blackspot program for all-way pedestrian signals at Brook Street and Evans Street in Sunbury; and
 - Construction of roads at Bamburgh Street in Jacana, Tatura
 - Crescent in Craigieburn and Bicknell Court in Broadmeadows.
- (iv) Contributions – non-monetary assets:
- \$27.31m favourable predominantly due to a higher level of developer contributed assets in the form of land, land under roads, roads, drainage and open space. In 2022/23, Council received contributed assets from 70 subdivisions.
- (v) Net gain on disposal of property, plant, equipment and infrastructure:
- \$0.37m favourable primarily due to higher gains arising from the sale of plant and equipment including Council fleet and gym equipment sales proceeds surpassing the budgeted residual value.
- (vi) Fair Value adjustments for investment property:
- \$1.3m favourable variance is due to the revaluation increment for investment properties being higher than expected.
- (vii) Other Income:
- \$8.83m favourable primarily due to:
- increased interest income as a result of higher investment interest rates than initially expected.
- (viii) Employee costs:
- \$8.53m favourable primarily as a result of staff vacancies and partially offset by an unfavourable variance in agency staff which are used to backfill sick leave and vacant positions (included under materials and services).
- (ix) Materials and services:
- \$44.13m unfavourable variance primarily due to:
- an accounting entry of \$24.59m for the landfill provision increase for the aftercare expenditure at the Bolinda Rd landfill site (legislative compliance with the Environmental Protection Agency (EPA) requirements) - refer to section 4.2.5(b);
 - agency staff used to temporarily backfill vacant positions during the recruitment process (It is the practice of Council to budget for a full complement of staff and not for agency staff);
 - unbudgeted contractor expenses incurred as a result of the October storm damage;
 - the additional costs associated with the operation of Councils landfill (including leachate management);
 - price escalations due to inflation or market fluctuations leading to higher spending on maintenance for roads, footpaths, leisure centres and higher fuel costs; and

REPORT NO: 8.1 (cont.)

- elevated expenses for the animal shelter are a direct result of an unusually high number of animals being surrendered.

In addition, capital works expensed relating to assets which either did not meet Council's asset capitalisation threshold or the criteria to be capitalised under the accounting standards, was higher than budgeted. This is primarily related to cloud-based software implementation costs and works on assets not owed by Council.

(x) Depreciation and amortisation:

\$3.69m unfavourable variance is primarily due to the higher than budgeted 2021/22 contributed assets and the 2021/22 asset revaluation, all of which impacts the depreciation expense for the 2022/23 financial year.

(xi) Bad and doubtful debts:

\$1.11m unfavourable as it is Council's policy not to budget for bad debts as all attempts are made to recover outstanding amounts.

(xii) Financing costs:

\$1.81m unfavourable variance primarily due an accounting entry for the unwinding interest effect on the net present value (NPV) calculation of the future liabilities for its employee benefits and landfill rehabilitation and aftercare provisions.

(xiii) Other expenses:

\$14.80m unfavourable mainly due to the write-off of the remaining written down value (accounting entry) of infrastructure assets which were renewed during the year of \$9.37m – e.g., roads, open space and footpaths.

In 2022/23, the following write-offs occurred:

- \$3.32m for road reconstructions and the local road asphalt program
- \$1.48m for open space assets;
- \$1.09m relating to the footpath rehabilitation program;
- \$0.80m relating to the drainage rehabilitation program;
- \$0.29m relating to the car parks assets.

In addition, the EPA levy was \$4.75m unfavourable to budget due to the need to import additional soil for daily cover material needed for the operations of the Sunbury landfill.

(xiv) Reimbursement to developer for LIK/WIK projects:

\$13.82m favourable due to the timing of the payment related to the reimbursement to the developers. This reimbursement pertains to the difference between the total value of the land-in-kind (LIK) or work-in-kind (WIK) items provided by the developers and the liability of the development contribution levies owed to Council. Council has received cash contributions from other developers to fund this reimbursement.

4.2 Balance sheet

4.2.1 Cash and cash equivalents and other financial assets:

REPORT NO: 8.1 (cont.)

Cash and cash equivalents include cash on hand and term deposits with a maturity term less than 90 days. As at 30 June 2023 this equated to \$68.51m. Also, as at 30 June 2023, Council had term deposits of \$325.55m which had a maturity term of greater than 90 days and therefore were classified as other financial assets. Therefore, total cash and term deposits were \$394.06m as at 30 June 2023.

4.2.2 Non-current assets held for sale:

At the commencement of 2022/23 financial year, Council had three land parcels which were held for sale totalling \$0.94m associated with the compulsory acquisition of sections of Craigieburn Road as part of the road widening project. The compulsory acquisition process was completed, and the title of those land parcels was transferred in June 2023. As a result, the opening balance of asset held for sales was derecognised.

4.2.3 Property, plant, equipment, and infrastructure:

During the year the value of these assets increased by \$921.69 million and is primarily due to developer contributed assets of \$124.70m, capital works of \$103.91m, a revaluation increment of \$773.29m less depreciation of \$63.93m, assets written off \$9.37m, assets disposal \$0.6m and capital works expensed \$7.30m.

4.2.4 Asset revaluation reserve:

During 2022/23 financial year, Council conducted a full revaluation on the land, building and all infrastructure assets including roads, bridges, footpaths, car parks and drainage. In addition, Council also implemented an index-based revaluation on land improvement assets. The cumulative effect of these revaluation efforts resulted in an overall increase of \$773.29m. Please refer to the table below for the details:

Asset type	Amount increased. (\$m)	Increase %
Land and Land under Road	392.83	18%
Buildings	25.04	6%
Land improvements	12.69	9%
Infrastructure assets	342.73	18%
Subtotal	773.29	17%

4.2.5 Provisions – landfill and annual/long-service leave entitlements:

- (a) Note 5.4 in the Financial Statements contains information relating to Council’s provisions for landfill and annual/long-service leave which have increased by \$30.28m in total. The amounts reflect the net present value (NPV) of these provisions, which are impacted by changes in the inflation and discount rates.
- (b) In 2022/23, Council hired a specialist consultant to estimate the costs of rehabilitating and maintaining its landfills. The estimate came to \$24.59 million for the Bolinda Road landfill and \$3.4 million for the Riddell Road landfill. These costs are needed to meet operational standards and regulations, particularly concerning leachate levels and gas migration. The estimates were adjusted for future inflation (3.5% per year) and the

REPORT NO: 8.1 (cont.)

present value (NPV) using a 10-year Commonwealth Government Bond rate of 3.45%.

- (c) In the 2022/23 financial year, Council updated its landfill provision calculations. Instead of relying solely on the Consumer Price Index (CPI) for inflation, they considered historical data, construction industry adjustments, and the Reserve Bank's inflation target range. After a thorough analysis, the Council decided on an inflation rate of 3.5% and a discount rate of 3.45% for NPV calculations.

4.3 Financial ratios

- 4.3.1 The key financial ratios, as reported in Council's Performance Statement are within Council's set financial parameters.
- 4.3.2 The key working capital ratio is 4.62:1 which is well above Council's target of 1.10:1.

4.4 Cash Flow Statement

- 4.4.1 The Cash Flow Statement reveals that the cash balance at the end of the financial year stood at \$68.51m. However, it's important to note that this figure excludes term deposits of \$325.55m with an original maturity period exceeding 90 days, which are classified as financial assets in the Balance Sheet. Therefore, the combined sum of cash and term deposits as of June 30, 2023, amounted to \$394.06 million. This represents a favourable variance of \$175.15m compared to the budget. Below are the key points to note:
 - (a) The net cash position provided by operating activities is favourable to budget mainly due to the variances as outlined in the Income Statement.
 - (b) Payments for capital works in 2022/23 represented a record spend by Council despite facing significant challenges, including cost escalations, limited contractor availability, and labor shortages. Despite these obstacles, Council's dedicated efforts and strategic planning allowed them to successfully deliver essential projects to enhance the community's infrastructure and services. Council's ability to overcome these challenges and still surpass their delivery target showcases their commitment to efficiently managing and executing vital projects for the benefit of the public.
 - (d) Commencing the year with a higher-than-expected overall cash balance primarily due to a higher level of carried forward capital works.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

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

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

There are no climate change adaption considerations arising from the matters contained in this report.

REPORT NO: 8.1 (cont.)

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The collection and provision of information for the Financial Statements 2022/23 is conducted within the policy context of the Hume City Council Social Justice Charter (2021) and the Charter of Human Rights and Responsibilities Act 2006.

8. COMMUNITY CONSULTATION:

Community consultation is not required prior to Council considering the recommendation made in this report.

9. DISCUSSION:

- 9.1 The Financial Statements are substantially complete and have been provided to VAGO for review.
- 9.2 These Financial Statements are a general-purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these financial statements. The general-purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020* and have been prepared on the accrual and going concern basis.
- 9.3 In accordance with paragraph 4.2 of the Audit and Risk Committee Charter, the Audit and Risk Committee reviewed the Financial Statements and determined that they are complete. This now allows Council to provide in principle approval of the Financial Statements for the year ending 30 June 2023.
- 9.4 In addition, VAGO will provide a closing report which will summarise their conclusions, findings, and expected audit opinions on the financial statements and performance statement.
- 9.5 Subject to the clearance of all outstanding matters, including those arising from a quality review by VAGO it is anticipated that by late October 2023, Council will receive the Audit Opinion within a week of receiving the signed financial statements and performance statement.
- 9.6 Within four weeks of signing the financial statements, VAGO is required to provide Council with a final management letter containing observations and recommendations which will be discussed with management prior to issue.

10. CONCLUSION:

The financial report has been completed and reviewed by the Audit and Risk Committee. The audit and risk committee has recommended to Council that it resolve to agree in principle to the financial report for the year ended 30 June 2023 and to authorise two councillors to certify the financial report in its final form.

REPORT NO: 8.1 (cont.)

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**Hume City Council
ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

**Hume City Council
2022/2023 Financial Report**

Certification of the Financial Report

Statement by Principal Accounting Officer

In my opinion the accompanying financial statements have been prepared in accordance with the *Local Government Act 2020*, the *Local Government (Planning and Reporting) Regulations 2020*, Australian Accounting Standards and other mandatory professional reporting requirements.

**Fadi Srour, B.Bus (Acc), CA, GAICD
Principal Accounting Officer**

**Date: 9 October 2023
Melbourne**

Statement by Councillors and Chief Executive Officer

In our opinion the accompanying financial statements present fairly the financial transactions of Hume City Council for the year ended 30 June 2023 and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify the financial statements in their final form.

**Cr Carly Moore
Councillor
Date: 9 October 2023
Melbourne**

**Cr Joseph Haweil
Mayor
Date: 9 October 2023
Melbourne**

**Sheena Frost
Chief Executive Officer
Date: 9 October 2023
Melbourne**

Hume City Council
2022/2023 Financial Report
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Hume City Council
2022/2023 Financial Report

Comprehensive Income Statement
For the Year Ended 30 June 2023

	Note	2023 \$'000	2022 \$'000
Income / Revenue			
Rates and charges	3.1	218,825	209,351
Statutory fees and fines	3.2	16,507	15,777
User fees	3.3	27,449	21,424
Grants - operating	3.4	74,865	57,127
Grants - capital	3.4	18,947	11,018
Contributions - monetary	3.5	28,254	28,272
Contributions - non-monetary assets	3.5	124,701	113,797
Net gain on disposal of property, plant, equipment and infrastructure	3.6	374	1,297
Fair value adjustments for investment property	6.3	2,000	1,105
Other income	3.7	19,784	7,875
Total income / revenue		531,706	467,043
Expenses			
Employee costs	4.1	(137,678)	(126,093)
Materials and services	4.2	(160,548)	(118,071)
Depreciation and amortisation	4.3	(65,803)	(60,496)
Bad and doubtful debts - allowance for impairment losses	4.4	(1,110)	(991)
Financing costs	4.5	(2,196)	(5,689)
Other expenses	4.6	(24,436)	(18,760)
Reimbursement to developers for LIK/WIK projects	4.7	(7,546)	(4,753)
Impairment loss on assets	4.8	(121)	-
Total expenses		(399,438)	(334,853)
Surplus for the year		132,268	132,190
Other comprehensive income			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment	9.1	773,285	337,432
Total other comprehensive result		773,285	337,432
Total comprehensive result		905,552	469,622

The above comprehensive income statement should be read with the accompanying notes.

Hume City Council
2022/2023 Financial Report

Balance Sheet
As at 30 June 2023

	Note	2023 \$'000	2022 \$'000
Assets			
Current assets			
Cash and cash equivalents	5.1	68,506	175,161
Other financial assets	5.1	325,557	205,485
Trade and other receivables	5.1	50,004	42,024
Prepayments	5.2	2,040	4,762
Non-current assets classified as held for sale	6.1	-	942
Other assets	5.2	6,132	1,053
Total current assets		452,239	429,427
Non-current assets			
Trade and other receivables	5.1	1,420	2,569
Property, plant, equipment and infrastructure	6.2	5,463,823	4,542,133
Right-of-use assets	5.7	1,474	1,310
Investment property	6.3	31,111	30,148
Intangible assets	5.2	15,500	13,614
Total non-current assets		5,513,328	4,589,774
Total assets		5,965,567	5,019,201
Liabilities			
Current liabilities			
Trade and other payables	5.3	37,809	24,527
Trust funds and deposits	5.3	2,514	2,617
Unearned income/revenue	5.3	24,636	30,287
Provisions	5.4	32,593	33,823
Lease liabilities	5.7	368	337
Total current liabilities		97,920	91,591
Non-current liabilities			
Trust funds and deposits	5.3	16,812	13,992
Provisions	5.4	70,639	39,127
Lease liabilities	5.7	1,151	999
Total non-current liabilities		88,602	54,118
Total liabilities		186,522	145,709
Net assets		5,779,045	4,873,492
Equity			
Accumulated surplus		2,418,318	2,289,984
Asset revaluation reserve	9.1	3,169,392	2,396,107
Other reserves	9.1	191,335	187,401
Total equity		5,779,045	4,873,492

The above balance sheet should be read with the accompanying notes.

Hume City Council
2022/2023 Financial Report

Statement of Changes in Equity
For the Year Ended 30 June 2023

	Note	Total 2023 \$'000	Accumulated Surplus 2023 \$'000	Asset Revaluation Reserve 2023 \$'000	Other Reserves 2023 \$'000
2023					
Balance at beginning of the financial year		4,873,491	2,289,984	2,396,107	187,401
Surplus for the year		132,268	132,268	-	-
Net asset revaluation increment	9.1	773,285	-	773,285	-
Transfers to other reserves	9.1	-	(38,736)	-	38,736
Transfers from other reserves	9.1	-	34,802	-	(34,802)
Balance at end of the financial year		5,779,045	2,418,318	3,169,392	191,335

		Total 2022 \$'000	Accumulated Surplus 2022 \$'000	Asset Revaluation Reserve 2022 \$'000	Other Reserves 2022 \$'000
2022					
Balance at beginning of the financial year		4,403,870	2,164,977	2,058,675	180,218
Surplus for the year		132,190	132,190	-	-
Net asset revaluation increment	9.1	337,432	-	337,432	-
Transfers to other reserves	9.1	-	(44,241)	-	44,241
Transfers from other reserves	9.1	-	37,058	-	(37,058)
Balance at end of the financial year		4,873,492	2,289,984	2,396,107	187,401

The above statement of changes in equity should be read with the accompanying notes.

Hume City Council
2022/2023 Financial Report

Statement of Cash Flows
For the Year Ended 30 June 2023

		2023	2022
		Inflows/ (Outflows)	Inflows/ (Outflows)
	Note	\$'000	\$'000
Cash flows from operating activities			
Rates and charges		214,772	207,001
Statutory fees and fines		15,051	14,744
User fees		30,159	25,878
Grants - operating		69,770	61,722
Grants - capital		15,363	12,833
Contributions - monetary		27,982	29,392
Interest received		11,370	2,105
Trust funds and deposits taken		35,349	32,209
Other receipts		6,102	3,980
Net GST refund		19,700	16,808
Employee costs		(136,966)	(124,351)
Materials and services		(149,582)	(144,090)
Short-term, low value and variable lease payments		(578)	(646)
Trust funds and deposits repaid		(32,632)	(26,399)
Other payments		(22,030)	(17,309)
Net cash provided by operating activities	9.2	<u>103,830</u>	<u>93,877</u>
Cash flows from investing activities			
Payments for property, plant, equipment and infrastructure		(91,650)	(68,165)
Payments for investments		(325,557)	(205,485)
Proceeds from sale of property, plant, equipment and infrastructure		1,637	3,388
Proceeds from investments		205,485	80,284
Net cash used in investing activities		<u>(210,085)</u>	<u>(189,977)</u>
Cash flows from financing activities			
Interest paid - lease liability		(58)	(40)
Repayment of lease liabilities		(342)	(336)
Net cash used in financing activities		<u>(400)</u>	<u>(376)</u>
Net decrease in cash and cash equivalents		(106,655)	(96,477)
Cash and cash equivalents at the beginning of the financial year		175,161	271,638
Cash and cash equivalents at the end of the financial year	5.1	<u>68,506</u>	<u>175,161</u>
Financing arrangements	5.5		

The above statement of cash flow should be read with the accompanying notes.

Hume City Council
2022/2023 Financial Report

Statement of Capital Works
For the Year Ended 30 June 2023

	2023	2022
	\$'000	\$'000
Property		
Land	56	65
Land improvements	23,300	18,017
Buildings	35,351	21,277
Total property	58,708	39,359
Plant and equipment		
Heritage	476	152
Plant and equipment	2,744	1,303
Furniture and equipment	7,215	6,770
Total plant and equipment	10,435	8,225
Infrastructure		
Roads	25,221	15,113
Bridges	421	346
Footpaths and cycleways	4,840	5,466
Car parks	3,064	3,835
Drainage	1,225	1,556
Total infrastructure	34,771	26,316
Total capital works expenditure	103,913	73,900
Represented by:		
New asset expenditure	39,912	32,012
Asset renewal expenditure	36,404	28,005
Asset expansion expenditure	10,207	2,664
Asset upgrade expenditure	17,390	11,219
Total capital works expenditure	103,913	73,900

The total capital works expenditure includes an amount of \$7.30m in 2022/23 (\$9.51m in 2021/22) of expenditure on assets which either did not meet Council's asset capitalisation threshold as outlined in note 6.2 or did not meet the criteria to be capitalised under the accounting standards (e.g. cloud-based software implementation costs), or works on assets not owned by Council. In 2021/22 Council commenced the capitalisation of staff salary related cost who were directly involved in the delivery of the capital works program. As a result, total capital works included \$4.08m (\$4.08m in 2021/22) of salary related costs being capitalised.

The above statement of capital works should be read with the accompanying notes.

**Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 1 Overview**Introduction**

The Hume City Council was established by an Order of the Governor in Council on 15 December 1994 and is a body corporate. The Council's main office is located at 1079 Pascoe Vale Rd, Broadmeadows.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these financial statements. The general purpose financial report complies with the Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

The Council is a not-for-profit entity and therefore applies the additional AUS paragraphs applicable to a not-for-profit entity under the Australian Accounting Standards.

(a) Basis of accounting

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported. Accounting policies applied are disclosed in sections where the related balance or financial statement matter is disclosed.

The accrual basis of accounting has been used in the preparation of these financial statements, except for the cash flow information, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The financial statements are based on the historical cost convention unless a different measurement basis is specifically disclosed in the notes to the financial statements.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The financial statements have been prepared on a going concern basis. The financial statements are in Australian dollars.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, plant and equipment and infrastructure (refer to note 6.2).
- the determination of depreciation for buildings, plant and equipment and infrastructure (refer to note 6.2).

**Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 1 Overview (cont.)**(a) Basis of accounting (cont.)**

- the determination of employee and landfill provisions (refer to note 5.4).
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of the Australian Accounting Standards Board (AASB) 15 Revenue from Contracts with Customers or AASB 1058 Income of Not-for-Profit Entities (refer to Note 3)
- the determination, in accordance with AASB 16 Leases, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 5.7).

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year.

Goods and Services Tax (GST)

Income and expenses are recognised net of the amount of associated GST. Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.

(b) Rounding

The amounts presented in the financial statements have been rounded to the nearest thousand dollars unless otherwise specified. Minor discrepancies in the tables between totals and the sum of components are due to rounding.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 2 Analysis of our results**2.1 Performance against budget**

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variances. Council has adopted a materiality threshold of 10 percent or \$1 million where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 26 June 2022. The budget was based on assumptions that were relevant at the time of adoption of the budget. Council set guidelines and parameters for revenue and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term.

These notes are prepared to meet the requirements of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

2.1.1 Income / Revenue and expenditure

	Budget 2023 \$'000	Actual 2023 \$'000	Variance 2023 \$'000	%	Ref
Income / Revenue					
Rates and charges	219,652	218,825	(827)	(0%)	
Statutory fees and fines	16,640	16,507	(133)	(1%)	
User fees	30,627	27,449	(3,178)	(10%)	1
Grants - operating	42,177	74,865	32,688	78%	2
Grants - capital	16,053	18,947	2,894	18%	3
Contributions - monetary	27,609	28,254	645	2%	
Contributions - non-monetary assets	97,392	124,701	27,309	28%	4
Net gain on disposal of property, plant, equipment and infrastructure	-	374	374	100%	5
Fair value adjustments for investment property	697	2,000	1,303	187%	6
Other income	10,958	19,784	8,826	81%	7
Total income / revenue	461,805	531,706	69,901		
Expenses					
Employee costs	146,209	137,678	8,531	6%	8
Materials and services	116,423	160,548	(44,125)	(38%)	9
Depreciation and amortisation	62,118	65,803	(3,685)	(6%)	10
Bad and doubtful debts - allowance for impairment losses	-	1,110	(1,110)	(100%)	11
Financing costs	387	2,196	(1,809)	(468%)	12
Other expenses	9,634	24,436	(14,802)	(154%)	13
Reimbursement to developers for LIK/WIK projects	21,362	7,546	13,816	65%	14
Impairment loss on assets	-	121	(121)	(100%)	15
Total expenses	356,133	399,438	(43,305)		
Surplus for the year	105,672	132,268	26,597		

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 2 Analysis of our results (cont.)

2.1 Performance against budget (cont.)

2.1.1 Income and Expenditure (cont.)

Explanation of variations greater than 10% or \$1 million.

Ref	Item	Explanation
1	User fees	The unfavourable variance is primarily due to the free kinder and childcare initiatives where supplementary grant funding was received in lieu of parent fees (funded by the DESE), the lower utilisation of Council's childcare service, the temporary closure of Council's landfill and transfer stations and the slow down in market conditions impacting road management asset protection applications. Offsetting the unfavourable variance is the increased utilisation of aquatic services at Council's leisure centres.
2	Grants - operating	The favourable variance relates to: • The advance payment of the 2023/24 Victorian Local Government Grants Commission - Financial Assistance Grant of \$20.8m; • Free kinder and childcare initiatives supplementary grant funding received in lieu of parent fees; • Unbudgeted grant income received for the Culturally and Linguistically Diverse (CALD) Communities Taskforce, Shared Services Environmentally Sustainable Development, Victorian Planning Authority (VPA) grant for Cloverton Metropolitan Activity Centre (MAC), the COVID relief program grant from DJPR and a grant for the Winter Lights Festival; and • Additionally, the accounting treatment related to the recognition of grant income obtained during 2021/22, but postponed until 2022/23 due to unmet performance obligations outlined in the funding agreement. These unfulfilled obligations in the prior year necessitated the deferment of income recognition.
3	Grants - capital	The favourable variance relates to a number of unbudgeted grants received and recognised in 2022/23, including: • Kalkallo Central Community Centre; • Reconstruction of Macedon Street Service Road in Sunbury; • Landscape and streetscape improvements at Benston Street in Craigieburn; • 2022/23 blackspot program for all-way pedestrian signals at Brook Street and Evans Street in Sunbury, and • Construction of roads at Bamburgh Street in Jacana, Tatura Crescent in Craigieburn and Bicknell Court in Broadmeadows.
4	Contributions - non-monetary assets	The favourable variance is due to a higher level of developer contributed assets in the form of land, land under roads, roads, footpaths and drainage contributions. In 2022/23, Council received contributed assets from 70 subdivisions.
5	Net gain on disposal of property, plant, equipment and infrastructure	The favourable variance is due to higher gains arising from the sale of plant and equipment including Council fleet and gym equipment sales proceeds surpassing the budgeted residual value.
6	Fair value adjustments for investment property	The favourable variance is due to the revaluation increment for investment properties being higher than originally anticipated.
7	Other income	The favourable variance is due to higher investment interest rates than initially expected.
8	Employee costs	The favourable variance is as a result of staff vacancies which are offset by an unfavourable variance in agency staff that are used to backfill sick leave and vacant positions (included under materials and services).
9	Materials and services	The unfavourable variance relates to an accounting entry for the landfill provision increase for the aftercare expenditure at the Bolinda Rd landfill site (legislative compliance with the Environmental Protection Agency (EPA) requirements). Furthermore, agency staff used to temporarily backfill vacant positions (It is the practice of Council to budget for a full complement of staff and not for agency staff), unbudgeted contractor expenses incurred as a result of the October storm damage, the additional costs associated with the operation of Council's landfill (including leachate management), road, footpath and leisure centre maintenance, fuel costs and animal shelter costs due to a higher than usual number of surrendered animals. In addition, capital works expensed relating to assets which either did not meet Council's asset capitalisation threshold or the criteria to be capitalised under the accounting standards, was higher than budgeted.
10	Depreciation and amortisation	The unfavourable variance is due to the higher than budgeted 2021/22 contributed assets and the 2021/22 asset revaluation, all of which impacts the depreciation expense for the 2022/23 financial year.
11	Bad and doubtful debts - allowance for impairment losses	Council does not budget for bad debts as all attempts are made to recover outstanding amounts.
12	Financing costs	The unfavourable variance is due to an accounting entry for the unwinding interest effect on the net present value (NPV) calculation of this future liabilities for its employee benefits and landfill rehabilitation and aftercare provisions.
13	Other expenses	The unfavourable variance relates to the write-off of the remaining written down value of infrastructure assets which were renewed during the year e.g. roads, open spaces and footpaths. This is an accounting entry only. In addition, the EPA levy was greater than budgeted due to the need to import additional soil for daily cover material needed for the operations of the Sunbury landfill.
14	Reimbursement to developers for LIKWIK projects	The favourable variance relates to the timing of reimbursements to developers funded from Council's Developer Infrastructure Levy reserves. Council has received cash contributions from other developers to fund this reimbursement.
15	Impairment loss on assets	The unfavourable variance is due to the recognition of an impairment loss to Council's assets since the restoration work on those assets that suffered extensive damage due to the October flood remains unfinished as at 30 June 2023.

**Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 2 Analysis of our results (cont.)**2.1.2 Capital works**

	Budget 2023 \$'000	Actual 2023 \$'000	Variance 2023 \$'000	%	Ref
Property					
Land	600	56	544	91%	1
Land improvements	36,966	23,300	13,666	37%	2
Buildings	44,018	35,351	8,667	20%	3
Total property	81,584	58,708	22,876		
Plant and equipment					
Heritage	302	476	(174)	(58%)	4
Plant and equipment	7,315	2,744	4,571	62%	5
Furniture and equipment	10,657	7,215	3,442	32%	6
Total plant and equipment	18,274	10,435	7,839		
Infrastructure					
Roads	30,420	25,221	5,199	17%	7
Bridges	215	421	(206)	(96%)	8
Footpaths and cycleways	5,181	4,840	341	7%	
Car parks	8,933	3,064	5,869	66%	9
Drainage	2,937	1,225	1,712	58%	10
Total infrastructure	47,686	34,771	12,915		
Total capital works expenditure	147,544	103,913	43,631		
Represented by:					
New asset expenditure	59,948	39,912	20,036		
Asset renewal expenditure	46,623	36,404	10,219		
Asset expansion expenditure	9,790	10,207	(417)		
Asset upgrade expenditure	31,183	17,390	13,793		
Total capital works expenditure	147,544	103,913	43,631		

Explanation of variations greater than 10% or \$1 million.

The capital works program, both within specific asset classes and overall, experienced underspending compared to the budget, primarily attributable to challenges with contractors and supply chain issues. Unspent funds allocated for these projects are anticipated to be expended in the upcoming years.

Ref	Item	Explanation
1	Land	The variance predominantly relates to the acquisition of land for Mahoneys Road for public open space. This parcel of land will be contributed to Council as land-in-kind item and therefore the budget is no longer required. \$56k has been spent on the acquisition of a land parcel for the construction of the access road to the Seabrook Reserve car park.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 2 Analysis of our results (cont.)

2.1.2 Capital works (cont.)

2	Land improvement	<p>Some of the major incomplete projects relate to:</p> <ul style="list-style-type: none"> • Works at Grand Blvd Reserve Active Open Space (AOS) which includes construction of sports fields; • Works at Mt Aitken District Recreation Reserve; • Leachate management upgrade at the Riddell Road landfill in Sunbury to meet the Environment Protection Authority Victoria (EPA) requirements; • Athletics track, lighting and associated amenities upgrade work at Boardman Reserve in Sunbury; • Works for several master plans including Greenvale Recreation Reserve, Progress Reserve, Sunbury Park and Derby Street Reserve; • Tennis court renewal works at Tullamarine Tennis Club; • Construction of playing fields in Merrifield West; • Public toilet and drinking fountain installation at Tulsa Reserve in Sunbury and Jack Roper Reserve in Broadmeadows. <p>Funds allocated for these projects have been rescheduled and are anticipated to be expended in the 2023/24 financial year.</p>
3	Buildings	<p>Some of the major incomplete projects relate to:</p> <ul style="list-style-type: none"> • Construction works of several community centres including the Mickleham South community centre, Kalkallo North community hub and Valley Park community centre; • Pavilion works at Leo Dineen Reserve, Bridges Reserve, Ginifer Reserve, Gladstone Park Tennis Club, Grand Boulevard Reserve, Dwyer Street Reserve and Pavilion1&2 in Merrifield West; • The indoor cricket centre at the Greenvale Recreation Reserve; • The Jackson Hill Arts and Cultural Precinct; • The Broadmeadows Global Learning Centre redevelopment; • The public toilet program; • Self-service libraries at Greenvale West Community Centre, Mickleham North Community Centre and Kalkallo; and • Broadmeadows Town Hall - access and mobility toilets. <p>Funds for these projects have been re-profiled and are expected to be spent in the 2023/24 financial year.</p> <p>Tullamarine Tennis Club Pavilion has been rescheduled and are anticipated to be expended in the upcoming years.</p>
4	Heritage	<p>The variance predominantly relates to the additional expenditure on the incomplete works carried forward from 2021/22 for the Public Art project.</p>
5	Plant and equipment	<p>The variance predominantly relates to the incomplete fleet replacement program due to supply chain issues.</p> <p>Funds allocated for these projects have been rescheduled and are anticipated to be expended in the 2023/24 financial year.</p>
6	Furniture and equipment	<p>The variance predominantly relates to the incomplete projects, including several Information Communication Technology (ICT) projects and Food Organics Garden Organics (FOGO) bin rollout.</p> <p>Funds allocated for these projects have been rescheduled and are anticipated to be expended in the 2023/24 financial year.</p>

**Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 2 Analysis of our results (cont.)

2.1.2 Capital works (cont.)

7	Roads	<p>Some of the major incomplete projects relate to:</p> <ul style="list-style-type: none"> • Road rehabilitation for Lee St, Craigieburn; • Road Rehabilitation for Kiewa Crescent, Dallas; • Major repairs works to Reservoir Road adjacent to Calder Fwy; • Mitchells Lane reconstruction in Sunbury; • Yirrangan Road reconstruction, Jacksons Hill to Watsons Road • Beacon Hills Crescent reconstruction; and • Woodlands Court reconstruction. <p>Funds for these project have been re-profiled and are expected to be spent in the 2023/24 financial year.</p> <p>In addition, the following projects have been deferred and re-profiled in future years to allow more time for planning and aligning with other road or bridge reconstruction works.</p> <ul style="list-style-type: none"> • Construction of Somerton Road & Section Road Intersection in Greenvale; • Hanson Road reconstruction between Creekwood Drive and Malcolm Creek; • Section Road upgrade; • Mitchell Street rural road reconstruction; • Road rehabilitation for Rosedale Crescent Dallas whole length; and • Road rehabilitation for Cobram St Broadmeadows.
8	Bridges	<p>The variance predominantly relates to the additional expenditure on the incomplete works carried forward from 2021/22. These works include Hayfield Road Bridge and Pedestrian Bridge rehabilitation at Penryn Place.</p>
9	Car parks	<p>Some of the major incomplete projects relate to:</p> <ul style="list-style-type: none"> • the Multi-deck carpark at Evans Street, Sunbury; and • Carpark construction in the Broadmeadows Town Centre. <p>Funds allocated for these projects have been rescheduled and are anticipated to be expended in the upcoming years.</p>
10	Drainage	<p>The variance predominantly relates to incomplete annual programs including drainage infrastructure upgrade and rehabilitation works. Any unspent funding has been carried forward and expected to be spent in 2023/24.</p> <p>In addition, the following projects have been deferred and rescheduled for future years to provide additional time for planning and coordination with other road construction activities.</p> <ul style="list-style-type: none"> • Fairways Lake - Fairways Boulevard drainage work; • Spavin Drive Lake stabilize lake bank embankment and renew spillway; and • Banksia Grove and Birch Avenue, Tullamarine drainage upgrade.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 2.2 Analysis of Council's results by program

Council delivers its functions and activities through the following programs.

2.2 (a) Finance and Governance

The Finance and Governance division is responsible for the management of Council's finances including the development of a long-term financial plan and annual operational and capital works budgets for use in planning, performance evaluation and operational control as well as providing strategic direction to ensure the Council Plan can be funded. It is also responsible for Council's compliance with corporate business obligations including governance and risk management, rates and valuations, grants, procurement and property management. The division also provides guidance to Council and the Executive Leadership Team in legislative and statutory issues, especially the implementation and operation of the Local Government Act.

City Services and Living

The City Services and Living division advocates, plans and provides support, services and programs that enhance community wellbeing, promote healthy living and safety, while providing opportunities to participate in Hume City life. This includes services such as maternal and child health, immunisation, public health, preschool, childcare, youth services, libraries, aged care services, arts and events and leisure facilities. This division is also responsible for sustainability engagement, community safety, city laws, emergency management, community capacity building and social and health planning.

Customer and Strategy

The Customer and Strategy division leads advocacy on behalf of the community and engages community to help inform Council decisions, all while driving continual improvement and innovation. The division also delivers customer experiences and services, IT infrastructure, security, project management support, service reviews, and information management. It manages media relationships and provides vital news and information to staff and the community.

City Planning and Places

The City Planning and Places division focuses on the sustainable development of Hume, fostering economic prosperity, promoting urban design excellence and recreation planning. The division is responsible for Council's land use planning portfolio, including planning and building control, transport and infrastructure planning, economic development, environmental planning, and urban and open space planning and design.

Infrastructure and Assets

The Infrastructure and Assets division is responsible for managing a diverse range of community infrastructure and services for Council and the community, project managing of Council's capital works program and subdivisional development, and maintaining Council's assets including footpaths, roads, parks, bridges, and buildings. The division is also responsible for waste management and landfills, maintaining parks and gardens, rural land support, and protecting Hume City's biodiversity.

People and Culture

The People and Culture division provides strategic and operational advice on all matters relating to our people. We lead and oversee the implementation of the people and culture strategy, talent acquisition, leadership development and organisational development, workforce planning, and the Gender Equity Action plan. The directorate is responsible for all general employee services, learning and development, industrial relations/employee relations, Workcover and payroll and work, health, and safety throughout Council's diverse work environments.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 2.2 Analysis of Council's results by program (cont.)

2.2 (b) Summary of income / revenue, expenses, assets and capital expenses by program

	Income / Revenue	Expenses	Surplus/ (Deficit)	Grants included in income / revenue	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'000
2023					
Finance and Governance	287,335	63,553	223,783	29,465	541,797
City Services and Living	71,758	111,903	(40,145)	47,066	484,374
Customer and Strategy	4	19,807	(19,803)	279	3,509
City Planning and Places	43,718	33,866	9,852	11,630	656,184
Infrastructure and Assets	127,212	163,253	(36,041)	5,372	4,279,681
People and Culture	1,679	7,056	(5,377)	-	23
	531,706	399,438	132,269	93,812	5,965,568

	Income / Revenue	Expenses	Surplus/ (Deficit)	Grants included in income / revenue	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'000
2022					
Finance and Governance	247,620	42,701	204,919	18,321	519,450
City Services and Living	55,495	95,708	(40,213)	38,057	441,694
Customer and Strategy	6	17,434	(17,428)	-	3,083
City Planning and Places	42,644	30,749	11,895	9,948	512,172
Infrastructure and Assets	119,718	142,610	(22,892)	1,819	3,542,802
People and Culture	1,560	5,651	(4,091)	-	-
	467,043	334,853	132,190	68,145	5,019,200

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note	2023 \$'000	2022 \$'000
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Note 3 Funding for the delivery of our services

3.1 Rates and charges

Council uses the Capital Improved Value (CIV) as the basis for valuation of all properties within the municipal district. The CIV is the assessed market value of a property including both land and all improvements (such as buildings), on a specific date.

The valuation base used to calculate general rates for 2022/23 was \$66.625 billion (2021/22 - \$58.204 billion). The 2022/23 rate in the CIV dollar was 0.29513 (2021/22 - 0.32344).

Residential	153,895	147,346
Commercial	10,074	9,942
Industrial	26,540	24,682
Rural	9,596	9,795
Organic waste fees	4,026	3,660
Revenue in lieu of rates	14,694	13,926
Total rates and charges	218,825	209,351

The increase in rates and charges is primarily due to a rate increase of 1.75% together with the raising of supplementary rates during the year as a result of continued growth throughout the municipality.

The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2023, and the valuation will be first applied in the rating year commencing 1 July 2023.

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

As part of Council's response to supporting our community through the COVID-19 pandemic, Council ceased charging interest on outstanding rates for both the 2021/22 and 2022/23 financial years.

3.2 Statutory fees and fines

Building	1,460	1,421
Town planning	2,011	2,259
Subdivisions	4,001	4,030
City laws - animal/traffic	4,711	3,805
Asset protection	1,687	1,973
Health registrations	1,436	871
Land information certificates	221	266
Other/miscellaneous	979	1,152
Total statutory fees and fines	16,507	15,777

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

In 2021/22, Council implemented a stimulus package with specific measures to address the challenges posed by the COVID pandemic including waiving 50% of the annual registrations under the Food Act and parking infringements were only issued for the more serious offences and discretionary penalties were set at the minimum. This was done to ease financial burdens on local businesses and individuals. These above mentioned measures ceased in 2022/23 and both City Laws - Animal/Traffic and Health Registrations returned favourable results compared to 2021/22.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 3 Funding for the delivery of our services (cont.)

	Note	2023 \$'000	2022 \$'000
3.3 User fees			
Recreational facilities		15,051	8,642
Landfill/waste		3,521	3,349
Community services		3,963	4,096
Asset protection		1,155	1,490
Town planning		378	364
Community facilities		1,884	1,141
Building		125	131
Other/miscellaneous		1,372	2,211
Total user fees		27,449	21,424

User fees are recognised as revenue at a point in time, or over time, when (or as) the performance obligation is satisfied. Recognition is based on the underlying contractual terms.

The increase in user fees in the 2022/23 period can be attributed to several factors related to the aftermath of the COVID-19 pandemic and the utilisation of various facilities and services, including increased utilisation of aquatic services at Council leisure centres and demand for hiring Council facilities for events and meetings.

3.4 Funding from other levels of government

Grants were received in respect of the following:

Summary of grants		
Commonwealth funded grants	44,250	31,095
State funded grants	49,562	37,051
Total grants received	93,812	68,146

(a) Grants - operating
Recurrent - Commonwealth Government

Financial assistance grant - general purpose	22,274	17,504
Financial assistance grant - local roads	4,366	3,642
Community health and wellbeing	8,090	3,376
Family youth and children	3,424	3,675
City life	-	11

Recurrent - State Government

Community health and wellbeing	3,876	2,852
City safety	967	858
City life	2,025	1,837
Family youth and children	28,475	21,648
City parks and open spaces	67	7
Waste and sustainability	-	9
Economic development	350	1,011
Planning and development	610	287
City design	191	391
Strategic planning	150	19
Total recurrent operating grants	74,865	57,127

The increase in grants operating can be attributed to the advance payment of the 2023/24 Victorian Local Government Grants Commission - Financial Assistance Grant, the receipt of the Free Kinder and Childcare Initiatives Supplementary Grant in lieu of parent fees and an increase in home care package funding that provides assistance and services to elderly individuals who want to remain in their homes rather than move into aged care facilities.

Total grants - operating	74,865	57,127
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Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 3 Funding for the delivery of our services (cont.)			
	Note	2023 \$'000	2022 \$'000
3.4 Funding from other levels of government (cont.)			
<i>(b) Grants - capital</i>			
Recurrent - Commonwealth Government			
Roads to recovery		3,055	182
Total recurrent capital grants		3,055	182
Non-recurrent - Commonwealth Government			
Roads		2,148	1,286
Footpaths and cycleways		157	29
Buildings		132	807
Land improvements		563	335
		3,000	2,457
Non-recurrent - State Government			
Buildings		9,099	5,960
Roads		76	20
Footpaths and cycleways		334	274
Car parks		460	-
Land improvements		2,746	1,889
Furniture and equipment		177	236
		12,892	8,379
Total non-recurrent capital grants		15,892	10,836
Total grants - capital		18,947	11,018
(c) Unspent grants received on condition that they be spent in a specific manner			
Operating			
Balance at start of year		7,866	7,911
Received during the financial year and remained unspent at balance date		6,917	6,419
Received in prior years and spent during the financial year		(6,344)	(6,464)
Balance at year end		8,439	7,866
Capital			
Balance at start of year		16,434	21,546
Received during the financial year and remained unspent at balance date		7,460	6,962
Received in prior years and spent during the financial year		(11,461)	(12,074)
Balance at year end		12,433	16,434
Grant income is recognised at the point in time when Council satisfies its performance obligations as specified in the underlying agreement.			
(d) Recognition of grant income			
Before recognising funding from government grants as revenue the Council assesses whether there is a contract that is enforceable and has sufficiently specific performance obligations in accordance with AASB 15 Revenue from Contracts with Customers. When both these conditions are satisfied, the Council:			
- identifies each performance obligation relating to revenue under the contract/agreement;			
- determines the transaction price;			
- recognises a contract liability for its obligations under the agreement; and			
- recognises revenue as it satisfies its performance obligations, at the time or over time when services are rendered.			
Where the contract is not enforceable and/or does not have sufficiently specific performance obligations, the Council applies AASB 1058 Income for Not-for-Profit Entities.			
Grant revenue with sufficiently specific performance obligations is recognised over time as the performance obligations specified in the underlying agreement are met. Where performance obligations are not sufficiently specific, grants are recognised on the earlier of receipt or when an unconditional right to receipt has been established. Grants relating to capital projects are generally recognised progressively as the capital project is completed. The following table provides a summary of the accounting framework under which grants are recognised.			
Income recognised under AASB 1058 Income of Not-for-Profit Entities			
General purpose		26,640	21,146
Specific purpose grants to acquire non-financial assets		18,947	11,018
Other specific purpose grants		44,386	29,716
Revenue recognised under AASB 15 Revenue from Contracts with Customers			
Specific purpose grants		3,838	6,265
		93,812	68,145

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 3 Funding for the delivery of our services (cont.)			
	Note	2023 \$'000	2022 \$'000
3.5 Contributions			
<i>(a) Contributions - monetary</i>			
Contributions		27,339	28,115
Sponsorships		14	27
Fringe benefits tax		74	74
Total contributions - monetary		27,427	28,216
 <i>Contributions - capital monetary</i>			
Contributions		827	56
Total contributions - monetary		28,254	28,272
 <i>(b) Contributions non-monetary assets</i>			
Contributions of non monetary assets were received in relation to the following asset classes:			
Land under roads		26,975	14,209
Buildings		-	200
Roads		36,710	32,659
Bridges		942	-
Footpaths and cycleways		9,016	5,359
Drainage works		20,803	17,607
Land		16,064	42,503
Car parks		536	-
Land improvements		13,655	1,260
Total non-monetary contributions		124,701	113,797
The overall increase are due to a combination of higher development activity and higher unit rate used to value the new infrastructure assets contributed in 2022/23 from the 2021/22 revaluation.			
 Total contributions		152,955	142,068
Monetary and non-monetary contributions are recognised as revenue when Council obtains control over the contributed asset.			
Contributed assets are assets transferred to Council as a result of subdivisional activities.			
 3.6 Net gain on disposal of property, plant, equipment and infrastructure			
<i>Land</i>			
Proceeds from sale		1,135	-
Less cost of assets sold		(1,135)	-
Gain/(loss) on disposal		-	-
 <i>Plant and equipment</i>			
Proceeds from sale		795	1,067
Less cost of assets sold		(421)	(640)
Gain on disposal		374	427
Total gain on disposal of property, plant, equipment and infrastructure		374	1,297
The cost of assets sold includes expenses associated with auction fees.			
The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.			

Hume City Council Notes to the Financial Report For the Year Ended 30 June 2023			
Note 3 Funding for the delivery of our services (cont.)			
3.7 Other income	Note	2023	2022
		\$'000	\$'000
(a) Rental income			
Investment property rent		1,149	1,342
Other rent		2,553	2,525
Total rental		3,702	3,866
Rent is recognised as revenue when a payment is due. Rental payments received in advance are recognised as unearned income until they are due.			
The decrease in rental income in 2022/23 is the result of a number of agreements that have ceased during the year.			
(b) Interest income			
Interest		13,720	2,018
Total interest income		13,720	2,018
Interest is recognised as it is earned.			
The increase in interest is due to higher investment interest rates during the financial year.			
(c) Reimbursement other			
City safety		69	66
Assets		275	215
People and culture		1,679	1540
City parks and open spaces		191	89
Other		148	81
Total reimbursement other		2,362	1,991
Total other income		19,784	7,875

Hume City Council			
Notes to the Financial Report			
For the Year Ended 30 June 2023			
	Note	2023 \$'000	2022 \$'000
Note 4 The cost of delivering services			
4.1 a) Employee costs			
Wages and salaries		106,619	99,221
Workcover		5,577	5,106
Superannuation	9.3	11,746	10,224
Annual leave and long service leave		11,201	9,584
Other employee related expenses		2,400	1,858
Fringe benefits tax		135	100
Total employee costs		137,678	126,093
<p>The rise in employee expenses can be attributed to various factors. These encompass a rise in the Enterprise Bargaining Agreement (EBA), a reorganization or enhancement of the organization that led to extra resources, as well as alterations in the organization's structure, roles, and obligations. Additionally, there are mandatory increases in Superannuation Guarantee Contributions (SGC) that employers need to make and an increase in Workcover insurance costs.</p>			
(b) Superannuation			
Council made contributions to the following funds:			
Defined benefit fund			
Employer contributions to Local Authorities Superannuation Fund (Vision Super)		317	369
		317	369
Accumulation funds			
Employer contributions to Local Authorities Superannuation Fund (Vision Super)		6,078	5,928
Employer contributions - other funds		5,648	4,120
		11,726	10,048
Total superannuation	9.3	12,043	10,417
<p>The variance between the superannuation expense in the Employee costs and the contributions made to the various super funds is due to superannuation which has been included in capitalised salaries and the movement in the accrued salaries for superannuation.</p>			
Refer to note 9.3 for further information relating to Council's superannuation obligations.			
4.2 Materials and services			
a) Contractors			
Council made payments to Contractors according to the following departments:			
Waste and sustainability		30,401	26,058
City parks and open spaces		24,449	21,023
Assets		10,669	7,966
City safety		5,978	4,645
Family youth and children		4,857	3,058
City life		4,249	3,181
Community health and wellbeing		2,803	2,048
Planning and development		2,515	1,984
Governance risk and property		729	559
Information technology		610	467
Economic development		540	586
Customer experience		535	434
City design		480	450
Other		874	511
		89,689	72,970

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 4 The cost of delivering services (cont.)

	Note	2023 \$'000	2022 \$'000
4.2 Materials and services (cont.)			
b) Other materials and services			
Materials		11,099	10,695
Landfill aftercare provision increase		24,592	-
Capital works expensed		7,301	9,512
Fleet expenses		3,497	3,214
Consultants, legal fees and other professional services		6,643	5,143
Insurance		2,818	2,347
Information technology		5,900	5,118
Building and utility charges		7,780	7,679
Advertising and promotions		1,029	1,246
Other		200	147
		70,860	45,101
Total materials and services		160,548	118,071

The increase in total materials and services is due to:

- an accounting entry for the landfill provision increase for the aftercare expenditure at the Bolinda Rd landfill site (several necessary tasks identified from the environmental audit to address the issues relating to the current leachate and gas levels to meet the Environmental Protection Agency (EPA) requirements);
- agency staff costs are included in the "contractors" category. The agency staff are hired to backfill vacant positions temporarily during the recruitment process. This is a common practice to maintain operations while permanent positions are being filled;
- additional costs associated with the operation of Councils landfill including gate fee increases, transporting and managing leachate off-site (tankering), costs associated with cleaning up illegally dumped waste and the EPA charges on gate fees;
- maintenance of Parks and Open Spaces, this expense increase is linked to the growth of subdivisions within the municipality. As new residential areas are developed, additional maintenance is required for the associated parks and open spaces;
- storm damage expenses caused by the October storm. This involved repair and restoration work; and
- price escalations resulting from elevated costs of materials and services due to inflation or market fluctuations.

Offsetting the increase is a reduction in capital works expensed relating to assets which either did not meet Council's asset capitalisation threshold or the criteria to be capitalised under the accounting standards.

4.3 Depreciation and amortisation

(a) Depreciation

Property

Land improvements	8,606	7,175
Buildings	8,625	7,704

Plant and Equipment

Plant and equipment	3,435	3,905
Furniture and equipment	3,842	4,300

Infrastructure

Roads	25,907	23,858
Bridges	1,079	1,010
Footpaths and cycleways	3,612	2,962
Drainage	8,310	7,286
Car parks	513	439

Total depreciation	6.2	63,929	58,639
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The increase in depreciation is due to an increase in the total value of infrastructure assets as a result of the 2021/22 revaluation and new assets brought on from the 2021/22 capital works program and contributed assets.

(b) Amortisation - Intangible assets

Amortisation

Intangible assets (landfill restoration assets)		1,513	1,513
Total Amortisation - Intangible assets	5.2	1,513	1,513

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 4 The cost of delivering services (cont.)

	Note	2023 \$'000	2022 \$'000
4.3 Depreciation and amortisation (cont.)			
(c) Amortisation - Right of use assets			
Property		305	304
Plant and Equipment		56	40
Total Amortisation - Right of use assets		361	344
Total amortisation		1,874	1,857
Total depreciation and amortisation		65,803	60,496

Refer to note 5.2 and 6.2 for a more detailed breakdown of depreciation and amortisation charges.

4.4 Bad and doubtful debts - allowance for impairment losses

City safety	614	531
Planning and development	47	16
Assets	358	356
Other	91	88
Total bad and doubtful debts - allowance for impairment losses	1,110	991

Movement in allowance for impairment losses in respect of debtors

Balance at the beginning of the year	431	443
New provisions recognised during the year	(5)	11
Amounts already provided for and written off as uncollectible	(10)	(23)
Balance at end of year	416	431

An allowance for impairment losses in respect of debtors is recognised based on an expected credit loss model. This model considers both historic and forward looking information in determining the level of impairment.

4.5 Financing costs

Interest - Lease Liabilities	58	39
Unwinding interest effect for provisions	2,138	5,650
Total financing costs	2,196	5,689

Council recognises the net present value (NPV) of its future liabilities for its employee benefits and landfill rehabilitation and aftercare costs. The accounting standards require the effect of the increase in the liability caused by the movement in discount rates, known as the unwinding interest effect, to be shown as financing costs.

4.6 Other expenses

Grants, contributions and donations	3,316	3,332
EPA landfill levy	9,710	4,415
Auditors' remuneration - audit of the financial statements, performance statement and grant acquittals	108	116
Auditors' remuneration - internal	168	71
Councillors' allowances	522	481
Operating lease rentals	578	646
Bank charges	659	676
Assets written off	9,374	9,023
Total other expenses	24,436	18,760

The increase in the EPA landfill levy primarily relates to the levy paid for the daily cover material needed for the operations of the Sunbury landfill until the construction of a new leachate pond. This cover helps control odour, litter, and pests and also prevents rainwater from seeping into the waste, reducing the potential for leachate (liquid waste) generation.

Assets written off relate to the write-off of the remaining written down value of infrastructure assets which were renewed during the year.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 4 The cost of delivering services (cont.)

	Note	2023 \$'000	2022 \$'000
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4.7 Reimbursement to developers for LIK/WIK projects

Reimbursement to developers for LIK/WIK projects	7,546	4,753
	<u>7,546</u>	<u>4,753</u>

Under the Developer Contribution Plan (DCP) regime, developers can contribute Land-in-kind (LIK) or Work-in-kind (WIK) items to Council in lieu of paying the developer levies in cash. In some cases, the value of the LIK or WIK items are more than the levies the developer is obliged to pay Council. Under that situation, Council is required to reimburse the developer the difference between the total value of the LIK or WIK items and the liability of the development contribution levies owed to Council.

4.8 Impairment loss on assets

Impairment loss on Infrastructure asset	121	-
	<u>121</u>	<u>-</u>

As of 30 June, the restoration work on some of the assets that suffered extensive damage due to the October flood remains unfinished, and they have yet to be reinstated to their pre-flood state. As a result, Council conducted an impairment assessment for those assets as of 30 June 2023.

The cumulative impairment of assets aggregated \$0.53 million during 2022/23 financial year. This was attributed to various contributing factors, including the complete washout of a gravel road leading to a write-off of \$0.11 million. Additionally, a total of \$0.42 million was recognized as an impairment to the assets that had not yet been restored by 30 June. Within this sum, an amount of \$0.30 million was reversed from the previously recorded revaluation reserve associated with these assets. Subsequently, the residual balance of \$0.12 million was then officially recognized as an impairment loss in the income statement for the same period.

Note 5 Our financial position

5.1 Financial assets

(a) Cash and cash equivalents

Current

Cash at bank and on hand	3,588	6,312
Money market call account	64,836	168,746
Committees of management bank accounts	82	103
Total cash and cash equivalents	<u>68,506</u>	<u>175,161</u>

(b) Other financial assets

Current

Term deposits greater than 90 days	325,557	205,485
Total other financial assets	<u>325,557</u>	<u>205,485</u>

Total financial assets	<u>394,063</u>	<u>380,646</u>
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Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

	2023	2022
	\$'000	\$'000

Note 5 Our financial position (cont.)

5.1 Financial assets (cont.)

(c) Trade and other receivables

Current

Rates debtors	32,225	26,416
Statutory fees	6,985	6,610
Other debtors	6,173	6,013
Less: provision for doubtful debts	(416)	(431)
GST receivable	5,037	3,416
	50,004	42,024

Non-current

Other debtors	1,250	2,500
Other debtors - DMLR land swap receivable	114	-
Other debtors - Special rate scheme	56	69
	1,420	2,569

Total trade and other receivables

51,424 44,593

Short term receivables are carried at invoice amount. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

The other non-current debtors relate to the rates in lieu payable by Melbourne Airport in accordance with the memorandum of understanding (MOU) whereby the amount will be repaid at \$1.25 million per annum and a sum of \$0.114 million represents the appraised worth of a single land parcel, which is set to transfer to the Council in the year 2038 as part of the land exchange arrangement between DMLR Investments Pty Ltd and the Council. (refer to Note 3.6)

d) Ageing of other debtors

At balance date other debtors representing financial assets were past due but not impaired. The ageing of these debtors are as follows:

Between 0 and 30 days	3,002	2,263
Past due between 31 and 60 days	209	795
Past due between 61 and 90 days	128	225
Past due by more than 90 days	4,254	5,300
Total other debtors	7,593	8,583

e) Ageing of individually impaired receivables

At balance date, other debtors representing financial assets with a nominal value of \$7.59m (2021/22: \$8.58m) were partly impaired. The amount of the provision raised against these debtors was \$0.42m (2021/22: \$0.43m) based on historical observed default rates.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 5 Our financial position (cont.)

	2023 \$'000	2022 \$'000
5.2 Non-financial assets		
(a) Other assets		
Current		
Prepayments	2,040	4,762
Bond paid to 3rd party	56	56
Accrued income	6,076	997
Total other assets	8,172	5,815
<p>The increase in other assets is predominantly due to higher accrued interest income for a number of term deposits as of 30 June 2023. The large increase was due to higher interest rates. The variance is partially offset by the reduction in the prepayment balance as of 30 June 2023. This decrease is attributed to the one-off prepayment made for the Environmental Protection Agency (EPA) levy in 2021/22 associated with soil designated for daily cover use in the 2022/23 financial year.</p>		
(b) Intangible assets		
Non-current		
Intangible assets - landfill airspace	15,500	13,614
Total intangible assets	15,500	13,614
Gross carrying amount		
Opening balance	25,778	25,778
Additions	3,399	-
Closing balance	29,177	25,778
Accumulated amortisation and impairment		
Opening balance	(12,164)	(10,651)
Amortisation expense	(1,513)	(1,513)
Closing balance	(13,677)	(12,164)
Net book value	15,500	13,614

Intangible assets of landfill airspace with finite lives are amortised as an expense on a systematic basis over the asset's useful life of 26 years. Amortisation is generally calculated on a straight-line basis, at a rate that allocates the asset value, less any estimated residual value over its estimated useful life. Refer to Note 5.4(b) for further details.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 5 Our financial position (cont.)

	2023 \$'000	2022 \$'000
5.3 Trade and other payables, unearned revenue, trust funds and deposit		
(a) Payables		
Current		
Trade payables	6,154	3,110
Accrued expenses	31,402	21,037
Net GST payable	253	380
Total current payables	37,809	24,527

The increase in accrued expenses is due to higher value of invoices received post 30 June 2023 relating to 2022/23 financial year.

(b) Unearned income/revenue		
Current		
Grants received in advance - operating	4,366	7,192
Grants received in advance - capital	15,692	18,329
Prepaid rates	4,348	3,853
Other	230	913
Total current unearned income/revenue	24,636	30,287

Unearned income/revenue represents contract liabilities and reflect consideration received in advance from customers in respect of grants and contributions. Unearned income/revenue are derecognised and recorded as revenue when promised goods and services are transferred to the customer. Refer to Note 3.4 (d).

The reduction in unearned income in 2022/23 is primarily due to increased recognition of unearned income from the balance of last year, driven by the successful fulfillment of obligations outlined in the funding agreement.

(c) Trust funds and deposits		
Current		
Refundable deposits	1,471	1,583
Fire services levy	1,043	1,034
Total current trust funds and deposits	2,514	2,617
Non-current		
Other refundable deposits	11,164	10,122
Developer contributions - equalisation trusts	5,648	3,870
Total non-current trust funds and deposits	16,812	13,992
Total trust funds and deposits	19,326	16,609

Trust funds and deposits
Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

Purpose and nature of items

Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

Fire Service Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Developer contributions - equalisation trusts - A land owner who subdivides land within a Precinct Structure Plan (PSP) must make a contribution to Council for public open space in accordance with Clause 53.01 of the Hume Planning Scheme. This is calculated as a percentage of the land that will be used for commercial or residential purposes (the developable land). Where open space is being provided on one property in excess of the percentage required, the developer is considered to have overprovided open space. Where open space is not provided or open space is provided below the percentage amount the developer is considered to have underprovided. Under providers are required to pay a levy which is calculated based on the value of their land. Council collects the levy and reimburses the money collected to developers who have overprovided.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 5 Our financial position (cont.)

5.4 Provisions

	Employee benefits				
	Annual leave	Long service leave	Other employee benefits	Landfill rehabilitation and after care	Total
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
2023					
Balance at beginning of the financial year	11,253	20,242	237	41,218	72,950
Additional provisions	8,466	3,148	-	27,990	39,604
Amounts used	(8,685)	(2,515)	(44)	(216)	(11,460)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(46)	(696)	-	2,880	2,138
Balance at end of the financial year	10,988	20,179	193	71,872	103,232
<i>Provisions - current</i>	10,988	16,789	193	4,623	32,593
<i>Provisions - non-current</i>	-	3,390	-	67,249	70,639
2022					
Balance at beginning of the financial year	10,726	22,716	207	32,935	66,584
Additional provisions	8,402	3,002	-	-	11,404
Amounts used	(7,827)	(2,674)	30	(217)	(10,688)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(48)	(2,802)	-	8,500	5,650
Balance at end of the financial year	11,253	20,242	237	41,218	72,950
<i>Provisions - current</i>	11,253	17,435	237	4,898	33,823
<i>Provisions - non-current</i>	-	2,806	-	36,321	39,127
(a) Employee benefits				2023	2022
				\$'000	\$'000
<i>Current provisions expected to be wholly settled within 12 months</i>					
Annual leave				8,535	9,846
Long service leave				1,748	1,797
Other				193	237
Total				10,476	11,880
<i>Current provisions expected to be wholly settled after 12 months</i>					
Annual leave				2,453	1,407
Long service leave				15,041	15,638
Total				17,494	17,045
Non-current					
Long service leave				3,390	2,806
Total				3,390	2,806
Aggregate carrying amount of employee benefits:					
Current				27,970	28,925
Non-current				3,390	2,806
Total aggregate carrying amount of employee provisions				31,360	31,731

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 5 Our financial position (cont.)

5.4 Provisions (cont.)

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Wages and salaries and annual leave

Liabilities for wages and salaries, including annual leave and accrued rostered days off (RDO) expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. LSL is measured at present value. Unconditional LSL is disclosed as a current liability. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability.

<i>Key assumptions:</i>	2023	2022
- discount rate	4.06%	3.33%
- inflation rate	3.00%	3.00%

(b) Landfill restoration

	2023 \$'000	2022 \$'000
Current	4,623	4,898
Non-current	67,249	36,321
	71,872	41,219

Council is obligated to restore the Bolinda Road, Campbellfield and the Riddell Road, Sunbury landfill sites in accordance with EPA requirements. The forecast life of the site is based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the site to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

In 2022/23, Council engaged the services of a specialist consultant who provided a high-level estimate of the rehabilitation and aftercare expenditure required on Council's landfills. As an outcome of this review, an estimated amount of \$24.59m would be required to be added to the Bolinda Road landfill, while an additional \$3.4m should be allocated to provision for the Riddell road landfill. This substantial increase in landfill provision is directly attributed to the necessity to comply the landfill sites with EPA requirements, driven by the evolving conditions and standards associated with these requirements. Those additional provision are indexed to its future value based on the estimated CPI index increase of 3.5% per annum and then discount back to its Net Present Value (NPV) by applying the average 10-year Commonwealth government bond rate at 3.45%.

Council reviews the landfill restoration provision on an annual basis, including the key assumptions. The assumptions underlying the estimated long-term inflation rate and discount rate applied in the model are listed below:

- Three-decade inflation Average (1992 – 2023)
The model draws upon a three-decade span encompassing the years 1992 to 2023, calculating an average inflation rate of 2.61% over this period.
- Reserve bank of Australia inflation target
Within the purview of the model, the range endorsed by the Reserve Bank of Australia, spanning from 2% to 3%, for a preferred inflation scope, is taken into account.
- Adjustment for construction industry and prudent liabilities
An additional increment of 0.5% to 1% is introduced to accommodate heightened indexation price tendencies specific to the construction industry. This augmentation is attributed to a cautious stance undertaken by the Council in addressing its future obligations.
- Average 10-year Australian bond yield
The model utilizes a duration spanning 17 years (2007 to 2023) of historical data to calculate an average 10-year Australian bond yield of 3.45% across this timeframe.

<i>Key assumptions:</i>	2023	2022
- discount rate	3.45%	3.77%
- inflation rate	3.50%	4.90%

Total provisions

Current	32,593	33,823
Non-current	70,639	39,127
Total	103,232	72,950

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 5 Our financial position (cont.)

	2023 \$'000	2022 \$'000
5.5 Financing arrangements		
Credit card facility	400	400
Less: used facilities	(143)	(121)
Unused facilities	<u>257</u>	<u>279</u>

5.6 Commitments

Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

2023	Not later than 1 year \$'000	Later than 1 year and not later than 2 years \$'000	Later than 2 years and not later than 5 years \$'000	Later than 5 years \$'000	Total \$'000
Operating					
Waste collection	2,292	2,361	-	-	4,653
Total operating commitments	2,292	2,361	-	-	4,653
Capital					
Land improvement	20,496	43	-	-	20,539
Buildings	26,262	-	-	-	26,262
Plant and equipment	7,844	-	-	-	7,844
Roads	5,475	35	-	-	5,510
Car park	31,861	-	-	-	31,861
Footpath	766	16	-	-	782
Drainage	381	9	-	-	390
Other	1,152	558	1,690	-	3,400
Total capital commitments	94,237	661	1,690	-	96,588

The decrease in the operational commitments for waste collections is due to the contract for Management and Operation of the Bolinda Road Resource Recovery Centre expiring on 31 May 2025.

The decrease in the capital commitments for buildings primarily relates to the progress of multiple pavilion contracts (Mt Aitken, Gladstone Park, Merrifield) and the construction of the Kalkallo and Merrifield Community Centres which are near completion or completed.

The increase in the capital commitments for car parks primarily relates to the Design and Construction of the Evans Street, Sunbury Multi-Level Car Park.

The increase in the capital commitments for plant and equipment relates to the fleet replacement program for a number of new trucks. These trucks have been ordered, with their delivery scheduled in 2023/24.

2022	Not later than 1 year \$'000	Later than 1 year and not later than 2 years \$'000	Later than 2 years and not later than 5 years \$'000	Later than 5 years \$'000	Total \$'000
Operating					
Waste collection	2,226	2,292	2,361	-	6,879
Total operating commitments	2,226	2,292	2,361	-	6,879
Capital					
Land improvement	17,197	-	-	-	17,197
Buildings	35,031	-	-	-	35,031
Plant and equipment	4,959	-	-	-	4,959
Roads	10,663	63	-	-	10,726
Car park	484	-	-	-	484
Footpath	971	-	-	-	971
Drainage	106	-	-	-	106
Bridge	130	-	-	-	130
Other	1,999	962	-	-	2,961
Total capital commitments	71,540	1,025	-	-	72,565

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 5 Our financial position (cont.)

5.7 Leases

At inception of a contract, all entities would assess whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- The contract involves the use of an identified asset;
- The customer has the right to obtain substantially all of the economic benefits from use of the asset throughout the period of use; and
- The customer has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

As a lessee, Council recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- Any lease payments made at or before the commencement date less any lease incentives received; plus
- Any initial direct costs incurred; and
- An estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate. Generally, Council uses an appropriate incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise the following:

- Fixed payments;
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that Council is reasonably certain to exercise, lease payments in an optional renewal period if Council is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless Council is reasonably certain not to terminate early.

2023	Property	Plant and Equipment	Total
	\$'000	\$'000	\$'000
Balance at 1 July 2022	1,175	135	1,310
Additions	335	190	525
Amortisation charge	(305)	(56)	(361)
Balance at 30 June 2023	1,205	269	1,474

2022	Property	Plant and Equipment	Total
	\$'000	\$'000	\$'000
Balance at 1 July 2021	461	76	537
Additions	1,018	99	1,117
Amortisation charge	(304)	(40)	(344)
Balance at 30 June 2022	1,175	135	1,310

Lease Liabilities	2023	2022
Maturity analysis - contractual undiscounted cash flows	\$'000	\$'000
Less than one year	-	7
One to five years	1,547	1,162
More than five years	138	309
Total undiscounted lease liabilities as at 30 June:	1,685	1,478
Lease liabilities included in the Balance Sheet at 30 June:		
Current	368	337
Non-current	1,151	999
Total lease liabilities	1,519	1,336

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 5 Our financial position (cont.)

5.7 Leases (cont.)

Short-term and low value leases

Council has elected not to recognise right-of-use assets and lease liabilities for short-term leases of machinery that have a lease term of 12 months or less and leases of low-value assets (individual assets worth less than existing capitalisation thresholds for a like asset up to a maximum of AUD\$1,000), including IT equipment. Council recognises the lease payments associated with these leases as an expense on a straight-line basis over the lease term.

	2023	2022
	\$'000	\$'000
Expenses relating to:		
Short-term leases	578	646
Total	<u>578</u>	<u>646</u>

Note 6 Assets we manage

6.1 Non-current assets classified as held for sale

Current

Balance at beginning of the financial year	942	942
Transfer from property, plant, equipment and infrastructure	-	-
Disposals	(942)	-
Total current	<u>-</u>	<u>942</u>
Total non-current assets classified as held for sale	<u>-</u>	<u>942</u>

Non-current assets classified as held for sale are measured at the lower of its carrying amount and fair value less costs of disposal, and are not subject to depreciation. Non-current assets, disposal groups and related liabilities and assets are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale is expected to be completed within 12 months from the date of classification.

The land parcels in asset held for sale are related to the Craigieburn Road duplication project. The compulsory acquisition process was completed and the title of those land parcels was transferred in June 2023.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 6 Assets we manage (cont.)

6.2 Property, plant, equipment and infrastructure

Summary of property, plant, equipment and infrastructure

	At fair value 30 June 2022	Additions	Contributions	Revaluation	Depreciation	Disposal	Assets written off	Transfers	Capital works expensed	Impairment loss	At fair value 30 June 2023
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Land	2,213,619	165	56,694	405,518	(8,606)	(193)	(1,506)	17,773	-	-	2,683,464
Buildings	407,565	-	-	25,038	(8,624)	-	(2,361)	11,509	-	-	433,127
Plant and equipment	29,299	561	-	-	(7,278)	(409)	-	8,972	-	-	31,145
Infrastructure	1,856,036	30	68,007	342,729	(39,421)	-	(5,507)	24,539	-	(121)	2,246,292
Work in progress	35,614	103,237	-	-	-	-	-	(61,755)	(7,301)	-	69,795
Total	4,542,133	103,993	124,701	773,285	(63,929)	(602)	(9,374)	1,038	(7,301)	(121)	5,463,823

Summary of work in progress

	Opening WIP 2022	Additions	Transfers	Capital works expensed	Closing WIP 2023
	\$'000	\$'000	\$'000	\$'000	\$'000
Land	15	56	(71)	-	-
Land improvements	16,085	23,215	(21,189)	(2,435)	15,676
Buildings	11,663	35,351	(11,493)	(752)	34,769
Plant and equipment	1,329	9,874	(7,427)	(3,132)	644
Infrastructure	6,522	34,741	(21,575)	(982)	18,706
Total	35,614	103,237	(61,755)	(7,301)	69,795

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 6 Assets we manage (cont.)

6.2 Property, plant, equipment and infrastructure (cont.)

Property	Land - specialised	Land - non specialised	Land improvements	Land	Total Land	Buildings - specialised	Total Buildings	Work In Progress	Total Property
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2022	1,904,554	172,788	215,662	2,293,004	409,644	27,763	2,730,410		
Accumulated depreciation at 1 July 2022	-	-	(79,384)	(79,384)	(2,079)	-	(81,463)		
	1,904,554	172,788	136,278	2,213,620	407,565	27,763	2,648,948		
Movements in fair value									
Additions	-	79	86	165	-	-	58,622	58,787	
Contributions	42,642	397	13,655	56,694	-	-	-	56,694	
Revaluation	369,748	23,081	22,814	415,643	14,385	14,385	-	430,028	
Fair value of assets disposed	-	(193)	-	(193)	-	-	-	(193)	
Fair value of assets written off	(24)	-	(4,230)	(4,254)	(2,411)	(2,411)	-	(6,665)	
Capital works WIP expensed	-	-	-	-	-	-	(3,187)	(3,187)	
Transfers	3,669	(3,004)	17,406	17,771	11,509	11,509	(32,753)	(3,473)	
	416,035	20,360	49,431	485,826	23,483	23,483	22,682	531,991	
Movements in accumulated depreciation									
Depreciation and amortisation	-	-	(8,606)	(8,606)	(8,624)	(8,624)	-	(17,230)	
Accumulated depreciation of disposals	-	-	-	-	-	-	-	-	
Accumulated depreciation of assets written off	-	-	2,748	2,748	50	50	-	2,798	
Revaluation (increments)/decrements	-	-	(10,125)	(10,125)	10,653	10,653	-	528	
Transfers	-	-	2	2	-	-	-	2	
	-	-	(15,981)	(15,981)	2,079	2,079	-	(13,902)	
At fair value 30 June 2023	2,320,589	193,148	265,093	2,778,830	433,127	433,127	50,445	3,262,402	
Accumulated depreciation at 30 June 2023	-	-	(95,365)	(95,365)	-	-	-	(95,365)	
	2,320,589	193,148	169,728	2,683,465	433,127	433,127	50,445	3,167,037	

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 6 Assets we manage (cont.)

Note 6.2 Property, infrastructure, plant and equipment (cont.)

	Heritage	Plant and equipment	Furniture and equipment	Work In Progress	Total plant and equipment
	\$'000	\$'000	\$'000	\$'000	\$'000
Plant and Equipment					
At fair value 1 July 2022	957	31,482	29,940	1,329	63,708
Accumulated depreciation at 1 July 2022	-	(15,952)	(17,128)	-	(33,080)
	957	15,530	12,812	1,329	30,628
Movements in fair value					
Additions	-	3	558	9,874	10,435
Fair value of assets disposed	-	(1,395)	-	-	(1,395)
Fair value of assets written off	-	(823)	-	-	(823)
Capital works WIP expensed	-	-	-	(3,132)	(3,132)
Transfers	295	3,996	4,681	(7,427)	1,545
	295	1,781	5,239	(685)	6,630
Movements in accumulated depreciation					
Depreciation and amortisation	-	(3,436)	(3,842)	-	(7,278)
Accumulated depreciation of disposals	-	986	-	-	986
Accumulated depreciation of assets written off	-	823	-	-	823
	-	(1,627)	(3,842)	-	(5,469)
At fair value 30 June 2023	1,252	33,263	35,179	644	70,338
Accumulated depreciation at 30 June 2023	-	(17,579)	(20,970)	-	(38,549)
	1,252	15,684	14,209	644	31,789

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 6 Assets we manage (cont.)

Note 6.2 Property, infrastructure, plant and equipment (cont.)

	Roads	Bridges	Footpaths and cycleways	Car Parks	Drainage	Work In Progress	Total Infrastructure
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Infrastructure							
At fair value 1 July 2022	1,287,744	104,823	245,784	32,038	775,332	6,522	2,452,244
Accumulated depreciation at 1 July 2022	(300,866)	(29,580)	(62,436)	(6,010)	(190,794)	-	(589,686)
	986,878	75,243	183,348	26,028	584,539	6,522	1,862,558
Movements in fair value							
Additions	24	-	6	-	-	34,741	34,771
Contributions	36,710	942	9,016	536	20,803	-	68,007
Revaluation	336,443	9,859	8,450	9,818	15,726	-	380,296
Fair value of assets disposed	-	-	-	-	-	-	-
Fair value of assets written off	(5,622)	(27)	(1,626)	(457)	(1,361)	-	(9,093)
Impairment losses recognised in operating result	-	-	-	-	-	-	-
Capital works WIP expensed	13,226	303	6,063	2,214	2,735	(982)	(982)
Transfers	(55)	(66)	-	-	-	(21,575)	2,966
Impairment losses recognised in operating result	380,726	11,011	21,909	12,111	37,903	12,184	475,844
	(25,907)	(1,079)	(3,612)	(513)	(8,310)	-	(39,421)
Movements in accumulated depreciation							
Depreciation and amortisation	-	-	-	-	-	-	-
Accumulated depreciation of disposals	2,323	9	540	166	548	-	3,586
Accumulated depreciation of assets written off	(28,914)	(2,998)	(2,497)	(490)	(2,668)	-	(37,567)
Revaluation (increments)/decrements	-	-	(2)	-	-	-	(2)
Transfers	-	-	-	-	-	-	-
Impairment losses recognised in operating result	(52,498)	(4,068)	(5,571)	(837)	(10,430)	-	(73,404)
	1,668,470	115,835	267,692	44,149	813,236	18,706	2,928,087
At fair value 30 June 2023	(353,364)	(33,648)	(68,007)	(6,848)	(201,224)	-	(663,090)
Accumulated depreciation at 30 June 2023	1,315,106	82,187	199,685	37,302	612,012	18,706	2,264,997

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 6 Assets we manage (cont.)

Note 6.2 Property, plant, equipment and infrastructure (cont.)

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the amount for which the asset could be exchanged between knowledgeable willing parties in an arm's length transaction.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Asset recognition thresholds and depreciation periods

	Depreciation Period	Threshold Limit \$
Property		
Land		
land	-	1
land under roads	-	100
land improvements	15 - 50 years	5,000
Buildings		
buildings	20 - 50 years	10,000
Plant and Equipment		
Plant and machinery	1 - 25 years	1,000
Furniture and equipment	1 - 10 years	1,000
Heritage Assets		
Heritage and culture	-	1,000
Infrastructure		
Roads		
road surface	12 - 75 years	1,000
road pavements (sealed)	75 years	1,000
road pavements (unsealed)	1,000 years	1,000
formation (earthworks)	-	1,000
roadside assets	5 - 75 years	1,000
Bridges	50 - 100 years	1,000
Footpaths and cycleways	25 - 75 years	1,000
Kerb and channel	60 years	1,000
Car parks		
surface	12 - 75 years	1,000
pavements (sealed)	75 years	1,000
pavements (unsealed)	1,000 years	1,000
formation (earthworks)	-	1,000
Drainage assets (pits, pipes and WSUD)	30 - 100 years	1,000

Land under roads

Council recognises land under roads it controls at fair value acquired on, or after, 1 July 2008.

Depreciation and amortisation

Buildings, land improvements, plant and equipment, infrastructure and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed previously and are consistent with the prior year unless otherwise stated.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 6 Assets we manage (cont.)

Note 6.2 Property, plant, equipment and infrastructure (cont.)

Repairs and maintenance

Routine maintenance, repair costs and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is reflected in the carrying value of the asset.

Valuation of land and buildings

Valuation of land and buildings were undertaken by a qualified in-house Senior Valuer, Mr Bill Katsianis AAPI, Certified Practising Valuer, Australian Property Institute Member No: 62961.

The assessment of land and buildings is determined at fair value, which is established as the market value based on the highest and best use permitted by the relevant land planning regulations. In instances where there is limited or no market sales activity within a specific locality, valuation practices allow Certified Practising Valuers to incorporate sales data from neighboring neighborhoods that exhibit comparability. This approach yields valuable insights into the broader real estate market trends in the region. This data empowers valuers to comprehend trends, gauge demand, and assess pricing variations more accurately, thus enabling a more precise prediction of fair value fluctuations within the subject area.

These valuation practices also grant valuers the flexibility to reference older data, especially when recent sales information is lacking. Valuers may apply adjustments to account for changes in market conditions since the date of these older sales. Typically, valuers exercise their professional judgment and make appropriate adjustments, taking into consideration various factors such as location, timing of sales, and prevailing market conditions, all of which contribute to the determination of an accurate fair value for the land parcels. These adjustments constitute unobservable inputs in the valuation process.

Furthermore, in cases where land use is constrained by existing planning provisions, the valuation of the land parcel is adjusted downward to account for this limitation. This adjustment is also considered an unobservable input in the valuation process. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

The date of the current valuation is detailed in the following table. A revaluation was conducted in the current year for land and buildings.

Details of the Council's information about the fair value hierarchy as at 30 June 2023 are as follows:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities;

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For more detailed information relating to the fair value hierarchy, please refer to Note 8.4

Asset Class	Level 1 \$ '000	Level 2 \$ '000	Level 3 \$ '000	Total \$ '000	DoV	Type of Valuation
Land and Buildings						
Land - non specialised	-	108,686	84,462	193,148	Jun-23	Full revaluation
Land - specialised	-	3,900	2,316,689	2,320,589	Jun-23	Full revaluation
Buildings - specialised	-	-	433,127	433,127	Jun-23	Full revaluation
Total	-	112,586	2,834,278	2,946,864		

Valuation of infrastructure and Land Improvement Assets

Valuation of infrastructure assets has been determined in accordance with a valuation undertaken by Mr. David Fricke, a Professional Engineer (Bachelor of Engineering, Civil) & MBA, Manager Assets.

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation. The asset's condition has also been factored into the calculation. Infrastructure assets contain significant unobservable adjustments, therefore these assets are classified as Level 3.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2023 are as follows:

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 6 Assets we manage (cont.)

Note 6.2 Property, plant, equipment and infrastructure (cont.)

Asset Class	Level 1 \$ '000	Level 2 \$ '000	Level 3 \$ '000	Total \$ '000	DoV	Type of Valuation
Land Improvement	-	-	169,728	169,728	Jun-23	Index based revaluation
Infrastructure						
Roads	-	-	1,315,106	1,315,106	Jun-23	Full revaluation
Bridges	-	-	82,187	82,187	Jun-23	Full revaluation
Footpaths and cycleways	-	-	199,685	199,685	Jun-23	Full revaluation
Car parks	-	-	37,302	37,302	Jun-23	Full revaluation
Drainage works	-	-	612,012	612,012	Jun-23	Full revaluation
Total Infrastructure	-	-	2,246,293	2,246,293		

Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 0% and 95%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$1.68 and \$2,060 per square metre.

2023	2022
\$'000	\$'000
2,320,589	1,904,554

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs is calculated on a square metre basis and ranges from \$160 to \$20,000 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 1 year to 50 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

433,127	407,565
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Land improvement assets are valued based on the current replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of land improvement assets are determined on the basis of the current condition of the asset and vary from 1 year to 50 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of land improvement asset are sensitive to changes in use, expectations or requirements that could either shorten or extend their useful lives. Prior to 2019/20, Council recorded land improvement assets at cost. In 2019/20, Council conducted a condition audit for all land improvement assets. In addition, all land improvement assets have been revalued based on the current depreciated replacement cost. From 2019/20 onwards, Council will use the fair value method to value land improvement assets.

169,728	136,278
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Infrastructure assets are valued based on the current replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 1 year to 1000 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

2,246,292	1,856,036
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Reconciliation of specialised land

Land under roads
Parks and reserves
Total specialised land

544,254	431,335
1,776,335	1,473,219
2,320,589	1,904,554

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 6 Assets we manage (cont.)

	2023	2022
	\$'000	\$'000
6.3 Investment property		
Land		
Balance at beginning of the financial year	20,559	25,390
Transfers from investment property into land	(451)	(5,782)
Fair value adjustments	1,055	951
Balance at end of the financial year	21,163	20,559
Buildings		
Balance at beginning of the financial year	9,589	9,435
Transfers from investment property to building	(586)	-
Fair value adjustments	945	154
Balance at end of the financial year	9,948	9,589
Total investment property at end of the financial year	31,111	30,148

Investment property is held to generate long-term rental yields. Investment property is measured initially at cost, including transaction costs. Costs incurred subsequent to initial acquisition are capitalised when it is probable that future economic benefit in excess of the originally assessed performance of the asset will flow to the Council. Subsequent to initial recognition at cost, investment property is carried at fair value, determined annually by Council's valuers. Changes to fair value are recorded in the comprehensive income statement in the period that they arise.

In 2022/23, Council has reviewed the investment property and has transferred one parcel of land and one building which are unlikely to be developed or sold from the investment property to property, plant, equipment and infrastructure.

Valuation of investment property

Valuation of investment property has been determined by a qualified in-house Senior Valuer, Mr Bill Katsianis AAPI, Certified Practising Valuer, Australian Property Institute Member No: 62961, who has significant experience in the location and category of the property being valued. The valuation is at fair value, based on the current market value for the property.

Hume City Council Notes to the Financial Report For the Year Ended 30 June 2023		2023	2022
		No.	No.
Note 7 People and relationships			
7.1 Council and key management remuneration			
(a) Related parties			
During the 2022/23 financial year there were no known entities that were either controlled, jointly controlled or which Council had a significant influence over (2021/22 nil).			
(b) Key management personnel			
Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:			
Councillors			
Councillor Trevor Dance			
Councillor Jarrod Bell			
Councillor Chris Hollow			
Councillor Sam Misho	Deputy Mayor 01/07/2022 - 01/11/2022		
Councillor Jim Overend			
Councillor Carly Moore	Mayor 01/07/2022 - 01/11/2022		
Councillor Joseph Hawell	Mayor 02/11/2022 - 30/6/2023		
Councillor Jodi Jackson			
Councillor Naim Kurt			
Councillor Jack Medcraft			
Councillor Karen Sherry	Deputy Mayor 02/11/2022 - 30/06/2023		
 Chief Executive Officer Director Customer & Strategy Director City Services & Living Director Infrastructure & Assets Director City Planning and Places Chief Financial Officer Chief People Officer			
Total number of councillors		11	11
Chief executive officer and other key management personnel		10	13
Total key management personnel		21	24
(c) Remuneration of key management personnel			
Remuneration comprises employee benefits including all forms of consideration paid, payable or provided by Council, or on behalf of the Council, in exchange for services rendered. Remuneration of Key Management Personnel and other senior staff is disclosed in the following categories.			
Short-term employee benefits include amounts such as wages, salaries, annual leave or sick leave that are usually paid or payable on a regular basis, as well as non-monetary benefits such as allowances and free or subsidised goods or services.			
Post-employment benefits include pensions, and other retirement benefits paid or payable on a discrete basis when employment has ceased.			
Other long-term employee benefits include long service leave, other long service benefits or deferred compensation.			
Termination benefits include termination of employment payments, such as severance packages.			
Total remuneration of key management personnel was as follows:		\$'000	\$'000
Short-term employee benefits		2,498	2,101
Post employment benefit		216	178
Other long-term employee benefits		48	41
Termination benefits		153	396
Total remuneration		2,915	2,716
Where another senior staff member has temporarily acted in a Key Management Personnel (KMP) position which was not vacant during the financial year, their remuneration has been included in the other senior staff remuneration and therefore is not reported above.			
During 2021/22 Hume City Council underwent an organisational realignment that aims to create an uplift in capabilities and improve outcomes for our community. Consequently, a number of senior officers temporarily acted in the Director roles during periods of vacancy. This led to a decrease in the count of Key Management Personnel (KMP) when compared year on year.			
The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:			
		2023	2022
		No.	No.
\$0 - \$9,999		1	1
\$10,000 - \$19,999		-	1
\$20,000 - \$29,999		-	4
\$30,000 - \$39,999		6	8
\$40,000 - \$49,999		2	-
\$50,000 - \$59,999		2	2
\$60,000 - \$69,999		2	-
\$70,000 - \$79,999		-	1
\$80,000 - \$89,999		1	-
\$90,000 - \$99,999		-	1
\$100,000 - \$109,999		-	1
\$110,000 - \$119,999		-	1
\$120,000 - \$129,999		-	1
\$130,000 - \$139,999		-	1
\$140,000 - \$149,999		-	1
\$150,000 - \$159,999		-	1
\$160,000 - \$169,999		-	1
\$170,000 - \$179,999		-	1
\$180,000 - \$189,999		-	1
\$190,000 - \$199,999		-	1
\$200,000 - \$209,999		-	1
\$210,000 - \$219,999		-	1
\$220,000 - \$229,999		-	1
\$230,000 - \$239,999		-	1
\$240,000 - \$249,999		-	1
\$250,000 - \$259,999		-	1
\$260,000 - \$269,999		-	1
\$270,000 - \$279,999		-	1
\$280,000 - \$289,999		-	1
\$290,000 - \$299,999		-	1
\$300,000 - \$309,999		-	1
\$310,000 - \$319,999		-	1
\$320,000 - \$329,999		-	1
\$330,000 - \$339,999		-	1
\$340,000 - \$349,999		-	1
\$350,000 - \$359,999		-	1
\$360,000 - \$369,999		-	1
\$370,000 - \$379,999		-	1
\$380,000 - \$389,999		-	1
\$390,000 - \$399,999		-	1
\$400,000 - \$409,999		-	1
\$410,000 - \$419,999		-	1
\$420,000 - \$429,999		-	1
\$430,000 - \$439,999		-	1
\$440,000 - \$449,999		-	1
\$450,000 - \$459,999		-	1
\$460,000 - \$469,999		-	1
\$470,000 - \$479,999		-	1
\$480,000 - \$489,999		-	1
\$490,000 - \$499,999		-	1
\$500,000 - \$509,999		-	1
\$510,000 - \$519,999		-	1
\$520,000 - \$529,999		-	1
\$530,000 - \$539,999		-	1
\$540,000 - \$549,999		-	1
\$550,000 - \$559,999		-	1
		21	24

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 7 People and relationships (cont.) **2023** **2022**

(d) Remuneration of other senior staff **No.** **No.**

Other senior staff are officers of Council, other than KMP, who:

a) report directly to a member of the KMP; and

b) whose total annual remuneration exceeds \$160,000.

Total remuneration of other senior staff was as follows:

Short-term employee benefits	4,234	4,138
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Post-employment benefits	437	405
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Other long-term employee benefits	110	111
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Termination benefits	-	219
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Total Remuneration	4,781	4,872
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The number of other senior staff are shown below in their relevant income bands:

Income Range:

Less than \$160,000	4	7
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\$160,000 - \$169,999	2	2
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\$170,000 - \$179,999	3	4
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\$180,000 - \$189,999	3	4
-----------------------	---	---

\$190,000 - \$199,999	-	5
-----------------------	---	---

\$200,000 - \$209,999	3	1
-----------------------	---	---

\$210,000 - \$219,999	-	4
-----------------------	---	---

\$220,000 - \$229,999	8	-
-----------------------	---	---

\$230,000 - \$239,999	1	-
-----------------------	---	---

\$240,000 - \$249,999	-	1
-----------------------	---	---

\$250,000 - \$259,999	-	-
-----------------------	---	---

\$260,000 - \$269,999	-	1
-----------------------	---	---

\$270,000 - \$279,999	1	-
-----------------------	---	---

	25	29
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	\$'000	\$'000
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Total Remuneration for the reporting year for other senior staff included above, amounted to:

	4,781	4,872
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Other senior staff who have acted as a KMP during a permanent vacancy have been disclosed in both KMP and other senior staff sections.

7.2 Related party disclosure

(a) Transactions with related parties

There were no known significant transactions with related parties at the end of the reporting period (2021/22: nil).

(b) Outstanding balances with related parties

There were no known significant outstanding balances at the end of the reporting period in relation to transactions with related parties (2021/22: nil).

(c) Loans to/from related parties

No loans have been made, guaranteed or secured by the Council to related parties during the reporting year (2021/22: nil).

(d) Commitments to/from related parties

There were no known commitments to / from related parties during the reporting year (2021/22: nil).

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

	2023	2022
	\$'000	\$'000

Note 8 Managing uncertainties

8.1 Contingent assets and liabilities

(a) Contingent assets

Contingent assets are possible assets that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council.

Developer contributed assets

Developer contributions to be received in respect of estates currently under development total \$99m (2021/22: \$97m).

Recovery of the costs incurred for repairing assets damaged by the flood

During 2022/23, Council spent \$1.5 million towards the restoration of assets that damaged during the October flood. These expenses could potentially be partially or fully reimbursed by the State Government, contingent upon meeting their validity criteria. It is anticipated that the recoupment process will likely take place in late stage of the following financial year, 2023/24, once all the necessary restoration work has been completed.

Operating lease receivables

The Council has entered into commercial property leases on its investment property, consisting of surplus freehold office complexes. These properties held under operating leases have remaining non-cancellable lease terms of between 1 and 15 years. All leases include a CPI based revision of the rental charge annually.

Future minimum rentals receivable under non-cancellable operating leases are as follows:

Not later than 1 year	1,960	1,303
Later than 1 year and not later than 5 years	4,929	3,094
Later than 5 years	854	-
Total operating lease receivables	7,743	4,397

(b) Contingent liabilities

Contingent liabilities are:

- possible obligations that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council; or
- present obligations that arise from past events but are not recognised because:
 - it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation; or
 - the amount of the obligation cannot be measured with sufficient reliability.

Legal matters

Council is presently involved in some confidential legal matters, which are being conducted through Council's solicitors. As these matters are yet to be finalised, and the financial outcomes are unable to be reliably estimated, no allowance for these contingencies has been made in the financial report.

As at 30 June 2023, current public liability claims excess which are considered to have a financial exposure for Council was \$240k (2021/22: \$300k).

Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined in Note 9.3. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

Liability Mutual Insurance

Council is a participant of the MAV Liability Mutual Insurance (LMI) Scheme. The LMI Scheme provides public liability and professional indemnity cover to participant Councils. The LMI Scheme states that each participant may be liable to make further contributions to the scheme in respect of any insurance year in which Council was a participant, to the extent of its participant share of any shortfall in the provision set aside in respect of that insurance year. Such liability will continue whether or not the participant remains a participant in future insurance years.

Guarantees for loans to other entities

As at 30 June 2023, Council does not have any guarantees for loans to other entities (2021/22: nil).

8.2 Change in accounting standards

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2023 reporting period. Council assesses the impact of these new standards. As at 30 June 2023 there were no new accounting standards or interpretations issued by the AASB which are applicable for the year ending 30 June 2024 that are expected to impact Council.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 8 Managing uncertainties (cont.)

8.3 Financial instruments

(a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables) and payables (excluding statutory payables). Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the Notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of council financial instruments will fluctuate because of changes in market prices. The Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

(c) Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 2020*. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

(d) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council have exposure to credit risk on some financial assets included in the balance sheet. To help manage this risk:

- council have a policy for establishing credit limits for the entities Council deal with;
- council may require collateral where appropriate; and
- council only invest surplus funds with financial institutions which have a recognised credit rating specified in council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 8 Managing uncertainties (cont.)

8.3 Financial instruments (cont.)

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provide a guarantee for another party. Details of our contingent liabilities (if applicable) are disclosed in Note 8.1(b).

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(e) Liquidity risk

Liquidity risk includes the risk that, as a result of council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet, and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(f) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of 0.25% in market interest rates (AUD) from year-end rates of 4.1%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations since Council has no borrowings as at 30 June 2023 and 74% of the term deposits at fixed rate mature towards the end of the 2023/24 financial year.

8.4 Fair value measurement

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 *Fair value measurement*, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 8 Managing uncertainties (cont.)

8.4 Fair value measurement (cont.)

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities;

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than furniture, plant, equipment, heritage and land improvements are measured at their fair value, being the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. At balance date, Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 1 to 5 years. The valuation is performed either by experienced council officers.

Assets class	Revaluation frequency
Land	1 to 5 years
Buildings	1 to 5 years
Land Improvements	1 to 5 years
Infrastructure	
Roads	1 to 5 years
Bridges	1 to 5 years
Footpaths and cycleways	1 to 5 years
Car parks	1 to 5 years
Drainage works	1 to 5 years

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

8.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 9 Other matters

	Balance at beginning of reporting period \$'000	Increment (decrement) \$'000	Balance at end of reporting period \$'000
9.1 Reserves			
(a) Asset revaluation reserves			
2023			
Property			
Land	1,113,854	310,555	1,424,409
Land improvements	63,565	12,689	76,254
Buildings	120,040	25,038	145,078
Land under roads	167,353	82,274	249,627
	<u>1,464,812</u>	<u>430,556</u>	<u>1,895,368</u>
Plant and equipment			
Plant and equipment	285	-	285
	<u>285</u>	<u>-</u>	<u>285</u>
Infrastructure			
Roads	464,326	307,529	771,855
Bridges	35,657	6,861	42,518
Footpaths and cycleways	93,895	5,953	99,848
Car parks	16,628	9,328	25,956
Drainage	286,879	13,058	299,937
	<u>897,385</u>	<u>342,729</u>	<u>1,240,114</u>
Investment property			
Land	33,297	-	33,297
Buildings	328	-	328
	<u>33,625</u>	<u>-</u>	<u>33,625</u>
Total asset revaluation reserves	2,396,107	773,285	3,169,392
2022			
Property			
Land	961,062	152,792	1,113,854
Land improvements	49,720	13,845	63,565
Buildings	89,504	30,536	120,040
Land under roads	118,239	49,114	167,353
	<u>1,218,525</u>	<u>246,287</u>	<u>1,464,812</u>
Plant and equipment			
Plant and equipment	285	-	285
	<u>285</u>	<u>-</u>	<u>285</u>
Infrastructure			
Roads	446,839	17,487	464,326
Bridges	30,684	4,973	35,657
Footpaths and cycleways	74,411	19,484	93,895
Car parks	16,417	211	16,628
Drainage	237,889	48,990	286,879
	<u>806,240</u>	<u>91,145</u>	<u>897,385</u>
Investment property			
Land	33,297	-	33,297
Buildings	328	-	328
	<u>33,625</u>	<u>-</u>	<u>33,625</u>
Total asset revaluation reserves	2,058,675	337,432	2,396,107

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 9 Other matters (cont.)

9.1 Reserves (cont.)

	Balance at beginning of reporting period \$'000	Transfer from accumulated surplus \$'000	Transfer to accumulated surplus \$'000	Balance at end of reporting period \$'000
(b) Other reserves				
2023				
Recreation land	4,680	2,881	(2,027)	5,534
Development levies	139,719	30,264	(11,305)	158,677
Conditional grants	24,301	5,120	(21,470)	7,951
Reserve - landfills	500	-	-	500
Investment reserve	18,202	471	-	18,673
Total other reserves	187,401	38,736	(34,802)	191,335
2022				
Recreation land	3,782	2,772	(1,874)	4,680
Development levies	127,081	26,784	(14,147)	139,719
Conditional grants	29,457	13,381	(18,537)	24,301
Reserve - landfills	500	-	-	500
Investment reserve	19,398	1,304	(2,500)	18,202
Total other reserves	180,218	44,241	(37,058)	187,401

The recreation land and development levies reserves relate to funds that are required to be spent on specific projects in accordance with the monies received.

The conditional grants reserve represents grants received but were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date.

The reserve - landfills has been mandated by the Environmental Protection Agency (EPA) for funds to be set aside in the event of a landfill emergency.

The investment reserve relates to money Council has set aside to fund future investment activities.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 9 Other matters (cont.)

	2023	2022
	\$'000	\$'000
9.2 Reconciliation of cash flows from operating activities to surplus		
Surplus for the year	132,268	132,190
Depreciation and amortisation	65,803	60,496
Gain on disposal of property, plant, equipment and infrastructure	(387)	(1,338)
Contributions - non-monetary assets	(124,701)	(113,797)
Asset written off	9,374	9,023
Fair value adjustments for investment property	(2,000)	(1,105)
Finance costs - leases	58	39
Impairment loss on assets	121	-
<i>Change in assets and liabilities:</i>		
Increase in rates debtors	(4,547)	(1,605)
(Increase)/decrease in other debtors	(2,349)	1,587
Decrease in provision for doubtful debts	(15)	(12)
Increase in other assets	(2,357)	(2,235)
Increase in intangible assets	(3,399)	-
Increase/(decrease) in trade and other payables	8,318	(3,927)
(Decrease)/increase in unearned income	(5,358)	2,383
Increase in trust funds and deposits	2,717	5,811
Increase in provisions	30,282	6,366
Net cash provided by operating activities	103,830	93,876

9.3 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). The Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in Comprehensive Operating Statement when they are made or due.

Accumulation

The Fund's accumulation category, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2023, this was 10.5% as required under Superannuation Guarantee (SG) legislation (2022: 10.0%)).

Defined Benefit

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 9 Other matters (cont.)

9.3 Superannuation (cont.)

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Hume City Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119 Employee Benefits.

Funding arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary. A triennial actuarial investigation is currently underway for the Defined Benefit category which is expected to be completed by 31 December 2023. Council was notified of the 30 June 2023 VBI during August 2023 (2022: August 2022). The financial assumptions used to calculate the 30 June 2023 VBI were:

Net investment returns	5.7% p.a.
Salary information	3.5% p.a.
Price inflation (CPI)	2.8% p.a.

As at 30 June 2022, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 102.2%. The financial assumptions used to calculate the VBI were:

Net investment returns	5.5% p.a.
Salary information	2.5% p.a. to 30 June 2023, and 3.5% p.a thereafter
Price inflation (CPI)	3.0% p.a.

Vision Super has advised that the estimated VBI at June 2023 was 104.1%

The VBI is used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2022 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 9 Other matters (cont.)**9.3 Superannuation (cont.)****Employer contributions*****Regular contributions***

On the basis of the results of the 2022 interim actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2023, this rate was 10.5% of members' salaries (10.0% in 2021/22). This rate is expected to increase in line with any increases in the SG contribution rate and was reviewed as part of the 30 June 2022 interim valuation.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

The 2022 interim actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which Council is a contributing employer. Generally, a full actuarial investigation is conducted every three years and interim actuarial investigations are conducted for each intervening year. An interim investigation was conducted as at 30 June 2022 and the last full investigation was conducted as at 30 June 2020.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2023

Note 9 Other matters (cont.)

9.3 Superannuation (cont.)

The Fund's actuarial investigations identified the following for the Defined Benefit category of which Council is a contributing employer:

	2022	2021
	(Interim)	(Interim)
	\$m	\$m
- A VBI Surplus	44.6	214.7
- A total service liability surplus	105.8	270.3
- A discounted accrued benefits surplus	111.9	285.2

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2022.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2022.

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2022.

The 2023 triennial actuarial investigation

	2023	2020
	Triennial Investigation	Triennial Investigation
Net investment return	5.7% pa	5.6% pa
Salary inflation	3.5% pa	2.5% pa for the first two years and 2.75% pa thereafter
Price inflation	2.8% pa	2.0% pa

Superannuation contributions

Contributions by Hume City Council (excluding any unfunded liability payments) to the following

superannuation plans for the financial year ended 30 June 2023 are detailed below:

Scheme	Type of scheme	Rate	2023	2022
			\$'000	\$'000
Vision Super	Defined benefits	10.50%	317	369
Vision Super	Accumulation	10.50%	6,078	5,928
Other - choice of funds	Accumulation	10.50%	5,648	4,120

There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2023.

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2024 is \$0.32 million.

Note 10 Change in accounting policy

There have been no changes to accounting policies in the 2022-23 year.

REPORT NO:	8.2
REPORT TITLE:	Performance Statement 2022/23
SOURCE:	Karen Curson, Senior Lead Integrated Planning & Reporting Joel Farrell, Manager Organisational Performance & Strategy
DIVISION:	Customer & Strategy
FILE NO:	HCC15/412
POLICY:	-
STRATEGIC OBJECTIVE:	3.2: Deliver responsible and transparent governance, services and sustainable assets that respond to community needs
ATTACHMENTS:	1. <i>Attachment 1 - Performance Statement 2022-23</i> 2. <i>Attachment 2 - Governance and Management Checklist 2022-23</i>

1. SUMMARY OF REPORT:

This report is to provide to Council the final Performance Statement 2022/23 that includes the indicators and requirements of the Local Government Performance Reporting Framework (LGPRF). The Performance Statement 2022/23 and LGPRF information has been provided to the Victorian Auditor-General’s Office (VAGO) Auditors and reviewed by the Audit and Risk Committee on 28 September 2023.

Council is required to pass a resolution giving its approval in principle to the Performance Statement prior to submission of the statement to the Auditor General. Council must also authorise two Councillors to certify the statement in its final form after any recommended changes have been made and agreed to by the Auditor General.

2. RECOMMENDATION:

- 2.1 That Council resolves to approve in principal the Performance Statement (Attachment One) for the financial year ending 30 June 2023 and note the associated Governance and Management Checklist (Attachment Two).**
- 2.2 That the Mayor, Councillor Joseph Haweil and Councillor Carly Moore be authorised to certify the statements in their final form after any recommended changes have been made and agreed to by the Auditor General.**

3. LEGISLATIVE POWERS:

Local Government Act 2020.

Local Government (Planning and Reporting) Regulations 2020.

4. FINANCIAL IMPLICATIONS:

Nil.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

Nil.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

Nil.

REPORT NO: 8.2 (cont.)

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The collection and provision of information for the Performance Statement 2022/23, including the requirements of the Local Government Performance Reporting Framework is conducted within the policy context of the *Hume City Council Social Justice Charter (2021)* and the *Charter of Human Rights and Responsibilities Act 2006*.

8. COMMUNITY CONSULTATION:

Nil.

9. DISCUSSION:

- 9.1 In February 2014, the Victorian Government approved legislation to introduce a mandatory Local Government Performance Reporting Framework.
- 9.2 This report and attachments provide data on the eighth financial year of formal reporting for the LGPRF as part of the preparation of the Performance Statement for the 2022/23 Annual Report.
 - 9.2.1 Attachment One is the Performance Statement 2022/23 in the format prescribed by Local Government Victoria (LGV). The Act requires that Council’s Annual Report contain an Audited Performance Statement including the prescribed indicators of the LGPRF and results for each indicator. These indicators measure Council’s service performance, financial performance and sustainable capacity.
 - 9.2.2 Attachment Two is the Governance and Management Checklist required for the LGPRF and Council’s Annual Report. Information submitted in this checklist is used to determine whether Council has strong governance and management frameworks in place covering community engagement, planning, monitoring, reporting and decision-making.
- 9.3 The Performance Statement 2022/23 and the Governance and Management Checklist information is required for the Local Government Performance Reporting Framework (LGPRF), and will be provided to the Auditor General’s Office (VAGO) Auditors for review once certified by the Mayor and a nominated Councillor (See Recommendation 2.2).
- 9.4 A report and the attachments (accompanying this report) were provided to the Audit and Risk Committee on 28 September 2023 with the following recommendations:
 - (a) That the Audit and Risk Committee recommend that Council provide in-principal approval of the Performance Statement 2022/23.
 - (b) That the Audit and Risk Committee note the 2022/23 Governance and Management Checklist, service performance information and indicator results, comparisons to previous year’s results and material variation comments.
- 9.5 Following in principal approval of the final Performance Statement, VAGO Auditors will forward the signed Performance Statement 2022/23 to the Victorian Auditor General’s Office.
- 9.6 Subject to the clearance arising from a quality review by the Victorian Auditor General’s Office, it is anticipated that by mid-October 2023, Council will receive the Auditor General’s opinion on the Performance Statement 2022/23.
- 9.7 The Performance Statement will be included in the Annual Report 2022/23 as required by the *Local Government Act 2020*.
- 9.8 Final submission and approval of all Hume City Council’s LGPRF information (including the Governance and Management Checklist and service performance information) to Local Government Victoria is required by 16 October 2023.

REPORT NO: 8.2 (cont.)

10. CONCLUSION:

- 10.1 Council has collected and reported information for the preparation and presentation of the Performance Statement 2022/23 and Governance and Management Checklist including meeting all the requirements of the Local Government Performance Reporting Framework.
- 10.2 The documents have been reviewed by VAGO Auditors and presented to the Audit Committee on 28 September 2023. The Audit Committee has recommended to Council that it resolve to approve in principle the Performance Statement for the year ended 30 June 2023 and to authorise two Councillors to certify the statement in its final form.
- 10.3 Following certification, the Performance Statement and Governance and Management Checklist will be provided for inclusion in Council's Annual Report 2022/23 and submitted to Local Government Victoria.

REPORT NO: 8.2 (cont.)

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Performance Statement

For the year ended 30 June 2023

Description of municipality

Hume City is located 15 kilometres north of Melbourne and is one of the fastest growing and most culturally diverse communities in Australia.

Spanning a total area of 504 square kilometres, it is built around the suburbs of Broadmeadows, Tullamarine and Gladstone Park in the south, the residential suburbs of Craigieburn, Greenvale, Mickleham, Kalkallo and Roxburgh Park in the north-east and Sunbury and Bulla townships in the north-west.

The municipality is made up of a vibrant, contrasting mix of new and established residential areas, major industrial and commercial precincts, and vast expanses of rural areas and parkland.

Hume City is home to major road transit routes including the Tullamarine Freeway, Western Ring Road, Hume Highway, and the Craigieburn Bypass, the Calder Freeway abuts it to the west.

Hume is bound by the local government areas of Moreland, Whittlesea, Brimbank, Macedon Ranges, Melton, and Mitchell.

Home to 252,723 residents (ABS estimated resident population – 30 June 2022), Hume City's population is expected to grow to 388,891 by the year 2041. Hume residents come from more than 170 different countries and speak over 155 languages.

More than one quarter of the population is aged under 18 years, and in comparison to metropolitan Melbourne there is a higher proportion of 'family households'. While one in nine residents are 65 years or older.

Much of this can be attributed to the important role Hume City plays within the Melbourne housing market. The area is known for its affordable home ownership opportunities, attracting existing and prospective families.

There are 26,600 businesses employing over 123 thousand people, with two in five Hume City residents working within the municipality.

An estimated resident population of 106,570 in 1991, the area now known as Hume City has developed into one of the fastest and largest growth municipalities in Melbourne.

Overview of 2022/23 year

Throughout 2022/23 Hume City Council continued to support our community as we continued to manage, recover and rebuild from the devastating economic and social impacts of the Covid pandemic.

Hume City Council's story continues to be one of growth, and in 2022/23, more than 5,700 chose to call Hume home. We have continued to plan and deliver the services that our community needs in both new and existing suburbs.

Close to \$100 million was spent through our extensive capital works program which includes community facilities, roads, footpaths, parks and reserves over the year - a record capital works investment for Hume.

Sustainable Capacity Indicators

For the year ended 30 June 2023

Indicator / measure / [formula]	Results			Comment
	2020	2021	2022	
Population Expenses per head of municipal population [Total expenses / Municipal population]	\$1,187.28	\$1,273.72	\$1,373.82	\$1,580.54
	<p>The expense increase was caused by:</p> <ol style="list-style-type: none"> 1. increased expenditure was directed towards the landfill management including the additional EPA levy paid for the clean soil brought to the sites that utilized for the daily cover and associated cost incurred for the containment of wastewater within the landfill sites to address leachate-related issues; 2. an extra \$25 million has been included into the "Materials and Services" category, resulting from the increase in the landfill provision attributed to aftercare expenses related to a closed landfill site located at Bolinda Road Campbellfield. This adjustment follows a comprehensive assessment of projected future tasks essential for remedial efforts aimed at resolving leachate and gas level concerns, all in alignment with the stipulated requirements of the Environmental Protection Agency (EPA); 3. the cost of agency staff used as temporary resources to backfill vacant positions during the recruitment process; 4. price escalations in materials and services; 5. higher depreciation expenses due to an increase in the total value of infrastructure assets as a result of the 2021/22 revaluation and new assets brought on from the 2021/22 capital works program and contributed assets. 			

<i>Indicator / measure / [formula]</i>	Results				Comment
	2020	2021	2022	2023	
<i>Infrastructure per head of municipal population [Value of infrastructure / Municipal population]</i>	\$8,776.62	\$9,460.46	\$9,553.34	\$11,001.61	The rise in value is attributed to the substantial revaluation increase in infrastructure assets, assets contributed by developers, and investments in capital works.
<i>Population density per length of road [Municipal population / Kilometres of local roads]</i>	167.06	170.57	168.36	171.80	This measure remains consistent with previous years in line with population growth.
Own-source revenue					
<i>Own-source revenue per head of municipal population [Own-source revenue / Municipal population]</i>	\$1,034.71	\$1,013.66	\$1,053.71	\$1,127.48	Own-source revenue grows at a faster pace than the population due to the predominant influence of the rise in interest income, increased user fee from the leisure centres and higher rates revenue from growth and rates cap increase.

Indicator / measure / [formula]	Results				Comment
	2020	2021	2022	2023	
Recurrent grants					
Recurrent grants per head of municipal population [Recurrent grants / Municipal population]	\$215.12	\$233.37	\$235.13	\$308.32	The increase is primarily attributed to the advanced payment of the VCC grant funding received in 2022/23 and new grant received for the 3-year free kinder program.
Disadvantage					
Relative socio-economic disadvantage	2.00	2.00	2.00	1.00	This index score is a decile score and is calculated once every 5 years with the most recent being conducted during the COVID pandemic in 2021. This indicator combines census data from income, education, employment, occupation, housing and family structure. The COVID pandemic had a significant impact on the Hume community that resulted in an increase in disadvantage compared with the 2016 result.
Workforce turnover					
Percentage of staff turnover [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	8.5%	7.4%	12.8%	11.8%	The organisation commenced major reform across its Leadership structure in this reporting period. This has resulted in some turnover; but the result remains well within our expected range.

Definitions

"adjusted underlying revenue" means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

"infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the Road Management Act 2004

"population" means the resident population estimated by council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

"SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

Service Performance Indicators

For the year ended 30 June 2023

Service / Indicator / measure / [formula]	Results			Comment
	2020	2021	2022	2023
Aquatic facilities				
Utilisation				
<i>Utilisation of aquatic facilities</i>	4.37	2.44	3.15	4.94
[Number of visits to aquatic facilities / Municipal population]				The increase in utilisation is due to a full year of operation (without closures related to COVID), and increases in attendance, memberships and swim school enrolments.
Animal management				
Health and safety				
<i>Animal management prosecutions</i>	100%	100%	100%	100%
[Number of successful animal management prosecutions]				Successfully prosecuted all animal management cases referred to court.

Service / indicator / measure / [formula]	Results				Comment
	2020	2021	2022	2023	
Food safety					
Health and safety					
Critical and major non-compliance outcome notifications	99.34%	98.00%	100.00%	99.42%	Council's response to major-critical non-compliances has remained consistent in 2022/23, with a continued focus to ensure that staff actively respond to critical and major non-compliance notifications in a timely manner.
[Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up /					
Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100					
Governance					
Satisfaction					
Satisfaction with council decisions	55	59	57	55	Feedback indicates some in the community want more information about local issues affecting their local areas and to see that their input has influenced Council decisions. This is consistent with feedback on satisfaction with community consultation and engagement. Providing more information about key issues and how community feedback has informed decision-making may improve satisfaction.
[Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]					

Service / indicator / measure / [formula]	Results				Comment
	2020	2021	2022	2023	
Libraries					
Participation					
Active library borrowers in municipality	9.58%	7.89%	7.10%	6.70%	The total number of active library members for this year has increased on previous years. This indicator is an average of three years of active membership, therefore this measure still remains impacted by COVID. Active membership numbers are trending upwards towards pre-COVID levels.
[Number of active library borrowers in the last three years / The sum of the population for the last three years] x100					
Maternal and child health					
Participation					
Participation in the MCH service	74.73%	73.66%	73.36%	74.12%	MCH participation rates have remained steady with a slight increase despite COVID challenges and workforce pressures statewide. Hume continues to drive workforce planning and service innovations to address these challenges and maintain participation by the community in MCH services.
[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100					
Participation					
Participation in the MCH service by Aboriginal children	69.10%	67.25%	76.50%	78.64%	MCH participation rates of Aboriginal and Torres Strait Islander peoples have continued to increase with targeted work to support engagement. Hume's Aboriginal Engagement Team continue to provide a multidisciplinary approach to support Aboriginal and Torres Strait Islander peoples.
[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100					

Service / indicator / measure / [formula]	Results				Comment
	2020	2021	2022	2023	
Roads					
Satisfaction					
Satisfaction with sealed local roads	57	64	61	54	Wet weather conditions and number of significant storm events along with a number of State Government major road projects have impacted overall satisfaction of local roads and increases in sealed local road requests (see R1). The condition of sealed local roads is just one factor in this indicator result. Community members who provided a poor satisfaction rating with sealed local roads identified concerns about holes, cracks and uneven road surfaces, narrow streets and the impacts of heavy traffic and large vehicles on those streets.
[Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]					
Statutory Planning					
Decision making					
Council planning decisions upheld at VCAT	60.00%	0.00%	66.67%	14.29%	One Council decision has been upheld at VCAT in the last 12 months. Only seven applications were decided by VCAT over the reporting period out of an overall number of 939 planning decisions made by Hume. This represents a very small percentage of decisions and indicates that in general the vast majority of decisions being made by Council were in line with relevant planning considerations.
[Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100					

Service / indicator / measure / [formula]	Results			Comment
	2020	2021	2022	2023
Waste Collection				
Waste diversion				
Kerbside collection waste diverted from landfill	35.10%	34.92%	35.13%	34.06%
[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100				The number of properties with Food and Garden Organics (FOGO) bins has continued to increase, this supports Hume City's drive to divert away from landfill. However, over the 2022/23 year, there has been a decrease of tonnes of FOGO collected. Collected tonnage is very dependent on a variety of factors, including the weather, which can lead to subsequent changes in the diversion rate.
Definitions				
"Aboriginal child" means a child who is an Aboriginal person				
"Aboriginal person" has the same meaning as in the Aboriginal Heritage Act 2006				
"active library borrower" means a member of a library who has borrowed a book from the library				
"annual report" means an annual report prepared by a council under sections 98 of the Act				
"class 1 food premises" means food premises, within the meaning of the Food Act 1984, that have been declared as class 1 food premises under section 19C of that Act				
"class 2 food premises" means food premises, within the meaning of the Food Act 1984, that have been declared as class 2 food premises under section 19C of that Act				
"critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the Food Act 1984, or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health				
"food premises" has the same meaning as in the Food Act 1984				
"local road" means a sealed or unsealed road for which the council is the responsible road authority under the Road Management Act 2004				
"major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the Food Act 1984, or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken				
"MCH" means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age				
"population" means the resident population estimated by council				

Financial Performance Indicators

For the year ended 30 June 2023

Dimension / Indicator / measure / [formula]	Results				Forecasts			Material Variations and Comments
	2020	2021	2022	2023	2024	2025	2026	
Efficiency								
Expenditure level								
Expenses per property assessment	\$3,141.59	\$3,327.13	\$3,501.80	\$3,959.69	\$3,822.78	\$3,901.46	\$3,958.49	\$4,040.65
[Total expenses / Number of property assessments]								

The expense increase was caused by:

1. increased expenditure was directed towards the landfill management including the additional EPA levy paid for the clean soil brought to the sites that utilized for the daily cover and associated cost incurred for the containment of wastewater within the landfill sites to address leachate-related issues;
2. an extra \$25 million has been included into the "Materials and Services" category, resulting from the increase in the landfill provision attributed to aftercare expenses related to a closed landfill site located at Bolinda Road Campbellfield. This adjustment follows a comprehensive assessment of projected future tasks essential for remedial efforts aimed at resolving leachate and gas level concerns, all in alignment with the stipulated requirements of the Environmental

11

Dimension / indicator / measure / [formula]	Results				Forecasts				Material Variations and Comments
	2020	2021	2022	2023	2024	2025	2026	2027	
Revenue level Average rate per property assessment [General rates and Municipal charges / Number of property assessments]	\$1,981.26	\$1,999.46	\$2,013.24	\$1,990.82	\$1,652.76	\$1,703.14	\$1,741.95	\$1,784.20	Protection Agency (EPA). 3. the cost of agency staff used as temporary resources to backfill vacant positions during the recruitment process; 4. price escalations in materials and services; 5. higher depreciation expenses due to an increase in the total value of infrastructure assets as a result of the 2021/22 revaluation and new assets brought on from the 2021/22 capital works program and contributed assets. The drop in the ratio is due to the expansion of new properties occurring later in the year. As a result, the rates income for these properties has been apportioned for the current year, rather than reflecting the full-year rates income.

Dimension / indicator / measure / [formula]	Results				Forecasts			Material Variations and Comments	
	2020	2021	2022	2023	2024	2025	2026		2027
Liquidity									
Working capital									
Current assets compared to current liabilities [Current assets / Current liabilities] x100	496.02%	426.03%	485.05%	461.85%	507.95%	436.22%	399.71%	333.66%	The drop in the working capital ratio can be attributed to the increase in accrued expenditure, primarily driven by an influx of invoices received after June 30th, which are related to the 2022/23 financial year.
Unrestricted cash									
Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	10.14%	17.65%	-84.63%	-155.06%	256.63%	169.19%	93.74%	26.74%	As \$325m of cash is in term deposit as at 30 June 2023 (\$205m as at 30 June 2022) and the original term of those deposits is more than 90 days, hence, they are classified under other financial assets rather than cash balance. If include those term deposits, Council has over \$394m cash and term deposits as at 30 June 2022.
									This ratio is expected to increase substantially in 2024 as the total cash and investments are aggregated for the purpose of the calculation and gradually reduces thereafter due to the substantial capital works program which is projected to result in a notable reduction in the cash balance.

Dimension / indicator / measure / [formula]	Results				Forecasts				Material Variations and Comments
	2020	2021	2022	2023	2024	2025	2026	2027	
Obligations									
Loans and borrowings									
Loans and borrowings compared to rates [Interest bearing loans and borrowings/rate revenue]x100	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	Council is currently debt free.
Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	Council is currently debt free.

Dimension / indicator / measure / [formula]	Results			Forecasts				Material Variations and Comments	
	2020	2021	2022	2023	2024	2025	2026		2027
Indebtedness Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100	17.49%	16.82%	21.07%	31.10%	18.97%	18.37%	17.34%	16.15%	The primary reason for the surge is predominantly attributed to an increase in the non-current portion of the landfill provision subsequent to the revaluation undertaken in 2022/23. In the current provision, additional post-maintenance components relating to leachate and gas management have been included. These additions were required in order to comply with the rigorous standards established by the Environmental Protection Agency (EPA), thus driving the increase of the provision.

Dimension / indicator / measure / [formula]	Results				Forecasts				Material Variations and Comments
	2020	2021	2022	2023	2024	2025	2026	2027	
Asset renewal and upgrade Asset renewal and upgrade compared to depreciation [Asset renewal and upgrade expense / Asset depreciation] x100	82.66%	74.66%	66.89%	84.15%	100.44%	115.18%	123.67%	109.27%	Following the organizational restructuring in 2022/23, the Council has allocated additional resources towards the delivery of the Capital Works program. This strategic decision led to a substantial 41% upsurge in capital expenditure on infrastructure projects, consequently influencing the ratio between asset renewal and upgrade in comparison to depreciation.

Dimension / indicator / measure / [formula]	Results				Forecasts			Material Variations and Comments
	2020	2021	2022	2023	2024	2025	2026	2027
Operating position Adjusted underlying result								
Adjusted underlying surplus (or deficit)	9.78%	5.26%	2.19%	-2.34%	0.16%	3.82%	6.71%	5.50%
[Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100								
<p>The decrease in the adjusted underlying surplus mainly due to the increase in Council total expenses in 2022/23 compared to 2021/22. The expense increase was caused by:</p> <ol style="list-style-type: none"> 1. increased expenditure was directed towards the landfill management including the additional EPA levy paid for the clean soil brought to the sites that utilized for the daily cover and associated cost incurred for the containment of wastewater within the landfill sites to address leachate-related issues; 2. an extra \$25 million has been included into the "Materials and Services" category, resulting from the increase in the landfill provision attributed to aftercare expenses related to a closed landfill site located at Bolinda Road Campbellfield. This adjustment follows a comprehensive assessment of projected future tasks essential for remedial efforts aimed at resolving leachate and gas level concerns, all in alignment with the stipulated requirements of the Environmental Protection Agency (EPA). <p>the cost of agency staff used as temporary resources to backfill</p>								

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Dimension / indicator / measure / [formula]	Results				Forecasts				Material Variations and Comments
	2020	2021	2022	2023	2024	2025	2026	2027	
									<p>vacant positions during the recruitment process;</p> <p>3. price escalations in materials and services;</p> <p>4. higher depreciation expenses due to an increase in the total value of infrastructure assets as a result of the 2021/22 revaluation and new assets brought on from the 2021/22 capital works program and contributed assets.</p> <p>The adjusted underlying surplus will improve over the next 4-year forecast period primarily due to 1. Revenue increase from Municipality growth: anticipated growth within the municipality is expected to fuel an increase in revenue. This growth is projected to lead to higher income streams derived from various sources such as Rates, developer monetary contributions, user fee and statutory fee income. The expanding population and economic activity within the municipality will contribute to these enhanced revenue streams.</p> <p>2. Efficient expenditure management: the rate of expenditure escalation is forecasted</p>

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Dimension / indicator / measure / [formula]	Results				Forecasts				Material Variations and Comments
	2020	2021	2022	2023	2024	2025	2026	2027	
									<p>to be lower than the pace of adjusted revenue growth. This is due to diligent cost control measures implemented through efficient management practices. By optimizing the allocation of resources and enhancing the efficiency of operational processes and workflows, expenses are expected to be managed more effectively. The proactive approach to cost management, encompassing efficient practices, technology integration, and process refinement, is projected to curb the growth of expenditures. This prudent financial strategy will prevent unnecessary spending and ensure that resources are directed towards initiatives that align with organizational goals. These combined efforts to drive revenue growth and manage expenditure with precision are expected to result in an improved adjusted underlying surplus over the upcoming forecast period.</p>

Dimension / indicator / measure / [formula]	Results				Forecasts			Material Variations and Comments	
	2020	2021	2022	2023	2024	2025	2026		2027
Stability Rates concentration <i>Rates compared to adjusted underlying revenue</i> [Rate revenue / Adjusted underlying revenue] x100	63.14%	62.33%	61.15%	56.07%	60.00%	58.40%	57.37%	58.64%	<p>This measure excludes items of a capital or non-recurrent nature including the non-monetary contributed assets, non-recurrent capital grants and capital cash contributions.</p> <p>Adjusted underlying revenue is improving, primarily driven by an increase in operating grants received during 2022/23 compared to 2021/22. This growth is attributable to the advanced payment of the 2023/24 VGC grant in 2022/23, in addition to a new government grant allocated to support the free 3-year kinder program. Furthermore, more interest income has been realized due to increased term deposit rates and more user fees generated from the Leisure centre fitness and swimming program.</p>

Dimension / indicator / measure / [formula]	Results				Forecasts			Material Variations and Comments
	2020	2021	2022	2023	2024	2025	2026	2027
Rates effort								
Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.38%	0.37%	0.36%	0.30%	0.32%	0.32%	0.33%	0.33%
								A full revaluation was undertaken and approved by Valuer-General Victoria in 2022/23, revealing an average of 5.48% increase in the property value across the municipality, consequently influencing the Rate effort ratio
Definitions								
"adjusted underlying revenue" means total income other than:								
(a) non-recurrent grants used to fund capital expenditure; and								
(b) non-monetary asset contributions; and								
(c) contributions to fund capital expenditure from sources other than those referred to above								
"adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure								
"asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability								
"current assets" has the same meaning as in the AAS								
"current liabilities" has the same meaning as in the AAS								
"non-current assets" means all assets other than current assets								
"non-current liabilities" means all liabilities other than current liabilities								
"non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council's Strategic Resource Plan								
"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants								
"population" means the resident population estimated by council								
"rate revenue" means revenue from general rates, municipal charges, service rates and service charges								
"recurrent grant" means a grant other than a non-recurrent grant								
"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties								
"restricted cash" means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year								
"unrestricted cash" means all cash and cash equivalents other than restricted cash.								

Other Information

For the year ended 30 June 2023

1. Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's strategic resource plan. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are those adopted by council in its Annual Budget on 26 June 2023 and which forms part of the council plan. The financial plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The financial plan can be obtained by contacting council.

Certification of the Performance Statement

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

Fadi Srour, B.Bus (Acc), CA, AICD

Principal Accounting Officer

Dated:

In our opinion, the accompanying performance statement of the Hume City Council for the year ended 30 June 2023 presents fairly the results of council's performance in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify this performance statement in its final form.

Cr Carly Moore

Councillor

Dated:

Cr Joseph Haweil

Mayor

Dated:

Sheena Frost

Chief Executive Officer

Dated:

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Governance and management checklist

The following are the results in the prescribed form of council's assessment against the prescribed governance and management checklist.

Governance and Management Items	Assessment
1. Community engagement policy (policy under section 55 of the Act outlining Council's commitment to engaging with the community on matters of public interest)	Adopted in accordance with section 55 of the Act Date of adoption: 22 February 2021 Re-adopted 15 March 2022 ✓
2. Community engagement guidelines (guidelines to assist staff to determine when and how to engage with the community)	Date of operation: 27 June 2011 ✓
3. Financial Plan (plan under section 91 of the Act outlining the financial and non-financial resources required for at least the next 10 financial years)	Adopted in accordance with section 91 of the Act Date of adoption: 25 October 2021 ✓
4. Asset Plan (plans under section 92 of the Act setting out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	Adopted in accordance with section 92 of the Act Date of adoption: 14 June 2022 ✓
5. Revenue and Rating Plan (plan under section 93 of the Act setting out the rating structure of council to levy rates and charges)	Adopted in accordance with section 93 of the Act Date of adoption: 26 June 2023 ✓
6. Annual budget (plan under section 94 of the Act setting out the services to be provided and initiatives to be undertaken during the budget year and the funding and other resources required)	Adopted in accordance with section 94 of the Act Date of adoption: 26 June 2023 ✓
7. Risk policy (policy outlining council's commitment and approach to minimising the risks to council's operations)	Date of commencement of current policy: 27 April 2020 ✓

Governance and Management Items	Assessment	
8. Fraud policy (policy outlining council's commitment and approach to minimising the risk of fraud)	Date of commencement of current policy: 17 December 2018	✓
9. Municipal emergency management plan (plan under section 60ADB of the Emergency Management Act 2013 for emergency mitigation, response and recovery)	Prepared and maintained in accordance with section 60ADB of the Emergency Management Act 2013 Date of preparation: 5 May 2020	✓
10. Procurement policy (policy under section 108 of the Act outlining the principles, processes and procedures that will apply to the purchase of goods and services by the Council)	Adopted in accordance with section 108 of the Act Date of adoption: 15 November 2021	✓
11. Business continuity plan (plan setting out the actions that will be undertaken to ensure that key services continue to operate in the event of a disaster)	Date of approval: 15 August 2022	✓
12. Disaster recovery plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)	Date of approval: 13 September 2022	✓
13. Risk management framework (framework outlining council's approach to managing risks to the council's operations)	Date of commencement of current framework: 28 February 2020	✓
14. Audit and Risk Committee (see sections 53 and 54 of the Act)	Established in accordance with section 53 of the Act Date of establishment: 28 August 2020	✓
15. Internal audit (independent accounting professionals engaged by the council to provide analyses and recommendations aimed at improving council's governance, risk and management controls)	Date of engagement of current provider: 15 June 2021	✓

Governance and Management Items	Assessment	
16. Performance reporting framework (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 98 of the Local Government Act 2020)	Date of operation of current framework: 1 July 2022	✓
17. Council Plan reporting (report reviewing the performance of the council against the council plan, including the results in relation to the strategic indicators, for the first six months of the financial year)	Council Plan progress is reported and adopted quarterly. Dates quarterly reported presented: 28 November 2022, 27 February 2022, 22 May 2023, 28 August 2023	✓
18. Financial reporting (quarterly statements to the Council under section 97(1) of the Local Government Act 2020, comparing actual and budgeted results and an explanation of any material variations)	Reports presented to the Council in accordance with section 97(1) of the Local Government Act 2020 Date reports presented: 29 September 2022, 28 November 2022, 27 February 2023 and 22 May 2023	✓
19. Risk reporting (six-monthly reports of strategic risks to council's operations, their likelihood and consequences of occurring and risk minimisation strategies)	Date of reports: 28 August 2022 and 14 March 2023	✓
20. Performance reporting (6-monthly reports of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 98 of the Local Government Act 2020)	Local Government Performance Reporting Framework - Six Monthly Report 2022/23 - 27/02/2023 Performance Statement 2021/22 - 26/09/2022	✓
21. Annual report (annual report under sections 98, 99 and 100 of the Local Government Act 2020 containing a report of operations and audited financial and performance statements)	Presented at a meeting of the Council in accordance with section 100 of the Act Date statements presented: 24 December 2022	✓
22. Councillor Code of Conduct (Code under section 139 of the Act setting out the standards of conduct to be followed by Councillors and other matters)	Reviewed and adopted in accordance with section 139 of the Act Date reviewed: 22 February 2021	✓

Governance and Management Items	Assessment
23. Delegations (documents setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff, in accordance with sections 11 and 47 of the Act)	Reviewed in accordance with section 11(7) of the Act and a register kept in accordance with sections 11(8) and 47(7) of the Act Date of review: 29 October 2021 ✓
24. Meeting procedures (Governance Rules under section 60 of the Act governing the conduct of meetings of Council and delegated committees)	Governance Rules adopted in accordance with section 60 of the Act. Date adopted: 23 August 2022 ✓

I certify that this information presents fairly the status of council’s governance and management arrangements.

Sheena Frost
Chief Executive Officer

Dated:

Cr Joseph Hawell
Mayor

Dated:

REPORT NO:	8.3
REPORT TITLE:	Hume City Enforcement and Compliance Policy
SOURCE:	Samuel Ferrier, Manager City Safety
DIVISION:	City Services & Living
FILE NO:	TBC
POLICY:	-
STRATEGIC OBJECTIVE:	3.2: Deliver responsible and transparent governance, services and sustainable assets that respond to community needs
ATTACHMENT:	1. <i>DRAFT Hume City Enforcement and Compliance Policy</i>

1. SUMMARY OF REPORT:

- 1.1. As a local government authority, Council is responsible for the administration and enforcement of various Acts, regulations and laws designed to protect and support the interests, health and safety of community members and visitors.
- 1.2. The Hume City Enforcement and Compliance Policy has been developed to outline how Council will respond when dealing with statutory contraventions within the municipal area, providing clarity and direction for Council authorised officers, other Council staff, Councillors and the public.
- 1.3. The Policy, recommended for Council adoption and making, has been informed by:
 - 1.1.1 detailed analysis of service, enforcement and compliance data and trends;
 - 1.1.2 benchmarking with other local governments and regulatory agencies; and,
 - 1.1.3 workshops with enforcement personnel and Councillors.

2. RECOMMENDATION:

That Council adopt the Hume City Enforcement and Compliance Policy, included as attachment 1 to this report.

3. LEGISLATIVE POWERS:

- 3.1 The Hume City Enforcement and Compliance Policy has been designed to be relevant to a broad range of regulatory, compliance and enforcement activities performed by Council authorised officers and it authorised contractors for and on behalf of Council in the municipality.
- 3.2 This includes, but is not limited to, the following legislation that is administered by Council:
 - 3.2.1 Building Act 1993
 - 3.2.2 Country Fire Authority Act 1958
 - 3.2.3 Domestic Animals Act 1994
 - 3.2.4 Domestic Animals Regulations 2015
 - 3.2.5 Environment Protection Act 1970
 - 3.2.6 Fire Rescue Victoria Act 1958
 - 3.2.7 Food Act 1984
 - 3.2.8 Impounding of Livestock Act 1994

REPORT NO: 8.3 (cont.)

- 3.2.9 Infringements Act 2006
- 3.2.10 Infringements Regulations 2016
- 3.2.11 Local Government Act 1989
- 3.2.12 Local Government Act 2020
- 3.2.13 Planning and Environment Act 1987
- 3.2.14 Public Health and Wellbeing Act 2008
- 3.2.15 Public Health & Wellbeing Regulations 2009
- 3.2.16 Tobacco Act 1987
- 3.2.17 Residential Tenancies Act 1997
- 3.2.18 Road Safety Act 1986
- 3.2.19 Road Safety Road Rules 2017
- 3.2.20 Road Management Act 2004
- 3.2.21 Summary Offences Act 1966
- 3.2.22 All Local Laws of Hume City Council and incorporated codes of practice
- 3.3 Council enforcement personnel and its contractors are authorised under these regulations and Acts under instrument of delegation by the CEO. Under this authorisation, officers are expected and empowered to exercise discretion when performing delegated duties and functions.
- 3.4 This Policy does not seek to limit the use of discretion or exercise of official functions of these officers, or to prohibit prescribed actions from being taken where identified within legislation. Authorised officers are expected to consider the full circumstances and facts of each case, to make decisions based on merits and in line with legislative requirements.

4. FINANCIAL IMPLICATIONS:

- 4.1 There are no financial implications associated with the adoption of the Hume City Enforcement Policy.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

- 5.1 There are no environmental sustainability considerations in relation to this report.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

- 6.1 There are no climate change adaptation considerations associated with this report.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

- 7.1 As a public authority, Council has a duty to act compatibly with human rights and to give human rights proper consideration in decision making.
- 7.2 It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (Vic)

REPORT NO: 8.3 (cont.)

8. COMMUNITY CONSULTATION:

- 8.1 The Hume City Enforcement and Compliance Policy has been developed to provide a framework upon which authorised officers will base enforcement-related decisions and actions. As a framework to guide decision-making and actions performed by authorised officers, this policy has not been the subject of community consultation.
- 8.2 While noting that the policy has not been the subject of community consultation, it has considered historical service request and customer data, and the views and opinions of elected representatives (Councillors). This information has been used to set key priorities, directions and principles included in the policy.

9. DISCUSSION:

Overview

- 9.1 Council is responsible for promoting and ensuring compliance under an extensive number of Acts, regulations, and laws. This legislation works together to deliver positive health, safety, and amenity outcomes within the community.
- 9.2 The Hume Enforcement and Compliance Policy (attachment 1) seeks to provide a framework for transparent and consistent decision-making, and to facilitate a practical and proportional approach to the carrying out of enforcement and compliance activities in Hume City.
- 9.3 The Policy intends to:
 - 9.3.1 Assist Council to act promptly, effectively and consistently to matters of non-compliance within available resources;
 - 9.3.2 Guide the delivery of compliance outcomes that are credible, understandable, and fairly applied; and,
 - 9.3.3 To explain Council’s approach to enforcement and achieving compliance to community members and businesses, including how and why Council conducts these activities.
- 9.4 In addition to detailing Council’s approach to encouraging voluntary compliance with Acts, regulation and laws for which it is responsible, the Policy details how Council will respond to reported non-compliance, perform investigations, and make enforcement-related decisions.
- 9.5 The Policy includes:
 - 9.5.1 An overview and purpose of the policy
 - 9.5.2 Guiding principles that underpin Council’s enforcement and compliance work
 - 9.5.3 Council’s approach to supporting compliance, including preventative community information and education, monitoring, and enforcement action.
 - 9.5.4 How Council will communicate its compliance activities, including what customers can expect from Council during enforcement and compliance activities.

Enforcement and Compliance Policy Development

- 9.6 The Hume City Enforcement and Compliance Policy has been informed by an extensive review, consultation and development process including:
 - 9.6.1 Authorised officer workshops: centered on understanding and documenting current enforcement and compliance approaches, practices, and opportunities for improvement.

REPORT NO: 8.3 (cont.)

- 9.6.2 Benchmarking with other local governments and agencies with regulatory responsibilities: including review of included policy contents and best-practice approaches.
- 9.6.3 Review of customer report and enforcement and compliance activity data: including identification of priority non-compliance areas, satisfaction with enforcement and compliance outcomes delivered by Council and enforcement activity data.
- 9.6.4 Consultation with Councillors: including a workshop focused on understanding key health, safety and amenity priorities, opportunities for improvement and expected practices and approaches from receipt of an initial report through to investigation, enforcement decision-making and communicating outcomes to the reporters and the broader community.

Enactment, Monitoring and Review

- 9.7 The Hume City Enforcement and Compliance Policy has been designed to support consistency in enforcement and compliance approaches and practices across and within Council enforcement teams.
- 9.8 The internal Hume enforcement and compliance action team (HEAT team), comprised of a cross-section of senior Council enforcement staff, will have primary responsibility of ensuring the policy is appropriately understood and embedded across individual teams. This team will also contribute to the monitoring and evaluation of the Policy.
- 9.9 As a new policy to Council, the enactment and impact of the new Hume City Enforcement and Compliance Policy will be carefully monitored to ensure success and to mitigate unintended consequences. This will include ongoing monitoring against policy objectives, regular review customer reporting data, enforcement and compliance decisions and outcomes.
- 9.10 It is proposed that the policy be subject to review and assessment within 2 years of being adopted by Council.

10. CONCLUSION:

- 10.1 Council is responsible for the administration and enforcement of various Acts, regulations and laws designed to protect and support the interests, health and safety of community members and visitors.
- 10.2 The Hume City Enforcement and Compliance Policy has been developed to outline how Council will respond when dealing with statutory contraventions within the municipal area, providing clarity and direction for Council authorised officers, other Council staff, Councillors and the public.
- 10.3 It is recommended that Council review and adopts the Hume City Enforcement and Compliance Policy included as Attachment 1 to this report.

**DRAFT Hume City Enforcement and Compliance
Policy – V1 (19 September 2023)**

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1. Introduction

1.1. Overview and purpose

Council is responsible for promoting and ensuring compliance under an extensive number of Acts, regulations, and laws. This legislation works together to deliver positive health, safety, and amenity outcomes within the community.

The Hume City Enforcement and Compliance Policy outlines how Council will apply laws for which it is responsible, and how authorised Council officers will exercise judgement and discretion when delivering compliance and enforcement activities. The Policy describes how Council intends to:

- encourage voluntary compliance with the law;
- makes use of its range of compliance and enforcement tools; and,
- take account of culpability and harm in its enforcement and compliance approach.

This policy has been developed for Hume City community members, Council authorised officers, other Council staff and Councillors. In addition to providing transparency about Council’s enforcement and compliance-related approach and decision-making, the policy seeks to ensure that these activities are delivered a way that is consistent, practical, proportional, credible and fair.

1.2. Scope

This policy is relevant to a broad range of enforcement and compliance activities performed by Council’s authorised officers and its authorised contractors for and on behalf of Council within the municipality.

This includes, but is not limited to, the following legislation administered by Council:

- Building Act 1993
- Country Fire Authority Act 1958
- Domestic Animals Act 1994
- Domestic Animals Regulations 2015
- Environment Protection Act 1970
- Fire Rescue Victoria Act 1958
- Food Act 1984
- Impounding of Livestock Act 1994
- Infringements Act 2006
- Infringements Regulations 2016
- Local Government Act 1989
- Local Government Act 2020

- Planning and Environment Act 1987
- Public Health and Wellbeing Act 2008
- Public Health & Wellbeing Regulations 2009
- Tobacco Act 1987
- Road Safety Act 1986
- Road Safety Road Rules 2017
- Road Management Act 2004
- Summary Offences Act 1966
- All Local Laws of Hume City Council
- Prevention of Cruelty to Animals Act 1986 (POCTA)
- Prevention of Cruelty to Animals Regulations 2008

This policy does not seek to limit the discretion and exercise of official functions of Council’s authorised officers. It is also recognised that in some cases, legislation may prescribe specific actions authorised officers are expected to take when responding to non-compliance. Authorised officers are expected to assess the full circumstances and facts of each case, to make decisions based on merits, and in line with any legislative requirements.

2. Guiding principles

Council will undertake its compliance and enforcement work in line with the principles outlined below:

2.1. Outcomes-focussed

The various Acts, regulations and laws administered by Council seek to protect and deliver broad health, safety and amenity outcomes for Hume City residents, businesses, and visitors.

Council authorised officers have at their disposal a range of tools to ensure accountability and compliance with these Acts, regulations, and laws, described later in this policy. When selecting and using these tools, authorised officers are expected to remain focussed on addressing the reported or observed problem, and delivering a desirable outcome.

Council will review and refine its enforcement and compliance focus and approaches on an ongoing basis, based on assessment of risks, evidence, and impacts.

2.2. Risk-based

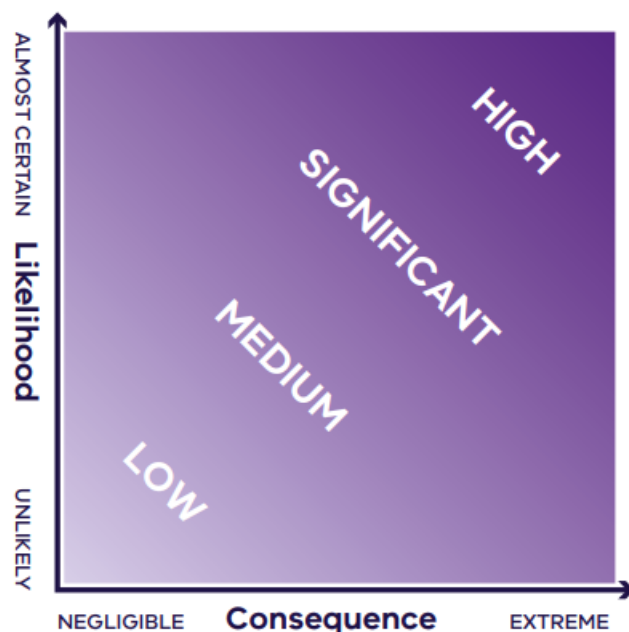
When determining its response to non-compliance, Council will consider:

- The level of risk the non-compliance poses to community health, safety and amenity
- Whether Council is best placed to address the risk or non-compliance; and
- The most effective use of regulatory resources available to Council.

This approach recognises it is not practical or appropriate for Council to take compliance or enforcement action in response to every alleged or suspected breach. Instead, Council’s efforts will be directed toward those areas where is the greatest risk to health, safety, and amenity.

Figure 1 below illustrates how Council will assess risk based on both the likelihood of harm, and the consequence.

Figure1 Risk assessment framework



2.3. Proportionate and graduated

Council seeks to maximise compliance with the laws for which it is responsible, while also reducing harm and providing benefits to the community.

Council’s activities to promote compliance or respond non-compliance will be proportionate to the risk or harm caused, and will take into account the circumstances and attitudes of those who are required to comply. That is, the greatest harms and intentional non-compliance will be met with Council’s strongest enforcement responses.

Council will seek to understand and consider whether the person is both intending and willing to do the right thing, but needs further support to do so, or whether they are recklessly or deliberately failing to meet their legal obligations.

Council compliance activities and responses to non-compliance will build upon and be informed by its past actions. This includes considering previous communications and actions it may have taken against a person or entity, and on specific issue or matter.

Figure 2 illustrates Council’s approach to determining proportionate and graduated compliance activities, or when and how Council will enforce the law.

Figure 2 Factors which influence our regulatory response



2.4. Collaborative

Council is committed to collaborating across internal enforcement departments, with the community, stakeholders and other regulatory agencies to deliver effective, efficient and holistic responses to non-compliance in the Hume City community.

In instances where Council receives a report of non-compliance that falls outside its legislative powers or jurisdiction, attempts will be made to determine the agency best positioned to respond. Where appropriate, Council may refer the reported non-compliance directly to this agency, or to assist the individual who has made the report to direct their enquiry to the correct agency.

Council will use a number of avenues to inform, engage, consult and collaborate with community members and stakeholders. These will include through:

- Providing community members and stakeholders with opportunities to comment on Council's enforcement and compliance activities and approach
- Providing opportunities for community members and stakeholders to meet with Council authorised officers
- Convening or participating in meetings on critical community issues or concerns, or in multi-agency responses/operations
- Providing convenient ways for community members to report non-compliance

2.5. Transparent

Council is committed to genuinely engaging with community, stakeholders and people/parties who are subject to laws for which Council is responsible for. This includes being open and transparent

about Council’s enforcement and compliance activities and approaches, as well as the limitations and constraints on what action Council can take.

Council will publicly share information about its broad regulatory roles, responsibilities, and purpose. Council will also make it clear where regulated parties have a right to review of regulatory decisions, and where feedback and complaints can be made in relation to Council’s actions.

2.6. Safe

Council is committed to protecting the safety and wellbeing of its authorised officers. Council will actively support the physical and mental wellbeing of these staff, and will promote a healthy workplace by maintaining safe systems of work.

Investigations and enforcement activities carried out by Council authorised officers can involve considerable risks. Authorised officers are often required to work in a variety of environments, including investigating and enforcing the laws:

- In isolated locations and in areas with difficult terrain;
- Outside of ordinary work hours;
- In situations involving uncontrolled animals;
- In areas with possible health hazards; and
- In situations where they are exposed to aggressive and threatening members of the public who may inflict harm.

Council will provide its staff with appropriate training, equipment, policies and processes to ensure compliance and enforcement activities are undertaken in the safest possible manner. Council will proactively address and pursue instances where authorised officers have been verbally threatened, abused or physically assaulted in the course of their duties.

3. Council’s approach to compliance and enforcement

Council will make use of a range of approaches to encourage and ensure compliance under the laws for which it is responsible.

Council’s resources will be appropriately allocated to support and deliver a mix of:

- Preventative work, such as raising awareness of regulatory requirements and how to comply to support compliance with the law
- Monitoring and assessing compliance with regulatory requirements, approvals and directions such as through regular and routine inspections, audits and targeted patrols
- Responding to harmful events as they arise.

These activities are outlined in further detail below.

3.1. Supporting compliance with the law

Council acknowledges that most people and entities want to be compliant with the law. Council will deliver a range of activities to support voluntary compliance including:

- providing clear information and education to community members and entities about their laws in place and their requirements;
- providing practical, constructive and specific advice to individuals and/or entities to assist them in achieving compliance with the law; and.
- ensuring compliance processes/requirements are as easy as possible for people and entities to achieve (e.g. permits, applications, licenses)

3.2. Monitoring compliance

In addition to responding to and investigating reports of non-compliance or unlawful activity made by members of the public or other agencies, Council uses ongoing monitoring activities to identify non-compliance, and to maintain a credible threat of detection for individuals or agencies subject to laws.

These activities include:

- Surveillance, such as the use of CCTV in identified hot-spots
- Audit programs, including inspections of businesses and other entities to ensure compliance with standards, permit/licence terms and conditions and codes of practice
- Proactive inspections and patrols

In some instances, legislation requires Council to deliver monitoring activities on a prescribed frequency or basis. Outside of these activities, Council will use a range of information to inform and direct its monitoring activities including community information, service request data and trends, and intelligence and data shared with Council from other agencies.

3.3. Assessing and investigating non-compliance

Council will assess alleged or suspected contraventions of the law, including those reported by the community, other enforcement agencies and those identified through Council’s own activities. These reports will be assessed by Council to determine the level of risk, and the priority given to the matter.

Anonymous reports of non-compliance or unlawful activity will be recorded and assessed by Council based on the information available. In these instances, it may be more difficult for Council to fully evaluate these reports without the ability to seek further information from the reporting party. This may result in limited response options and/or compliance or enforcement actions taken by Council.

Before commencing a formal investigation, Council may make further preliminary enquiries including (but not limited to) reviewing other intelligence, desktop assessments, field inspections and making enquiries with others to ensure the contravention is allocated to the agency or area best positioned to address the non-compliance.

During an investigation, authorised officers may collect evidence from a range of sources including:

- site inspections (including inspections conducted under a monitoring warrant, or search warrant);
- conducting interviews;

- seeking expert assessments;
- requesting information (including under statutory notices); and,
- Collecting passive and active surveillance data.

The time taken to investigate will vary depending on the complexity of the issue, including the evidence required. In all cases, Council will maintain records of its assessments, investigations and enforcement actions (if any) so that the information collected can be used to inform future decisions.

3.4. Enforcement action

Following an investigation, if a breach of law has been detected, authorised officers will assess and determine whether enforcement action is appropriate and, if it is, take the most appropriate form of action. Enforcement action may include both remediation and/or sanctions.

A range of tools or enforcement actions are available to authorised officers, including but not limited to:

- Verbal advice
- Advisory or education letters
- Voluntary rectification or cooperative compliance plans
- Formal notices or directions
- Infringements or official warnings
- The insertion of conditions in approvals, permissions, or authorisations
- Referrals to other regulatory, agency or professional bodies
- Suspension, revocation or cancellation of permissions or authorisations
- Court imposed injunctions or enforceable undertakings
- Prosecution

When making decisions about enforcement tools, authorised officers are expected to seek to maximise outcomes, and to apply the law in a way that is procedurally fair and maximises the interests of the Hume City community. Decisions made by authorised officers will be guided by a range of factors, including:

- The seriousness of the offence
- The seriousness of the harm or potential harm to our regulatory outcomes, and particularly where this conduct is ongoing
- Whether the conduct was inadvertent and the result of ignorance, a lack of competence or an accident or whether it was wilful, reckless or negligent
- How foreseeable the harm was, how practicable it was to control and what controls were available

- Whether the conduct is widespread or involves a new or emerging issue or has a significant impact on the regulatory framework
- Whether enforcement action is likely to have a worthwhile educative or deterrent effect
- What compliance and enforcement options are appropriate to address the alleged conduct
- The focus of current Council priorities and plans.

3.5. Enforcement approach assessment

Before determining an appropriate enforcement tool, authorised officers assess each individual matter using the enforcement matrix tool below.

This matrix synthesises the principles of risk-based assessment, and proportional and graduated responses introduced earlier in this policy, and factors for decision making outlined above.

Figure 3: Enforcement Response Matrix:

Likelihood or consequence of non-compliance	<u>Insignificant</u> No impact to community or environment	<u>Minor</u> May have a minor impact on the wider community or environment. Harm abated and some remedial works required.	<u>Moderate</u> Has a moderate impact on community or environment. Non-compliance for a short duration (days). Harm abated and remedied.	<u>Major</u> Has a major impact on community or environment.
<ul style="list-style-type: none"> • Repeated non-compliance. • Past enforcement activity or breaches of related law and no remedial works undertaken 	Elevated	Elevated	Significant	Significant
<ul style="list-style-type: none"> • Requirements are apparent (e.g. signage in place) • Previous enforcement activity or breaches of related law 	General	Elevated	Elevated	Significant
<ul style="list-style-type: none"> • Non-compliance of medium 	Low	General	Elevated	Si

duration (weeks). • Harm abated and some remedial works undertaken.				
• No history of non-compliance • Non-compliance of short duration (days). • Harm abated and remedied.	Low	Low	General	Elevated

The table below expands further on the above matrix and details enforcement options that may be appropriate given the level of risk, the seriousness of the confirmed breach and the need for deterrence.

Table 1: Enforcement action options

Enforcement response level	Possible enforcement options
Low	<p>No Action / Record Only may be a suitable course of action after preliminary assessment or investigation of the matter where the following circumstances apply:</p> <ul style="list-style-type: none"> • There is insufficient evidence to substantiate breaches of legislation have occurred or are occurring • The report is from an anonymous source and details provided are insufficient to locate the alleged offending or warrant investigation • The concerns raised are frivolous, vexatious or trivial in nature • The alleged offence is outside Council’s area of authority or jurisdiction (referral to other agencies may be appropriate) • Taking action may prejudice other major investigations • A matter falls into the category of civil dispute that is more appropriately dealt with through dispute resolution or other civil remedies (e.g. fence boundary disputes) • A matter has already been rectified or resolved through voluntary compliance <p>Informal action may include the following:</p> <ul style="list-style-type: none"> • Providing information or advice about requirements and how to be compliant, which may be verbal and/or in writing; • Negotiating with the person to obtain voluntary undertakings or an agreement to adequately address the issues of concern • Issuing a letter for work to be done, an activity to cease, or to obtain required permits instead of more formal action or notices • Issuing a verbal or written warning

	Low level actions may also be more appropriate than more formal actions where there is a low prospect of prosecution success if the matter were proceeded with.
General	<p>General Action may include the following:</p> <ul style="list-style-type: none"> • Issuing a notice to comply or other legal direction to remedy a breach of legislation • Issuing an official warning and possible penalty infringement notice that carries a low level monetary fine • Seizure or impound of items or animals on public land or on private land at the request of the land owner/occupier • Issuing a notice of intention to serve an order or notice under relevant legislation, and then serving an order or notice if appropriate
Elevated	<p>Elevated action may include:</p> <ul style="list-style-type: none"> • Issuing a penalty infringement notice and/or multiple notices where appropriate that carries a high level monetary fine • Council carrying out the works specified in a notice to comply or other legal direction after a person’s failure to comply with the direction (at the cost of the person served with the direction) • Executing warrants or other court issued orders to search for and/or seize things, animals, or prevent access to a premises • Commence formal administrative proceedings (e.g. dangerous or menacing dog declarations) • Formal undertakings / agreements with Council
Significant	<p>Significant action may include:</p> <ul style="list-style-type: none"> • Seeking an injunction through the courts to prevent future or continuing unlawful activity • Executing court orders to conduct works or remove a person from a premises • Commence prosecution or other legal proceedings for an offence against the relevant Act or Regulation. • Monitoring orders of the court to ensure ongoing compliance

4. Communicating Council’s enforcement and compliance activities

4.1. Communicating with people/agencies who have made a report of non-compliance

Where possible, Council will seek to close the information loop with people or agencies who have made allegations of non-compliance or unlawful activity.

There are a range of factors that limit the amount of information Council can share about its compliance and enforcement activities with those who have made a report, other interested parties and the community more broadly including:

- Fairness to those being investigated for alleged noncompliance
- In the case of proceedings, respecting the court or tribunal’s processes to ensure a fair hearing of the issues in contention
- Legislative restrictions (certain material cannot be disclosed)
- The need to safeguard confidential or sensitive information (such as commercial-in-confidence)
- The potential to jeopardise current or future investigations and court proceedings through the untimely release of information
- How release of information may impinge upon the privacy or safety of others involved (such as complainants, witnesses and suspects).

In most cases, those who have made a report of non-compliance can expect as a minimum:

- An acknowledgement of their report
- An update when their report is ‘in progress’ – e.g. when the matter has been assigned to an authorised officer for investigation
- An update when an compliance or enforcement action has been determined/taken by Council.

4.2. Public reporting:

Council recognises the importance of communicating and sharing information with the community about its enforcement and compliance activities in order to:

- Promote confidence and trust in the community that the Acts, regulations and laws for which Council is responsible are being actively and consistently enforced
- Deter others who may otherwise seek to break laws by demonstrating that there are repercussions for doing so
- Promote compliance by informing the community about standards required by law, and the consequences of failing to meet those standards.

When making decisions about whether to share information about Council’s compliance and enforcement activities with the public, officers consider and determine:

- The intent, purpose and benefit of sharing this information; and
- Legislative, legal process or information privacy considerations that may apply.

Council may make use of a range of channels to promote its compliance and enforcement activities, including:

- Council’s webpage
- Publications
- Social media

- Targeted promotions to hot spot areas/regulated businesses
- Media

5. Role of Councillors in enforcement and compliance

Councillors have a key role in setting the strategic objectives of Hume City Council through Council Plans, policies, budgets and the adoption of local laws. Councillors may also play a role in advocating for change and improvement to State legislation administered by Council.

Councillors assist enforcement and compliance activities undertaken by authorised officers by:

- Supporting organisational requirements and resources needed to carry out enforcement and compliance activities
- Contributing to policies that guide the execution of enforcement and compliance activities performed by authorised officers
- Advocating the importance of laws in place, and for compliance within the community.

5.1. Reports of non-compliance or unlawful activities made to Councillors

Councillors may assist individuals who raise concerns about non-compliance or unlawful activities with them directly by providing community members with guidance about where to find information about legislation enforced by Council, policies of Council related to their concerns, and how to report matters to Council for authorised officer action.

All reports of non-compliance or unlawful activities made directly to Councillors should be referred to an authorised officer for consideration and response. Decision-making relating to the prioritisation and investigation of these reports is the responsibility of appropriately authorised officers and/or the Hume City Council organisation itself. Reports made directly with Councillors will be treated the same as any other reports, and will not receive a higher priority by virtue of them being raised with a Councillor.

5.2. Councillor involvement in enforcement decisions and outcomes

Authorised officers are delegated to take action and make enforcement and compliance related decisions on behalf of Council. This includes decisions to take no action, or to impose remedies and/or sanctions. Councillors are not able to influence officers in exercising these delegations, nor can they intervene once Council has initiated enforcement action.

In cases where a Councillor is contacted by an individual who is unsatisfied with an enforcement response, decision or outcome, they are strongly encouraged to direct the individual to directly contact Hume City Council through the following channels:

- Email: contactus@hume.vic.gov.au
- Phone: 9205 2200

Should a Councillor choose to do so, they may refer the matter raised with them to an authorised officer for consideration and response. The authorised officer will then communicate directly with the concerned individual. While Councillors may assist and guide individuals to raise their concern, the primary responsibility for initiating and seeing a complaint through to resolution rests with the individual.

6. Appeals and review

6.1. Appeals and review

Where a person does not agree with a decision or an enforcement action taken by Council or its authorised officers, there may be a range of options available for review or appeal in accordance with legislative provisions and/or Council policies and procedures. These may include:

- Appealing a permit refusal to Council
- Requesting an internal review of an infringement
- Electing for an infringement to go to the Magistrates Court to be determined
- Appealing through VCAT
- Appealing through the Magistrates’ Court
- Making complaint about Council’s handling of a matter, or the conduct of an authorised officer to Council or the Victorian Ombudsman

The appropriate avenue for having a matter reviewed or appealed is, in most cases, determined by legislation. Council will provide accurate information about a person’s right to seek a review and appeals of an enforcement action taken by Council, and the appropriate process given the circumstances.

6.2. Review of this policy

It is intended that this policy will be reviewed every two years by Council.

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REPORT NO:	8.4
REPORT TITLE:	2024 Community Grants Program Allocation of Annual Grant Categories and Update for the Year-Round Grant Program
SOURCE:	Narda Shanley, Community Development Officer Julie Andrews, Coordinator Community Capacity Building
DIVISION:	City Services & Living
FILE NO:	HCC20/209
POLICY:	Social Justice Charter (2021) Grant-giving Policy (2022)
STRATEGIC OBJECTIVE:	1.3: Promote a healthy, inclusive and respectful community that fosters community pride and safety
ATTACHMENTS:	1. <i>Attachment 1 - 2024 Annual Community Grants Program</i> 2. <i>Attachment 2 Year Round Community Grants update 1 March - 30 June 2023</i>

1. SUMMARY OF REPORT:

- 1.1 This report recommends the allocation of round 1 of the Annual Community Grants 2024 program (Attachment 1). The recommended applications represent a significant and valuable range of initiatives that enhance wellbeing and social outcomes in Hume City.
- 1.2 The 2024 Annual Grant Program was open for applications from 15 May until 30 June 2023. This was two weeks longer than previous years resulting in a total of 168 applications received for round 1.
- 1.3 161 will receive funding which includes 149 new applications and 12 pre committed Partnership grants.
- 1.4 This report also provides an update on the allocation of funds for Community Grant Program Year-Round Categories for the period 1 March to 31 August (Attachment 2).

2. RECOMMENDATION:

That Council:

- 2.1 **Notes that the 2023/24 budget allocation for the 2024 Community Grants Program is \$540,859. This includes \$86,401 of the remaining allocation of Highlands Hotel Craigieburn community contributions, which concludes the organisation’s financial contribution.**
- 2.2 **Notes that the 2023/24 budget allocation includes funds set aside for Project Round 2 (\$20,000) and year-round categories (\$30,000). See 4.3.2.**
- 2.3 **Endorses the distribution of \$492,104 for the 2024 Annual Community Grants Program (Round 1) with distribution of funds to program categories detailed in Attachment 1 and summarised below:**
 - (a) **\$118,984 to 12 organisations for pre-committed Partnership Grants (Table 1).**
 - (b) **\$75,000 to 8 organisations for Partnership Grants (Table 2).**
 - (c) **\$35,354 to 5 organisations for Specialist Partnership Grants (Table 3).**
 - (d) **\$34,600 to 7 organisations for Project Grants (Table 4).**
 - (e) **\$93,678 to 33 organisations for Community Participation Grants (Table 5).**
 - (f) **\$134,488 to 96 organisations for Community Group Operational Grants (Table 6).**

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- 2.4 Notes that the distribution of \$492,104 represents an overexpenditure of \$1,245 as detailed in 4.6.
- 2.5 Notes that dispersal of funds identified in 2.2 will be subject to satisfactory acquittals and resolution of any outstanding eligibility requirements.
- 2.6 Notes the distribution of \$11,641 to community groups (and individuals) via the 2022-23 Year-Round Community Grants Program as shown in Attachment 2.

3. LEGISLATIVE POWERS:

- 3.1 The provision of Community Grants is within Council’s power under the Local Government Act, 2020. Community Grants aim to provide the best outcomes for the municipal community, including future generations, whilst providing services in an equitable, responsive manner.

4. FINANCIAL IMPLICATIONS:

- 4.1 The 2023/24 budget allocation for the 2024 Community Grants Program is \$540,859. This includes \$454,458 from Council’s 2023/24 operational budget, plus \$86,401 in remaining contributions from Highlands Hotel Craigieburn as per the Victorian Commission for Gambling and Liquor Regulation (HEO58, 22 May 2017).
- 4.2 Note, Highlands contribution is \$13,401 higher than predicted in the 11 April 2023 Council Report, and is based on final outcomes of the 3064 Community Support Fund which ran until 30 June 2023.
- 4.3 Within the overall budget allocation of \$540,859, the budget is broken down as follows:
 - 4.3.1 2024 Community Grants Program: Annual Grants Round 1 = \$490,859
 - 4.3.2 2024 Community Grants Program: Annual Grants Round 2 = \$20,000
 - 4.3.3 2023-24 Community Grants Program: Year-Round Grants = \$30,000
- 4.4 This report recommends the distribution of \$492,104 as detailed in Attachment 1 to successful 2024 Annual Community Grant applicants, which is \$1,245 over the forecast allocation listed in 4.3.1 for this round.
- 4.5 The \$492,104 includes “pre-commitments” that have been approved in previous years’ application processes, but are allocated and distributed out of the current year budget.
- 4.6 The financial breakdown of Round 1 of the 2024 Community Grants Program is summarised below:

Community Grants Program	Recommend ed Organisations (#)	Recommended distribution (\$)	Budgeted allocation	Funds remaining
2024 Submissions				
2024 Partnership Grants	8	\$75,000	\$70,000	-\$5,000
2024 Specialist Partnership Grant – Volunteer Engagement	5	\$35,354	\$40,000	\$4,646
2024 Project Grants	7	\$34,600	\$35,000	\$400
2024 Participation Grants	33	\$93,678	\$105,000	\$11,322
2024 Operational Grants	96	\$134,488	\$121,995	-\$12,493
Sub total	149	\$373,120	\$371,995	-\$1,125
Pre-commitments from 2022 and 2023 Partnership Grants	12	\$118,984	\$118,864	-\$120
Total expenditure 2024 Community Grant Program Round 1	161	\$492,104	\$490,859	-\$1,245

REPORT NO: 8.4 (cont.)

- 4.7 This report also informs the distribution of \$11,641 to successful 2022-23 Year-Round applicants received March – June 2023 (Attachment 2).

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

- 5.1 Programs dedicated to environmental sustainability are a target of the Community Grants Program.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

- 6.1 Programs that address climate change adaption will be included within the broader approach of encouraging programs dedicated to environmental sustainability (see 5.1).

7. CHARTER OF HUMAN RIGHTS APPLICATION:

- 7.1 Human Rights have been taken into consideration in the design and delivery of the Community Grants Program. The rights that have been considered are the right to recognition and equality before the law (section 8); the right to protection of privacy and reputation (section 13); and cultural rights (section 19).
- 7.2 The above rights have been considered and applied through the assessment process, data collection and facilitating community participation through the funded grants.
- 7.3 The Community Grants Program is underpinned by the Hume City Council Social Justice Charter.

8. COMMUNITY CONSULTATION:

- 8.1 The 2024 Community Grants Program was informed by the 2023 program review, which included feedback from Community Grant recipients. This feedback led to two key changes; the application period was increased to six weeks, and Operational grant application forms were further simplified.
- 8.2 Results of these improvements are evident in both the number of applications received, and the number of successful applications.
- 8.3 A review, including community consultation, of the 2024 Community Grants Program will be undertaken ahead of the 2025 Community Grants Program. Recommendations on community grants categories will be reported to Council in April/May 2024.

9. DISCUSSION:

9.1 Background

- 9.1.1 The 2024 Community Grants Program aims to respond to current and emerging needs of the community.
- 9.1.2 The application and assessment processes were undertaken in accordance with Council’s Grant Giving Policy (2022). See point 9.3.4 for details.
- 9.1.3 The Annual Grant categories are:

Grant Category	Maximum Allocation	Category aims to support:
Partnership	Up to \$10,000 per applicant (per year for up to 3 years)	Projects that clearly address a significant need and embrace the principles of social justice, healthy living, lifelong learning, environmental sustainability, community safety and inclusion.
Specialist Partnership (Volunteer Engagement)	Up to \$10,000 per applicant	For new and innovative services, programs, and projects that support local partnerships to help community organisations and groups to re-engage and encourage volunteering.
Project	Up to \$5,000 per applicant	New ideas, development of locally led initiatives or projects and collaborations that provide significant benefit to the Hume community.

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Community Participation	Up to \$3,000 per applicant	Programs and activities that encourage community participation and involvement, promote leadership and develop a strong sense of belonging.
Community Operational	Up to \$1,500 per applicant	Day-to-day operations of community groups i.e. incorporation fees, tea & coffee, room hire fees.

- 9.1.4 To promote the program and support prospective applicants the following assistance was provided:
- (a) Grant Writing Workshops: four sessions offered (three face to face sessions in Broadmeadows, Craigieburn and Sunbury and one online) In total 66 people registered for workshops.
 - (b) Approximately 40 one-on-one Application Support sessions were delivered. These were offered online, over the phone and in-person to assist in the completion and submission of applications. Average session time for these was approximately 50-60 minutes per applicant in person, and 15 minutes for online and phone-based support.
- 9.1.5 The 2024 Annual Grants Program was open for applications from 15 May until 30 June 2023. This was two weeks longer than previous years and successfully allowed more applicants to submit to the program.

9.2 Overview of Applications Received

- 9.2.1 Considerations for the Round 1 2024 Annual Community Grant Program included 12 pre-committed grants from 2022 and 2023. Each applicant has met agreed mid-year reporting milestones, therefore all 12 are recommended for continued funding in 2024. It is noted that 2024 funding will remain subject to satisfactory acquittals of 2023 funding (and other debts to Council) prior to any new payments being processed.
- 9.2.2 168 new applications were received, which is the highest number of applications in the last five years. This is higher than pre-COVID-19 applications. Of these, 36 were first-time applicants to the Annual Community Grants program.
- 9.2.3 Particular emphasis was placed on encouraging applications from cohorts identified in the Gender Impact Assessment undertaken in early 2023. Subsequently, double the applications from LGBTIQ+, Aboriginal and Disability sectors have been received for 2024 program.
- 9.2.4 Within the total applications received, 16 applications were ineligible. Only one was deemed ineligible based on eligibility criteria. 15 were withdrawn by applicants as they had applied under multiple categories.
- 9.2.5 In total, 161 applications are recommended for funding as shown below and detailed in Attachment 1.

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Community Grants Category	Applications received	Ineligible or withdrawn groups	Not recommended for funding	Groups recommended
2024 Partnership Grants	13	0	1	8*
Specialist Partnership Grant	5	0	0	5
Project Grant	6	2	1	7*
Participation Grant	43	3	1	33*
Operational Grant	101	11	0	96*
Sub Total	168	16	3	149
Pre-committed Partnership Grants 2022 and 2023	12	N/A	N/A	12
TOTAL	180	16	3	161

*Note line subtotals do not line up due to reclassification of applications.

- 9.2.6 Council’s ability to support the increase has been enabled by the allocation of funding from Highlands Hotel. This funding has now ceased, therefore the allocated amount available to distribute will be reduced for the 2025 program onwards.

9.3 Assessment Process

- 9.3.1 The assessment process was managed online via SmartyGrants.
- 9.3.2 Applications were assessed according to the eligibility requirements and assessment matrix published in the 2024 Community Grants Program Application Guidelines.
- 9.3.3 All applications went through a pre-eligibility check which includes document review (public liability insurance, profit and loss, bank statements and either certificate of incorporation or auspice arrangements, ABN check), ensuring there are no outstanding previous grants, no outstanding debts to Council, that applicants are based/operating in Hume City, and have applied within the correct category.
- 9.3.4 As per the Grant Giving Policy (2022) and Community Grant Assessment Panel Terms of Reference, the assessment process included the following steps:
- 24 Council Officers from across divisions were appointed as assessors. All undertook online Fraud, Corruption and Conflict of Interest training. They also attended an induction session run by the Community Grants team prior to beginning assessments.
 - Scoring was undertaken online via SmartyGrants, before all results were discussed at an Officer Panel meeting.
 - The Council Officer Assessment Panel consisted of four Council Officer assessor representatives plus the Team Leader Community Development, Community Development Officer, and Community Grants Officer who met on Friday 25 August 2023 to review all assessments and ensure that the fair and equitable dispersal of funds was within the total budget.
 - Recommendations from the Council Officer Assessment Panel were then presented to the Councillor Review Panel (Cr Jack Medcraft, Cr Sam Misho, and Cr Jim Overend) for consideration.
- 9.3.5 Council Officers and Councillors were requested to declare any potential conflicts of interest as per the Conflict-of-Interest policies and guidelines for staff and Councillors. None were declared.

REPORT NO: 8.4 (cont.)

The final recommendations, as presented to the Councillor Review Panel, are shown in Attachment 1.

9.4 Notification of Grants and Conditions

- 9.4.1 Pending Council adoption of the recommendations, all applicants will be notified of the outcome of their application by letter.
- 9.4.2 Successful applicants will be required to enter into a funding agreement with Council which details the responsibilities of both parties, and the terms by which funds are to be used.
- 9.4.3 Unsuccessful and ineligible applicants, and those who were funded in a different category than requested will be provided the opportunity to discuss their applications with Council Officers. They will also be offered support to develop their proposal for future funding rounds.
- 9.4.4 All grant recipients must comply with the conditions of the grant; the funds must only be used for the purpose described and are to be acquitted annually. Grant recipients will be required to adhere to conditions developed in relation to their specific application.

9.5 Community Grants Celebration

- 9.5.1 The 2024 Community Grants Presentation Evening is scheduled for Thursday 15 February 2024 at the Town Hall Broadmeadows. The event has been moved to the new year to allow for higher attendance, and will include learning opportunities for grant recipients.

9.6 2024 Annual Project Grant Round 2

- 9.6.1 Round 2 of the 2024 Community Grant Program will open for Project Grant applications from 17 January to 29 February 2024. The budget allocation for Round 2 is \$20,000, equivalent to up to four applicants.
- 9.6.2 Information sessions for this round will be held in November 2023. Marketing Round 2 will begin at this time.

9.7 Community Grants Program – Year-Round Categories 1st March – 30th June 2023

- 9.7.1 Council offered four categories in the Year-Round grant program during 2022-23:
 - (a) Individual Development Grants
 - (b) Quick Response Grants
 - (c) Defibrillator Grants.
 - (d) 3064 Community Support Fund
- 9.7.2 In accordance with the Grant-giving Policy, three Council Officers and the Manager, Community Health and Wellbeing were appointed to the Assessment Panel for Year-Round Grants. All undertook online Fraud, Corruption and Conflict of Interest training and attended an induction session run by the Community Grants team prior to beginning assessments.
- 9.7.3 Recommendations made by the Year-Round Assessment Panel were approved by the delegation of the Director City Services and Living. This is in line with the Community Grants Assessment Panels Terms of Reference.
- 9.7.4 In the period 1 March to 30 June 2023, 28 applications were received with 8 approved for funding (Attachment 2), totaling \$11,641.
- 9.7.5 Applications for 2023-24 Year-Round Grants opened on 1 July 2023 and will remain open until 30 June 2024 or until funds are exhausted. A total of \$30,000 is available for applications during the 2023/2024 financial year.

REPORT NO: 8.4 (cont.)

10. CONCLUSION:

- 10.1 Hume City Council is committed to enhancing the social outcomes and building capacity of our community through the Community Grants Program. This program enables Council to work in partnership with Hume’s not-for-profit groups and organisations to create sustained and positive community-led change.
- 10.2 The growth in applications to the Community Grants Program speaks to the growth in population and demonstrates the vibrant and thriving community that is Hume.

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Attachment 1 – 2023 Community Grants Program Recommended Annual Fund Allocations

Table 1 – Pre-committed funding

All pre-committed grants require satisfactory acquittal of the current year before the subsequent year will be paid.

2023 Partnership Grants (second year)	Recommended Funding
Waves of Wellness Foundation Ltd	\$9,984
Sunbury Winter Night Shelter	\$10,000
Youth Projects	\$10,000
Attwood House Community Centre	\$10,000
SisterWorks Inc.	\$10,000
STEM Sisters	\$10,000
2023 Subtotal	\$59,984
2022 Partnership Grants (third year)	
Migrant Resource Centre North West Region	\$10,000
Youth Activating Youth	\$10,000
The One Box Group Ltd	\$9,000
Melbourne Symphony Orchestra (MSO)	\$10,000
Sunbury Neighbourhood Kitchen Inc	\$10,000
Life Saving Victoria Ltd	\$10,000
2022 Subtotal	\$59,000
TOTAL PRE-COMMITMENTS	\$118,984

Table 2 – Partnership Grants

Seven of eight organisations applied for multi-year funding, although only five have been recommended to receive it.

Organisation	Project Description	Recommended funding (per year)	Years of Funding offered	Total (\$ Across 3 years)
Centre for Muslim Wellbeing	Mental Health First Aid for Muslim Communities	\$10,000	1	\$10,000
DPV Health	Medical services for non-medicare card holders	\$10,000	1	\$10,000
Enable Social Enterprise Limited	(Re)Grow Enable's Employment Pathways initiative – support for disadvantaged jobseekers including people with disability, single parents, youth, and migrants.	\$10,000	3	\$30,000

REPORTS – OFFICERS’ REPORTS**9 OCTOBER 2023****COUNCIL MEETING**

Attachment 1 - Attachment 1 - 2024 Annual Community Grants Program

Kids' Own Publishing	Hume Publishing Hubs: Co-creating books by children, for children.	\$5,000	3	\$15,000
Second Chance Animal Rescue	Hume Pet Therapy Program: improving the emotional wellbeing of residents in aged care facilities.	\$10,000	3	\$30,000
The Boite Vic Inc	Craft classes for Refugee, Asylum Seeker, and socially isolated women with guest teacher Donna Blackall enabling participants to connect with and hear from First Nations people and culture in Victoria.	\$10,000	3	\$30,000
THREE for All Foundation	Building social connections and support for Hume residents who are LGBTQI+ people from newly arrived backgrounds, while building the capacity of organisations to welcome and include LGBTQI+ multicultural members and clients.	\$10,000	1	\$10,000
Toy Libraries Australia	Establishing Toy Well toy libraries in 6 Hume Community Hubs	\$10,000	3	\$30,000
Total		\$75,000		\$165,000

Table 3 – Specialist Partnership Grants – Volunteer Engagement

Organisation	Project Description	Amount
ALL SAINTS	Coach's certification session/program to the club and implement new young group of referees.	\$4,000
CareWorks Sunranges Inc	Volunteer Re-engagement and Training-providing training in food handling, first aid and mental health first aid for our volunteers.	\$8,755
Craigieburn Basketball Association	Bouncing & broadening the volunteer base within the thriving and growing postcode 3064 basketball community.	\$6,599
MND Victoria	Building volunteer care networks through community connection and collaboration in Hume.	\$10,000

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Attachment 1 - Attachment 1 - 2024 Annual Community Grants Program

Sunbury Toy Library Inc	Creation of a recruitment plan for additional volunteer, and additional governance training for existing committee members.	\$10,000
Total		\$35,354

Table 4 – Project Grants

Organisation	Project Description	Recommended Funding
Dallas Neighbourhood House	<i>What's Cooking</i> involves 15 to 20 volunteers training with a qualified chef to cook meals and freeze them for our community.	\$5,000
Engage Pasefika Inc	<i>Pacific Games in the North</i> , a community sports initiative inspired by the Pacific Games held in the Solomon Islands 2023, will host: Touch Rugby; Volleyball; Tug of war and/or 100m sprints;	\$4,600
Help Himalayan Youth Foundation inc.	Youth Leadership Forum, targeting Bhutanese and Nepalese young people from the new & emerging communities in Hume.	\$5,000
I'm Still Learning Incorporated	<i>Basic Home Maintenance 101</i> courses for 15 participants per course at 5 different venues across Hume.	\$5,000
Multicultural Resources Hub Inc	<i>Connecting Seniors Together</i> is a program that celebrates individual and community uniqueness, value cultural differences and recognise the benefits of inclusion.	\$5,000
SalamFest	<i>Cultural Kaleidoscope</i> - A multicultural integration and social inclusion program that promotes cultural diversity, social cohesion, and inclusion	\$5,000
The Water Well Project	<i>Health Education Sessions</i> for Migrant, Refugee, and Asylum Seeker Communities, facilitated by volunteer healthcare professionals,	\$5,000
TOTAL		\$34,600

Table 5 – Community Participation Grants

Organisation	Project name	Recommended Funding
Assyrian Australian Social Development Club	Assyrian New Year	\$1,500
Australian Croatian Senior Citizens Club Bocce Gospic	Day out and reconciliation celebration	\$1,250

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Attachment 1 - Attachment 1 - 2024 Annual Community Grants Program

Australian Croatian Senior Citizens Club Gladstone Park	Trip together and cultural diversity/reconciliation celebration	\$1,250
Australian Croatian Senior Citizens Club Vila Velebita	Reconciliation day and trip for our volunteers	\$1,250
Australian Nepalese Multicultural Center	Social Gathering and Meditation	\$3,000
Bhutanese Community in Australia Inc.	Dashain-Tihar Multicultural Festival	\$3,000
Broadmeadows Basketball Association	National Reconciliation Week - theme round	\$3,000
Broadmeadows Senior Citizen Club	BSCC Seniors Members Social Outing	\$3,000
Broadmeadows Turkish Senior Citizens Club inc	Social and recreational program for Turkish senior citizens	\$3,000
Circolo Pensionati Italiani Gladstone Park	Seniors fun day out	\$3,000
Culture, Arts & Language Academy (CALA)	Raksha Bandhan 2024	\$3,000
Didi Bahini Samaj Victoria (DBSV) Craigieburn Unit Committee	Equality for all women and children	\$1,500
Ente Keralam Cultural Forum Inc	Cultural events, sports activities, information sessions and workshops	\$3,000
Eritrean Families in Hume and the North (EFHN)	EFHN 10 year anniversary celebrations	\$2,950
Greek-Australian Recreational & Instructive League of Victoria Incorporated	Day Trip to Mornington and surrounds	\$3,000
Hamro Parampara Foundation Inc.	Annual Cultural Festival	\$3,000
Hmong Australia Society Inc.	Hmong New Year Festival	\$3,000
Kalkallo Knights Basketball Association Incorporated	Enhancing New Community Club Operations and Success through Volunteer Training and Support	\$2,999
Meadow Heights Learning Shop Trading as Meadow Heights Education Centre	Healthy Inclusions Program- Meadow Heights	\$2,400
NBL Assists	Ball for All - free basketball clinics for young minority women	\$3,000
Northern Melbourne Marathi Mandal (NMMM)	NMMM Diwali Multicultural Event 2022 (Festival of Light)	\$2,500
Northside Malayalee Community Club Inc.	Vishupulari	\$1,500
Park Panthers Central Lynx Netball Club (PPCLNC)	Net Set Go Blitz	\$3,000
Roxburgh Park Football Netball Club	Mental health awareness program for our coaches/volunteers and players	\$3,000

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Attachment 1 - Attachment 1 - 2024 Annual Community Grants Program

Sunbury Aboriginal Corporation	Aboriginal Cultural Event Celebrations for Sunbury	\$3,000
Sunbury and Cobaw Community Health	IDAHOBIT Sunbury 2024	\$2,810
Sunbury Kangaroos Football Netball Club	Club Development Training to Support and Upskill Volunteers / Committee Members	\$2,999
Sunbury Neighbourhood House	#SustainableSunbury - SNH Community Development Programs 2024	\$3,000
Sunbury Netball Association	Inclusive Netball Tournament	\$3,000
Sunbury U3A	Sunbury U3A courses, events and social interaction to support positive ageing for seniors	\$3,000
Superoos Basketball Club inc.	Superoos Development Day	\$1,770
Tullamarine Community House and Men's Shed Inc.	Community Connection Lunches	\$2,000
Westmeadows Football Club	Naidoc Round	\$2,000
Total		\$93,678

Table 6 – Community Operational Grants

Organisation	Recommended Funding
Australian Multicultural Community Centre	\$1,500
Banat Australia Inc	\$1,250
Boiler House Theatre Company	\$1,300
Broadmeadows Community Toy Library Inc.	\$1,400
Broadmeadows Historical society	\$1,500
Broadmeadows Obedience Dog Club Inc.	\$1,500
Broadmeadows Vietnamese Senior Citizens Club Inc.	\$1,500
Broadmeadows Greek elderly citizens club	\$1,250
Chaldean League Foundation of Australia Victoria Inc	\$1,250
Chargers Cricket Club	\$1,500
Circolo Pensionati Italiani di Greenvale INC.	\$1,500
Crafty Sisters	\$1,250
Craigieburn Cricket Club	\$1,250
Craigieburn Football Club	\$1,250
Craigieburn Historical Interest Group Inc.	\$1,500
Craigieburn Ladies Badminton Club Inc.	\$1,100
Craigieburn Little Athletics	\$1,500
Craigieburn Art Group Inc.	\$1,500
Dallas Turkish Womans Group	\$1,500
Diamond Valley Multiple Birth Association	\$1,500
Faith and victory church	\$1,250
Friends of Will Will Rook Pioneer Cemetery	\$1,000
Gladstone Park Bowls Club Inc.	\$1,500

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Attachment 1 - Attachment 1 - 2024 Annual Community Grants Program

Gladstone Park Combined Probus Club	\$1,500
Gladstone Park Senior Citizens Club	\$1,000
GREEK AND CYPRIOT SOCIAL WELFARE CENTRE	\$1,500
Guru Ravidass Free Kitchen Charity Australia	\$1,500
Harmonix VC Incorporated	\$1,500
Hayden's Helping Hands	\$1,500
Hume Men's Shed (Sunbury) Incorporated	\$540
Hume Men's Shed Craigieburn	\$1,500
Hume Sri Lankan Seniors' Association Inc.	\$1,500
Hume Toastmasters Club	\$1,500
Hume Turkish Womans Group	\$1,500
Hume U3a Inc.	\$1,500
Indo Australian Welfare Club Incorporated	\$1,500
Insync Entertainment Incorporated	\$1,500
Jacana Cricket Club	\$1,500
Jacksons Creek Combined Probus Club	\$1,500
Jacksons Creek TOWN Club Sunbury	\$1,500
JBeekeeping Club Incorporated	\$1,500
Jeeran Community Services Inc	\$1,250
Kalkallo Community Playgroup	\$1,500
Keenagers Club Incorporated	\$1,250
Lions Club of Broadmeadows Inc.	\$1,500
Lort Smith Animal Hospital	\$950
M.A.P.S. Club Inc. (Mature Active Person Social Club Inc.)	\$1,500
Merrifield Panthers Sporting Association	\$1,500
Mt Carmel Tennis Club Sunbury	\$1,125
Newbury Seniors Club-3064	\$1,250
North West Sew'N'Sews Group	\$1,500
Northern Turkish Women's Association	\$1,500
Our Lady of Mt Carmel Historical Committee	\$1,500
Oz Christ Care Community Incorporated	\$1,250
Probus Club of Craigieburn combined Incorporated	\$1,500
Probus Club of Sunbury Inc.	\$1,500
Ray of Hope Church Australia Inc.	\$1,500
Riding for the Disabled Association (RDA) Oaklands Group	\$1,494
Rojava Kurdish Community	\$1,500
Royal Rhinos Cricket Club	\$1,500
Southern Cross Pension Club	\$1,500
Spanish Speaking Senior Citizens Club of Broadmeadows	\$1,500
Sunbury Art Society Inc.	\$1,500
Sunbury Basketball Association Inc.	\$1,500
Sunbury Combined Probus Club Inc	\$1,000
Sunbury Community Arts Network Inc	\$1,250
Sunbury Family History and Heritage Society Inc.	\$1,500
Sunbury Kangaroos Junior Football and Netball Club	\$1,500
Sunbury Ladies Probus	\$1,000

REPORTS – OFFICERS’ REPORTS**9 OCTOBER 2023****COUNCIL MEETING**

Attachment 1 - Attachment 1 - 2024 Annual Community Grants Program

Sunbury Lions Basketball Club Inc.	\$1,500
Sunbury Petanque Players	\$1,230
Sunbury Police Community Register	\$1,500
Sunbury Preschools Parents and Friends Association Inc	\$1,500
Sunbury Residents Association Inc	\$1,000
Sunbury School of Calisthenics Inc	\$1,500
Sunbury Senior Citizens Club Inc.	\$1,500
Sunbury Softball Association	\$1,500
Sunbury United Rugby League Club	\$1,499
Sunspec Support Group For Parents/Carers Of People With	\$1,500
Swim, Dream, Believe	\$1,500
The Country Womens Association - Craigieburn Branch	\$850
The Craigieburn War Memorial & Remembrance Committee Inc	\$1,500
The Culture Cafe of Victoria Inc	\$1,500
The Greek Orthodox Community of Broadmeadows & Districts	\$1,500
The International Union Of Chaldean Writers Incorporated	\$1,250
The Sunbury Blue Light Disco	\$1,500
Tullamarine Football Club	\$1,500
Tullamarine Live Steam Society	\$1,500
Tullamarine Sporting Club	\$1,500
United Khalsa Hockey Club Victoria	\$1,500
Upfield Soccer Club	\$1,500
Vic Talk - حديث فكتوريا	\$1,250
Victorian Harmony Inc	\$1,500
Vietnamese Senior Citizens Group in Hume Inc.	\$1,500
Westmeadows Indigenous Community Garden	\$1,500
Woodlands Ladies Probus Club of Sunbury Inc.	\$1,500
TOTAL	\$134,488

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ATTACHMENT TWO - YEAR-ROUND CATEGORIES UPDATE

Category	19/20	20/21	21/22	22/23
Individual Development	8 (7 approved)	0	4 (1 approved)	11 (3 approved)
Defibrillator	8 (8 approved)	8 (3 approved)	5 (3 approved)	10 (3 approved)
Quick-Response	22 (11 approved)	11 (0 approved)	4 (1 approved)	15 (7 approved)
3064 Community Support	0	6 (1 approved)	1 (1 approved)	8 (4 approved)
<i>Totals</i>	<i>38 (26 approved)</i>	<i>25 (4 approved)</i>	<i>14 (6 approved)</i>	<i>44 (17 approved)</i>

Applications approved from 1 March to 30 June 2023 include:

Category	Organisation Name	Amount
Approved		
Quick Response	Footscape Inc.	\$ 1,000
3064 Community Support Fund	Uniting	\$ 1,000
3064 Community Support Fund	Banat Australia	\$ 4,000
3064 Community Support Fund	Royal Rhinos Cricket Club	\$ 935
3064 Community Support Fund	Bhutanese Community in Australia Inc	\$ 700
Defibrillator	Community Empowerment	\$ 1,977
Defibrillator	Dallas Neighbourhood House	\$ 1,879
Individual Development	Miss Louise D'Amico	\$ 150
TOTAL		\$11,641

Others		
Quick Response	Community Empowerment	Ineligible – applied for multiple categories
Quick Response	Big Group Hug	Ineligible – applied multiple times
Quick Response	Urban Neighbours of Hope	Declined
Quick Response	Hume Mens Shed	Ineligible – applied multiple times
Quick Response	Australian Sickle Cell Advocacy Inc	Declined
Quick Response	Circolo Pensionati Italiani Gladstone Park	Declined
Quick Response	Banat Australia	Ineligible – applied for multiple categories
3064 Community Support Fund	Reknighted	Ineligible – NSW based

REPORTS – OFFICERS’ REPORTS**9 OCTOBER 2023****COUNCIL MEETING**

Attachment 2 - Attachment 2 Year Round Community Grants update 1 March - 30 June 2023

3064 Community Support Fund	Hume Turkish Womans Group	Withdrawn – applied for Quick Response instead
3064 Community Support Fund	Sunbury Family History and Heritage Society Inc.	Ineligible – did not meet eligibility for this category
3064 Community Support Fund	Circolo Pensionati Italiani Gladstone Park	Ineligible – did not meet eligibility for this category
Defibrillator	Gilgai Plains Primary School	Ineligible – did not meet eligibility
Defibrillator	Sunbury United Rugby League Club	Ineligible – Council already provides machine
Defibrillator	Sunbury United Football Club	Ineligible – Council already provides machine
Defibrillator	Aqua Wolves Inc	Ineligible – Council already provides machine
Individual Development	Mr Nathan Sweeney	Ineligible - did not meet eligibility for this category
Individual Development	Mr James Sweeney	Ineligible – did not meet eligibility for this category
Individual Development	Miss Raghad Almokhtar	Ineligible – did not meet eligibility for this category
Individual Development	Miss Rand Almokhtar	Ineligible – did not meet eligibility for this category
Individual Development	Mr Meron Kerio	Ineligible – did not meet eligibility for this category

REPORT NO:	8.5
REPORT TITLE:	2024 Education Scholarship Program
SOURCE:	Julie Andrews, Coordinator Community Capacity Building Karla Collrick, Team Leader Community Development
DIVISION:	City Services & Living
FILE NO:	HCC21/409
POLICY:	HCC Social Justice Charter & HCC Safeguarding Children and Young People
STRATEGIC OBJECTIVE:	1.1: Create learning opportunities for everyone to reach their potential, through all stages of life
ATTACHMENT:	1. <i>Attachment 1 - Secondary schools to receive Education Scholarship students</i>

1. SUMMARY OF REPORT:

The 2024 Education Scholarship Program invited the 58 Hume primary schools to nominate a student as the recipient of \$1,000 to recognize their good citizenship and to assist with the transition cost from primary to secondary education.

Of the 58 schools, 56 have submitted nominations with Broadmeadows Special Development School and Darul Alum Academy declining to participate in the program.

Funds will be utilized to assist with the cost of uniforms, textbooks, technology, school fees and excursions for the nominated recipient.

The Hume Education Scholarship will be paid directly to the secondary school the student will be attending in 2024 as outlined in Secondary schools to receive Education Scholarship students (Attachment 1).

2. RECOMMENDATION:

That Council awards a total of \$56,000 (excluding GST) to the nominated secondary schools outlined in Attachment 1 which represents the allocation of \$1,000 each to the 56 recipients of the 2024 Education Scholarship program.

3. LEGISLATIVE POWERS:

3.1 The provision of the Education scholarships Program is aligned to the Service Performance principles (Part 5, Division 1, Section 106) of the Local Government Act 2020.

4. FINANCIAL IMPLICATIONS:

4.1 Council as part of its 2023/2024 budget allocated \$58,000 to support the delivery of the Education Scholarship Program.

4.2 This report recommends that \$56,000 (excluding GST) is allocated to support the transition of 56 students from Primary to Secondary school.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

5.1 There are no environmental sustainability considerations relevant to this report.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

6.1 There are no climate change considerations relevant to this report.

REPORT NO: 8.5 (cont.)

7. CHARTER OF HUMAN RIGHTS APPLICATION:

- 7.1 Hume City’s Education Scholarship program typifies Council’s commitment to Social Justice supporting the principles of equitable access and inclusion to learning opportunities and participation in education.

8. COMMUNITY CONSULTATION:

- 8.1 Every primary school in the Hume municipality was notified of the 2024 Education Scholarship program in August 2023 and invited to nominate a year 6 student. The school wellbeing staff and school principal endorsed one nomination from their school.
- 8.2 The Awards Ceremony will be held at the Craigieburn Global Learning Centre on Wednesday 15 November 2023. This early date has been chosen to avoid the significant number of celebratory events which are planned by schools in late November and early December to mark the end of the academic year.

9. DISCUSSION:

- 9.1 The Education Scholarship program acknowledges and rewards achievement, positive citizenship qualities and promotes pride in all primary and secondary schools within Hume City. The Education Scholarships are designed to recognize a student’s contribution to the school community and assist with expenses associated in the transition from primary to secondary education.
- 9.2 Since the establishment of the Education Scholarship Program in 1999, Council has awarded a total of 1,115 scholarships equating to \$782,000.
- 9.3 Primary schools were invited to nominate a candidate for the 2024 Education Scholarships who best satisfied the following eligibility criteria:
- 9.3.1 Demonstration of good citizenship.
 - 9.3.2 Requires financial support in the transition from primary to secondary education.
 - 9.3.3 Has a record of progress in all areas of the school curriculum.
 - 9.3.4 Is a current resident of Hume City.
- 9.4 Recipients of the award will be notified by mail and invited to attend the Award Ceremony at the Craigieburn Global Learning Centre on Wednesday 15 November 2023.
- 9.5 In accordance with Victorian Child Safe Standards and Council’s Safeguarding Children and Young People Policy, names of students have not been included in this report, however students’ names will be announced in person at the Award Ceremony.
- 9.6 Education Scholarship funds will be paid directly to the secondary school the recipient will attend in the 2024 school year. The secondary school will administer the scholarship on behalf of the scholarship recipient. Attachment 1 outlines the number of scholarship recipients and the total amount of funding each secondary school will receive.

10. CONCLUSION:

- 10.1 The Education Scholarship program is an example of the Council’s continued commitment to advance social justice and educational attainment outcomes.
- 10.2 In line with Council’s vision to create a sustainable and thriving community with great health, education, employment, infrastructure, and a strong sense of belonging, the Education Scholarships are an important initiative that assists local families with the financial expenses incurred when a student commences secondary education, which leads to improved education and wellbeing outcomes for young people.

SECONDARY SCHOOLS TO RECEIVE EDUCATION SCHOLARSHIP STUDENTS

Secondary School	Students	Amount
AITKEN WARD (19)		
Aitken College	1	\$1,000
Craigieburn Secondary College	1	\$1,000
Elevation College	3	\$3,000
Hume Anglican Grammar	2	\$2,000
Mickleham Secondary College	3	\$3,000
Mount Ridley College	5	\$5,000
Roxburgh College	3	\$3,000
Wayi School	1	\$1,000
MEADOW VALLEY WARD (18)		
Gladstone Park Secondary College	3	\$3,000
Greenvale Secondary College	1	\$1,000
Hume Central Secondary College	5	\$5,000
Hume Valley School	1	\$1,000
Jacana School for Autism	1	\$1,000
Kolbe Catholic College	3	\$3,000
Penola Catholic College	2	\$2,000
St. Mary's Coptic Orthodox College	1	\$1,000
Ilim College	1	\$1,000
JACKSONS CREEK WARD (12)		
Red Rock Christian College	1	\$1,000
Salesian College	2	\$2,000
Sunbury College	4	\$4,000
Sunbury Downs College	4	\$4,000
Sunbury & Macedon Ranges Specialist College	1	\$1,000
OTHER (7)		
Ave Maria College	1	\$1,000
Coburg High School	1	\$1,000
Essendon Keilor College	1	\$1,000
Keilor Downs College	1	\$1,000
Mercy Catholic College	1	\$1,000
Pascoe Vale Girls College	2	\$2,000
TOTAL	56	\$56,000

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REPORT NO:	8.6
REPORT TITLE:	Hume Clean Taskforce Member Selection
SOURCE:	Jeni Jackson, Coordinator Waste Response
DIVISION:	Infrastructure & Assets
FILE NO:	TBA
POLICY:	-
STRATEGIC OBJECTIVE:	3.1: Empower and engage our community through advocacy and community engagement
ATTACHMENTS:	Nil

1. SUMMARY OF REPORT:

- 1.1 This report recommends the appointment of the external Committee Members for the new 2023-2024 Hume Clean Taskforce following an Expression of Interest process. The new Hume Clean Taskforce will focus on addressing litter and illegal dumping related issues.

2. RECOMMENDATION:

That Council:

- 2.1 **Endorses the appointment of fifteen (15) Hume Clean Taskforce community members for 2023-2024, as recommended in the report.**
- 2.2 **Requests Council Officers to inform the successful applicants of their appointment to the Hume Clean Taskforce.**
- 2.3 **Conducts a further review of the Hume Clean Taskforce in August 2024.**
- 2.4 **Extends the nomination of Councillor Overend as the Hume Clean Taskforce Chairperson to October 2024.**
- 2.5 **Endorses the initial membership period to commence from the date of appointment by Council and extend the membership term to October 2024.**
- 2.6 **Requests Council Officers to adjust the Hume Clean Taskforce Terms of Reference to allow for the appointment of fifteen (15) community members and adjust the initial membership period to October 2024.**

3. LEGISLATIVE POWERS:

- 3.1 Local Government Act 2020.
- 3.2 Council has broad responsibilities around environmental management and sustainability as indicated in the Local Government Act 2020 (the Act). Section 9, 'Overarching governance principles and supporting principles' section 2 includes:
- 3.2.1 priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- 3.2.2 the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

REPORT NO: 8.6 (cont.)

4. FINANCIAL IMPLICATIONS:

- 4.1 The administration of the Taskforce is met through Council's recurrent operational budget in the Waste and Sustainability Department.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

- 5.1 The Terms of Reference of the Hume Clean Taskforce identify the following goals for the taskforce:
 - 5.1.1 Reducing litter and illegal dumping in hot spot areas.
 - 5.1.2 Raising awareness about illegal waste and litter issues and enforcement matters.
 - 5.1.3 Increasing uptake of Council's available waste disposal services.
 - 5.1.4 Achieving Council's waste reduction and resource recovery targets.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

- 6.1 There is no direct climate change adaption implications as a result of this report.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

- 7.1 The Charter of Human Rights and Responsibilities Act 2006 sets out the basic rights and responsibilities of all people in Victoria. The Charter places obligations on public authorities by requiring them to act compatibly with human rights and give proper consideration to human rights when making decisions.
 - 7.1.1 The recommended action in this Report does not limit human rights.

8. COMMUNITY CONSULTATION:

- 8.1 Advertising for Expressions of Interest for community representation in the Hume Clean Taskforce was carried out in conjunction with Council's Strategic Communications and Advocacy Department and through the existing community networks of the Waste and Sustainability Department.
 - 8.1.1 Expressions of Interest opened on 7 July 2023, closing on 28 July 2023.
 - 8.1.2 Expressions of Interest were promoted on seven (7) platforms, receiving six hundred and seventy-six (676) clicks.
 - 8.1.3 At the time of closing, fifteen (15) Expressions of Interest had been received.

9. DISCUSSION:

- 9.1 The Hume Clean Taskforce commenced in May 2021 following the endorsement of the Hume Clean Advisory Committee by Council.
- 9.2 At its meeting on 27 February 2023, Council nominated Councillor Overend as Chairperson of the Hume Clean Taskforce until February 2024.
- 9.3 The Expression of Interest for membership for the 2023-2024 Hume Clean Taskforce opened on 7 July 2023 and closed on 28 July 2023.

REPORT NO: 8.6 (cont.)

- 9.4 During the Expression of Interest period fifteen (15) applications were received from external community members.
- 9.5 The following applications were considered by a Selection Panel comprising of Councillor Overend, Acting Director Infrastructure and Assets and Acting Manager Waste and Sustainability in accordance with the Terms of Reference.

	Name of Proposed Member	Suburb	Area of Interest	Recommended by the Selection Panel?
1	Sahar Ageed	Roxburgh Park	Community leader and participant in Hume’s Clean Up Australia Day event.	Yes
2	Gagandeep Mangat	Craigieburn	Sustainability/ climate change and contributes to our Community Gardens.	Yes
3	Gary Drake	Sunbury	Landcare member and a previous Taskforce Member.	Yes
4	Nadia Montalto	Greenvale	Sustainability Taskforce Member.	Yes
5	Tony Hill	Wildwood	Passionate environmentalist.	Yes
6	Joseph Alderuccio	Gladstone Park	Interested in environmental management through school groups where they hold a leadership role.	Yes
7	Paul Gration	Sunbury	Interested in contributing to litter reduction in Hume.	Yes
8	Colton Nascimento	Craigieburn	Interested in volunteering and betting their community.	Yes
9	Mohammad Talha Vahora	Dallas	Interests in climate change and resource recovery.	Yes
10	Jonathan Collins Leon	Craigieburn	Regular volunteer at park cleanups and previously contributed to resolving illegal dumping issues.	Yes
11	Ty Jackson	Meadow Heights	Interested in addressing environmental issues within their local community.	Yes
12	Ibne Farabi	Craigieburn	Interested in environmental issues.	Yes
13	Joanne Williams	Broadmeadows	Environmental education for community members.	Yes
14	Sarah Flegg	Craigieburn	Community Garden member with an interest in the environment and waste management.	Yes
15	Jan Dodemaide	Dallas	Involved with Australian Conservation Foundation and a previous Taskforce Member.	Yes

REPORT NO: 8.6 (cont.)

10. CONCLUSION:

- 10.1 The proposed Hume Clean Taskforce membership comprises of a broad cross-section of Hume’s community. It is recommended that Council accepts the fifteen (15) nominees to the Hume Clean Taskforce.
- 10.2 This recommendation is based off prior experience with this Taskforce and ensuring that a higher number of members, 15, will provide for adequate attendance at all meetings.
- 10.3 In order to accept fifteen (15) nominees for the Hume Clean Taskforce and extend the initial membership term to thirteen (13) months, the Terms of Reference will require adjustment.
- 10.4 The proposed extension of Councillor Overend’s nomination as Chairperson to late November 2024 and the subsequent alignment of the membership term, will allow Council Officers to make recommendations to Council following the August 2024 review of the Hume Clean Taskforce before these appointments expire.

REPORT NO:	8.7
REPORT TITLE:	Historical Street Sign Names (Response to NOM23/010)
SOURCE:	Joel Kimber, Acting Manager Governance Peter Faull, Coordinator Governance
DIVISION:	Finance & Governance
FILE NO:	HCC18/447
POLICY:	Place Names Policy
STRATEGIC OBJECTIVE:	3.2: Deliver responsible and transparent governance, services and sustainable assets that respond to community needs
ATTACHMENT:	1. <i>Council Report Number GE622 Historical Street Name Signs (14 June 2022)</i>

1. SUMMARY OF REPORT:

- 1.1 At its meeting held on 14 March 2023, Council made the following resolutions in response to NOM23/010:

That following the success of the Historical Street Signage Project in Sunbury, Council officers:

- 1.1.1 *Reinvestigate the possibility of adding a short sentence with added information about the name of the street on street signs in historical areas of the Municipality by contacting historical groups in the municipality such as the Craigieburn Historical Interest Group, the Broadmeadows Historical Society, the Friends of Will Will Rook Pioneer Cemetery and other relevant Community Associations and Progress groups.*
- 1.1.2 *That Council Officers consider using the Participate Hume Webpage to create a virtual map and pinpoint tool that would allow not only community groups, but individual community members and hobbyists to provide background information on historical street names.*
- 1.1.3 *Provide a Report to a future Council Meeting on the interest of the relevant groups in assisting Council with the continuation of the Historical Street Signage Project and how to progress community participation in this project.*

- 1.2 This report provides Council with information in response to NOM23/010 and recommendations on how to progress this project.

2. RECOMMENDATION:

2.1 THAT Council approves:

- 2.1.1 **the commencement of a six week community consultation period to allow members of the public and historical and heritage associations the opportunity to make suggestions for streets on which historical street signs could be installed;**
- 2.1.2 **that the Acting Manager Governance has the discretion to extend the community consultation period for longer than six weeks if required.**

2.2 THAT Council notes:

- 2.2.1 **that a Gender Impact Assessment will be undertaken on this project;**

REPORT NO: 8.7 (cont.)

- 2.2.2 that a report will be prepared for Council’s consideration in the coming months to provide opportunities for more culturally and gender diverse people to be represented in the naming of Hume City’s places and spaces;
- 2.2.3 that suggestions for historical street signs will be asked to include proposed wording for the sign and verifiable reference information;
- 2.2.4 that Council’s engagement platform will allow for suggestions for historical street signs to be made via an interactive mapping tool;
- 2.2.5 that a report presenting the suggestions received during the community consultation period and recommendations on how to further progress this project will be presented to Council in early 2024, following the conclusion of community consultation in the later months of 2023.

3. LEGISLATIVE POWERS:

Local Government Act 2020

4. FINANCIAL IMPLICATIONS:

Expenditure associated with the community consultation will include administration costs, which will be funded from Council’s operational budget. If the assistance of a historian (or other suitably qualified individual) is needed to assess any of the suggestions received, this would also be funded from Council’s operational budget. The cost to make new street signs, if any are approved by Council, is estimated to be approximately \$75 per sign.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

There are no environmental sustainability implications in respect to this report.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

There are no climate change adaptation implications in respect to this report.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The rights protected in the *Charter of Human Rights and Responsibilities Act 2006* were considered and it was determined that no rights are engaged in the recommendations made to Council in this report.

8. COMMUNITY CONSULTATION:

It is recommended that Council approves a six week community consultation period (with the Acting Manager Governance having the discretion to extend this) to allow members of the public and historical and heritage associations the opportunity to make suggestions for streets on which historical street signs could be installed. Council’s engagement platform will allow for suggestions to be made via an interactive mapping tool.

9. DISCUSSION:

- 9.1 At its meeting held on 26 August 2019 Council approved the installation of historical street signage in historical areas of the municipality, and invited members of the public and historical and heritage associations to provide submissions requesting that historical street signs be installed on nominated streets.
- 9.2 Following this meeting, the Sunbury and District Heritage Association made a submission for historical street signs to be installed for 28 streets in Sunbury. Council subsequently considered report number GE622 on this matter at its meeting held on 14 June 2022 (Attachment 1) and approved installing historical signage for these 28 streets. Following this approval, the signs were manufactured and installed.

REPORT NO: 8.7 (cont.)

- 9.3 Following the adoption of NOM23/010 on 14 March 2023, which seeks to extend the historical street sign project into other historical areas of the Hume municipality, Council officers wrote to the following historical and heritage associations to gauge their interest in participating in this project:
- 9.3.1 Craigieburn Historical Interest Group;
 - 9.3.2 Sunbury Family History and Heritage Society Inc;
 - 9.3.3 Broadmeadows Historical Society Inc;
 - 9.3.4 Friends of Will Will Rook Pioneer Cemetery Inc.
- 9.4 Written and verbal responses expressing an interest in participating in the project have been received from all of the above groups.
- 9.5 In order to continue the historical street sign project, it is recommended that Council:
- 9.5.1 approves the commencement of a six week community consultation period to allow members of the public and historical and heritage associations the opportunity to make suggestions for streets on which historical street signs could be installed; *and*
 - 9.5.2 approves that the Acting Manager Governance has the discretion to extend the community consultation period for longer than six weeks if required.
- 9.6 Suggestions received for historical street signs will be asked to include proposed wording for the sign and verifiable reference information. The information that can be included on a sign will be limited to approximately 15 to 20 words, and the length of individual signs will vary according to the length of the street name and the historical information that would be printed on it. It is proposed that any new signs continue to use the same design that was used for existing signs that have been installed in Sunbury.
- 9.7 Suggestions received for historical street signs will be verified for accuracy, and external assistance (for example a historian) may be utilized to assist with the verification of individual suggestions if needed. The time taken to verify suggestions will be dependent on the number of suggestions received.
- 9.8 Accompanying this work, a Gender Impact Assessment will be undertaken to ascertain the extent to which this project will help contribute to closing the gender inequity gap that exists in the naming of places and spaces in Hume City – which is consistent with wider society.
- 9.9 Furthermore, a report will be presented to Council in the coming months which outlines ways in which Council can recognise the diversity of cultures and genders that exist within Hume City through the naming of places and spaces.
- 9.10 Following the assessment of suggestions received, Council approval will be sought to place compliant suggestions on public exhibition to provide community members with the opportunity to provide feedback on, or object to, the information proposed for a historical sign, prior to Council making final decisions on suggested signs. Installation and a commemorative event will then occur for any approved historical signs.

10. CONCLUSION:

Following the adoption of NOM23/010 and as a continuation of Council’s historical street sign project, it is recommended that Council approves the commencement of a six week community consultation period to allow members of the public and historical and heritage associations the opportunity to make suggestions for streets on which historical street signs could be installed.

REPORT NO: 8.7 (cont.)

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REPORTS – GOVERNANCE AND ENGAGEMENT
14 JUNE 2022
ORDINARY COUNCIL MEETING

REPORT NO:	GE622
REPORT TITLE:	Historical Street Name Signs
SOURCE:	Megan Kruger, Manager Governance Peter Faull, Coordinator Governance
DIVISION:	Chief Financial Officer
FILE NO:	HCC18/447
POLICY:	-
STRATEGIC OBJECTIVE:	Strategic Objective 3.2: Deliver responsible and transparent governance, services and sustainable assets that respond to community needs
ATTACHMENTS:	1. <i>Historical Street Signs - Approved Design</i> 2. <i>Number of Signs to be Replaced by Street</i> 3. <i>Sunbury and District Heritage Association Submission</i>

1. SUMMARY OF REPORT:

- 1.1 At its meeting held on 26 August 2019, Council approved the installation of historical street signs. The purpose of these signs will be to provide historical information about the name of the streets on which they are located.
- 1.2 At this meeting Council also approved:
‘That members of the public, and historical and heritage associations, be invited to provide submissions to request a historical street sign be installed’.
- 1.3 This report recommends that Council approves historical signs for 28 streets that have been requested by the Sunbury and District Heritage Association.

2. RECOMMENDATION:

- 2.1 **THAT Council approves the installation of historical street signs, and the text for each sign, for the 28 streets and roads listed in Table 1 below:**

Table 1

Street Name	Text for Sign
Aitken Street	John Aitken, pioneer squatter at The Gap township and sheep breeder of the finest flock.
Anderson Road	Lt. Col. William Acland Douglas Anderson, Commissioner of Goldfields, Founder and Commander of Victorian Volunteer Forces in 1850s.
Barkly Street	Sir Henry Barkly, Governor of Victoria 1856-63. Laid the foundation stone for the Bendigo Rail line at Jacksons Creek viaduct.
Brook Street	John Henry Brook MLA. President of the Boards of Lands and Survey and Commissioner of Lands until 1861.
Cornish Street	William Crocker Cornish of Cornish and Bruce, building contractors for the Melbourne-Sandhurst Railway.
Darbyshire Street	George Christian Darbyshire, Engineer-In-Chief for the railways department, engineer and surveyor.

REPORTS – GOVERNANCE AND ENGAGEMENT

14 JUNE 2022

ORDINARY COUNCIL MEETING

REPORT NO: GE622 (cont.)

Evans Street	George Samuel Evans, Member of the Barkly and O’Shanassy Ministries and Postmaster General in 1851.
Francis Lane/Blvd	James Goodall Francis, Premier of Victoria 1872. Owner of Goonawarra Vineyard and Winery.
Gap Road	The main road leading from Sunbury to The Gap township, formerly called Sunbury Road.
Harker Street	George Harker, businessman. Served in the Victorian Legislative Assembly 1856-65. Treasurer in O’Shannassy Ministry 1858-59.
Horne Street	George Samuel Wegg Horne, Solicitor, Member of the O’Shanassy Ministry 1857-59. Chief Commissioner of Public Works.
Jackson Street	William and Samuel Jackson, early pioneers from Sunbury-on-Thames built a hut and settled on the banks of Jacksons Creek.
Ligar Street	Charles Whybrow Ligar. Surveyor General in Victoria in 1858.
Macedon Street	Macedon Street was the first track to Sydney, original site for Sunbury and the road to Mount Alexander Goldfields.
Miller Street	Henry Miller, Member of the O’Shanassy Ministry 1858-59. Commissioner of Trade and Customs, Member of the McCulloch Ministry 1863-68.
Mitchell Lane	Sir William Henry Farcourt Mitchell, Chief Commissioner of Police, Member of the Legislative Council and government minister.
Neill Street	Lt.Col. John Martin Bladin Neill. Deputy Adjutant General of the Victorian Volunteer Forces and the Australian Colonies.
O’Shanassy Street	Sir John O’Shanassy, Chief Secretary, Premier of Victoria 1857-59 and 1861-63. Supported separation of Victoria from New South Wales.
Pasley Street	Captain Charles Pasley, Military Engineer, Colonial Secretary, Commissioner of Public Works. Member of Legislative Assembly 1856-57.
Powlett Street	Frederick Armand Powlett, Treasurer of Victoria, Commissioner of Crown Lands in Port Phillip District 1836-60.
Racecourse Road	The road leading to Sunbury Racecourse and Emu Bottom part of the Rupertswood Estate from 1886 to 1940.
Riddell Road	John Carre Riddell. Pastoralist and Member of the Victorian Parliament. Originally called Sunbury backroad.
Shields Street	Sir Douglas Andrew Shields. Surgeon at the Sunbury Asylum and a member of Royal Horse Artillery at Rupertswood.
Station Street	Site of Sunbury’s first railway station later moved to its present site in Brook Street.
Stawell Street	Sir William Foster Stawell, Chief Justice of Victoria and Attorney General in Victorian Legislative Council 1851.
Timins Street	Captain Octavius Frederic Timins, Late of His Majesty’s 82 Regiment. Private Secretary to His Excellency, Sir Henry Barkly.

REPORTS – GOVERNANCE AND ENGAGEMENT

14 JUNE 2022

ORDINARY COUNCIL MEETING

REPORT NO: GE622 (cont.)

Vaughan Street	Charles Vaughan, Civil Servant, Member of the Victorian Legislative Council and Chief Clerk to Lt. Governor Charles La Trobe.
Vineyard Road	Many of Sunbury’s early vineyards were established along this stretch of road from 1860-1926.

2.2 THAT Council notes:

- 2.2.1 the design and colour for historical street signs which was previously adopted by Council at its meeting held on 26 August 2019, which is provided as Attachment 1 of this report;
- 2.2.2 that if approved, historical street signs will replace all existing street signs within the Sunbury township that currently display the name of an approved street. Information on the number of signs that would be replaced for each street is provided in Attachment 2 of this report.

3. LEGISLATIVE POWERS:

Local Government Act 2020

4. FINANCIAL IMPLICATIONS:

If Council approves the installation of historical signs at the 28 recommended streets, it is estimated that 113 signs will be replaced at a cost of \$50 each for a total cost of \$5,650. This would be funded from Council’s 2021/22 operational budget. It is anticipated that the signs would be installed by Council’s Road Maintenance team at no additional cost.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

Environmental sustainability has been considered and the recommendations made in this report give no rise to any matters.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

Climate change adaption has been considered and the recommendations made in this report give no rise to any matters.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The rights protected in the *Charter of Human Rights and Responsibilities Act 2006* were considered and it was determined that no rights are engaged in the recommendations made in this report.

8. COMMUNITY CONSULTATION:

Further community consultation is not required prior to Council considering the recommendations made in this report.

9. DISCUSSION:

- 9.1 At its meeting held on 8 October 2018, Council moved General Business Item POT264, Investigation into Historical Street Sign Names, with the resolution being:

That Council officers investigate the possibility of adding a short sentence with added information about the name of the street-on-street signs in historical areas of the Municipality and report back to a future Strategy and Policy Briefing session.

- 9.2 The Sunbury and District Heritage Association wrote to Council on 28 February 2019 to advise they have been working on a project called ‘Streets with Stories’ and that they wished to assist with the historical street sign name project.

**REPORTS – GOVERNANCE AND ENGAGEMENT
14 JUNE 2022****ORDINARY COUNCIL MEETING****REPORT NO: GE622 (cont.)**

- 9.3 Council received a report on this project at its meeting held on 26 August 2019 Council at which it approved:
- 9.3.1 the installation of historical street signs;
 - 9.3.2 the design and colour of historical street signs;
 - 9.3.3 that members of the public, and historical and heritage associations, be invited to provide submissions to request a historical street sign be installed.
- 9.4 The report to Council also:
- 9.4.1 recommended that historical signs are located at both ends of the street to which they apply, and if the street is long, that additional signs will be placed at major intersections;
 - 9.4.2 proposed that historical signs will be presented to Council for approval and include a recommendation on where the signs will be located.
 - 9.4.3 advised that Council’s website will include a list of streets where historical street signs have been installed, with the wording of each sign.
- 9.5 Submissions Received
- 9.5.1 Following Council’s approval of the installation of historical street signs, in September 2019 the Sunbury and District Heritage Association made a submission to Council requesting historical street sign names for 28 streets in Sunbury. This submission is provided as Attachment 3 of this report.
 - 9.5.2 The submission from the Sunbury and District Heritage Association states that their members have researched all available material and reached the conclusion that the names and information submitted are applicable to the named individuals.
 - 9.5.3 Council officers have also sought to independently verify the details provided, where possible, for example by researching the names on the public access website Trove. Trove is a collaboration between the National Library of Australia and hundreds of partner organisations across Australia which provides digital access to collections including libraries, museums, galleries, the media, government and community organisations.
 - 9.5.4 Following this additional research by Council officers, no changes to the information provided in the submission from the Sunbury and District Heritage Association are proposed.
- 9.6 Recommended Location of Historical Street Signs
- 9.6.1 The report to Council at its meeting held on 26 August 2019 recommended that historical signs are located at both ends of the street to which they apply, and if the street is long, that additional signs will be placed at major intersections.
 - 9.6.2 This recommendation is now changing, and it is instead recommended that all existing signs on streets within the Sunbury township that are included in the submission from the Sunbury and District Heritage Association are replaced with historical signs.
 - 9.6.3 A physical inspection has been carried out of the 28 streets that were included in the Sunbury and District Heritage Association’s submission. This inspection identified 113 existing street signs which would be replaced if Council approves the installation of historical street signs at all of these 28 streets.

REPORTS – GOVERNANCE AND ENGAGEMENT**14 JUNE 2022****ORDINARY COUNCIL MEETING****REPORT NO: GE622 (cont.)**

9.6.4 The replacement of 113 existing street signs is considered to be adequate coverage for the provision of historical information within the Sunbury township, and the installation of additional signs within this relatively small geographical area, whilst originally recommended, is now not considered to be necessary following the identification of the large number of street signs that are already in place. It is for this reason that this recommendation has now changed.

10. CONCLUSION:

It is recommended that Council approves replacing existing street signs with historical street signs in 28 streets with text that has been proposed in a submission to Council from the Sunbury and District Heritage Association.

REPORTS – GOVERNANCE AND ENGAGEMENT

14 JUNE 2022

ORDINARY COUNCIL MEETING

REPORT NO: GE622 (cont.)

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REPORTS – GOVERNANCE AND ENGAGEMENT

14 JUNE 2022

ORDINARY COUNCIL MEETING

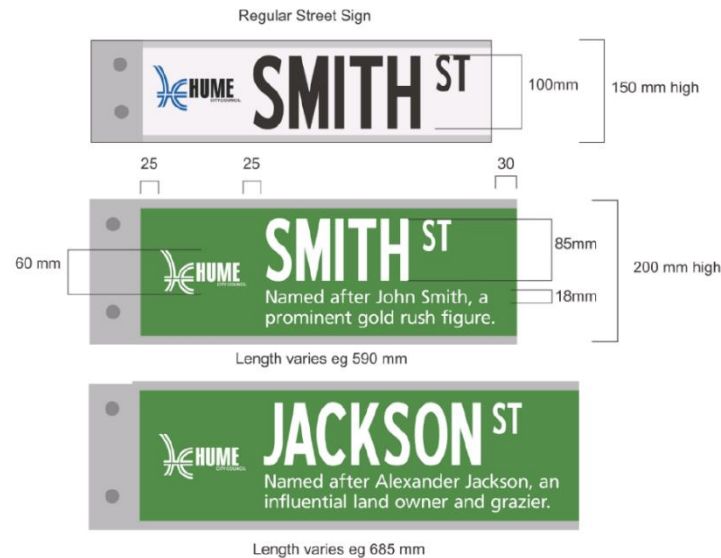
Attachment 1 - Historical Street Signs - Approved Design

REPORTS – GOVERNANCE AND ENGAGEMENT

26 AUGUST 2019

ORDINARY COUNCIL (TOWN PLANNING)

Attachment 1 - Proposed Historical Street Sign Design



Street name 437pt (85mm letter height) / Blue Highway Condensed
Historical information 72pt size (18 mm letter height) / Frutiger Roman font

200mm high blade replaces existing 150mm regular street sign.
Length varies depending on street name to a maximum of 1000 mm.
Street name 85mm to exceeds regulation minimum height of 70mm.
Hume Logo 60 mm high is same as existing street signs
Information text is Hume corporate font that fits two lines of text and would be clearly legible for pedestrians. Ideally information should be as concise as possible.

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REPORTS – GOVERNANCE AND ENGAGEMENT**14 JUNE 2022****ORDINARY COUNCIL MEETING**Attachment 2 - Number of Signs to be Replaced by Street

ATTACHMENT 2 - NUMBER OF SIGNS TO BE REPLACED BY STREET

Streets	Number of Signs
Aitken	4
Anderson Rd	3
Barkly St	4
Brook St	7
Cornish St	6
Darbyshire St	2
Evans St	5
Francis Bvd	2
Gap Rd	6
Harker St	5
Horne St	3
Jackson St	6
Ligar St	5
Macedon St	6
Miller St	2
Mitchells Lane	5
Neill St	2
O'Shanassy St	4
Paisley St	6
Powlett St	3
Racecourse Rd	3
Riddell Rd	3
Shields St	5
Station St	7
Stawell St	1
Timins St	3
Vaughan St	4
Vineyard Rd	1
Total	113

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REPORTS – GOVERNANCE AND ENGAGEMENT

14 JUNE 2022

ORDINARY COUNCIL MEETING

Attachment 3 - Sunbury and District Heritage Association Submission



SUNBURY & DISTRICT HERITAGE ASSOCIATION INC.

Established 1978

IRN. A 0029546 W

25th September 2019.

Mr. Gavan O’Keefe
Manager Governance
Corporate Services
Hume City Council
BROADMEADOWS, VIC. 3047



Dear Sir,

**RE: HISTORICAL STREET SIGN NAME PROJECT
SUBMISSION BY SUNBURY & DISTRICT HERITAGE ASSOCIATION Inc.
Ref. Hume City Council Report No.GE 371**

Please find attached our Submission for the above, “Historical Street Sign Name Project”.
We have strictly adhered to Council’s recommendation of limiting the information to
between 15 and 20 words.

Our Association wishes to draw to Councils attention,

**That our members have researched all available material and reached the
conclusion, that the names and information submitted are applicable to the
named individuals.**

**It must be borne in mind that the Sunbury township was designed and planned
on the rail corridor, Melbourne to Sandhurst, a State Government project.**

**The roads/streets were surveyed by the government, and the land divided for residential
use, which was set aside for public use.**

Should you require any additional information, please contact me at
by phone on

or

Yours faithfully,

Trevor Dunn
Secretary

Attach.

REPORTS – GOVERNANCE AND ENGAGEMENT

14 JUNE 2022

ORDINARY COUNCIL MEETING

Attachment 3 - Sunbury and District Heritage Association Submission



SUNBURY & DISTRICT HERITAGE ASSOCIATION INC.

Established 1978

IRN. A 0029546 W

SUBMISSION

HISTORICAL STREET SIGN NAMED PROJECT

Text

AITKIN STREET	John Aitken, pioneer squatter at The Gap township and sheep breeder of the finest flock.
ANDERSON ROAD	Lt.Col. William Acland Douglas Anderson, Commissioner of Goldfields, Founder and Commander of Victorian Volunteer Forces in 1850s.
BARKLY STREET	Sir Henry Barkly, Governor of Victoria 1856-63. Laid the foundation stone for the Bendigo Rail line at Jacksons Creek viaduct.
BROOK STREET	John Henry Brook MLA. President of the Board of Lands and Survey and Commissioner of Lands until 1861.
CORNISH STREET	William Crocker Cornish of Cornish and Bruce, building contractors for the Melbourne - Sandhurst Railway.
DARBYSHIRE STREET	George Christian Darbyshire, Engineer-in -Chief for the railways department, engineer and surveyor.
EVANS STREET	George Samuel Evans, Member of the Barkly and O'Shanassy Ministries and Postmaster General in 1851.
FRANCIS LANE/ BLVD	James Goodall Francis, Premier of Victoria 1872. Owner of Goonawarra Vineyard and Winery.
GAP ROAD	The main road leading from Sunbury to The Gap township, formerly called Sunbury Road.

REPORTS – GOVERNANCE AND ENGAGEMENT

14 JUNE 2022

ORDINARY COUNCIL MEETING

Attachment 3 - Sunbury and District Heritage Association Submission

HARKER STREET	George Harker. Businessman. Served in the Victorian Legislative Assembly 1856-65. Treasurer in O’Shanassy Ministry 1858-59.
HORNE STREET	George Samuel Wegg Horne, Solicitor, Member of the O’Shanassy Ministry 1857-59, Chief Commissioner of Public Works.
JACKSON STREET	William and Samuel Jackson, early pioneers from Sunbury-on-Thames built a hut and settled on the banks of Jacksons Creek.
LIGAR STREET	Charles Whybrow Ligar. Surveyor General in Victoria in 1858.
MACEDON STREET	Macedon Street was the first track to Sydney, original site for Sunbury, and the road to Mount Alexander Goldfields.
MILLER STREET	Henry Miller, Member of the O’Shanassy Ministry 1858-59, Commissioner of Trade and Customs, Member of the McCulloch Ministry 1863-68.
MITCHELL LANE	Sir William Henry Farcourt Mitchell, Chief Commissioner of Police, Member of the Legislative Council and government minister.
NEILL STREET	Lt.Col. John Martin Bladin Neill, Deputy Adjutant General of the Victorian Volunteer Forces and the Australian Colonies.
O’SHANASSY STREET	Sir John O’Shanassy, Chief Secretary, Premier of Victoria 1857-59, 1861-63. Supported separation of Victoria from New South Wales.
PASLEY STREET	Captain Charles Pasley, Military Engineer, Colonial Secretary, Commissioner of Public Works. Member of Legislative Assembly 1856-57.
POWLETT STREET	Frederick Armand Powlett, Treasurer of Victoria, Commissioner of Crown Lands in the Port Phillip District 1836-60.
RACECOURSE ROAD	The road leading to Sunbury Racecourse and Emu Bottom, part of the Rupertswood Estate from 1886 to 1940.
RIDDELL ROAD	John Carre Riddell, Pastoralist and Member of the Victorian Parliament. Originally called the Sunbury backroad.

REPORTS – GOVERNANCE AND ENGAGEMENT**14 JUNE 2022****ORDINARY COUNCIL MEETING**Attachment 3 - Sunbury and District Heritage Association Submission

SHIELDS STREET	Sir Douglas Andrew Shields, Surgeon at the Sunbury Asylum and a member of Royal Horse Artillery at Rupertswood.
STATION STREET	Site of Sunbury’s first railway station later moved to its present site in Brook Street.
STAWELL STREET	Sir William Foster Stawell, Chief Justice of Victoria and Attorney General in Victorian Legislative Council 1851.
TIMINS STREET	Captain Octavius Frederic Timins, Late of His Majesty’s 82 Regiment, Private Secretary to His Excellency Sir Henry Barkly.
VAUGHAN STREET	Charles Vaughan, Civil Servant, Member of the Victorian Legislative Council and Chief Clerk to Lt. Governor Charles LaTrobe.
VINEYARD ROAD	Many of Sunbury’s early vineyards were established along this stretch of road from 1860-1926.

REPORT NO:	8.8
REPORT TITLE:	Gap Road/Station Street Sunbury Realignment Proposal
SOURCE:	Peter Faull, Coordinator Governance Jane Mikaele, Governance Officer
DIVISION:	Finance & Governance
FILE NO:	HCC23/860
POLICY:	Place Names Policy
STRATEGIC OBJECTIVE:	3.2: Deliver responsible and transparent governance, services and sustainable assets that respond to community needs
ATTACHMENTS:	1. <i>Map - Proposed extension of Station Street to the Corner of Horne Street Sunbury</i> 2. <i>Aerial Image 2-10 Gap Road Sunbury</i>

1. SUMMARY OF REPORT:

- 1.1 This report provides details of a proposal to extend a section of Station Street Sunbury (in name only) to the corner of Horne Street Sunbury, rather than where it had formally ceased at the former Gap Road level crossing.
- 1.2 This extension of the name of the street would provide a clear point of delineation between Gap Road and Station Street following the removal of the Gap Road level crossing which was previously the delineation point. This proposal, if approved, would result in one property located at 2-10 Gap Road Sunbury being re-addressed to 11 Station Street Sunbury.
- 1.3 This report also outlines the scope of the community consultation process recommended to be undertaken for this proposal.

2. RECOMMENDATION:

- 2.1 **THAT Council approves the commencement of community consultation to seek the views of the community on a proposal to extend a section of Station Street Sunbury to the corner of Horne Street Sunbury.**
- 2.2 **THAT Council notes that the section of Station Street that this proposal seeks to extend is highlighted by black rectangle in the map provided as Attachment 1 of this report.**
- 2.2. **THAT as part of the community consultation process, Council writes directly to the property owner of 2-10 Gap Road Sunbury to ascertain their views on this property being re-addressed to 11 Station Street Sunbury.**

3. LEGISLATIVE POWERS:

- 3.1 *Geographic Place Names Act 1998 (the Act).*
- 3.2 *Naming Rules for Places in Victoria – Statutory Requirements for Naming Roads, Features and Localities 2022 (the Naming Rules).*

4. FINANCIAL IMPLICATIONS:

Expenditure associated with this naming proposal will include the acquisition and installation costs for signage and administration costs if the proposal is approved. These costs will be funded from Council's operational budget.

REPORT NO: 8.8 (cont.)

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

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

6. CHARTER OF HUMAN RIGHTS APPLICATION:

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

7. COMMUNITY CONSULTATION:

7.1 In accordance with the *Naming Rules and Council’s Place Names Policy*, Council is required to consult with the community for any realignment proposals that it is considering. The method and extent of consultation is dependent upon the significance of the proposal.

7.2 It is proposed that Council consults directly with the property owner of 2-10 Gap Road, Sunbury. An aerial image of this property is provided in Attachment 2. Council will also consult with the occupiers of the dwellings located on this property.

7.3 Council will consult with the ‘Immediate and Extended Communities’ (as defined by the Naming Rules) by sending correspondence to surrounding properties and by promoting the proposal on the Participate page of Council’s website and through Council’s regular communication channels.

7.4 The consultation period will be for a minimum of 30 days.

8. DISCUSSION:

8.1 In June of 2022 construction works began on the removal of the Gap Road level crossing along the Sunbury line. This was a major source of congestion in the heart of Sunbury with around 19,000 vehicles crossing the rail line at Gap Road daily. The removal of the level crossing was critical to improving community safety and livability in Melbourne’s northwest.

8.2 Gap Road was reopened to traffic using the new road underpass on 30 September 2022.

8.3 The removal of the Gap Road level crossing has impacted the delineation point between Gap Road and Station Street. This proposal seeks to extend Station Street to the corner of Horne Street in order to provide a clear delineation point. The section of Station Street that is proposed to be extended is highlighted by a black rectangle in the map provided in Attachment 1 of this report. If this proposal is approved, it will result in one property located at 2-10 Gap Road Sunbury being re-addressed to 11 Station Street Sunbury.

8.4 Officers have consulted with Geographic Names Victoria on the best approach. The advice received is that the realignment and the extension of Station Street is preferred.

8.5 The map provided in Attachment 1 shows the proposed extension of Station Street to Horne Street in the shaded area.

8.6 An analysis of the proposed extension of Station Street Sunbury to the corner of Horne Street against the Naming Principles contained within the Naming Rules is provided in Table 1 below.

8.7 If Council endorses the recommendation to commence community consultation on this realignment proposal, a report on the feedback received during public consultation will be presented to Council after that process has concluded.

REPORT NO: 8.8 (cont.)

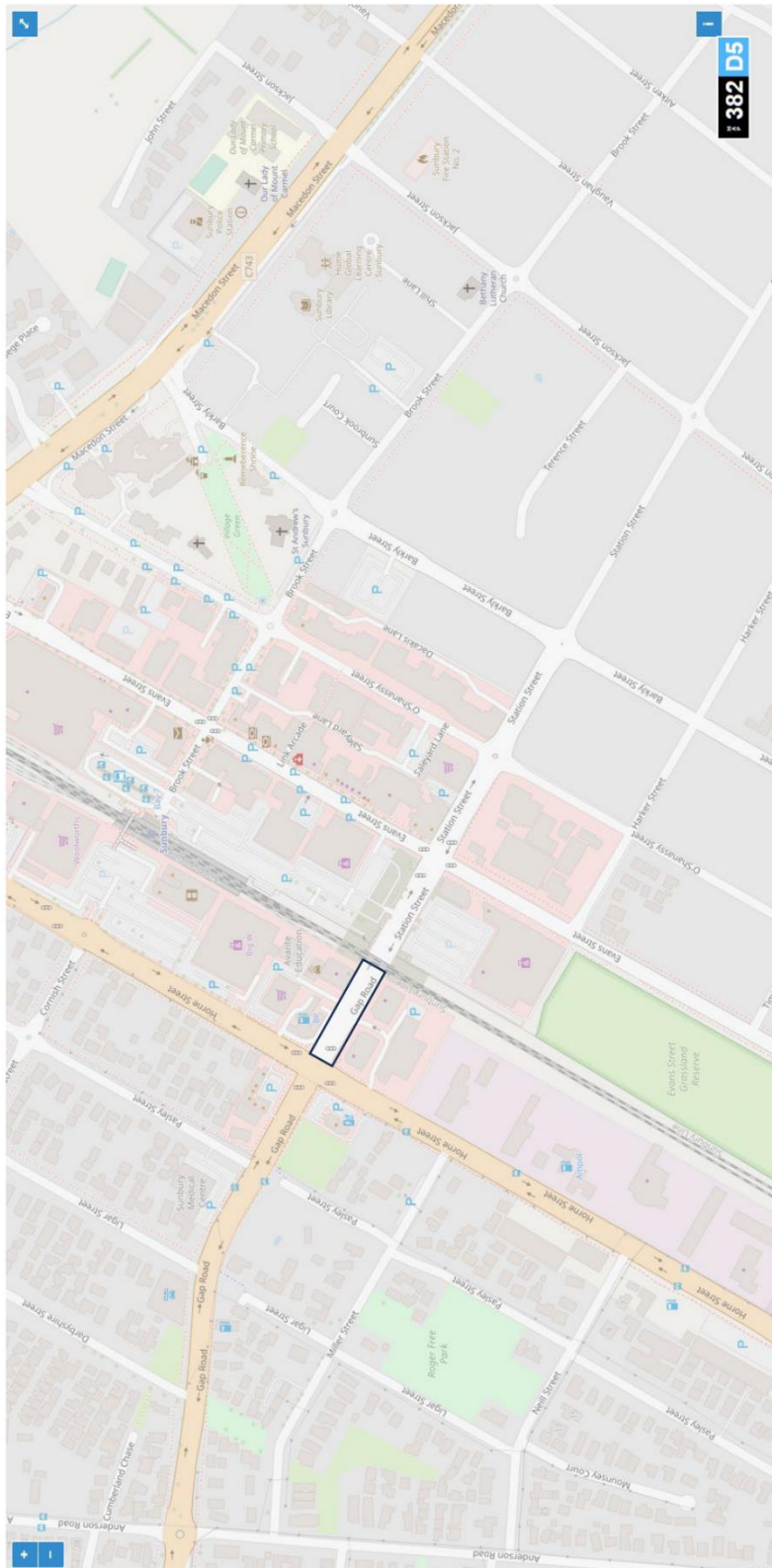
Table 1	
Analysis of proposed extension of Station Street Sunbury to the corner of Horne Street against the Naming Principles contained within the Naming Rules.	
Principle (A) Ensuring public safety.	Comment The proposed extension of Station Street Sunbury to the corner of Horne Street will enhance public safety by providing a clear delineation point between Station Street and Gap Road, following the removal of the Gap Road level crossing.
Principle (B) Recognising the public interest.	Comment It is viewed as being in the public interest to have clear delineation point between Station Street and Gap Road Sunbury.
Principle (C) Linking the name to the place.	Comment This principle is not applicable because this proposal does not seek to rename Station Street, it only seeks to extend it.
Principle (D) Ensuring names are not duplicated.	Comment Not applicable
Principle (E) Recognition and use of Traditional Owner languages.	Comment Not applicable
Principle (F) Names must not discriminate or be offensive.	Comment Not applicable.
Principle (G) Gender equality.	Comment Not applicable
Principle (H) Dual names.	Comment Not applicable
Principle (I) Using commemorative names.	Comment Not applicable
Principle (J) Using commercial and business names	Comment Not applicable
Principle (K) Language	Comment Not applicable
Principle (L) Directional names to be avoided	Comment Not applicable
Principle (M) Assigning extent to a road, feature, or locality	Comment Not applicable

REPORT NO: 8.8 (cont.)

10. CONCLUSION:

It is recommended that Council approves the commencement of community consultation on a proposal to extend a section of Station Street Sunbury to the corner of Horne Street Sunbury.

Attachment 1 – Map - Proposed extension of Station Street to corner of Horne Street Sunbury.



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REPORT NO:	8.9
REPORT TITLE:	Proposed Appointment of New Member to the Gladstone Park Community Centre Committee of Management
SOURCE:	Joel Kimber, Acting Manager Governance Peter Faull, Coordinator Governance
DIVISION:	Finance & Governance
FILE NO:	HCC20/482
POLICY:	-
STRATEGIC OBJECTIVE:	3.2: Deliver responsible and transparent governance, services and sustainable assets that respond to community needs
ATTACHMENTS:	Nil

1. SUMMARY OF REPORT:

- 1.1 This report recommends that Council appoints one new member to the Gladstone Park Community Centre Committee of Management (GPCC CoM).
- 1.2 The GPCC CoM is a Community Asset Committee which was established by Council, and which Council appoints members to in accordance with the Committee’s Instrument of Delegation.

2. RECOMMENDATION:

- 2.1 **THAT Council appoints Anita Ollerenshaw as a member of the Gladstone Park Community Centre Committee of Management.**
- 2.2 **THAT Council approves that the Gladstone Park Community Centre Committee of Management can be comprised of an even number of committee members.**

3. LEGISLATIVE POWERS:

Local Government Act 2020 (the Act).

4. FINANCIAL IMPLICATIONS:

There are no financial implications arising from the matters contained in this report.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

There are no environmental sustainability considerations arising from the matters contained in this report.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

There are no climate change adaption considerations arising from the matters contained in this report.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The rights protected in the *Charter of Human Rights and Responsibilities Act 2006* were considered and it was determined that no rights are engaged in the recommendation made to Council in this report.

8. COMMUNITY CONSULTATION:

Community consultation is not required prior to Council considering the recommendation made in this report to appoint two new members to the GPCC CoM.

REPORT NO: 8.9 (cont.)

9. DISCUSSION:

- 9.1 At its meeting held on 24 August 2020, Council established the GPCC CoM and the Foresters Hall, Westmeadows Committee of Management as Community Asset Committees under section 65 of the Act. Council also appointed members to each of these committees at this meeting.
- 9.2 Following these committees being established by Council, Council’s Chief Executive Officer, under section 47 of the Act, delegated to the members of each committee the powers, functions and duties that they required to operate their respective facilities. The Chief Executive Officer’s instrument of delegation also included the following criteria for individuals to become members of a Community Asset Committee:
 - 9.2.1 that Council has been given advice in writing of the name, postal address, contact phone number and details of membership category of each person.
 - 9.2.2 that the nominated member has signed a Statement of Acceptance of Responsibilities and Obligations as a Special Committee Member.
 - (a) This form asks individuals to certify that they are eligible to accept the committee member position which they are nominated for, as well as confirming that they:
 - (i) comply with the eligibility provisions of committee membership as stated in the 'Instrument of Delegation Made by the Chief Executive Officer, Hume City Council' for their nominated committee, or have received special approval from Council in regard to an eligibility provision;
 - (ii) acknowledge that they have read and are familiar with the 'Instrument of Delegation Made by the Chief Executive Officer, Hume City Council' for their nominated committee, and that they understand their role and responsibilities as a committee member.
 - (iii) declare that they will undertake their duties faithfully and impartially, in accordance with all legislative requirements, and in the best interests of Hume City Council and its constituents.
 - 9.2.3 that Council has passed a resolution appointing them as a member.
- 9.3 Community Asset Committees are responsible for recruiting new members for their respective committees. Council officers provide occasional assistance to committees when they are recruiting for new members, for example by arranging for the membership vacancies to be advertised.
- 9.4 The new member that is recommended to Council in this report, Anita Ollerenshaw, responded to an Expression of Interest that was published online via social media by the GPCC CoM. If approved, Ms Ollerenshaw’s category of membership would be that of a local resident.
- 9.5 Anita Ollerenshaw has satisfied the criteria listed in 9.2 above. It is therefore recommended that Council appoints Ms Ollerenshaw as a member of the GPCC CoM.
- 9.6 The GPCC CoM’s instrument of delegation from Council’s Chief Executive Officer states that the committee, unless otherwise approved by Council, shall comprise of an odd number of members, with a minimum number of 5 and a maximum number of 9 members allowed.
- 9.7 If Council appoints Ms Ollerenshaw to the committee, as recommended, this will bring its total number of members to 8. It is therefore also recommended that Council approves that the committee can have an even number of members. If approved this is not anticipated to raise any issues with the operation of the committee, and having an additional local resident as a member will assist the committee to maintain a quorum at meetings when user club representatives may have to declare a conflict of interest in

REPORT NO: 8.9 (cont.)

matters being considered by the committee. The Chairperson of the GPCC CoM also has a casting vote which can be used if required.

10. CONCLUSION:

It is recommended that Council appoints Anita Ollerenshaw as a member of the GPCC CoM, and that Council approves that the committee can be comprised of an even number of committee members.

REPORT NO: 8.9 (cont.)

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REPORT NO:	9.1
REPORT TITLE:	NOM23/024 - Councillor Trevor Dance
SOURCE:	Joanne Grindrod, Senior Governance Officer
DIVISION:	Finance & Governance
FILE NO:	HCC22/688

I hereby request that pursuant to Council's Governance Rules and Code of Conduct for Councillors that the following motion be included in the Agenda of the next Council Meeting.

1. RECOMMENDATION:

In relation to recent IBAC Operation Sandon

Motion:

Council resolve:

- 1. To implement a “Developer Contact Register” from 1st November 2023. The register will enable all Councillors to list all contact (phone, email, text, messaging applications, written mail, face to face and the like) with developers within the City of Hume, in relation to any proposed, current, or future planning applications.**
- 2. The Developer Contact Register, will be compulsory for all Councillors.**
- 3. That the Council maintain the register and publish the Developer Contact Register on the Council Website under the Governance and Integrity page monthly.**
- 4. The Developer Contact Register is to be in the format as per Attachment 1.**
- 5. The Councillor Code of Conduct is to be updated to make the Developer Contact Register compulsory.**
- 6. To update Council policy to include the Decision-Making Connection Disclosure (As per Attachment 2) in all Council decisions from 1 November 2023.**
- 7. To note that “Developer” means an individual, body corporate or company engaged in a business that:**
 - a. Regularly involves the making of relevant planning applications with the exclusion of single dwelling residential developments in connection with the residential or commercial development of land, with the ultimate purpose of the sale or lease of the land for profit; and**
 - b. Includes any consultant, lobbyist, advisor, agent, representative or person. closely associated with a Developer and who is appointed to promote or advocate for the Developer’s interests or proposal, except when they are. representing someone who is not regularly involved in the making of relevant. planning applications or the development of land.**
- 8. Council officers develop guidelines on the recording of any contact between Councillors and Developers relating to a planning or development proposal, including proposals in a preliminary stage, for which the Developer is a proponent.**

REPORT NO: 9.1 (cont.)

Submitted Attachment 1

REGISTER -COUNCIL MEMBER CONTACT WITH DEVELOPERS

	Council Member	Developers Name	Date & Time of Contact	Type/method of Contact	Related Properties	Nature of the issue covered	Council Member Response	ASIC Details on Company Directors names

Submitted Attachment 2

DECISION MAKING CONNECTION DISCLOSURE

(To be inserted in every Decision of Council under governance)

WHO WAS PAID DURING THIS PROCESS?

(INCLUDE CONSULTANTS, COMPANIES AND ANY EXTERNAL PARTY PAID
THROUGHOUT THE DECISION-MAKING PROCESS)

WHO WILL BENEFIT FROM THIS DECISION?

(INCLUDE COMPANY NAMES/DIRECTORS/OWNERS/JOINT VENTURE PARTNERS)

2. OFFICER COMMENTS

- 2.1 In response to IBAC's Operation Sandon recommendations, officers have completed a self-assessment of recommendations and proposed actions for Council to consider. This was considered at the Audit and Risk Committee on Thursday 28 September (as per standing practice), to allow Committee feedback to be incorporated prior to any report to Council.
- 2.2 The development of a register is considered by Officers in principle to be beneficial however would have a preference to develop a considered policy position developed in consultation with the entire Council group and relevant officers.
- 2.3 This approach would allow Council to develop a policy position in a more holistic manner that deals with Councillor contact with developers, lobbyists or potential submitters to a planning application. In this way a position could be developed that considers all intersecting policy and relevant matters.

REPORT NO: 9.1 (cont.)

- 2.4 A lack of having a policy position is exacerbated by the following issues of concern in regards to the proposed NOM:
- 2.4.1 Creation of the register by 1 November would not be achievable for the following reasons:
- (a) Content of the register – the information recorded in the register would need to be relevant to the matter being discussed.
 - (b) Ability to publish information on the Council website – Council is required to comply with privacy legislation and without having the time to review the impact of sharing such content publicly, it is the officer's view that it could be so restricted in what could be shared that the register would be of reduced use.
 - (c) Existing policies – a thorough review would be required of intersections with other policies of Council and relevant legislation.
- 2.5 It is noted that the creation of a Developer Contact Register is not a direct recommendation of the Operation Sandon report but a previous recommendation of the Local Government Inspectorate.
- 2.6 As a result, it would be prudent to wait to respond more fully when the full package of reforms from Operation Sandon has been responded to by the Victorian Government.
- 2.7 In regards to each dot point contained in the notice of motion the following is noted:
- 2.8 Dot point 1:
- 2.8.1 As noted in the foregoing, officers believe the creation of a register has merit however the timing and content of a proposed register requires greater consideration to ensure it achieves the intended outcomes. The development of a considered policy would be a better approach.
- 2.9 Dot point 2:
- 2.9.1 The impact of making the register compulsory, in the absence of a policy position, requires investigation.
- 2.10 Dot point 3:
- 2.10.1 Publication of the registry could be problematic. Council is bound by privacy legislation which would make it difficult to share some information as envisaged. This aspect requires proper investigation and discussion.
- 2.11 Dot point 4:
- 2.11.1 Councillors would be required to have access to the ASIC database to list company directors on every interaction. This is a paid service which would need to be reported as a Councillor expense because it would have to be reimbursed.
- 2.12 Dot point 5:
- 2.12.1 A review of the Councillor Code of Conduct would require further consultation with Councillors and may not be the only amendment to be made which may require additional time.
- 2.13 Dot point 6:
- 2.13.1 In regard to dot point 6 of the recommendation, it is not clear as to the intent of the proposed Decision-Making Connection Disclosure. It is assumed that the Submitted Attachment 2 would only apply to statutory planning decisions made in the Council chamber. It is not clear who would be required to complete this form or where the information would be sourced.
- 2.13.2 It would be more appropriate for a discussion to be held with all Councillors to establish what is the desired outcome of such a form and in what way relevant

REPORT NO: 9.1 (cont.)

information can be presented to Council to assist in that decision making process.

2.14 Dot point 7:

- 2.14.1 A better way to would be to take time to develop a policy position which includes appropriate definitions so they can be agreed by all Councillors.

2.15 Dot point 8:

- 2.15.1 As detailed above, it would be preferable that a policy position is developed in consultation with all Councillors.

- 2.16 As the Audit and Risk Committee has considered officer's responses to the IBAC Sandon recommendations officers could report to Council by the first meeting in November on a proposed policy position to initiate a register that will mitigate risks arising from councillor contacts with developers, lobbyists, submitters and objectors to planning applications.

REPORT NO:	9.2
REPORT TITLE:	NOM23/025 - Councillor Chris Hollow
SOURCE:	Joanne Grindrod, Senior Governance Officer
DIVISION:	Finance & Governance
FILE NO:	HCC23/688

I hereby request that pursuant to Council's Governance Rules and Code of Conduct for Councillors that the following motion be included in the Agenda of the next Council Meeting.

1. RECOMMENDATION:

That Council reschedules the Statutory Meeting of Hume City Council to Tuesday 31 October 2023.

2. OFFICER COMMENTS

In line with Council's Governance Rules and the Local Government Act 2020 there is nothing that prohibits moving the date of Council's Statutory meeting.

Availability of the venue (Town Hall Broadmeadows), catering and audio-visual support has also been confirmed for the following dates:

- Friday 3 November 2023
- Monday 6 November 2023

REPORT NO: 9.2 (cont.)

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REPORT NO:	9.3
REPORT TITLE:	NOM23/026 - Councillor Naim Kurt
SOURCE:	Joanne Grindrod, Senior Governance Officer
DIVISION:	Finance & Governance
FILE NO:	HCC22/688

I hereby request that pursuant to Council's Governance Rules and Code of Conduct for Councillors that the following motion be included in the Agenda of the next Council Meeting.

1. RECOMMENDATION:

That council writes to the appropriate State Government departments and Ministers to:

- 1. Acknowledge the challenge of providing infrastructure is huge and requires both state and local government**
- 2. Support efforts to review contributions for state infrastructure**
- 3. Note that Hume's rapid population growth creates a larger infrastructure bill than many other councils**
- 4. Note that rapid price escalation and the increasing complexity of infrastructure coordination and delivery result in contributions levies funding less infrastructure than anticipated. This requires a greater proportion of rates to bridge the gap, which in turn limits the funds available to maintain and upgrade infrastructure in Hume's established areas. Areas which are already at a disadvantage.**
- 5. Note that this is further exacerbated by rate capping in this environment of rapid population growth and price escalation.**
- 6. Propose that state and local government work together to review how contributions work in relation to growth area councils, how rate capping applies to growth area councils or both.**

2. OFFICER COMMENTS

Given current considerations around State planning reform and possible changes to the infrastructure contribution regime, this initiative is timely.

Officers will collate data and prepare correspondence to send to the appropriate State Government departments and Ministers, with the correspondence to be signed by the Mayor.

REPORT NO: 9.3 (cont.)

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REPORT NO:	9.4
REPORT TITLE:	NOM23/027 - Councillor Naim Kurt
SOURCE:	Joanne Grindrod, Senior Governance Officer
DIVISION:	Finance & Governance
FILE NO:	HCC22/688

I hereby request that pursuant to Council's Governance Rules and Code of Conduct for Councillors that the following motion be included in the Agenda of the next Council Meeting.

1. RECOMMENDATION:

That the Officers explore security solutions aimed at preventing unauthorized access by hoons and dirt bikes to the Meadowlink trail, these solutions may encompass fencing, gates, surveillance cameras, and signage. Additionally, the Officers should consider liaising with VicPol and examining methods to deter vehicles from entering Seabrook reserve for the purpose of observing sporting events.

2. OFFICER COMMENTS

Council Officers have undertaken some works to restrict access to the Meadowlink path from the Seabrook Reserve car park. This has included installation of rocks and removable (locked) bollards.

The construction of the pavilion at Seabrook Reserve requires the contractors to have access to this area for deliveries and machinery to access the site. Further investigations will be done to determine if additional measures can be put in place to continue to allow access for the construction of the pavilion but reduce the opportunity for unauthorised access.