

HUME CITY COUNCIL ANNUAL REPORT 2017/18

www.hume.vic.gov.au





Hume City Council recognises the rich Aboriginal heritage within the municipality and acknowledges the Gunung-Willam-Balluk of the Wurundjeri as the Traditional Custodians of this land. Council embraces Aboriginal living culture as a vital part of Australia's identity and recognises, celebrates and pays respect to the existing family members of the Gunung-Willam-Balluk and to Elders past and present.

Hume City Council

Annual Report 2017/18

Hume City Council is proud to present this Annual Report for the 2017/18 financial year.

This Annual Report provides an update on highlights, achievements and challenges that were experienced in the 2017/18 year. The report also measures Council's performance and progress against the objectives and priorities, as set out in our *Council Plan 2017-2021*, along with the 2017/18 Budget.

Table of Contents

Report of Operations for the year ended 30 June 2018

A message from the Mayor and Chief Executive Officer	4
City profile	6
Hume City Councillors and wards	8
Council's vision, mission and values	10
Council Management Team and organisational structure	12
2017/18: The year in review	21
Council's advocacy priorities	31
Disability Action Plan	33
Community consultation and engagement	35
Our performance – Reporting on the <i>Council Plan 2017-2021</i>	37
Corporate governance	80
Organisational governance	86
Management information	88
Governance and management checklist	90
Statutory information	93
Providing grants to our community	98

Financial Report for the year ended 30 June 2018

Performance Statement for the year ended 30 June 2018	106
Independent Auditor's Report – Performance Statement	122
Financial Statement for the year ended 30 June 2018	124
Independent Auditor's Report – Financial Report	166

Report of Operations for the year ended 30 June 2018



A message from the Mayor and Chief Executive Officer

Building a better Hume to ensure our community thrives now and in the future was the focus of Council action in 2017/18.

Council invested an unprecedented \$79.8 million into new capital works to complete and commence construction on major projects and invested \$185 million to deliver 28 key services to the community.

Investing in community facilities

The Craigieburn ANZAC Park development was finalised, following the opening of the new Splash Aqua Park and Leisure Centre in October 2017.

Splash is Council's largest ever capital works project with more than 600,000 visits to the centre, 6,400 new members and 2,600 students enrolled in swim school since opening.

Construction commenced on several other exciting projects that will provide great benefits to the Hume community including the redevelopment of the Broadmeadows Town Hall and the new Hume Global Learning Centre in Sunbury.

Another achievement was the installation of relocatable preschools at Newbury Child and Community Centre, Craigieburn and Bluebird Way Preschool, Roxburgh Park, in response to projected population growth.

Australia's first recycled road

Hume sparked national interest in May 2018 when the first Australian road made from recycled materials was unveiled on Rayfield Avenue, Craigieburn.

The road was made from 200,000 pieces of soft plastic, 63,000 glass bottles, toner from more than 4,500 used printer cartridges and 50 tonnes of recycled asphalt.

The road's construction, the result of a partnership between Council, Downer, Close the Loop and RED Group, has set a new standard in sustainability.

But challenges remain. In 2017/18, 4,250 tonnes of illegally dumped materials were removed by Council workers at a cost of \$1.8 million.

Disappointingly, Council also had to spend \$200,000 removing graffiti. We continue to call on the community to understand where and how waste can be disposed and how we can all better support sustainability.

Sporting excellence in Hume

Council's continued investment in high-quality facilities allows all levels of sport for all abilities to thrive in Hume City.

As well as the opening of Splash, 2017/18 saw the opening of the Hume Hockey and Lacrosse Centre and the Sunbury Lawn Tennis Club Pavilion.

Works commenced to implement masterplans for the McMahon Recreation Reserve in Sunbury and Greenvale Recreation Reserve.

Hume's commitment to providing inclusive facilities saw the 2018 ITF Melbourne Wheelchair Tennis Open hosted at the Hume Tennis and Community Centre.

Female-friendly and accessible amenities and improved outdoor lighting also continue to be installed at existing facilities across the municipality. At the elite level, we saw locals compete and excel in the 2018 Commonwealth Games. Sunbury local Carla Krizanic took out two gold medals in lawn bowls, and Paralympic swimmer Ashleigh McConnell, also from Sunbury, took home bronze.

Supporting the community

Each year, Council supports residents and community groups through an extensive program of grants, sponsorships and other contributions. In 2017/18, \$1.8 million in funding was allocated to individuals and groups through programs including the Community Grants Program, Art Awards, Conserving Our Rural Environment grants, Broadmeadows Street Festival grants and Sports Aid grants.

Council also continued its program of networking and training opportunities to support Hume's business community including the Women in Front Lunch, Business Breakfast, Mayor's Leaders Lunch and the Business Efficiency Network.

Opportunities for young leaders

Young people are a vital part of the community, and Council continues to celebrate them by expanding their Youth Leadership Programs. In 2017/18 Council introduced the Youth Mayor and Youth Deputy Mayor initiative. Two local Year 10 students were selected for an internship at Council during Victorian Youth Week. This program included mentoring and the opportunity to be involved in some interesting projects.

Council also partnered with the Victorian Bar Foundation to award Year 11 students excelling in legal studies throughout the municipality. Each of the 15 awarded students received mentoring from the Victorian Bar Foundation as well as \$1,500 to financially support their future.

Hume events continue to draw crowds

Another fantastic events season saw Council host nine events and festivals from November 2017 through until April 2018, attracting more than 30,000 attendees from across the municipality and beyond.

Council also sponsored several community-led events in Sunbury.

An ANZAC Day Service at Broadmeadows Town Park Memorial was hosted to honour our service

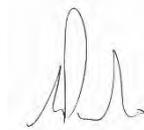
men and women and commemorate the ANZAC Centenary, with more than 250 people in attendance.

Services for our community

An increase of \$5.72 million on the previous year ensured essential programs and services continued to be delivered to meet the needs of Hume residents. The range of programs aimed to offer residents the opportunity to remain healthy, keep fit and access first-class libraries as well as help Hume's youngest families access preschool and long day care to support people of all ages to learn new skills and gain employment. It also enabled Council to maintain parks and reserves, remove litter from homes and businesses and reunite lost pets with their owners.

More details on Council's services are provided in both the Year in Review and Performance Statement sections of this Annual Report.

On a final note, we wish to thank our Councillors, members of our community and Council officers who continue to contribute to making Hume City a great place to live.



Cr Geoff Porter
Mayor



Domenic Isola
Chief Executive Officer

City profile

Our history

Hume has a long, rich and exceptionally significant past.

Hume's rich and diverse history stretches back over 40,000 years when the first Indigenous communities of the Gunung-Willam-Balluk first inhabited the region. About 10 years after Hamilton Hume and William Hovell explored the area in 1824–1825, the first Europeans settled along the Maribyrnong River, Jacksons Creek and Deep Creek waterways. Our City is home to some of Victoria's most significant landmarks including Rupertswood Mansion and Emu Bottom Homestead in Sunbury as well as the historic Maygar Barracks in Broadmeadows – the training base for our troops during World War I. Hume City Council was formally created on 15 December 1994 to incorporate the Shire of Bulla, most of the City of Broadmeadows, a section of the City of Whittlesea along Merri Creek and a north-east section of the (former) City of Keilor.

Our City today

Hume is a place of great contrasts – in geography, economy, background and cultural diversity.

For a full description regarding the municipal district, including the size, location and population, please refer to the Performance Statement on page 108.

Our location:





Hume City Councillors and wards



Council represents more than 201,000 people across the three wards – Aitken, Meadow Valley and Jacksons Creek. Council was sworn in as part of a public ceremony in November 2016. Every year, a councillor is selected by a majority of councillors to be Hume’s Mayor.

Each Councillor is assigned portfolios. Their role is to be a spokesperson within the Council Chamber for those issues falling within their allocated portfolios. Portfolio Councillors are not involved in the day-to-day operations of the portfolio area. Council works closely with Hume’s CEO and Executive Team, to set directions and priorities for the municipality.

All decisions are made to meet the objective of enhancing the social, economic and environmental prosperity of our community. Council’s ward structure is a result of an Electoral Representation Review, which was undertaken by the Victorian Electoral Commission in 2012. The structure will be reviewed again by 2020, as required by the *Local Government Act 1989*.

Wards

Hume City Council is divided into three wards:

Aitken ward

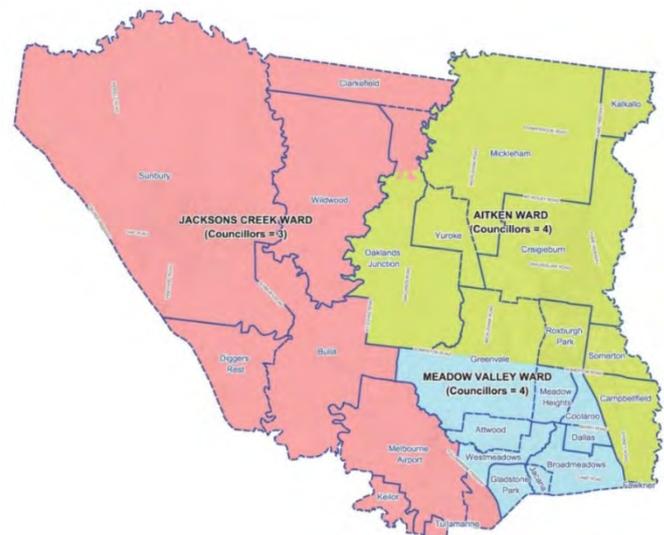
Includes the suburbs of Campbellfield, Craigieburn, Fawkner, Greenvale (north of Somerton Road), Mickleham, Oaklands Junction (south of Deep Creek), Roxburgh Park, Somerton, Yuroke and Kalkallo.

Jacksons Creek ward

Includes suburbs of Bulla, Clarkefield (part of), Diggers Rest (part of), Keilor (part of), Oaklands Junction (north of Deep Creek), Sunbury, Tullamarine and Wildwood as well as Melbourne International Airport.

Meadow Valley ward

Includes suburbs of Attwood, Broadmeadows, Coolaroo, Dallas, Gladstone Park, Greenvale (south of Somerton Road), Jacana, Meadow Heights and Westmeadows.



Aitken ward councillors and portfolios



Cr Drew Jessop –
Portfolios: Interface and Growth; City Amenity and Appearance; Parks and Open Spaces.



Cr Jodi Jackson –
Portfolios: Interface and Growth; City Development – Strategic; Environment.



Cr Joseph Haweil –
Portfolios: Early Childhood Education and Care; Facilities Management/Facilities Hire; Arts and Culture; Friends of Aileu; Aged Support Service.

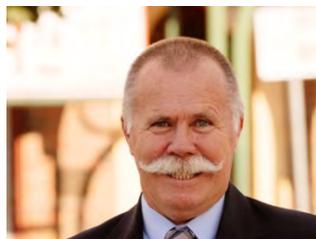


Cr Carly Moore –
Portfolios: Finance and Procurement Services; Leisure, Health and Wellbeing; Early Childhood Education and Care.

Jacksons Creek ward councillors and portfolios



Cr Ann Potter –
Portfolios: Lifelong Learning; Arts and Culture.



Cr Jack Medcraft –
Portfolios: Leisure, Health and Wellbeing; City Development – Statutory; Waste Management.



Cr Leigh Johnson –
Portfolios: Arts and Culture; Youth Services.

Meadow Valley ward councillors and portfolios



Cr Geoff Porter –
Portfolios: Customer Service; Communications and Advocacy; Indigenous Support; Council and Service Planning; Organisation and Community Intelligence; Governance and Associated Statutory Services; Disability Support Services; Family Support and Health; Lifelong Learning; City Amenity and Appearance; City Development – Statutory.



Cr Naim Kurt –
Portfolios: Information Technology – Digital; Leisure, Health and Wellbeing; Community Development; Economic Development.



Cr Karen Sherry –
Portfolios: Community Safety; Disability Support Services; Aged Support Services.



Cr Jana Taylor –
Portfolios: Information Technology – Digital; Asset Management and Infrastructure Development; Transport, Roads and Drainage; Economic Development

Council's vision, mission and values



Vision

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

Mission

To enhance the social, economic and environmental prosperity of our community through vision, leadership, excellence and inclusion.

We value:

Our citizens

We will promote democratic representation and genuinely engage our citizens to promote a sense of belonging within a healthy, safe, strong and diverse community. We will lead the way to identify community needs and best practice service delivery models and advocate for an integrated approach to service provisions. Our services and facilities will be high quality and we will pursue efficiency and continuous improvement through customer focus and innovation.

Our staff

We will demonstrate this by encouraging, supporting and developing our employees to achieve service excellence and a sense of unity, pride and fulfilment.

Partnerships with the federal and state governments

We will work together to achieve the equitable provision of services and infrastructure to meet current and future community needs.

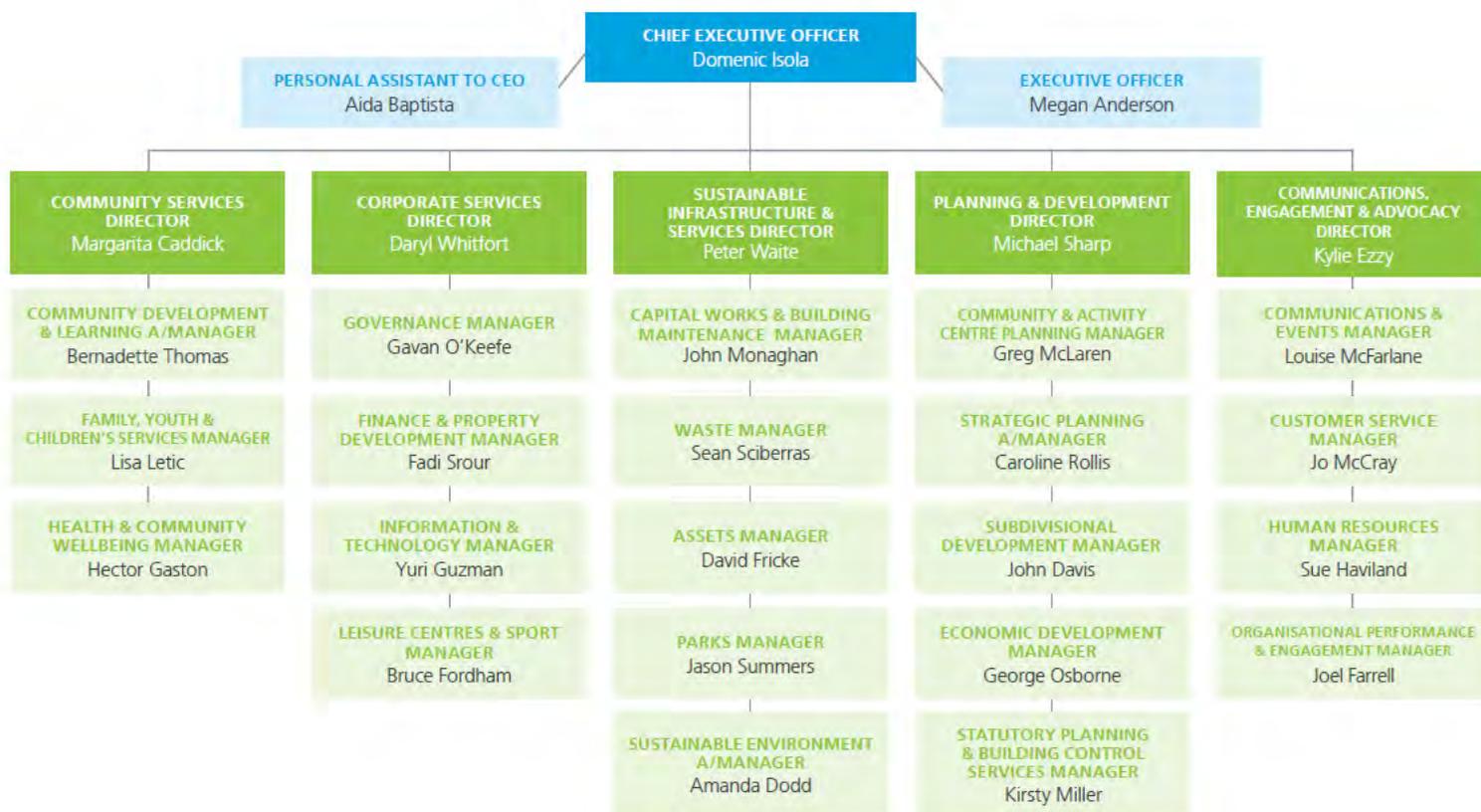
Our community organisations

We will work in partnership with them to build community wellbeing, resilience and capacity.





Organisational structure as at 30 June 2018



Council Management Team and organisational structure



Hume City Council's Executive Management Team (standing, left to right): Daryl Whitfort, Margarita Caddick, Kylie Ezzy, (seated, left to right) Peter Waite, Domenic Isola and Michael Sharp.

Hume City Council's organisational structure is based on five divisions that manage the full and diverse range of programs, activities and services to the community.

Each division is headed by a director who reports to the Chief Executive Officer.



Domenic Isola Chief Executive Officer

As Chief Executive Officer, Domenic is responsible for the day-to-day running of Hume City Council, implementing Council decisions, providing timely advice to Council and achieving the organisation's goals, in accordance with the Council Plan and approved Budget.

Domenic joined Council in 1999 as Finance Manager, before being appointed Director, City Governance and Information for four years. He was appointed Chief Executive Officer in 2007.

Domenic holds a Bachelor of Business (Accounting), is a Fellow Certified Practising Accountant and a Graduate of the Australian Institute of Company Directors.

Communications, Engagement and Advocacy



Director, Kylie Ezzy

Kylie joined Hume City Council in 2004 as the Manager, Marketing and Communications before being appointed as the Director, Organisation and Community Learning in 2010. A highly qualified professional, she has also had a career in the Queensland State Government and private sector. Kylie holds a Bachelor of Visual Arts and a Masters in Communications.

The Communications, Engagement and Advocacy division leads Council's corporate planning and strategic decision-making processes and review of Council services. It undertakes community engagement and consultation, leads Council's advocacy on behalf of the Hume community and is responsible for communication and the promotion of Council and Hume City.

This Division is responsible for recruiting, training and payroll, supporting Council's staff, and for directing and guiding organisational change and development. Leading Council's customer service improvements, the operation of three customer service centres and the staging of major events across the City are also the responsibility of the division.

Human Resources

Manager, Sue Haviland

The Human Resources department supports the organisation in the management of its 1,660 Council staff in regard to training and leadership development, staff reward and recognition, occupational health and safety, industrial relations and recruitment.

The Human Resources department manages the payment of salaries and wages to employees. The department also manages Council's work experience programs.

Communications and Events

Manager, Louise McFarlane

The Communications and Events department raises awareness of Council services, programs and initiatives through a range of digital and print external communications activities and supports the organisation through internal communications. The department also manages Council's media relations and leads its advocacy activities.

The department organises major events and festivals throughout the City, including Broadmeadows Street Festival, Hume Carols by Candlelight, Craigieburn Festival and Summer Sessions.

Organisational Performance and Engagement

Manager, Joel Farrell

The Organisational Performance and Engagement department coordinates the Community Plan, Council Plan and Service Planning process. The department is responsible for undertaking research and stakeholder consultation and engagement activities to identify community needs, expectations and aspirations.

The department undertakes data analysis, evaluations and performance monitoring of the evidence base to inform the delivery of Council services and programs.

It provides research and statistical analysis for Council departments and coordinates the development and reporting of the *Hume Horizons 2040* long-term community plan and the Council Plan.

Customer Service Manager, Jo McCray

The Customer Service department provides services to the Hume community through customer service centres and call centres.

The Customer Service department manages Council's Customer Service Centres in Broadmeadows, Craigieburn and Sunbury, each with call centre functionality.

The Customer Service department responds to a large volume of phone, counter enquiries, faxes, emails, request forms via the website and Hume App and live chats.

Community Services



Director, Margarita Caddick

Margarita has more than 30 years of social development experience in the public sector and returned to Hume City Council as Director in 2011, having been the Manager, Community Planning and Development from 2000 to 2002. She holds a Master of Arts (Social Policy and Social Research Methods) and a Bachelor of Business (Local Government).

Community Services advocates, plans and provides support, services and programs that enhance community wellbeing, promote healthy living and provide opportunities to participate in the life of the City. This includes community services such as maternal and child health, immunisation, preschool, childcare, libraries, learning programs, youth services, aged and disability support services and arts and cultural programs. This division is also responsible for community safety, community facilities and emergency recovery.

Community Strengthening Acting Manager, Bernadette Thomas

The Community Strengthening department assists with initiatives that support, enhance and promote social inclusion, community development and lifelong learning.

The department achieves this by implementing the *Social Justice Charter* and associated action plans, arts and cultural development and community safety strategies.

Community Strengthening supports a network of Neighbourhood Houses and creates opportunities for community engagement through community centres and school-based Community Hubs. This department delivers a range of programs to residents through the six branches of Hume

Libraries, the Hume Global Learning Centres at Broadmeadows and Craigieburn, and the Homestead Community and Learning Centre. It also supports and promotes the delivery of learning programs by other providers.

In conjunction with the community, the department facilitates programs that support lifelong learning.

*Bernadette Thomas was appointed Acting Manager following the departure of Felicity Leahy in February 2018.

Family, Youth and Children's Services Manager, Lisa Letic

Youth and Children's Services provides plans and advocates for the delivery of high quality, affordable and accessible services to families and their children across Hume.

Services include preschool, childcare, occasional care, and parenting programs across a large number of community centres. This also includes supporting children with additional needs to support inclusion and participation in a range of children's services. The department also delivers Youth Services including programs that support young people to better engage in education, employment and community life; such as drop in, music events and wellbeing programs.

The department works strongly with community and other service providers in planning and advocacy for a comprehensive service system in Hume.

Health and Community Wellbeing Manager, Hector Gaston

Health and Community Wellbeing is responsible for services that support and enhance positive health outcomes for the community. Services include in-home and community-based aged and disability care, including home care, personal care, delivered/community meals and respite.

The department also supports the health and development of children from birth until school age via the delivery of Maternal and Child Health Services. In addition, the department is also responsible for immunisation services as well as the planning and delivery of health and wellbeing programs and initiatives for the municipality.

Corporate Services



Director, Daryl Whitfort

Daryl joined Hume City Council in 1999 as the Management Accounting Coordinator, then Manager Finance in 2002, before being appointed as the Director City Governance and Information in 2007. Daryl has also worked at Melton Shire Council, Moonee Valley City Council and Moorabool Shire Council. Prior to that, he worked for the Alpine Resorts Commission and Melbourne Water. Daryl is a highly qualified professional and holds a Master of Business Administration and a Bachelor of Business.

Corporate Services is responsible for managing corporate support and governance to ensure compliance with corporate business obligations. This includes risk management, local laws and domestic animal management, environmental health, financial planning and management, property development, contracts, procurement and knowledge management. This division is also responsible for Council leisure centres and recreation facilities, information technology and telecommunications support.

Finance and Property Development

Manager, Fadi Srour

The Finance and Property Development department provides financial-based services to both internal and external customers.

This includes the management of Council's budgets and finances, capital works program, tendering administration, procurement of services, levying and collection of user fees and charges and rates from almost 70,000 ratepayers.

The department is also responsible for managing Council's property portfolio, including property leases and licences, sales and acquisitions, road closures, development of property and the biennial revaluation of properties in Hume.

of the risk and insurance portfolios. The department facilitates Council meetings, citizenship ceremonies, ward meetings and cemetery administration support.

The Public Health team in this department ensures compliance with public health standards and performs a number of statutory duties, including inspecting food premises to maintain environmental standards in accordance with the Health and Wellbeing Act and the Food Act.

The department also educates the community and enforces legislation in relation to parking management, animal management, local laws and school crossing supervision.

Information and Technology

Manager, Yuri Guzman

The Information and Technology department supports and maintains Council's computer and information systems network across 68 interconnected staff sites throughout Hume.

It also supports provision of internet access to library members and Wi-Fi access at libraries, youth centres and learning centres. The department also manages Council's records including the document management system and correspondence, as well as Council's geographical mapping system (GIS) which provides information spatially and graphically.

Leisure Centres and Sport

Manager, Bruce Fordham

The Leisure Centres and Sport department manages three large leisure centres in Broadmeadows, Craigieburn and Sunbury and is actively involved in direct recreational programs. The department also manages the ground allocations, liaisons and business relationships with Council's many sporting clubs across the municipality and is also involved in sports planning.

Planning and Development



Director, Michael Sharp

Michael has a background in planning and land surveying, with an honours degree in urban and regional planning from Victoria University and is currently studying towards a Master of Business Administration at Deakin University. He joined Council in 1999 and has held a variety of different planning roles in the statutory and strategic planning departments at Council. Prior to joining Hume City Council, he worked in a private land surveying consultancy based in Melbourne.

Planning and Development is responsible for Council's land use planning portfolio, including statutory and strategic planning, subdivisional development, economic development, building control services and activity centre planning. This multidisciplinary division focuses on the sustainable development of Hume, fostering economic prosperity through investment attraction and business growth, facilitating development through Council's statutory and strategic town planning functions, promoting urban design excellence and managing Council's social planning and recreation planning.

Urban and Open Space Planning Manager, Greg McLaren

Urban and Open Space Planning facilitates development of high quality, well connected and sustainable urban areas including promoting the transformation of the Broadmeadows Metropolitan Activity Centre.

The department is responsible for strategic social, open space, recreation and activity centre planning that identifies future facilities to accommodate a wide range of community services including Council-provided services and those provided by others. It also identifies opportunities for redeveloping existing facilities.

Economic Development

Manager, George Osborne

The Economic Development department provides direction, support and facilitates a strong economic future for Hume, in partnership with business, investors and the local community.

The department coordinates networking events and training sessions for small to medium businesses, programs to assist long-term unemployed people to get back into the workforce and supports tourism within the City.

Statutory Planning and Building Control Services, Manager, Kirsty Miller

Statutory Planning and Building Control Services assess and approve appropriate development for Hume in accordance with the Hume Planning Scheme and the Planning and Environment Act.

The department assesses planning applications comprising a mixture of industrial, residential and commercial development and new residential subdivisions. In addition, the department is responsible for town planning enforcement and ensuring that all approved development is carried out in accordance with the approved permits and the Hume Planning Scheme. It is also responsible for enforcement of the Building Act and regulations through the Building Control Services team.

Strategic Planning

Acting Manager, Caroline Rollis

The Strategic Planning department works with land developers, state government departments and agencies to plan for the timely provision of available land, services and infrastructure in new and existing communities.

The department plans and facilitates the development of new residential neighbourhoods and business parks, employment areas and activity centres and facilitates the provision of sustainable transport options.

*Caroline Rollis was appointed Acting Manager, following Michael Sharp's appointment as Director.

Subdivisional Development Manager, John Davis

The Subdivisional Development department approves and supervises the construction of subdivision applications for road, drainage, landscape and open space infrastructure, along with major arterial roads constructed as part of subdivisional development.

Sustainable Infrastructure and Services



Director, Peter Waite

Peter joined Hume City Council in 2016 and has a diverse infrastructure background having worked in a range of regional and metropolitan councils including the Rural City of Wangaratta, City of Melbourne, Manningham City Council and Glen Eira Council. Peter holds a Master of Business Administration (Technology Management), Bachelor of Engineering (Civil) and is a graduate of Leadership Victoria's Williamson Community Leadership Program.

Sustainable Infrastructure and Services is responsible for managing a diverse range of community infrastructure and services for Council and the users of Council's infrastructure. Services include project management of Council's capital works program, waste management and municipal emergency management. Community infrastructure includes roads, parks, bridges, buildings and landfills. It is also responsible for managing environmental and natural heritage planning and driving Council's environmental sustainability agenda.

Assets

Manager, David Fricke

Assets manages Council assets including local roads, bridges, drains, footpaths and buildings. It delivers design and tender documentation for roads, car parks, drainage works, footpath, street lighting and streetscape works. It undertakes Local Area Traffic Management studies, investigates traffic management and manages parking restrictions. The department also manages Council's road maintenance and is responsible for compliance with the Road Management Act. It is also responsible for Council's 600 items of fleet, plant and equipment.

Capital Works and Building Maintenance Manager, John Monaghan

Capital Works and Building Maintenance manages the construction aspects of the Capital Works

Program and the maintenance of all of Council's 234 buildings. The team manages large projects, such as the construction of Craigieburn ANZAC Park and redevelopment of Broadmeadows Town Hall, and medium-sized projects, including open space upgrades, road reconstructions and minor traffic treatments, such as speed humps and traffic islands.

Parks

Manager, Jason Summers

Parks maintain Hume's 1,990 hectares of open space, including an AFL standard facility and premier league soccer and cricket facilities, 60 sports fields, wetlands, parks and 290 playgrounds. It also manages park infrastructure and street furniture, along with landscapes at all Council-managed facilities. The department manages 135,000 street trees, 30,000 reserve trees, and mows 239 kilometres of rural roadside for fire prevention. The department plants around 5,000 trees annually.

Sustainable Environment

Acting Manager, Amanda Dodd

Sustainable Environment takes a community development approach to working with the urban and rural communities of Hume. Rural landowners are offered incentives and support to sustainably manage their land, and the community are invited to participate in Council's Live Green and Environmental Champions programs to undertake environmentally sustainable projects in their homes and communities. The department undertakes environmental assessments and gives advice on proposed developments; implements water, renewable energy and energy efficiency measures in facilities; and manages Council's conservation estate protecting and enhancing biodiversity.

*Amanda Dodd was appointed Acting Manager, following Bernadette Thomas' secondment to Community Strengthening.

Waste

Manager, Sean Scibberas

Waste manages the collection and recycling of waste, street sweeping, drainage maintenance, litter and illegal dumping, and delivers waste education programs. Other responsibilities include managing Council's Sunbury Landfill and Campbellfield Resource Recovery Centre. Waste also maintains Council's municipal fire prevention and emergency management plans and provides support to emergency services on a 24/7 basis.

Council staff numbers as at 30 June 2018

TOTAL FULL-TIME EQUIVALENT (FTE) – ALL STAFF BY GENDER							
	CEO Office	Community Services	Corporate Services	Sustainable Infrastructure and Services	Planning and Development	Communications Engagement and Advocacy	Total
Full Time – Female	3.0	145.2	43.9	30.4	44.1	42.0	308.6
Full Time – Male	1.0	18.7	61.0	173.0	34.9	14.0	302.6
Part Time – Female	0.0	191.5	26.9	7.4	8.6	13.7	248.0
Part Time – Male	0.0	6.2	8.5	0.9	0.4	0.7	16.6
Temp Full Time – Female	0.0	12.0	5.0	1.0	1.0	3.0	22.0
Temp Full Time – Male	0.0	1.0	3.0	2.0	2.0	2.0	10.0
Temp Part Time – Female	0.0	17.6	0.6	1.7	0.0	1.0	20.8
Temp Part Time – Male	0.0	3.0	0.0	0.0	0.0	0.4	3.5
Casual – Female	0.0	13.9	27.7	0.5	1.1	0.8	44.0
Casual – Male	0.0	1.3	15.0	0.5	0.0	0.3	17.1
Total	4.0	410.3	191.4	217.4	92.1	78.0	993.2

TOTAL FULL-TIME EQUIVALENT (FTE) – ALL STAFF BY BAND										
	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Other	Total
Full Time – Female	0.0	0.0	21.8	75.3	85.4	71.0	23.1	12.2	19.8	308.6
Full Time – Male	0.0	1.0	66.0	52.0	60.7	37.9	31.0	33.0	21.0	302.6
Part Time – Female	4.8	9.1	54.5	62.2	80.6	15.9	3.6	0.0	17.4	248.0
Part Time – Male	2.2	0.6	9.1	1.3	1.6	1.8	0.0	0.0	0.0	16.6
Temp Full Time – Female	0.0	0.0	0.0	9.0	5.0	5.0	2.0	0.0	1.0	22.0
Temp Full Time – Male	0.0	0.0	1.0	5.0	1.0	1.0	1.0	1.0	0.0	10.0
Temp Part Time – Female	0.6	0.0	5.0	7.6	4.8	2.1	0.8	0.0	0.0	20.8
Temp Part Time – Male	0.0	0.6	1.8	0.4	0.0	0.6	0.0	0.0	0.0	3.5
Casual – Female	0.7	23.3	6.7	5.3	4.3	1.0	0.1	2.2	0.4	44.0
Casual – Male	0.5	13.8	1.8	0.1	0.4	0.0	0.0	0.4	0.0	17.1
Total	8.7	48.4	167.8	218.3	243.7	136.3	61.6	48.8	59.6	993.2

*Separate to the total FTE figures above there were 61 vacancies at 30 June 2018 which have not been included.

**Agency staff were also not included in the FTE figures.

*** There may be slight variations in some totals due to the rounding of decimals.

Finish



2017/18: The year in review



Mayor of Hume, Cr Geoff Porter and Deputy Mayor of Hume, Cr Carly Moore.

Our Annual Report 2017/18 highlights the significant achievements made and the challenges faced throughout the year and how these challenges align with the *Council Plan 2017–2021*.

This plan was developed to implement the key themes and strategic directions that are set out in Council's long-term plan, *Hume Horizons 2040*. These priority themes are:

1. a well-educated and employed community,
2. a healthy and safe community,
3. a culturally vibrant and connected community,
4. a sustainably built and well-maintained City with an environmentally engaged community, and
5. a well-governed and engaged community.

THEME
1



A well-educated and employed community

Broadmeadows Town Hall

Construction on the \$23.2 million redevelopment of Broadmeadows Town Hall began in late 2017 with significant works underway on the interior and the exterior of the building. The state government contributed \$7 million to the redevelopment, with Council contributing \$16.2 million. The rejuvenated facility will be a place for events and a business hub to support local jobs. The design includes a large multi-purpose hall, meeting rooms, spaces for business and employment, conference facilities, co-working space and a gallery.

Youth Jobs PaTH Program

Council took advantage of the Australian Government's Youth Jobs PaTH Program, providing 15 young residents aged 15–24 with essential on-the-job training through the City's leisure centres. The placements provided the group of interns with eight weeks of work experience enabling them to gain qualifications to assist with future employment. This included pool lifeguard, AUSTRALIAN SWIMMING and fitness certifications. The program is designed to support young people to gain the skills and work experience they need to get and keep a job.

Dulux Paint Factory

Approximately 70 jobs were created when the new \$165 million Dulux paint factory opened at Merrifield Business Park in Mickleham in October. The new 22,600 square-metre water-based paint manufacturing site is the largest coatings plant in Australia and New Zealand. Dulux was the first business to announce it would take up occupancy at the 330-hectare business park in 2015.

2017 Hume Business Awards

The 2017 Hume Business Awards took place in October, honouring outstanding local contributions to innovation, commerce and community. A total of 17 local businesses received awards across categories such as manufacturing, innovation, retail, small business and customer service. DEK Technologies, a Broadmeadows-based business that builds products responsible for handling 40 per cent of the world's mobile calls, was recognised as the Business of the Year. DVR Engineering, a manufacturer of precision armour components for the Defence Industry, was awarded the Manufacturing (Large) Business Award. Love it Landscaping and its Managing Director Troy Lovett won the Small Business Award and Business Leader Award respectively.

Hume Global Learning Centre – Sunbury

Construction began on the \$19 million Hume Global Learning Centre – Sunbury (HGLC – S) project in March, following demolition of the existing Sunbury Library in December. The HGLC – S is expected to open in 2019 and will bring high-quality learning and community facilities to Sunbury. Facilities will include a library service, flexible multi-purpose meeting and activity rooms, computer training and learning space, cultural space (gallery, museum and exhibition space), business hub and co-working space, visitor information service and Hume Customer Service Centre. The HGLC – S is being delivered in partnership with the Victorian Government, which has contributed \$3 million to the project through the Growing Suburbs Fund.

Children's Services Open Night

Hume parents and guardians had the opportunity to tour 28 of Council's Children's Service centres and four non-Council run centres on Thursday 22 February as part of the Children's Services open night. The event allowed parents and guardians to view facilities and ask educators questions about early childhood education to see if the centre is the right fit. The open night is an example of how Council is making it easier for parents to access the best services and facilities in all corners of the municipality.

Upgrade for two preschools

Upgrades were completed on two Hume preschools resulting in additional places for local children. Stewarts Lane Preschool in Sunbury received \$40,000 from the Victorian Government and \$60,000 from Council to extend their rooms, resulting in an additional 19 places. Taylors Drive Preschool in Gladstone Park received \$33,000 from the Victorian Government and \$27,000 from Council to extend their room, resulting in an additional six places.

Victorian Government invests in growing Hume schools

In May 2018, the Victorian Government announced significant investment in growing Hume's schools. The funds include investment into existing schools with \$10.8 million into the Macedon Ranges Specialist School, \$700,000 into Sunbury Heights Primary School, \$3.5 million into Sunbury Primary School, \$3 million into Roxburgh College and \$1.5 million into Gladstone Park Primary School. There will also be investment in land acquisition for future schools including \$24 million for Craigieburn South 7 – 12 and Merrifield West Primary School and works will be brought forward for the construction of Aitken Hill Primary School.

URBNSURF

Construction of Australia's first surf park commenced in March. Located on Airport Drive, Tullamarine, URBNSURF Melbourne will be an innovative surf sports, leisure and entertainment facility centred around a world-class surfing lagoon. The lagoon will be similar in size to the MCG and can host up to 84 surfers per hour across six different surfing zones. This next-generation, state-of-the-art facility will deliver authentic, safe and convenient surfing experiences for all skill levels, year-round. URBNSURF Melbourne is anticipated to generate more than 300 jobs during the construction phase and create a further 50 full time positions once the facility opens in 2019.



(standing, left to right): Deputy Mayor Cr Carly Moore, Deputy Youth Mayor Kara Gifford, Youth Mayor Angus McTaggart and Mayor Cr Geoff Porter.

Victorian Bar Foundation Student Achievement Awards

Council supported an initiative to recognise Hume’s top Year 11 legal studies students in April by providing \$7,500 in prize money. The Victorian Bar Foundation Student Achievement Awards celebrate academic excellence in legal studies by awarding students with the highest grades in Units 1 and 2 of legal studies with a certificate, mentoring from the Victorian Bar Foundation, an invitation to a performance at the Melbourne Recital Centre and \$1,500 to financially support their future. For each of the 15 award winners, Council provided \$500 towards the financial component of the prize.

Youth Mayor and Deputy Mayor

Council provided the ultimate Year 10 work experience opportunity in April, awarding two students the position of Youth Mayor and Youth Deputy Mayor. Aitken College student Angus McTaggart was selected as the Youth Mayor, with Sunbury College student Kara Gifford securing the role of Deputy Youth Mayor after an application and interview process. The students completed their work experience alongside Mayor Cr Geoff Porter and Deputy Mayor Cr Carly Moore, participating in a Council meeting and helping with Victorian Youth Week Activities. The Youth Mayor positions were promoted to all secondary schools across Hume City, with 14 students from nine schools submitting applications.

Business events

Council hosted a range of networking and training opportunities for Hume’s business community including the Women in Front Lunch with Dr Susan Carland in August, Business Breakfast with Gerard Whateley in October, The Mayor’s Leaders Lunch in December and the Business Efficiency Network on the recycling market in the wake of China’s National Sword Policy announcement in March.

Libraries After Dark

Broadmeadows Library continued to open until 10pm every Thursday as part of the Libraries After Dark Program. The program, which kicked off at the start of 2017, offers a safe, late-night place for people who might otherwise play poker machines. Broadmeadows Library was chosen as one of four locations to trial the initiative, which received a \$300,000 grant under the Victorian Responsible Gambling Forum. The number of attendees is increasing.



Hume City Councillors attend the Splash Aqua Park and Leisure Centre Ministerial Opening in October 2017.

Splash Aqua Park and Leisure Centre

Council was proud to open Splash Aqua Park and Leisure Centre (Splash), Melbourne's newest premium leisure centre complex, in October 2017. The \$35.5 million complex marked the largest project ever to be delivered by Council, and now provides the community with access to health, fitness and lifestyle programs, a 24/7 gym, three dedicated group fitness studios, waterslides, swimming pools, spas, a sauna, a steam room and wellness suites.

The launch of Splash was highly successful off the back of a campaign that won the ARV Industry Awards 2018: Marketing and Communications Award. The campaign saw the launch of a new website (resulting in 2,500 memberships), a new Facebook page (which now has 20,500 followers) and a dedicated app that allows members to track their fitness progress.

Since opening, there have been more than 500,000 visits to the centre, 6,400 new members and 2,600 students enrolled in the swim school – with a further 2,000 on the waiting list. Sixty staff from the former Craigieburn Leisure Centre moved across to Splash and a further 160 new jobs were created. An innovative member app was launched in September 2017, providing the ability to track fitness progress, access class information and connect to popular apps and devices.

Health and Wellbeing Plan 2017–2021

Council introduced the Hume Health and Wellbeing Plan 2017–21, which outlines how Council will promote and protect the health and wellbeing of all residents, with the support of key partners and community groups.

Immunisations

During Term three 2017, Council's nurses visited all secondary schools in the municipality to offer the free Meningococcal W vaccine to Years 10, 11 and 12 students.

Council also partnered with City of Whittlesea to launch the Refugee and People Seeking Asylum Immunisation Program in July 2017 to help ensure residents with an asylum seeker or refugee background become fully immunised by providing support for free catch-up vaccinations. The program will be promoted through targeted Arabic-speaking media later in 2018.

Programs

GET ACTIVE DANCE gave Hume residents of all ages the opportunity to attend non-competitive dance classes from March 2018, including hip hop, jazz, contemporary, ballet, break dancing and tap dancing.

Hume Leisure Centres continued the popular Learn to Swim and School Swim programs, along with Learn to Swim newsletters, to help babies, toddlers, children and adults to develop important water safety skills. This resulted in Splash signing up 2,100 students, Sunbury Aquatic and Leisure Centre (SALC) signing up 1,100 students and Broadmeadows Aquatic and Leisure Centre signing up 1,600 students for weekly lessons.

SALC introduced a TeenGym Program, enabling young people to use the gym safely under the instruction of a professional instructor. There are more than 40 teenagers enrolled in the program.

Sunbury warm water pool

The construction of a warm water pool began during 2017 at SALC, which will assist the community with gentle exercise and rehabilitation. The pool area will include a walk-in spa, separate wellness spa, new amenities and a changing area. Once complete, the new warm water pool will increase the space available in the existing indoor pool area, allowing for more Learn to Swim, lap swimmers and programs to be introduced.

Smoking ban

From 1 August 2017, smoking was banned in all outdoor dining areas in Hume City where food is available, in line with Victorian legislation.

Community Safety Month

Council ran a Community Safety Month for the duration of October 2017, with a focus on prevention of family violence and senior's rights, as well as promoting overall local confidence about community safety.

Week Without Violence (WWV) coincided with Hume Community Safety Month and included One Million Stars to End Violence (Tuesday 17 October) at Roxburgh Park's Homestead Community and Learning Centre.

Safety for Children Information Sessions were hosted across a number of Hume community centres from Monday 2 October to Friday 6 October 2017, educating parents/carers about safety for children in and around the home, car safety, sleep safety and poisons information.

Sunbury Senior Citizens Centre hosted a presentation on Seniors Rights on Thursday 5 October, providing information, advice and education to help prevent elder abuse and safeguard the rights, dignity and independence of older people.

Community Safety Month was fully supported by Council's Community Safety Action Plan 2015–2019, which encourages all sectors of the community to work together to promote safety and manage risk.

Promoting responsible pet ownership

Responsible animal management was promoted through the development and implementation of the Pets In Hume Communications Plan. The plan is designed to support the Domestic Animal Management Plan 2017 – 2021. In March 2018, the new Pets In Hume Facebook page was launched and now has in excess of 800 followers. A communications campaign was also rolled out to support pet registrations and the transition to lifetime registration tags.

New sporting facilities

Council continues to invest in developing high-quality sporting facilities for the community. In 2017/18 the new Hume Hockey and Lacrosse Centre at Newbury Park and the Sunbury Lawn Tennis Club Pavilion were opened. Female-friendly and accessible amenities and improved outdoor lighting continue to be installed at existing facilities across the municipality. Masterplans commenced implementation at McMahon Recreation Reserve in Sunbury and Greenvale Recreation Reserve. While Council also welcomed an announcement by the Victorian Government of a \$12 million Rugby League Centre of Excellence to be built at Broadmeadows.



Rob Mills performs in front of a crowd of 10,000 at Carols by Candlelight 2017 at Craigieburn ANZAC Park

Grants

Council approved the allocation of \$343,190 in funding to 151 organisations as part of the 2018 Community Grants Program, with a further \$29,440 allocated to three pre-committed Partnership projects. Two grant-writing workshops were facilitated to assist community groups and organisations with the grant-writing process. Additionally, Arts Awards, Education Scholarships and Broadmeadows Street Festival grants have been transitioned to the online Smarty Grants application/assessment system. Council hosted three community chat sessions designed to support grant recipients making their groups sustainable. The sessions were held at Sunbury, Broadmeadows and Craigieburn between February and May 2018.

Connecting rural communities

On 25 November 2017, Council co-hosted a Weed Networking Day with Mitchell Shire Council and City of Whittlesea in Beveridge. Hume had the most landholders attend and received positive feedback from attendees. The Natural Sequence Farming field day was held in Sunbury in March 2018 and was well attended.

Managing community facilities

Council has worked to improve the provision and

management of community facilities and spaces to support community activities. This has included implementing a review of fees and charges relating to community facilities, which brought consistency and fairness in pricing to customers wanting to book facilities. Research into the current and future strategic use of community facilities is in progress, including the process of a feasibility study and consultation with current users.

New community centres

Work has continued in developing, designing and planning for the delivery of community centres across Hume. This has included:

- Aitken Hill (construction underway; scheduled to open in early 2019)
- Greenvale West (planning stages completed and design work underway; expected to open in late 2019)
- Merrifield North (planning commenced and funding application submitted to the Department of Education and Training for \$1.6 million in funding).

Cultivating cultural heritage

Hume's rich and diverse cultural heritage continues to be celebrated, which has helped create an inclusive community that values and welcomes

people from all backgrounds and faiths. In 2017/18, Council has:

- made progress on supporting three Community Hubs in schools to build partnerships with organisations that provide specialist support to newly arrived migrants and refugees.
- continued to implement the Hume Multicultural Action Plan.
- continued to support and promote the Hume Interfaith Network and its activities.
- progressed towards the development of an advocacy approach to supporting refugees and newly arrived migrants, particularly those from Syria and Iraq.

Support for people with disabilities

In 2017/18, Council made significant progress on undertaking accessibility work on facilities. This has included work to improve access at Sunbury Memorial Hall and the Meadow Heights and Campbellfield Community centres. A plan to assist clients, community members and Council to transition to the National Disability Insurance Scheme (NDIS) was also completed. Highlights of this plan included eight community information sessions, 11 workshops and a Council commitment to in-kind support that sees NDIS-funded clients having no change to services or care staff for at least 14 months.

Towards reconciliation

Council has undertaken initiatives which acknowledge Aboriginal and Torres Strait Islander peoples' living culture and unique role in the region. This has involved the implementation of the Hume Reconciliation Action Plan 2013–17 and the development of the Hume Reconciliation Action Plan 2018–22, which was adopted in December 2017. In 2017/18, Council has:

- made significant progress made on the review of the Aboriginal and Torres Strait Islander Recognition Policy.
- supported community-led events and projects, such as NAIDOC week.
- formalised the inclusion of Welcome to Country at Council meetings.
- conducted the annual Welcome Baby to Country event, which more than 50 people attended.

Major events and festivals

Council has delivered a large and diverse range of major events and festivals throughout Hume City, this included:

- Hume Carols by Candlelight, Saturday 9

December 2017 at Craigieburn ANZAC Park. The event was rescheduled from its original date of 2 December 2017 due to the extreme weather forecast on that date. More than 10,000 people attended

- Christmas in the Plaza, Friday 15 December at Broadmeadows Civic Plaza. The event attracted 1,000 people – a much larger attendance than the previous year's event
- Craigieburn Festival, Saturday 3 March at Craigieburn ANZAC Park. The event attracted an estimated 20,000 people
- Broadmeadows Street Festival, Sunday 8 April 2018 at Tanderrum Way. The event was a great success with an estimated 4,500 people attending
- Summer Sessions: Movies and Music events were held from January to March 2018. Council delivered five of these events and sponsored the delivery of another event in Sunbury. They were well attended with more than 2,000 people attending the six sessions
- several community-led events in Sunbury were financially supported by Council, including SunFest, Sunbury Streetlife, Sunbury Carols and the Sunbury Agricultural Show.

Support for the arts

Council is an avid supporter of the arts. Over the past financial year, Council has:

- delivered the Hume Arts Awards Program in 2017, with 52 applicants applying and 15 artists being granted a share of \$20,000 funding. The launch of the program utilised the work of local artists
- Council worked closely with the Hume Global Learning Centre – Sunbury Committee to ensure community feedback was incorporated into the design of the facility
- The Gee Lee-Wik Doleen Gallery showcased 27 local artists in 2017/18.

Sponsorship Policy

Council adopted a new sponsorship policy in May 2018 following community consultation. The 2018 Sponsorship Policy provides a framework for Council to manage its sponsorship agreements with external parties to ensure a consistent and equitable approach, in return for mutually agreed benefits. The policy now better aligns with the community expectations of *Hume Horizons 2040* as well as Council's strategic priorities and its core values of social justice, sustainability and commitment to Child Safe Standards.



Australia's first recycled road in Rayfield Avenue, Craigieburn.

Waste

In 2017/18, 35.1 per cent of kerbside waste collection was diverted from landfill, which is on track to meet Council's target of 39 per cent by 2020/21. Significant progress has been made towards the finalisation of the Waste and Amenity Service Plan, which will be implemented in 2018/19. This includes waste characterisation of general waste bins (completed in December 2017) and attendance at Metropolitan Waste and Resource Recovery Group (MWRRG) strategic meetings to inform the plan.

Australia's first recycled road

Council and the Victorian Government partnered with Downer and resource recovery and recycling companies Close the Loop and RED Group to create Australia's first recycled road in Rayfield Avenue, Craigieburn (pictured above). The road is constructed from some 200,000 pieces of soft plastic, the equivalent of 63,000 glass bottles, 50 tonnes of recycled asphalt and toner from more than 4,500 used printer cartridges – setting a new benchmark in sustainability.

Sustainability initiatives

Council continues to deliver a number of environmental events and initiatives to engage the community and provide education on sustainability.

In 2017/18, 21 Live Green workshops were held, hosting 714 attendees. Thirteen people were selected for the 2018 Enviro Champions Program from 22 registrations. The Enviro Champions continue to work towards finishing projects that will benefit Hume's natural environment in the second half of 2018. The Teachers' Environment Network term one gathering was held on 22 February 2018 at Killara Primary School and was attended by 20 teachers.

Urban biodiversity initiatives

Urban Biodiversity Program activities throughout 2018/19 included school presentations, bird surveys, platypus and frog events and Council participation at community events including Callum's Festival in Sunbury, International Children's Day and Seabrook Reserve Festival. A biodiversity audit was conducted at Aitken College as part of the Bio-Buddies Program, with a high score achieved. The *Fauna of Hume Field Guide* was produced, and a launch event organised for April 2018.

Support for rural Hume

The Agricultural Land Use Rebate was offered to landowners who use 50 per cent or more of their land for an agricultural purpose and committed to good land management practices. The rebate consisted of a 23 per cent discount on landowners'

annual rates. In 2017/18, 247 applications were received, with 242 granted the rebate. Landowners are also offered Conserving our Rural Environment (CoRE) small grants of up to \$300 to implement sustainability projects. In 2017/18, 517 small grants were approved and 318 small grants audited. The Valuing our Volcanic Plains Grants Program has seen landowners making good progress implementing funded projects. The 2018/19 CoRE information session was held on 27 February 2018 and included a tour of the Woodlands Historic Park eastern barred bandicoot breeding program.

New subdivisions

A total of 101 subdivisions stages were approved in 2017/18. Council has also made significant progress in its review of processes and procedures relevant to planning and subdivision application decision-making. A review of the filing system is complete and changes have been implemented, and a procedure has been developed to reduce the number of outstanding applications.

Environmentally sustainable design

Council is committed to environmentally sustainable design (ESD) across Hume. In 2017/19, Council leadership on renewable energy and sustainable practices has included:

- completion of the lighting upgrades at the Hume Global Learning Centre – Broadmeadows and Broadmeadows Aquatic and Leisure Centre, which has resulted in significant energy savings and greenhouse emission reductions
- installation of solar panels at eight Council facilities
- appointing a panel of expert ESD consultants
- submitting funding applications to Melbourne Water for development of the Integrated Water Management Strategy and the Hume Global Learning Centre – Broadmeadows rainwater harvesting project.

Council continues to work to improve ESD outcomes in new facilities.

SKM Coolaroo fire

Council provided a range of assistance to emergency services and the community throughout a major factory fire at SKM in Coolaroo. A relief centre was opened at Broadmeadows Aquatic and Leisure Centre and a door-knock initiated to provide direct support to local households affected including distribution of packs with information, masks and gloves for each household. Council also undertook emergency management communications to notify residents of critical information.

New greenhouse action plan

Council has a firm commitment to greenhouse action and reduction within its own operations. The Greenhouse Action Plan 2013–17 has been reviewed with most actions and key performance indicators achieved. The Greenhouse Action Plan 2018–2022 was prepared and presented to the Sustainability Taskforce in February 2018 and adopted by Council in April 2018. The new plan provides goals under the key themes of Buildings and Renewables, Waste, Public Lighting, Fleet, Community Emissions and Contributing to Positive Change, which will enable Council to demonstrate greenhouse leadership by minimising greenhouse gas emissions and advocating for wider change within Council's networks.

Jacksons Hill Masterplan and Victorian Government acquisition

The Victorian Planning Authority (VPA) released the draft Jacksons Hill Masterplan in November 2017 for exhibition. A joint Council submission was prepared and underwent review by the VPA. In May 2018 the Victorian Government announced that it would be purchasing the site. Council welcomed the acquisition and continues to engage with the community to deliver positive outcomes for the site's renewal.

Parking in Hume

Indented parking was installed in six streets across the municipality in 2017/18. These are: Academy Drive, Broadmeadows; Foxtan Place, Roxburgh Park; Nixon Court, Roxburgh Park; Havilland Drive, Roxburgh Park; Kinglake Crescent, Craigieburn and Porter Avenue, Roxburgh Park. Indented parking bays effectively double the amount of legal parking on these streets. Further installations guided by the Parking on Narrow Policy are planned. Council also sought feedback in May and June 2018 on proposed changes to the Parking Restrictions Policy. The policy aims to ensure future access to parking is managed in a way that is equitable, sustainable and transparent for all.

Meadowlink

Design for Stage 1 of the Meadowlink open space connection was completed in November 2017 and value management and public consultation were completed. The construction tender went to Council in April and works commenced in May. The project will be completed in the 2018/19 financial year.

New Mayor and Deputy Mayor elected

Meadow Valley Ward Councillor Geoff Porter was sworn in as Mayor of Hume at a Statutory Meeting of Council, on the 1 November 2017. Aitken Ward Councillor Carly Moore was elected as Deputy Mayor. In accepting the role of Mayor, Cr Porter thanked his fellow Councillors for their ongoing support and affirmed his commitment to Hume City. Cr Porter announced that he would focus on building on the work already completed by the previous council and take advantage of new opportunities that arise. Key priorities would be providing infrastructure and services that the community needs to be safe and healthy, as well as education and learning. Cr Porter also planned to call on other levels of government, in the lead up to the state election, for their support and partnership to achieve positive outcomes for the Hume community.

Hume City Council and Hume Advocates Facebook pages

The Hume Advocates Facebook page launched in October 2017 to promote and showcase the range of advocacy campaigns and initiatives Council is working on. In December 2017 Council also launched the Hume City Council Facebook page. This has enabled Council to connect further with the community through the fast and innovative medium of social media. The page keeps the community informed on a range of Council services and events and is a way for the community to connect with Council. The page has grown to have more than 5,000 followers.

Facebook Live Q&A

In May 2018, Council conducted the first Facebook Live Q&A to discuss and get feedback from the community on the draft Council Budget and Plan. The event involved Facebook followers asking questions and receiving a response in real time. The Live Q&A was a great success with 37 questions or follow-up questions being asked with a further 25 comments. Council is likely to undertake a similar exercise again in the near future.

Governor-General visit

Governor-General Peter Cosgrove visited Sunbury on 26 July 2017. The visit included meeting with students and teachers at Sunbury College and touring Sunbury township. Sir Peter was also given an update on the development of the Hume Global Learning Centre – Sunbury, which is expected to be finished in 2019.

Community consultation and engagement

In 2017/18 Council undertook more than 30 separate community consultation and engagement activities, ranging from surveys to focus groups, to online discussions and face-to-face workshops. Council conducted the Community Survey from November to December 2017, with 500 residents randomly selected to participate in a telephone interview. A further 100 residents opted in to the survey by completing a form available in hardcopy or online. Council also encouraged the community to submit applications for infrastructure projects to be considered as part of the 2018/19 budget or future budgets through the Community Capital Works Applications Program.

Council's advocacy priorities



Mayor of Hume City, Councillor Geoff Porter at the site of the future Aitken Hill Primary School in Craigieburn.

Council is focused on planning and managing the municipality's growth and ever-changing community needs to maintain livability. Ensuring adequate infrastructure, investment in education, creating employment opportunities, addressing service gaps, environmental conservation, and meeting health and wellbeing needs are among its advocacy priorities.

We want people from all backgrounds, abilities and cultures to feel supported and have access to essential services.

Our growing and changing community demographics and expectations constantly present Council with challenges and opportunities that require us to review our service delivery and ensure we're advocating for the best possible outcomes for our community.

In comparison to metropolitan Melbourne, Hume City residents are relatively younger in age and there is a higher proportion of "family households". Much of this can be attributed to the important role Hume City plays within the Melbourne housing market. In the five years between 2011 and 2016, almost 38,000 new residents moved to Hume City. Of these, 13,300 residents moved from overseas.

Population growth must be supported by adequate infrastructure, investment in education, creating employment opportunities, addressing service gaps,

environmental conservation, and meeting health and wellbeing needs. We want people from all backgrounds, abilities and cultures to feel supported and have access to essential services.

Council identified its key advocacy priorities including investment in state roads and public transport, investment in schools and health, funding for 15 hours of preschool and support for the newly arrived as part of the *Council Plan 2017-2021*.

One level of government cannot meet all community needs, especially for a diverse community like Hume City, which is experiencing significant growth and change. Partnerships with state and federal governments, businesses, services providers and community groups can bridge the gaps. We all have a role to play.

Roads and public transport

Council is advocating for a City that is well-connected with a road network and local car parking facilities for public transport that meet the needs of our growing community. Council continues to call on both the state and federal government to support much needed projects, including the Bulla Bypass, the duplication of major arterial roads such as Mickleham Road and Somerton Road, and the full redevelopment of the Broadmeadows Railway Station. Improved public transport networks, especially expanded bus routes, and expanded bicycle and walking paths that connect to community, business and activity centres across

Hume are among the priorities to reduce car dependency.

Schools

The number of primary school age children in Hume City will increase from 21,210 in 2017 to 25,894 in 2022 and 34,685 by 2035. This is a total increase of 34,685 representing an increase of 64 per cent. The number of secondary school age children will increase from 17,267 in 2017 to 20,168 in 2022 and 26,759 by 2035. This is a total increase of 9,492 representing an increase of 55 per cent. In 2017, Hume City currently has a total of 57 schools (government and non-government) across the municipality. School sites have been identified in current precinct structure plans in Craigieburn, Greenvale, Mickleham, and Kalkallo and proposed precinct structure plans in Sunbury. As Hume City continues to grow over the next 20 years, it is anticipated there will be a need for an additional 21 state primary and secondary schools to be delivered by the Victorian Government to meet future population demand.

15 hours of preschool

Council continues to advocate to the federal government for a commitment to its preschool service, given the funding of five hours of universal access is uncertain beyond 2018. The federal government is asked to secure funding for the remaining five hours of Universal Access beyond 2018. As the fourth most disadvantaged local government area in Melbourne, our community cannot afford for a reduction in service provision or the increased financial burden because of higher annual fees.

Integrated community health precinct

The northern growth corridor has a current shortage of health services in the area. There are unmet demands for general practitioners, mental health services, family counselling services, emergency dental and services for children with special needs. Council continues in its call for funding support for an Integrated Health and Community Services Precinct in Craigieburn with satellite services in Mickleham and Kalkallo.

Support for the newly arrived

Hume City is one of the most culturally diverse communities in Australia. Each week, 47 new migrants move into the area and Hume's humanitarian intake for 2017 was 1,657, which is 34.4 per cent of metropolitan Melbourne's humanitarian intake of 4,820. Council assists with resettling these and other newly arrived families and individuals, as well as connecting them to integral services and support within the Hume area. Council was proudly one of the first local government authorities in Australia to officially join the

Welcoming Cities Network.

Council is pleased with the federal government's support for 15 early years Community Hubs within Hume, as part of the National Community Hubs Program. However, more needs to be done to assist and support newly arrived families and individuals. In 2017, Hume Community Hubs saw adults attend English language and conversation classes on more than 9,907 occasions and 3,859 adults volunteering. The combination of infrastructure and practical support services are integral for connection and employment.

Potential secession of Sunbury from Hume City

A critical issue for Hume City, its residents and Council employees will be the stance of state government candidates regarding its boundaries, and whether Sunbury and surrounds will be considered as part of the municipality in the future. This follows a commitment from the Victorian Liberal Party to separate Sunbury from Hume if elected in 2018.

The Hume community deserves the best. That's why Council has identified these advocacy priorities and is working to ensure our residents have a voice and our community gets a fair share of investment.

Disability Action Plan



Mural at Livvi's Place, Craigieburn ANZAC Park

Council is proud to be advancing the commitment to participation and wellbeing of people with disabilities.

In accordance with the *Victorian Disability Act 2006* (the Act), Hume City Council prepared its *Council Plan 2017–2021* to incorporate the requirements of the Act. Under Section 38 (3) of the Act, a public-sector body must report on the implementation of their Disability Action Plan in the annual report.

While it is recognised that all Council activities and services actively consider and comply with the Act, the *Council Plan 2017-2021* provided 24 actions that directly targeted outcomes for people with disabilities in 2017/18.

Progress on the actions of the Council Plan were monitored, reviewed and reported on during the financial year each quarter. As at 30 June 2018, 22 of these Council Plan actions were completed with some highlights including:

- Babies in Hume delivered a nine-week program for first-time parents encouraging attendance by families of children of all abilities. The program supports the importance of parents as the first and most important educators for their children's lifelong learning and promotes

participation in playgroups. At least three young children with disabilities attended the Babies in Hume Program and the families were able to connect with each other and share their unique experiences.

- An organisational survey to determine specific skill gaps and identify needs across Council departments was completed and presented to the Hume Disability Social Inclusion Committee. Information gathered from the survey will be used to identify specific training needs to equip staff in dealing with disability-related matters.
- Staff attended professional development training around diversity including, Children with Additional Needs, Trauma Informed Practice, Gender Stereotypes and the Impact on Family Violence, Play Deficit Disorder, a Refugee and Asylum Seeker Workshop, and sessions with the Victorian Aboriginal Community Services Association – to engage Aboriginal communities and families.
- Council continued to deliver and enhance its range of student employment pathway programs including a job interview skills workshop for approximately 20 Hume Valley School students with disabilities.
- Council staff presented to students with disabilities completing the Employability Skills

Training at Kangan Institute. The presentation included information on how Council operates and expectations when applying for a job.

- In 2017/18 126 students from a diverse range of schools were offered work experience.
- The Friends of Livvi's Place Craigieburn Facebook group membership has steadily increased from 69 in July 2017 to 413 by 30 June 2018. The group is used to share relevant information and promote and support activities at Livvi's Place.
- Commonwealth Home Support Services provided 15,605 hours of program activity groups to 250 participants in a range of programs and social activities in 2017/18. These included Elders on the Move, Hume Harmonisers, Walking Football and Christmas in July celebrations.
- Construction works to improve disability access were undertaken at: Meadow Heights Community Centre, Campbellfield Community Centre and Sunbury Memorial Hall.
- Council worked closely with the state government and neighbouring councils who have transitioned to the NDIS, the National Disability Insurance Agency (NDIA) and

Brotherhood of St Laurence to register clients with the NDIS.

- Council worked in partnership with Moreland City Council and VALID (Victorian Advocacy League for Individuals with Disability) to deliver eight NDIS information sessions and planning workshops in Sunbury, Craigieburn, Dallas and Broadmeadows. Eleven workshops (of five-week duration) to pre-plan and manage NDIS plans were held and attended by 165 people.
- Council hosted the NDIS Service Expo at Hume Global Learning Centre – Broadmeadows. Eighty-six services provided information to approximately 1,000 attendees.
- Council committed to in-kind support to assist NDIS-funded clients, so they will not see any changes to their services or care staff for at least 14 months.
- The Hume Disability Partnership Network continued to meet quarterly and advocate for the Hume Community.
- Council continued to deliver proactive advocacy efforts around school provision planning and health services and infrastructure needs in the Hume Northern Growth Corridor.

Community consultation and engagement

Council interacts and engages with Hume’s community on a daily basis, listening to, and responding to a broad range of community needs. These formal and informal conversations help to guide Council officers in planning for the services we deliver to our community.

To further support our daily interactions, Council also undertakes more than 30 separate community consultation and engagement activities each year, ranging from community surveys to focus groups, to online discussions and face-to-face workshops.

Hume City Council undertook a range of community consultation and engagement activities to inform the development and setting of council priorities for the next financial year, and beyond.

Activities included:

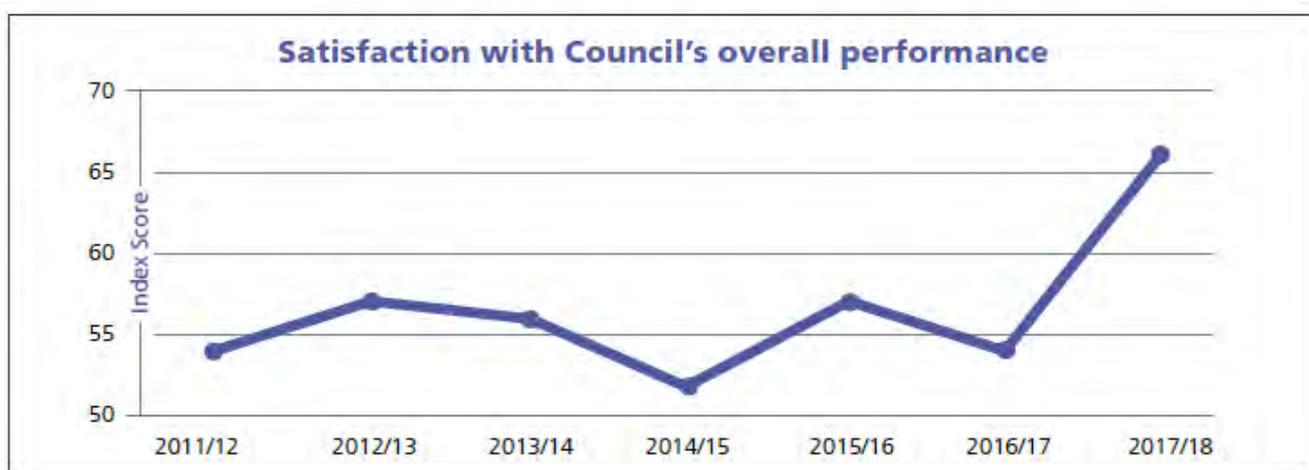
- Monthly New Household Surveys which are sent to new residential ratepayers and aim to explore shifts in community composition, areas for improvement and understand why residents chose to live in their current area
- Hume Budget Simulator developed to increase community participation in the budgeting process and allow residents to provide feedback on a range of community-facing services provided by Council
- Pop-up engagements were held at three regional community events, to explore what people liked about where they live
- Community Capital Works Applications,

which encouraged the community to submit applications for infrastructure projects to be considered as part of the 2018/19 budget or future budgets, and short to long-term capital works program. Submissions needed to relate to expenditure to acquire, construct or upgrade Council assets such as land, buildings, roads, bridges, car parks and drainage that are owned or managed by Council.

- A range of masterplans to enhance sporting and open space amenity and infrastructure, including new pavilions, sporting fields and the upgrading of local play spaces.

In addition to these engagement and consultation activities, Council undertakes a Community Survey on an annual basis, either in the form of a Community Satisfaction Survey or Community Indicators Survey (alternated each year). This survey includes questions on Council’s performance in the last 12 months and future priorities.

The Community Survey was conducted between November and December 2017, with 500 residents randomly selected to participate in a telephone interview. A further 100 residents opted in to the survey by completing a paper-based form which was available from one of Council’s many customer contact points, such as customer service centres or libraries, or chose to complete the survey online via Council’s website or social media pages.



In 2017/18, 600 Hume City residents participated in the Community Survey and the results indicate the following short-term and long-term priorities:

TOP 5:

The top five issues which Council should address at the moment, identified by survey participants are:



The top five long-term priorities identified by survey participants to ensure Hume is an enjoyable place to live, work and play are:





Our performance: Reporting on the *Council Plan 2017–2021*

Under the *Local Government Act 1989*, Council is required to prepare and approve a Council Plan within six months following each general election.

The *Council Plan 2017-2021* (the Council Plan) is Council's commitment to making a positive difference for those who live, work and study in Hume. This Annual Report details our performance against the Council Plan and reports against our commitments for 2017/18.

The Council Plan was developed with Hume's community plan *Hume Horizons 2040* in mind, along with the findings of our Community Survey, which measure the community's perceptions of importance and satisfaction with a range of Council facilities and services.

Achieving the very best for the community is a key Council responsibility and one of the foremost challenges is meeting the community's ever-changing needs and expectations. Sound planning is required to meet these changing needs and expectations.

Factors considered in developing the Council Plan ranged from Commonwealth and state government policy, legislative change to issues of local importance and environmental considerations such as economic fluctuations and climate change.

The Council Plan identifies the priority actions to be undertaken by Council and how they contribute to and support better outcomes for our community. We aim to provide a balance to ensure we deliver the services, facilities and infrastructure that families and businesses need today, while planning for future generations.

The *Hume City Council Plan 2017–2021* sets a clear strategic direction under the following five themes, with related strategic objectives and specific actions.

Theme		Strategic objectives
THEME 1 	A well-educated and employed community	<p>1.1: Support and enhance skill development and educational opportunities to reduce disadvantage, improve employment prospects and quality of life.</p> <p>1.2: Create conditions that support business growth and create local jobs for Hume residents.</p>
THEME 2 	A healthy and safe community	<p>2.1: Foster a community which is active and healthy.</p> <p>2.2: Strengthen community safety and respectful behaviour.</p>
THEME 3 	A culturally vibrant and connected community	<p>3.1: Foster socially connected and supported communities.</p> <p>3.2: Strengthen community connections through local community events and the arts.</p>
THEME 4 	A sustainably built and well-maintained City with an environmentally engaged community	<p>4.1: Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces.</p> <p>4.2: Create community pride through a well-designed and maintained City.</p> <p>4.3: Create a connected community through efficient and effective walking, cycling, public transport and car networks.</p>
THEME 5 	A well-governed and engaged community	<p>5.1: Realise the vision and aspirations of Hume's community by implementing <i>Hume Horizons 2040</i>.</p> <p>5.2: Create a community actively involved in civic life.</p> <p>5.3: Provide responsible and transparent governance, services and infrastructure which respond to and support community needs.</p>

The progress of strategic indicators and specific actions were measured during 2017/18. Responsibility for achieving the actions and monitoring the indicators sit with departments or across multiple departments. Reports were provided quarterly to Council detailing the progress with the Council Plan annual actions and measuring the performance of Council services.

By 30 June 2018, Council had completed 152 of the 194 actions reported on in 2017/18 (seven actions were carried over for reporting from 2016/17) for the *Council Plan 2017–2021*.





Summary of progress

Total actions	42
Completed	37
Significant progress	2
Some progress	3
No progress	Nil
Deferred	Nil

Strategic objective 1.1: Support and enhance skill development and educational opportunities to reduce disadvantage, improve employment prospects and quality of life

2017/18 highlights:

- Early childhood literacy and learning programs in 2017/18 included 351 iTots sessions, attracting 9,377 participants and 1,164 STEAM programs with 22,426 participants.
- 664,866 visitors attended Council libraries and 20,885 Hume library members borrowed 949,052 items.
- 3,702 library programs were held in 2017/18 with 103,009 attendees.
- The 1,000 Books Before School Program had 433 new registrations and 39,700 stories were shared in 2017/18.
- Design has been completed and construction commenced on the new Hume Global Learning Centre – Sunbury. The former Sunbury library has now been demolished.
- The Hume Multiversity initiative continued with courses provided by La Trobe University, Kangan Institute and Deakin University.
- A funding package was announced by the state government in March 2018 including the acquisition of land in Mickleham which will support the delivery of a future primary school in the Merrifield West area.
- Council provided 20 supported playgroups across the City in 2017/18. Fifteen Community Hubs operated in Hume each week with 47 playgroup sessions conducted. A National Playgroup Day event was held in March 2018 attracting hundreds of families and young children.
- More than 8,800 engagements with young people occurred through drop-ins, structured programs, youth adventures, school activities, and youth outreach events and festivals. More than 400 young people were engaged for the first time.
- Council continued to participate in the National Governance Structure for Community Hubs and provide local representation including attendance at the National Community Hubs conference and delivery of four presentations.
- 826 people registered to be connected through the Hume Volunteer Gateway (HVG) in 2017/18. Since implementation in 2009, 314 organisations and 21,599 volunteers have registered in the HVG.
- Council work experience programs continued to provide young people with the opportunity to develop skills for future employment. In 2017/18 126 students were provided with work experience placements.
- An Employment Pathways Action Plan supported by the Hume Jobs and Skills Task Force was developed and adopted by Council specifically to strengthen student employment pathways.

Strategic indicators

Indicator	Target by 2020/21	2017/18 result
Number of library programs/events attendance per head of municipal population.	0.7	3,702 programs were held in 2017/18 with 103,009 attendees = 0.5 attendees per head of population.
Preschool participation rates (includes non-Council services).	95%	102.6% for 2015. (Source: Department of Education and Training, VCAMS Portal)
Number of student placements supported by Council.	110	126 total placements for 2017/18.

Major initiatives

Complete the design and commence construction of the Hume Global Learning Centre – Sunbury (HGLC – S), including ongoing engagement with key stakeholders.

Progress on the design and construction of the HGLC – S included:

- The design process and tender for the HGLC – S was completed. A builder was appointed, and construction commenced.
- Sunbury Library was relocated to the Sunbury Youth Service Centre, forming the Sunbury Youth and Library Centre.
- The former Sunbury Library building was demolished.
- An event to mark the start of construction was held on 26 February 2018 and Mayor Cr Geoff Porter joined Mr Josh Bull MP, State Member for Sunbury, to turn the first sod on the new facility.

Progress

Services

Service area	Description of services provided	Net cost actual budget variance \$'000
Lifelong Learning	Inspires learning in Hume through the provision of public libraries, accessible computers and Wi-Fi, educational programs and support to neighbourhood houses.	3,381 <u>3,982</u> 601
Early Childhood Education and Care	Provides playgroups, preschool, day care, occasional care and out of school hours care. It also supports children with additional needs, learning difficulties and developmental concerns to access and participate in education.	(655) <u>(93)</u> 562
Governance and Associated Statutory Services	Provides executive oversight and governance of Hume City Council, including divisional management, instruments of delegation and the management of legal and statutory responsibilities. This service ensures the effective and efficient allocation of Council resources, in accordance with the principles of the Local Government Act and legislative requirements.	459 <u>449</u> (10)

Service performance indicators

Service – indicator – measure	Results 2014/15	Results 2015/16	Results 2016/17	Results 2017/18	Material variation
Libraries					
Utilisation Library collection usage <i>[Number of library collection item loans / Number of library collection items]</i>	4.54	4.63	4.57	4.48	
Resource standard Standard of library collection <i>[Number of library collection items purchased in the last five years / Number of library collection items]x100</i>	64.91%	64.14%	66.12%	65.45%	
Service cost Cost of library service <i>[Direct cost of the library service/ Number of visits]</i>	\$6.87	\$6.74	\$6.54	\$7.31	During 2017/18, the Sunbury Library relocated to a temporary location while a new Hume Global Learning Centre – Sunbury is constructed. This resulted in less library visits and a higher cost per visit than in 2016/17.
Participation Active library members <i>[Number of active library members/ Municipal population]x100]</i>	11.40%	10.84%	10.19%	9.67%	Council's library service focuses heavily on learning and community capacity building programs. The temporary relocation of the Sunbury Library in 2017/18 contributed to a slight reduction in the number of active library members.

Strategic objective 1.2: Create conditions that support business growth and create local jobs for Hume residents

2017/18 highlights:

- Planning for the business accelerator and co-working space in the redevelopment of the Broadmeadows Town Hall and the development of the Hume Global Learning Centre – Sunbury is well advanced. State government funding has been approved by LaunchVic to deliver accelerator taster programs leading to the accelerator opening in 2019.
- The review of the Hume Investment Attraction Framework was completed with both external and internal consultation. This included the release of a new Investment Attraction Prospectus in June 2018.
- Council's biggest ever Business Efficiency Network Expo was delivered in March 2018. The Expo focused on waste and included keynote speakers, business presentations and a panel discussion. The Expo was attended by 150 people who provided positive feedback.
- Networking events, training and programs to support local businesses included:
 - the 2017 Hume Business Awards
 - Labour Market Trends Forum
 - Hume Business Breakfast
 - Mayor's Leaders Lunch
 - Hume businesses participated in a Food and Beverage Expo.
- Support for local businesses and service providers to employ Hume residents included:
 - the Hume Labour Markets Trend and Insights Forum was delivered by the Hume Jobs and Skills Taskforce.
- An episode of *Postcards* (TV program), profiling businesses from Sunbury, Roxburgh Park and Merrifield aired on 22 April 2018 and attracted more than 140,000 viewers.
- Council continued to receive funding (part of \$1 million in funding, over three years) from the state government, to enhance delivery of local jobs. Forty-five residents from Broadmeadows, Campbellfield and Meadow Heights have been placed in employment since July 2017.
- Recently announced major developments in Hume included a hotel development which will provide up to 300 direct jobs, a medicinal cannabis manufacturer which will provide 150 jobs and a wave park, which will provide up to 50 direct jobs.
- Council continues to be an active participant in processes and forums on the assessment, approval and community impacts of the proposed third runway at Melbourne Airport. Master planning for the proposed runway will occur in 2018/19.
- Environmental Health Officers (EHOs) visited relevant businesses within Hume City, to provide information and signage discuss the impact of the new smoke-free outdoor dining legislation.
- A Cultov8 hackathon, funded by Launch Vic and supported by Council, was delivered at the Hume Global Learning Centre – Broadmeadows in February 2018. Cultov8 supports 18-30 year olds from culturally and linguistically diverse backgrounds to start their own businesses.

Strategic indicators

Indicator	Target by 2020/21	2017/18 result
Percentage gap between the Greater Melbourne and Hume LGA unemployment rates.	3%	Percentage gap between the Greater Melbourne and Hume LGA unemployment rates = 3.9%

Major initiatives

Finalise the tender and commence construction of the Broadmeadows Town Hall redevelopment.

Council awarded the tender for the Broadmeadows Town Hall redevelopment and works commenced in November 2017. Demolition and construction are proceeding simultaneously.

Completed

Services

Service area	Description of services provided	Net cost actual budget variance \$'000
Economic Development	Economic development supports business and encourages new investment to promote commerce and employment growth within Hume City. This includes training, promotion and networking events, job creation programs, tourism support and management of the Sunbury Visitors Information Centre.	1,344 <u>1,653</u> 309
Lifelong Learning	Inspires learning in Hume through the provision of public libraries, accessible computers and Wi-Fi, educational programs and support to neighbourhood houses.	1,452 <u>1,518</u> 66



Hume Active
Lifestyle On the Move



Summary of Progress

Total actions	39
Completed	28
Significant progress	10
Some progress	1
No progress	Nil
Deferred	Nil

Strategic objective 2.1: Foster a community which is active and healthy**2017/18 highlights:**

- Splash Aqua Park and Leisure Centre in Craigieburn opened on 2 October 2017. With the support of extensive marketing and promotional campaigns, there have been strong member and casual attendance numbers.
- 9,917 children attended Council's Maternal and Child Health Services at least once in 2017/18.
- 3,538 first home visits were conducted by Council Maternal and Child Health nurses.
- 26,910 immunisations were delivered by Council's Immunisation team.
- 1,186,390 visitors were recorded at Council Leisure Centres which is equal to 5.5 visits per head of population.
- 2,488 food premises were registered with Council. There were 975 Class 1 and 2 food premises subject to mandatory assessments and officers followed up on 163 critical or major non-compliance notifications.
- The Friends of Livvi's Place Craigieburn Facebook group membership has steadily increased from 69 in July 2017 to 413 by 30 June 2018. The group is used to share relevant information and promote and support activities at Livvi's Place.
- A review of best practice models for wheelchair recharge points in open space was completed and recommendations made. Council is trialling a recharge point at Jack Roper Reserve, with further work required to provide a detailed list of additional trial sites.
- Council formally adopted the Hume Health and Wellbeing Plan 2017–2021 on 13 March 2018 and implementation of actions in the Action Plan has commenced.
- Council adopted a recommendation to significantly expand its Home Care Package Program from 11 clients to 140 clients over a five-year period. The expansion of the program will strengthen Council's role as an aged care service provider and deliver enhanced support for clients.
- An audit of community garden infrastructure needs was undertaken and recommendations were considered by Council. Funds were subsequently allocated to deliver a series of works to improve amenity and accessibility across garden sites in 2018/19.
- Design for Stage 1 of the Meadowlink open space connection was completed in November 2017 and public consultation completed. The construction tender was awarded in April 2018 and in June 2018 the land was leased to Council for five years, enabling works to commence.
- In September 2017, Council was successful in its advocacy to cap the number of gaming machines allowed in Hume (to a maximum of 851 electronic gaming machines).

Strategic indicators

Indicator	Target by 2020/21	2017/18 result
Percentage of children who are 'fully immunised' by five years of age	95%	95.78% <i>(Source: Australian Immunisation Register – Coverage Report, 30 June 2018)</i>
Participation rates in Maternal Child Health	75%	70.9% is the participation rate for 2017/18. This is a 1.6% increase from 2016/17 (69.3%).
Number of visits to aquatic facilities per head of municipal population	4.4 visits	1,186,390 visits have been recorded in 2017/18 = 5.5 visits per head of population.

Major initiatives

Continue the development and implementation of recreation and open space masterplans and management plans, including:

- Greenvale Recreation Reserve
- Craigieburn Gardens
- Seabrook Reserve in Broadmeadows
- McMahon Recreation Reserve in Sunbury
- Willowbrook Recreation Reserve in Westmeadows
- D.S. Aitken Recreation Reserve in Craigieburn
- Broadmeadows Valley Park
- Bolinda Road in Campbellfield.

Capital Works Project Implementation Plans were completed for all masterplans adopted by Council. This has included:

- Craigieburn Gardens – the multi-purpose sports court was completed in September 2017. A bouldering climbing wall will be constructed late in 2018.
- Seabrook Reserve Urban Design Framework – site clean-up works were implemented via a community works agreement with the Department of Justice during the design and tender phase. The contract also incorporated a shared path extension, pedestrian lighting, park furniture, tree planting and creek revegetation. Site works commenced in June 2018 with completion expected in late 2018. Preparations for further community engagement have been undertaken for an exhibition of the Urban Design Framework in 2018/19.
- Broadmeadows Valley Park – playspace and landscape works were completed in September 2017 and construction of a shared path was completed. Further community engagement will be undertaken for the Ripplebrook Drive activity node to confirm priorities for improvement in 2018/19.
- Bolinda Road and Jack Roper Reserve – draft designs for the next phase were completed.

Significant Progress

Services

Service area	Description of services provided	Net cost actual budget <u>variance</u> \$'000
Facility Management/ Facilities Hire	Manages and maintains Council facilities for internal and external use including Council's office, community halls, leisure facilities, sports stadiums and function/training rooms at learning centres.	22 <u>(21)</u> (43)
Disability Services and Support	Home and Community Care provides a range of services to assist the elderly, disabled and those with special needs. This includes home, respite and personal care, delivered meals, community transport, property maintenance and social inclusion programs. The service also ensures that open spaces, facilities and recreation options are accessible for people of all abilities.	68 <u>83</u> 15
Youth Services	Address the needs of young people (aged 12–24) across the municipality. Services including counselling, outreach activities and youth development programs and events are provided from youth centres, schools and community locations.	1,050 <u>1,576</u> 526
Leisure, Health and Wellbeing	Manages leisure centres, aquatic facilities, sports stadiums and provides a range of activities and programs at these locations. This service is also responsible for initiatives targeting obesity, physical activity, nutrition, tobacco and alcohol through delivery of the Municipal Public Health and Wellbeing Plan.	6,760 <u>5,908</u> (852)
Aged Services and Support	Provides support and maintenance services to assist the elderly and those with special needs through care and social inclusion programs. This includes active ageing activities, senior citizens groups, dementia support, a community safety register and personal care to assist older people to remain living in their own homes.	3,430 <u>3,606</u> 176
Family Support and Health	Provides programs and support in the areas of wellbeing, child safety, socialisation and connection to their community. The service offers Maternal and Child Health consultations, case management, immunisation, parenting education, in-home support and physical development assessments.	1,999 <u>2,989</u> 990

Service performance indicators

Service – Indicator – measure	Results 2014/15	Results 2015/16	Results 2016/17	Results 2017/18	Material variations
Home and Community Care (HACC)					
Timeliness Time taken to commence the HACC service <i>[Number of days between the referral of a new client and the commencement of HACC service / Number of new clients who have received a HACC service]</i>	N/A	44.87 days	Reporting ceased 1 July 2016	Reporting ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs.
Service standard Compliance with Community Care Common Standards <i>[Number of Community Care Common Standards expected outcomes met / Number of expected outcomes under the Community Care Common Standards]x100</i>	83.33%	100%	Reporting ceased 1 July 2016	Reporting ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs.
Service cost Cost of domestic care service <i>[Cost of the domestic care service / Hours of domestic care service delivered]</i>	N/A	\$68.85	Reporting ceased 1 July 2016	Reporting ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs.
Service cost Cost of personal care service <i>[Cost of the personal care service / Hours of personal care service delivered]</i>	N/A	\$48.09	Reporting ceased 1 July 2016	Reporting ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs.
Service cost Cost of respite service <i>[Cost of the respite care service / Hours of respite care service delivered]</i>	N/A	\$56.50	Reporting ceased 1 July 2016	Reporting ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs.
Participation Participation in HACC service <i>[Number of people that receive a HACC service / Municipal target population for HACC services]x100</i>	9.46%	9.40%	Reporting ceased 1 July 2016	Reporting ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs.
Participation Participation in HACC service by CALD people <i>[Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services]x100</i>	7.60%	7.57%	Reporting ceased 1 July 2016	Reporting ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs.

Service - indicator - measure	Results 2014/15	Results 2015/16	Results 2016/17	Results 2017/18	Material variations
Aquatic Facilities					
Satisfaction User satisfaction with aquatic facilities (optional) <i>[User satisfaction with how Council has performed on provision of aquatic facilities]</i>	60	65	N/A	N/A	Optional indicator only.
Service standard Health inspections of aquatic facilities <i>[Number of authorised officer inspections of Council aquatic facilities/ Number of Council aquatic facilities]</i>	2.00	2.00	2.33	2.00	
Health and Safety Reportable safety incidents at aquatic facilities <i>[Number of WorkSafe reportable aquatic facility safety incidents]</i>	N/A	3	4	4	
Service cost Cost of indoor aquatic facilities <i>[Direct cost of indoor aquatic facilities less income received/Number of visits to indoor aquatic facilities]</i>	\$3.60	\$4.21	\$4.54	\$2.67	In October 2017, Council opened a new regional aquatic facility – Splash Aqua Park and Leisure Centre in Craigieburn which has resulted in a significant increase in the number of visits to aquatic facilities.
Service Cost Cost of outdoor aquatic facilities <i>[Direct cost of outdoor aquatic facilities less income received/Number of visits to outdoor aquatic facilities]</i>	N/A	N/A	N/A	N/A	Council does not run any stand-alone outdoor aquatic facilities.
Utilisation Utilisation of aquatic facilities <i>[Number of visits to aquatic facilities/ Municipal population]</i>	3.65	3.67	3.13	5.49	In October 2017, Council opened a new regional aquatic facility – SPLASH Aqua Park and Leisure Centre in Craigieburn which has resulted in a significant increase in the number of visits to aquatic facilities.

Service – indicator – measure	Results 2014/15	Results 2015/16	Results 2016/17	Results 2017/18	Material variations
Food safety					
Timeliness Time taken to action food complaints <i>[Number of days between receipt and first response action for all food complaints / Number of food complaints]</i>	N/A	1.11	1.15	1.15	
Service standard Food safety assessments <i>[Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984 / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984] x100</i>	100%	111.90%	101.44%	100.00%	
Service cost Cost of food safety service <i>[Direct cost of the food safety service / Number of food premises registered or notified in accordance with the Food Act 1984]</i>	\$358.85	\$359.98	\$327.15	\$333.32	
Health and safety Critical and major non-compliance outcome notifications <i>[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 premise] x100</i>	89.20%	81.20%	93.28%	97.02%	Council follows up all critical and major non-compliances. 97.02% of critical and major non-compliances received in 2017 were followed up in 2017. This indicator is calculated by calendar year (2017).

Service – indicator – measure	Results 2014/15	Results 2015/16	Results 2016/17	Results 2017/18	Material variations
Maternal and Child Health (MCH)					
Satisfaction Participation in first MCH home visit <i>[Number of first MCH home visits / Number of birth notifications received] x100</i>	118.71%	109.82%	108.79%	108.73%	
Service standard Infant enrolments in the MCH service <i>[Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x100</i>	102.38%	97.49%	100.81%	101.23%	
Service cost Cost of the MCH service <i>[Cost of the MCH service / Hours worked by MCH nurses]</i>	N/A	\$64.03	\$69.86	\$74.32	
Participation Participation in the MCH service <i>[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100</i>	70.77%	71.23%	69.03%	70.93%	
Participation Participation in the MCH service by Indigenous Australian children <i>[Number of Indigenous Australian children who attend the MCH service at least once (in the year) / Number of Indigenous Australian children enrolled in the MCH service] x100</i>	71.53%	65.01%	68.85%	60.22%	Participation in the Maternal and Child Health Service is not compulsory and participation rates generally drop as children age. This is consistent across the Universal MCH Program. Work continues to maintain Indigenous Australian children engaged in the MCH service via Council's Boorais in Hume program.

Strategic objective 2.2: Strengthen community safety and respectful behaviour

2017/18 highlights:

- There were 25,681 registered animals in Hume, one in every three households.
- The average first response time for the 3,063 animal management requests was 2.5 days.
- A grant of \$12,500 was received from Emergency Management Victoria to assist in the development of the Learn and Prepare –English and Emergencies Project. The project was designed as an interactive learning package for English as an additional language class, to respond to emergencies and emergency management.
- The Municipal Emergency Management Plan, Municipal Fire Management Plan and relevant sub-plans reviews for 2017/18 were completed and approved by the Municipal Emergency Management Planning Committee (MEMPC) and Vic SES.
- Surface treatments to discourage dangerous driving and speeding have been completed at five pilot sites. Evaluation with Victoria Police indicated that treatment has been effective in deterring hoon events. The sites will continue to be monitored to assess the life expectancy of the treatments.
- To raise awareness of the impact of family violence and encourage respectful relationships, Council established a Gender Equality Working Group consisting of senior representation throughout all areas of Council. The group developed a gender equity information fact sheet and is working to develop a Gender Equity Action Plan and staff survey.
- The Domestic Animal Management Plan 2017–2021 was adopted by Council November 2017 with actions including:
 - investigating free registration periods
 - inviting local vets and shelters to be agents for registration
 - expanding the cat trapping program
 - promoting the benefits of desexing animals through Council's website
 - investigating and considering the viability of a cat curfew.
- A Community Safety Conference – Leading Change for Community Safety, was held on 27 June 2018 at HGLC – Craigieburn targeting professionals working in the Community Development and Community Safety sectors. It was attended by 70 representatives and received positive feedback.
- Delivery and review of road safety and driver education programs/partnerships included:
 - the Fit2Drive Evaluation Report was presented to Council in August 2017. As a result of the evaluation, Council determined to continue to support the Fit2Drive Program
 - a Fit2Drive Student Leaders Forum led by Fit2Drive facilitators was held at Gladstone Park Secondary College and was well attended by local students
 - the L2P Learner Driver Mentor Program remained in high demand. The program acquired a third car in May 2018 to be utilised in the Craigieburn area
 - following the success of the 2017 Road Safety Forum for the Arabic speaking community, a similar forum is being planned for the Indian community in November 2018.

Strategic indicators

Indicator	Target by 2020/21	2017/18 result
Percentage of the community who are satisfied with their health	75%	73.5% (Source: Hume Community Indicators Survey 2016/17)
Percentage of persons feeling safe walking alone during the night	40%	40.1% (Source: Hume Community Indicators Survey 2016/17)

Services

Service area	Description of services provided	Net cost actual budget <u>variance</u> \$'000
Community Safety	Provides a safe municipality through the provision of school crossing supervision, emergency response and recovery and enforcing City laws and state government legislation. This includes regulations for parking, litter, animal management, fire prevention, road rules, environmental protection and pollution.	4,916 <u>4,440</u> (476)

Service performance indicators

Service – indicator – measure	Results 2014/15	Results 2015/16	Results 2016/17	Results 2017/18	Material variations
Animal management					
Timeliness Time taken to action animal management requests <i>[Number of days between receipt and first response action for all animal management requests / Number of animal management requests]</i>	N/A	2.74	1.79	2.52	
Service standard Animals reclaimed <i>[Number of animals reclaimed / Number of animals collected]x100</i>	32.92%	33.75%	30.97%	37.11%	<p>Actions implemented as part of Council's Domestic Animal Management Plan 2017–2021 have targeted improving registration and microchipping. A communications plan around pets and responsible pet ownership has also assisted in Council having less animals collected and a better reclaim rate than in 2016/17.</p>
Service cost Cost of animal management service <i>[Direct cost of the animal management service/Number of registered animals]</i>	\$48.32	\$46.88	\$45.43	\$46.19	
Health and safety Animal management prosecutions <i>[Number of successful animal management prosecutions]</i>	10.00	21.00	24.00	24.00	<p>Council continues to take a strong approach to animal management and ensuring all animal management issues are thoroughly investigated and prosecuted.</p>



Summary of progress

Total actions	33
Completed	1
Significant progress	1
Some progress	Nil
No progress	Nil
Deferred	Nil

Strategic objective 3.1: Foster socially connected and supported communities

2017/18 highlights:

- To support and build community capacity, the 2017 Community Grants Program awarded \$343,190 in funding to 151 organisations as part of the Community Activity, Innovation and Partnership Tier One and Tier Two programs. Applications for the 2018 Community Grants Program closed on 20 June 2018 with 146 applications received. Including the Community Grants Program Council awarded \$1,079,343.19 in grants in 2017/18, a full list is included on page 98.
- In the 2017 calendar year, 3,888 new migrants settled in Hume.
- Australian Citizenship was conferred on 957 residents.
- As part of the community facilities review, an analysis of booking data and utilisation rates (including user type and booking purpose) was finalised for all Council facilities and customer experience consultation has been undertaken in the form of a Community Facilities Hirers Survey.
- Construction works to improve disability access at Council facilities were undertaken at:
 - Meadow Heights Community Centre
 - Campbellfield Community Centre
 - Sunbury Memorial Hall.
- NAIDOC Week celebrations in July 2017 were facilitated by the Aboriginal Partnership Group at the Hume Global Learning Centre – Craigieburn. Council worked with community groups to plan for and deliver Reconciliation Week activities which included the launch of a new Reconciliation Action Plan 2018–2022 that was adopted by Council in March 2018.
- Hume Multicultural Action Plan highlights included:
 - in November 2017, the Hume Interfaith Network youth delivered their first concert event, showcasing the talent of young people in Hume. The event attracted over 300 people
 - Harmony Day was celebrated with the annual multi-faith service in March 2018 with more than 250 people in attendance
 - a Refugee Expo was hosted at HGLC – Broadmeadows with 40 stallholders informing more than 500 attendees of services available to refugees.
- To ensure a smooth transition to the National Disability Insurance Scheme (NDIS):
 - Council worked closely with the National Disability Insurance Agency (NDIA) and Brotherhood of St Laurence to register clients with the NDIS.
 - Council hosted the NDIS Service Expo at HGLC – Broadmeadows. Eighty-six services provided information to 1,000 attendees.
 - Council staff continued to work with clients, their family and carers to find alternative service providers.
 - Clients not eligible for the NDIS will maintain their services provided by Council. Council staff continue to provide direct care workers with regular updates and support.

Strategic indicators

Indicator	Target by 2020/21	2017/18 result
Percentage of community who believe it's a good thing for a society to be made up of people from different cultures	85%	81.1% (Source: Hume Community Indicators Survey 2016/17)
Percentage of community who are involved in sporting and/or community groups	50%	45.5% (Source: Hume Community Indicators Survey 2016/17)
Satisfaction with community facilities	58%	45.4% (Source: Hume City Council, Community Satisfaction Survey 2017/18)

Major initiatives

Continue to develop, design and plan for the delivery of community centres including:

- Aitken Hill in Craigieburn (construct)
- Greenvale West (design)
- Merrifield North in Mickleham (plan).

The status of the three community centres is as follows:

- Aitken Hill Community Centre – Building works commenced on 19 February 2018. A sod turning event was conducted on 15 March 2018 in the presence of the Mayor and the State Member for Yuroke. Land transfer has gone through the Titles Office and a Common Funding Agreement (for \$1.6 million) was signed off by the Department of Education and Training in February 2018.
- Greenvale West Community Hub – Common Funding Agreement (for \$1.6 million) was signed off by the Department of Education and Training during February 2018. Design work is underway.
- Merrifield West Community Centre and Lockerbie South Community Centre – service planning to review the service needs, facility requirements and the indicative timing for delivery of the new centres were undertaken. Concept planning for both facilities have been completed.

Completed

Services

Service area	Description of services provided	Net cost actual budget <u>variance</u> \$'000
Cemetery Services	Council provides an administrative service to the Sunbury and Bulla Cemetery Trusts on a fee for service basis including accepting funeral bookings, dealing with maintenance contractors, selling plots, maintaining the cemeteries and coordinating plaque orders and installations.	(50) <u>(16)</u> 34
Community Development	Fosters community strength and resilience within the context of the <i>Social Justice Charter</i> and provides funding for community projects which build community capacity and enhance community wellbeing. The service delivers events and festivals which celebrate the cultural diversity of the City and environmental educational programs under the Live Green banner.	810 <u>733</u> (77)
Facility Management/ Facilities Hire	Manages and maintains Council facilities for internal and external use including Council's office, community halls, leisure facilities, sports stadiums and function/training rooms at the Hume Global Learning Centres.	4,729 <u>5,009</u> 280
Indigenous Support	Provides assistance for the Aboriginal and Torres Strait Islander community through disability respite, holiday programs, planned activity groups, parent engagement programs and community engagement and recognition activities.	142 <u>131</u> (11)
Governance and Associated Statutory Services	Provides executive oversight and governance of Hume City Council, including divisional management, instruments of delegation and the management of legal and statutory responsibilities. This service ensures the effective and efficient allocation of Council resources, in accordance with the principles of the Local Government Act and legislative requirements.	442 <u>443</u> 1

Strategic objective 3.2: Strengthen community connections through local community events and the arts

2017/18 highlights:

- Council events and festivals in 2017/18 included:
 - Carols by Candlelight held at Craigieburn Anzac Park attracted more than 10,000 attendees
 - Christmas in the Plaza at Broadmeadows Civic Plaza attracted 1,000 people
 - Craigieburn Festival in March 2018 attracted an estimated 20,000 people
 - Broadmeadows Street Festival in April 2018 at Tanderrum Way attracted 4,500 attendees
 - Six Summer Movie Sessions were held across the City between January and March 2018, attracting more than 2,000 people.
- The Hume Arts Awards information sessions were delivered and were well attended. Fifty-two applications were received for the Hume Arts Awards across three categories – youth (12–18 years), artists 19 - 30 years and artists over 30.
- *Behind the Wire*, a digital collection of short stories from people who have sought asylum in Australia was launched at the Gee Lee-Wik Doleen Gallery on 19 June 2018 and included presentations and performances from prominent asylum seeker and refugee advocates.
- Council continued to implement the Arts in Public Places Policy. The Broadmeadows Town Hall Public Art Project part two is in the final stages of approval. A private viewing for the participants will be coordinated prior to the opening of the gallery.
- Council has worked closely with the HGLC – Sunbury Planning Committee to incorporate local identity, culture and arts into the design and delivery of the Hume Global Learning Centre – Sunbury. Meetings with various local groups and key stakeholders continue to ensure the exhibition space meets the needs of the community and maintains the integrity of a high-quality arts and culture space.
- Council continued to participate in, and provide sponsorship and support to, community-led events in Sunbury, including SunFest, Sunbury Streetlife, Sunbury Carols and the Sunbury Agricultural Show.
- Council’s Events Guide was updated to include information on neighbourhood gatherings and the events section of the website now includes the updated guide.

Strategic indicators

Indicator	Target by 2020/21	2017/18 result
Average overall community satisfaction rating for Council-led events and festivals.	≥ 90%	The community satisfaction rating for the 2017/18 council events season was 78.4%.

Services

Service area	Description of services provided	Net cost actual budget <u>variance</u> \$'000
Arts and Culture	Provides a range of programs and activities at leisure centres and community facilities including dance programs, active movement activities and an all abilities disco. This service also supports local artists by providing access to exhibition space and secures funding and partnerships for arts initiatives.	244 <u>255</u> 11
Community Development	Fosters community strength and resilience within the context of the Social Justice Charter and provides funding for community projects which build community capacity and enhance community wellbeing. The service delivers events and festivals which celebrate the cultural diversity of the City and environmental educational programs under the Live Green banner.	565 <u>613</u> 48





Summary of progress

Total actions	36
Completed	25
Significant progress	10
Some progress	1
No progress	Nil
Deferred	Nil

Strategic objective 4.1: Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces

2017/18 highlights:

- 1,080 planning decisions were made by Council and 981 planning applications (in total) were received.
- 38.9 per cent of Council planning applications were decided within required timeframes.
- Council responded to 14,492 kerbside bin requests (recycling and garbage).
- 5,738,278 bin lifts were conducted by Council's recycling and garbage services.
- 71,399 tonnes of garbage, recycling and green organics were collected by Council's kerbside services.
- Approximately 25,055 tonnes (or 0.33 tonnes per household) of recycling and green waste was diverted from landfill.
- The Greater Broadmeadows Framework Plan was endorsed by the Minister for Planning in February 2018. Council is engaging with state government agencies and private developers on potential opportunities for new housing on under-utilised land holdings.
- The Waste and Amenity Service Plan was developed in 2017/18. Key focus areas include:
 - increasing waste diversion from landfill
 - improving the existing hard waste and landfill pass system
 - improving the amenity of the City.
- The state government completed the planning process to facilitate the development of new housing on the former Broadmeadows Primary School site with an announcement expected in July 2018 on an amendment to rezone the site.
- The 2016/17 greenhouse gas inventory for Council operations has seen a 1 per cent increase in emissions from 2015/16.
- The Greenhouse Action Plan 2013–2017 was reviewed with most actions and KPIs achieved. The Greenhouse Action Plan 2018–2022 was endorsed by Council on 16 April 2018.
- Delivery of the Conserving Our Rural Environment (CoRE) Grants Program in 2017/18 included completion and audit of 26 projects, 517 small grants were approved, and 318 small grants audited, 57 property visits were completed, and field data was collected on 13 properties.
- Council leadership on renewable energy and sustainable practices included:
 - completion of the lighting upgrade at HGLC-Broadmeadows
 - solar PV installations have been completed at eight Council facilities and commenced on a further five buildings
 - the LED lighting upgrade at Broadmeadows Aquatic and Leisure Centre has been completed, improving the quality of lighting and reducing greenhouse emissions.

Strategic indicators

Indicator	Target by 2020/21	2017/18 Result
Percentage of planning applications decided within 60 days	≥ 55%	38.9% (includes VicSmart applications).
Percentage of Council planning decisions upheld at VCAT	≥ 60%	45.5%
Percentage of kerbside waste collection diverted from landfill	≥ 39%	35.1% for 2017/18.

Services

Service area	Description of services provided	Net cost actual budget <u>variance</u> \$'000
Waste Management	Provides household waste collection including garbage, recycling and green waste and supports local businesses with responsible waste disposal and litter management. It also includes community education and engagement programs through schools, anti-litter campaigns, hard waste collection and waste diversion from landfill or dumping.	13,924 <u>15,152</u> 1,228
City Development	Ensures that statutory planning, open space infrastructure assets and urban design of the City are conducted in accordance with legal specifications and responsible land management planning schemes. The service ensures social justice and environmental sustainability principles are embedded in Council's planning processes.	3,702 <u>5,399</u> 1,697
Governance and Associated Statutory Services	Provides executive oversight and governance of Hume City Council, including divisional management, instruments of delegation and the management of legal and statutory responsibilities. This service ensures the effective and efficient allocation of Council resources, in accordance with the principles of the Local Government Act and legislative requirements.	322 <u>437</u> 115

Service performance indicators

Service – indicator – measure	Results 2014/15	Results 2015/16	Results 2016/17	Results 2017/18	Material variations
Waste collection					
Satisfaction Kerbside bin collection requests <i>[Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x1,000</i>	282.02	334.46	232.41	201.11	A waste communications plan, enhanced waste services information on Council's website (including collection schedules) and waste education in schools has seen a reduction in the number of general kerbside bin collection requests. The majority of requests relate to broken bins/lids, stolen bins and missed bins/streets.
Service standard Kerbside collection bins missed <i>[Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x10,000</i>	13.70	12.60	13.79	11.87	Council continues to refine and update kerbside collection routes including mapping to provide efficiency and routine collection. Enhanced information on Council's website also allows residents to look up collection schedules. This has resulted in a reduction in the number of missed bins.
Service cost Cost of kerbside garbage bin collection service <i>[Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins]</i>	\$122.00	\$118.94	\$124.73	\$123.51	
Service cost Cost of kerbside recyclables collection service <i>[Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins]</i>	\$9.64	\$20.66	\$22.23	\$19.40	A new recycling contract commenced in February 2018 and provides a reduced collection rate per kerbside bin.
Waste diversion Kerbside collection waste diverted from landfill <i>[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100</i>	33.23%	32.87%	34.58%	35.09%	

Service – indicator – measure	Results 2014/15	Results 2015/16	Results 2016/17	Results 2017/18	Material Variations
Statutory Planning					
Timeliness Time taken to decide planning applications <i>[The median number of days between receipt of a planning application and a decision on the application]</i>	112 days	127 days	145 days	147 days	In April 2017, Council initiated a number of service improvements to address outstanding applications. Due to a significant backlog of outstanding applications, these service improvements are taking some time to realise. However, in the last two quarters, the service has seen a stabilisation and improvement in timeframes for processing applications.
Service standard Planning applications decided within required time frames <i>[(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100</i>	44.72%	43.00%	38.36%	38.89%	In April 2017, Council initiated a number of service improvements to address outstanding applications. Due to a significant backlog of outstanding applications, these service improvements are taking some time to realise. However, in the last two quarters, the service has seen a stabilisation and improvement in timeframes for processing applications.
Service cost Cost of statutory planning service <i>[Direct cost of the statutory planning service / Number of planning applications received]</i>	\$2,672.94	\$2,800.01	\$3,026.41	\$3,660.63	Additional resourcing to address the number of outstanding planning applications has been implemented by Council. The number of new applications received also reduced in 2017/18 when compared to 2016/17 leading to an increase in the cost per new planning application.
Decision-making Council planning decisions upheld at VCAT <i>[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</i>	35.00%	64.71%	22.22%	53.85%	In 2017/18, 13 Council planning decisions were appealed at VCAT with six set aside indicating that VCAT was more supportive of Council planning decisions than in 2016/17.

Strategic objective 4.2: Create community pride through a well-designed and maintained City

2017/18 highlights:

- 5,412 local road drainage pits were inspected.
- 7,108 rubbish removal requests were received and actioned by Council (one request per 10.7 households).
- 880 graffiti removal requests were recorded in 2017/18. Implementation of the Graffiti Management Plan included 34 programs at 14 schools participating in the Graffiti Prevention Program, 18,639 square metres of graffiti was removed by contractors and a further 22,949 square metres was removed by volunteers and the Department of Justice.
- More than 39,840 kilometres of sealed local roads were swept.
- 5,572 street and reserve trees were planted, and 3,106 trees were removed, a net gain of 2,466 trees.
- Place Framework implementation activities in 2017/18 have included:
 - Dallas – a new toilet block has been installed. Landscaping of the area is continuing and will include installation of a drinking fountain.
 - Jacana – the wombat pedestrian crossing on Bamburgh Street was constructed and place branding will be implemented. New planter containers and plants have been delivered with further landscaping and greening scheduled to occur.
 - Gladstone Park – preparation of the Place Framework has commenced.
- Council continued to use mobile CCTV to monitor and control illegal dumping and graffiti with relevant enforcement actions performed as required. Currently, seven mobile cameras are in operation to monitor dumped rubbish and graffiti hotspots within Hume City.
- Community engagement activities and concept designs were completed for upgrades to playspaces in Council reserves including:
 - Peterlee Court Reserve, Craigieburn
 - Overton Close Reserve, Greenvale
 - Neil Street Reserve, Sunbury
 - Tangemere Avenue Reserve, Tullamarine
 - Eyre Street Reserve, Westmeadows
 - Kevin DeLaine Reserve, Dallas.
 - Upgrade works were completed at Peterlee Court Reserve, Craigieburn.
- Council continues to work with the Victorian Planning Authority to support the development of a masterplan for the former Victoria University site located at Jacksons Hill. The VPA released a draft masterplan for exhibition in November 2017. A joint Council submission was prepared and is under review by the VPA.
- A Service Plan for Parks and Open Space has been completed and will be presented for Council adoption in August 2018. Actions will focus on:
 - reviewing and developing new service levels for the provision and development of open space (Council's Open Space Strategy) including an integrated Urban Forest Approach
 - implementation of new interim operational service levels in parks and open spaces
 - a review of all land managed by Council (and any agreements in place) on behalf of others
 - a parks activation program to get people regularly using parks and open spaces.

Strategic indicators

Indicator	Target by 2020/21	2017/18 Result
Net increase in street and park trees	3,000 per annum	The net gain for 2017/18 was 2,466 street and park trees.

Services

Service area	Description of services provided	Net cost actual budget variance \$'000
Transport, Roads and Drainage	Is responsible for asphalt repairs, engineering investigations, civil and traffic design and underground drainage cleaning and stormwater drainage maintenance. In addition, the service manages transport planning and contracts with external service providers for road line marking. This service is also responsible for Council's Road Management Plan and compliance and enforcement of government regulations.	6,367 <u>5,685</u> (682)
City Amenity and Appearance	Is responsible for road cleaning, public litter collection and minimisation and maintenance of Council's waste and litter infrastructure. This includes road and footpath sweeping and repairs, graffiti removal and cleansing activities that ensure the City remains clean and well presented.	1,243 <u>1,416</u> 173
Parks and Open Space	Provides maintenance and provision of parks, sports fields, forests, conservation reserves, play spaces and open spaces. In doing so, the service ensures Council is complying with legislation and risk management procedures for these public areas.	18,819 <u>20,202</u> 1,383
Governance and Associated Statutory Services	Provides executive oversight and governance of Hume City Council, including divisional management, instruments of delegation and the management of legal and statutory responsibilities. This service ensures the effective and efficient allocation of Council resources, in accordance with the principles of the Local Government Act and legislative requirements.	434 <u>424</u> (10)

Strategic objective 4.3: Create a connected community through efficient and effective walking, cycling, public transport and car networks

2017/18 highlights:

- Council actioned 699 sealed local road requests.
- Community satisfaction with how Council has performed on the condition of sealed local roads is 64 out of 100.
- As of 30 June 2018, 92.98 per cent of Council's sealed roads do not require pavement or surface renewal.
- 79,477 square metres of local roads were reconstructed with a further 324,737 square metres of roads resealed.
- A Hume Advocates Facebook page was set up to encourage community conversation on public transport advocacy issues and highlight what Council is doing in this space. An example was the development of a video highlighting the need for redevelopment of Broadmeadows Railway Station which resulted in more than 7,000 views on the Facebook page.
- The Gladstone Park and Sunbury Town Centre Local Area Traffic Management (LATM) plans were adopted by Council in June 2018. These included traffic management plans and an outline of future works to be undertaken in response to the traffic investigations.
- The state government announced the duplication of Craigieburn Road and Sunbury Road as part of the state government's Suburban Roads Upgrade Package.
- Indented parking bay design and construction was completed in the following streets in 2017/18:
 - Academy Drive, Broadmeadows
 - Foxtan Place, Roxburgh Park
 - Nixon Court, Roxburgh Park
 - Havilland Drive, Roxburgh Park
 - Kinglake Crescent, Craigieburn
 - Porter Avenue, Roxburgh Park.
- Based on patronage and community feedback, Council continues to advocate and provide (to Adshel – who have a contract agreement with Public Transport Victoria) a priority list of locations for provision and improvements to local bus shelters.
- Work on the Meadowlink Strategic Priority Area included:
 - public exhibition/door-knocking of residents in October 2017 to advise of the proposed linear shared path
 - appointment of a construction contractor for the linear shared path and lease arrangement with DELWP has been finalised
 - coordination and finalisation of design and amended Development Plan for the 2–26 King William Street (Hard Yakka) site is in progress
 - from late 2018, it is proposed that Council undertake the urban design and concept planning assessment for the urban renewal precinct. This work will be undertaken in consultation with the VPA.

Strategic indicators

Indicator	Target by 2020/21	2017/18 Result
Community satisfaction rating with sealed local roads	60	Index score of 64/100 (Source: Hume Community Survey 2017/18)
Percentage of community living near frequent public transport	55%	53.3% (Source: Hume City Council, <i>Hume Horizons 2040</i> Community Indicators – data collected June 2018)

Services

Service area	Description of services provided	Net cost actual budget <u>Variance</u> \$'000
Transport, Roads and Drainage	Is responsible for asphalt repairs, engineering investigations, civil and traffic design and underground drainage cleaning and stormwater drainage maintenance. In addition, the service manages transport planning and contracts with external service providers for road line marking. This service is also responsible for Council's Road Management Plan and compliance and enforcement of government regulations.	2,568 <u>2,944</u> 376

Service – <i>indicator – measure</i>	Results 2014/15	Results 2015/16	Results 2016/17	Results 2017/18	Material variations
Roads					
Satisfaction of use Sealed local road requests <i>[Number of sealed local road requests/ Kilometres of sealed local roads]x100</i>	86.41	74.85	69.49	54.72	Council continues to invest in local road reconstruction and resealing with more than \$10.6 million in works in 2017/18. The implementation of Council's new Asset Management System has enhanced internal reporting for local roads and contributed to a reduction in sealed local road requests compared to previous years.
Condition Sealed local roads maintained to condition standards <i>[Number of Kilometres of sealed local roads below the renewal intervention level set by Council/Kilometres of sealed local roads]x100</i>	93.76%	95.39%	94.35%	92.98%	
Service cost Cost of sealed local road reconstruction <i>[Direct cost of sealed local road reconstruction/Square metres of sealed local roads reconstructed]</i>	\$129.11	\$202.50	\$85.97	\$70.55	A significant proportion of Council's 2017/18 reconstruction works related to one rural road (Wildwood Road North) where construction costs per square metre are generally lower than for residential or industrial roads.
Service cost Cost of sealed local road resealing <i>[Direct cost of sealed local road resealing/Square metres of sealed local roads resealed]</i>	\$19.08	\$19.08	\$15.10	\$15.49	
Satisfaction Satisfaction with sealed local roads <i>[Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads]</i>	60.00	66.00	62.00	64.00	



Summary of progress

Total actions	42
Completed	29
Significant progress	9
Some progress	4
No progress	Nil
Deferred	Nil

Strategic objective 5.1: Realise the vision and aspirations of Hume’s community by implementing Hume Horizons 2040

2017/18 highlights:

- 78 per cent of the annual actions of the Council Plan were completed and a further 15 per cent had seen significant progress.
- Permanent staff resignations and terminations as a percentage of permanent Hume City Council staff was 8.17 per cent (workforce turnover).
- Community indicators to measure the progress of *Hume Horizons 2040* have been updated and now include 2016 Census data. As at 30 June 2018, 45.2 per cent of the indicators have experienced a positive movement.
- The Asset Management System for open space went live in February 2018 and new users are being added as mobile devices are configured. Buildings and drainage modules also went live for limited users initially.
- Council’s new intranet was launched to the organisation in February 2018. The new intranet is a highly engaging and collaborative space, which has received great feedback from staff. Training has been provided to more than 150 staff across the organisation. Stage 2 will see the introduction of more collaboration hubs, TRIM integration and mobile responsiveness.
- Council’s Leadership Development Program (LDP) continued to be rolled out including the Learn2Lead Program, Manager as a Coach Program and Whole Brain Thinking profiles and feedback coaching. Over 150 staff have been included in various aspects of the programs.
- A series of internal lunchbox sessions were organised for Council staff targeting information about Indigenous Australians, Turkish, Indian, Sri Lankan, Maltese, Vietnamese and Croatian communities. The aim of the sessions was to improve outcomes for Hume’s culturally diverse community.
- A Digitalisation Plan identifying key initiatives for the digitalisation of records was finalised. As part of the plan, a full review of how mail (electronic and physical) is processed is being undertaken. Recommendations based on the review will be presented in 2018/19.
- The 2017/18 Annual Rates Notices included the ability to receive notices in an online digital format for the first time.

Strategic indicators

Indicator	Target by 2020/21	2017/18 Result
Percentage of Council Plan actions completed	85%	78% or 152 actions have been completed during 2017/18.
Percentage of <i>Hume Horizons 2040</i> headline community indicators which have experienced a positive movement	50%	As at 30 June 2018, 45.2% have experienced a positive movement. (Source: Hume City Council, <i>Hume Horizons 2040</i> Community Indicators)

Services

Service area	Description of services provided	Net cost actual budget variance \$'000
Council and Service Planning	Manages Council planning and reporting and legislative requirements under the Local Government Act. It develops and reports on progress and achievements of the Council Plan and Community Plan and supports Council's Auditor Committee and Internal Audit contract. The service also provides strategic advice on emerging social issues and policy matters to inform Council's decision-making and service planning processes and to advocate for improved community outcomes.	2,882 <u>2,724</u> (158)
Human Resources	Ensures that staff pay and conditions are in accordance with the Enterprise Agreement and Awards. The service also provides organisational development and workplace health, safety and wellbeing. It facilitates a positive workplace culture through training and development opportunities, staff reward and recognition, employee support schemes and industrial relations.	3,558 <u>3,423</u> (135)

Strategic objective 5.2: Create a community actively involved in civic life.

2017/18 highlights:

- Satisfaction with Council's level of community consultation and engagement was 58 out of 100.
- A Hume Budget Simulator was developed and launched as part of engagement for the *2018/19 Council Plan and Budget*, to increase community participation in budgeting and priority setting processes and to allow residents to provide feedback on a range of community-facing services provided by Council with 129 residents submitting feedback via the simulator.
- Council continued to support programs and advisory committees/reference groups to foster community leadership and increase community capacity to engage with Council decision-making processes.
- Actions of the Communications and Advocacy Service Plan were implemented, including a review of Council's periodical publications (print and online). This included an audit of current publications, internal and external consultation and an analysis of this information with recommendations now being completed.
- In May 2018, Council ran a Live Facebook Q&A session on the Council Plan and Budget. There were 15 participants, 61 questions or comments and the event had a total reach of 10,264 people.
- Council's website, Facebook pages, Hume Pride and *Hume e-News* were utilised to improve community awareness of services and key advocacy topics. In 2017/18, the corporate Facebook page had more than 5,000 followers and the Hume Events Facebook page more than 8,500 followers.
- A review of Council's branding is continuing with work progressed to review signage guidelines for buildings and vehicles. The Branding and Signage style guides were also updated.
- The Community Satisfaction Survey was completed with 600 community members participating via either a paper-based survey, online survey or telephone interview. Survey findings were presented to Council in February 2018.
- As part of a communications plan to improve responsible pet ownership, a new Facebook site, Pets in Hume was launched in March 2018. The site now has more than 700 followers. Additionally, Council promoted lifetime tags for pet registration through various media.

Services

Service area	Description of services provided	Net cost actual budget variance \$'000
Communications and Advocacy	Provides support to the organisation in delivering information to Hume residents, businesses, visitors and employees through a range of communication channels. The service supports Council's advocacy and grants, print and digital media communications and is responsible for Council's corporate branding and reputation management.	2,209 <u>2,340</u> 131
Organisation and Community Intelligence	Provides an internal records management service to ensure organisational knowledge is maintained through the archiving, retrieval and storage of information in accordance with the Public Records, Freedom of Information and Information Privacy Acts. The Geographic Information System provides mapping and spatial assistance in undertaking social research and community consultation to inform service planning and strategy development.	2,106 <u>2,689</u> 583

Strategic objective 5.3: Provide responsible and transparent governance, services and infrastructure which respond to community needs.

2017/18 highlights:

- In 2017/18, \$14.53 million in non-recurrent grants was received by Council.
- There were 23 Ordinary and Special Council Meetings conducted with 452 resolutions made by Council. Councillor attendance at all 2017/18 Council Meetings was 97.23 per cent.
- 18.8 per cent of all Council decisions were made at meetings closed to the public (Target: 15 percent).
- As part of communicating decision-making processes, audio recordings of all Council meetings are now published on Council's website within 48 hours of the meeting.
- Council's Procurement Policy was reviewed and adopted by Council in June 2018 and several new procurement procedures were introduced including the Procurement Strategy and Procurement Guidelines.
- The amended Road Management Plan was adopted by Council in September 2017 and implementation commenced. Footpath inspections are now being undertaken by in-house staff in line with the plan.
- Following joint advocacy efforts for health services and infrastructure needs in the Hume Northern Growth Corridor, the state government has committed \$162.7 million to expand the Northern Hospital.
- Financial management to reduce the reliance on rates included:
 - Hume actively participated in the Northern Region Council's group looking at collaborative tendering to achieve cost savings and efficiencies
 - Council's land holdings were reviewed and a three-year strategic plan developed
 - a 10-year financial plan was developed
 - a Contract Management Manual was developed and published
 - a Contract Variation Policy was developed and adopted.
- A four-year Advocacy Plan was developed, adopted by Council and implementation commenced, including:
 - a joint submission with the City of Whittlesea was made to the state government regarding the Northern OSAR Roads Package, improvements to bus services and the duplication of the Bulla Road Bridge
 - a video was developed to raise awareness of improvement needs at the Broadmeadows Railway Station, additional car parking at the Sunbury Railway Station, the duplication of Sunbury Road, and securing funds to deliver the Craigieburn Health and Community Precinct Planning Project
 - advocacy wins as part of the State Budget were promoted.

Strategic indicators

Indicator	Target by 2020/21	2017/18 Result
Value of non-recurrent grants received from state and federal governments and other organisations	\$10.8 million	Non-recurrent grants received in 2017/18 were \$14,529,615.26
Percentage of Council decisions made at meetings closed to the public	15%	18.8%
Asset renewal as a percentage of depreciation	45%	59.62% for the year ending 30 June 2018
Adjusted underlying surplus (or deficit) as a percentage of underlying revenue	3%	24.16% for the year ending 30 June 2018
Community satisfaction with Council decisions	60/100	Index score of 56/100 (Source: Hume Community Survey 2017/18)

Services

Service area	Description of services provided	Net cost actual budget variance \$'000
Governance and Associated Statutory Services	Provides executive oversight and governance of Hume City Council, including divisional management, instruments of delegation and the management of legal and statutory responsibilities. This service ensures the effective and efficient allocation of Council resources, in accordance with the principles of the Local Government Act and legislative requirements.	2,621 <u>2,671</u> 50
Facility Management/ Facilities Hire	Manages and maintains Council facilities for internal and external use including Council's office, community halls, leisure facilities, sports stadiums and function/training rooms at learning centres.	489 <u>941</u> 452
Information Technology	Is an internal service that supports efficient and reliable access to information, communications and technology (ICT). This includes service support, maintenance, security and adherence to Council standards and procedures.	4,580 <u>4,679</u> 99
Finance and Procurement Services	Ensures Council's procurement is undertaken in accordance with legislation and contract works and services provided meet best practice. This service also levies and collects general rates and special charge schemes. Accounting services analyse, review, monitor and report information about financial activity within Council, for use in planning, performance evaluation, and operational control.	(1,673) <u>1,636</u> 3,309
Asset Management and Infrastructure Development	Is responsible for monitoring and management of Council assets (roads, drains, bridges, etc.) to ensure infrastructure is maintained to appropriate standards. This includes efficient management, supply and control of Council fleet vehicles, plant and equipment and the development and delivery of Council's annual Capital Works Program.	6,928 <u>7,403</u> 475
Customer Service	Handles enquiries from the public from three customer service centres via face-to-face interactions, telephone, email and web chat. Customer service centres receive payments, distribute information and connect people with Council services and activities.	3,162 <u>3,346</u> 184

Service performance indicators

Service – indicator – measure	Results 2014/15	Results 2015/16	Results 2016/17	Results 2017/18	Material variations
Governance					
Transparency Council decisions made at meetings closed to the public <i>[Number of Council resolutions made at Ordinary or Special Meetings of Council, or at meetings of a Special Committee consisting only of Councillors, closed to the public / Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of Councillors] x100</i>	19.42%	22.02%	20.09%	18.81%	
Consultation and engagement Satisfaction with community consultation and engagement <i>Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement</i>	53.00	59.00	59.00	58.00	
Attendance Councillor attendance at Council meetings <i>[The sum of the number of Councillors who attended each Ordinary and Special Council meeting / (Number of Ordinary and Special Council meetings) x (Number of Councillors elected at the last Council general election)] x100</i>	90.15%	90.18%	89.77%	97.23%	2017/18 marked the first full financial year of the elected Council for 2017–2021. Attendance at meetings was high with only seven Councillor absences recorded for the period.
Service cost Cost of governance <i>[Direct cost of the governance service / Number of Councillors elected at the last Council general election]</i>	\$56,976.27	\$54,490.09	\$56,374.00	\$61,537.30	

Service – indicator – measure	Results 2014/15	Results 2015/16	Results 2016/17	Results 2017/18	Material variations
<p>Satisfaction Satisfaction with Council decisions <i>[Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community]</i></p>	55.00	60.00	61.00	56.00	<p>For community members who provided a poor satisfaction rating with this indicator, there was a slight increase in comments relating to Council’s level of consultation and communication from the previous year’s result. While some of these comments directly related to consultation and communication on decision-making processes, others were more generic in nature (e.g. “more newsletters”). While Council’s overall performance in consulting in the community has remained steady and has generally performed higher than similar councils, it is evident from the comments that there’s a growing community expectation to be consulted early on projects (especially major projects) and being kept informed on how/why decisions have been made, and the progress of implementing these decisions and projects.</p>

Corporate governance

Governance

Hume City Council is constituted under the Local Government Act to provide leadership for the good governance of the municipal district and the local community. Council has a number of roles including:

- considering the diverse needs of the local community in decision-making
- providing leadership by establishing strategic objectives and monitoring achievements
- ensuring that resources are managed in a responsible and accountable manner
- advocating for the interests of the local community to other communities and governments
- fostering community cohesion and encouraging active participation in civic life.

Council is committed to effective and sustainable forms of democratic and corporate governance as the key to ensuring that Council and its administration meet the community's priorities.

The community has many opportunities to provide input into Council's decision-making processes, including community consultation, public forums and the ability to make submissions to Special Committees of Council.

Council's formal decision-making processes are conducted through Council meetings and Special Committees of Council. Council delegates the majority of its decision-making to Council staff. These delegations are exercised in accordance with adopted Council policies.

Meetings of Council

Council conducts open public meetings every second Monday (Tuesday in the case of a public holiday).

Members of the community are welcome to attend these meetings and observe. Council meetings also

provide the opportunity for community members to submit a question to Council, make a submission or speak to an item.

The following table provides a summary of councillor attendance at Council meetings (including special meetings) during the 2017/18 financial year.

Councillor	Meetings required	Meetings attended
Cr Drew Jessop	23	22*
Cr Jack Medcraft	23	21*
Cr Geoff Porter	23	23
Cr Ann Potter	23	21*
Cr Karen Sherry	23	22*
Cr Jana Taylor	23	23
Cr Joseph Haweil	23	21**
Cr Carly Moore	23	23
Cr Leigh Johnson	23	23
Cr Jodi Jackson	23	22*
Cr Naim Kurt	23	23

*All Councillor absences were recorded in the minutes as an apology for the relevant meeting.

**Cr Haweil was on an approved Leave of Absence for the meetings 14 May and 28 May 2018.

Special committees

The following table contains a list of special committees established by the council that are in operation and the purpose of each committee.

Type (Under LG Act)	Name	Councillor representative	Officers	Others (No.)	Purpose
Section 86 Committee	Gladstone Park Community Centre Committee of Management	Cr Naim Kurt	Committee members: 0 Meeting attendees: 2	8	Management of community facilities
Section 86 Committee	Tullamarine Community Centre Committee of Management		Committee members: 0 Meeting attendees: 2	6	Management of community facilities
Section 86 Committee	Westmeadows Hall Committee of Management	Cr Karen Sherry	Committee members: 0 Meeting attendees: 2	7	Management of community facilities
Audit Committee	Audit Committee of the Hume City Council	Cr Drew Jessop Cr Carly Moore	Committee members: 0 Meeting attendees: 4	3	Audit Committee (section 139 of the <i>Local Government Act 1989</i>)
Advisory Committee	Chief Executive Officer Review Committee	Cr Drew Jessop – Chairperson Cr Karen Sherry	0	0	Section 97A(1) of the <i>Local Government Act 1989</i>
Advisory Committee	Sustainability Taskforce	Cr Jodi Jackson	4	14	Advisory Committee on Council’s environmental framework and activities
Advisory Committee	Hume Jobs and Skills Task Force	Sitting Mayor (Representative)	3	19	Advisory Committee on employment and training service providers and employers
Advisory Committee	Hume/Moreland Friends of Aileu Community Committee (FoACC)	Cr Joseph Haweil (Rep) Cr Karen Sherry (Sub)	1	20	Advisory Committee on Friends of Aileu framework and activities
Advisory Committee	Conserving our Rural Environment (CoRE)	Cr Jodi Jackson Cr Jack Medcraft Cr Naim Kurt	2	0	Grants Program Selection Committee
Advisory Committee	Hume Global Learning Centre (HGLC) – Sunbury Community Advisory Group	Councillors may attend at any time	4	11	Community Consultation on development of the Hume Global Learning Centre – Sunbury.

Corporate governance legislation

Council must comply with a variety of legislation aimed at achieving sound corporate governance outcomes for the community, including the (but not limited to):

- *Freedom of Information Act 1982*
- *Health Records Act 2001*
- *Privacy and Data Protection Act 2014*
- *Protected Disclosure Act 2012*
- *Public Records Act 1973*
- *Local Government Act 1989.*

Place names

Anyone (individuals, community groups, organisations, government departments or authorities) can propose a new name, change to an existing name to any public or private road, feature or locality.

Council considers applications made under the *Geographic Place Names Act 1998* in accordance with the Naming Rules and its Place Names Policy. Council also considers other proposals not covered by the Naming Rules under its Proposals for Memorialisation within the Municipality of Hume Policy.

In 2017/18 Council received and assessed: no applications under the Place Names Policy; and one application under the Proposals for Memorialisation within the Municipality of Hume Policy.

Code of Conduct for Councillors 2017

Within the period of four months after a general election Council is required to review its Code of Conduct and make any necessary changes at a Special Meeting called solely for that purpose. At a Special Meeting of Council on 6 February 2017, Hume City Council determined that no amendments were required to its Code of Conduct for Councillors adopted on 4 July 2016. The Code of Conduct for Councillors is published on Council's website.

Councillor allowances

In accordance with section 74 of the Local Government Act, councillors are entitled to receive

an allowance while performing their duty as a councillor. The Mayor is also entitled to receive a higher allowance. The state government sets the upper and lower limits for all allowances paid to councillors and mayors. Councils are divided into three categories based on the income and population of each council.

Given Hume's large population to Councillor ratio, location within a significant growth corridor, cultural diversity, economic challenges for its residents and its high ranking in the classification system, Council at its meeting of 13 February 2018 resolved to continue the previous practice of paying the Mayoral and Councillor allowance at the maximum allowable for a Category 3 Council. The annual allowances currently paid to the Mayor and Councillors of Hume City Council are; Councillors: \$33,094 including the 9.5 per cent Super Guarantee; Mayor: \$105,705 including the 9.5 per cent Super Guarantee.

Councillor	Councillor term over financial year	Allowance received
Cr Geoff Porter (Mayor)	1 July 2017 – 30 June 2018	\$105,705.00
Cr Carly Moore (Deputy Mayor)	1 July 2017 – 30 June 2018	\$33,094.00
Cr Drew Jessop	1 July 2017 – 30 June 2018	\$33,094.00
Cr Joseph Haweil	1 July 2017 – 30 June 2018	\$33,094.00
Cr Jodi Jackson	1 July 2017 – 30 June 2018	\$33,094.00
Cr Leigh Johnson	1 July 2017 – 30 June 2018	\$33,094.00
Cr Jack Medcraft	1 July 2017 – 30 June 2018	\$33,094.00
Cr Ann Potter	1 July 2017 – 30 June 2018	\$33,094.00
Cr Naim Kurt	1 July 2017 – 30 June 2018	\$33,094.00
Cr Karen Sherry	1 July 2017 – 30 June 2018	\$33,094.00
Cr Jana Taylor	1 July 2017 – 30 June 2018	\$33,094.00

Councillor expenses

Councillors	TR	CM	CC	IC	CT	Total
Cr Geoff Porter (Mayor)	\$1,353.76	\$ -	\$ -	\$2,099.40	\$1,248.55	\$4,701.71
Cr Carly Moore (Deputy Mayor)	\$532.05	\$2,063.40	\$315.00	\$2,099.40	\$7,699.00	\$12,708.85
Cr Drew Jessop	\$532.05	\$3,447.53	\$ -	\$2,099.40	\$ -	\$6,078.98
Cr Joseph Haweill	\$2,552.95	\$2,987.72	\$ -	\$2,099.40	\$1,694.00	\$9,334.07
Cr Jodi Jackson	\$2,808.15	\$3,945.12	\$ -	\$2,099.40	\$4,680.90	\$13,533.57
Cr Leigh Johnson	\$532.05	\$2,817.24	\$ -	\$2,099.40	\$2,745.30	\$8,193.99
Cr Jack Medcraft	\$3,204.14	\$5,096.12	\$ -	\$2,099.40	\$2,275.00	\$12,674.66
Cr Ann Potter	\$532.05	\$3,406.11	\$ -	\$2,149.31	\$ -	\$6,087.47
Cr Naim Kurt	\$532.05	\$2,860.61	\$ -	\$2,099.40	\$2,395.00	\$7,887.06
Cr Karen Sherry	\$365.43	\$1,714.38	\$ -	\$2,099.40	\$2,555.30	\$6,734.51
Cr Jana Taylor	\$1,044.35	\$ -	\$ -	\$2,099.40	\$1,177.00	\$4,320.75

Legend: TR = travel, CM = car mileage, CC = childcare, IC = information and communication expenses, CT = conference and training expenses

Councillor equipment

Councillors are each provided with a laptop, wireless internet access (9 gigabyte maximum per month), iPhone, iPad, multi-function printer and scanner and cabcharge card.

In addition, the Mayor is provided with a car for use during the Mayoral term.

As part of Council's commitment to open and transparent government, details of Councillor expenses are published on Council's website.

Councillor travel register

Interstate and international travel costs incurred by Council officers, the Mayor and Councillors are published on Council's website in its Interstate and Overseas Travel Register.

The Register provides details of travel undertaken including a total cost that includes fares, accommodation, conference registration, sustenance and other incidental costs associated with travel.

Council's Councillor Training and Conference Policy and the Councillor Support and Expenses Entitlement Policy, both updated 4 July 2017, detail the requirements for overseas travel and the approval and reimbursement process.

Committee expenses

Committee	Position	Type of payment	Amount of payment
Westmeadows Hall Committee of Management	Secretary	Fee for service (remuneration)	\$1,473.00 per annum
	Secretary	Telephone allowance	\$20.00 per month
	Secretary	Internet allowance	\$20.00 per month
Tullamarine Hall Committee of Management	Secretary	Fee for service (remuneration)	\$759.00 per annum
	Booking Officer	Fee for service (remuneration)	\$779.00 per annum
	Secretary	Telephone allowance	\$20.00 per month
	Secretary	Internet allowance	\$20.00 per month
	Maintenance Officer	Fee for service (remuneration)	\$19.70 per hour
Gladstone Park Community Centre Committee of Management	Booking Officer/Treasurer	Fee for service (remuneration)	\$744.00 per annum
	Secretary	Fee for service (remuneration)	\$744.00 per annum
	Booking Officer/Treasurer	Telephone/Internet allowance	\$20.00 per month
	Secretary	Telephone/Internet allowance	\$20.00 per month

Additional meeting information:

Resident of the Month

Date	Awarded
July 2017	Kinda Haroun The Venerable Judi Pollard
August 2017	Rose Le Guier Brad Radclyffe
September 2017	Margaret Perkins Greg Sandiland
October 2017	John Whelan Margot Whelan
November 2017	Glenn Wilson Amber Waugh
December 2017	Gerard Biddlestone Graeme Hodgson
February 2018	Kim Peters Erum Zafar
March 2018	Fe Palmieri Di Morabito
April 2018	Ayse Koskuz Aysel Buwan
May 2018	Des Gilchrist
June 2018	Val Price Ian Taylor

Miscellaneous awards

Date	Award	Awarded to
10 July 2017	Certificate of Appreciation	Maria Axarlis-Coulter
	Presentation to Departing Manager	Danny Eaton, Manager Waste Services
11 September 2017	Presentation of Audit Certificate for Emergency Management by the State Emergency Service	Hume City Council
	2017 Victorian Disability Sport and Recreation Awards Inclusive Sport, Recreation or Open Space Infrastructure Award	Livvi's Place, ANZAC Park Craigieburn and Touched by Olivia Foundation
	Sports Aid Grants	Markis Atoa Tuilepogai Ieremia Alexander Mercier Dean Ieremia
13 November 2017	Presentation to Departing Director	Kelvin Walsh, Director Planning and Development
13 December 2017	Certificate of Recognition	Jericho Malabonga Winner of Australian Survivor
	Certificate of Recognition	Claire Wolny, Gladstone Park Community Centre Committee of Management Retiring Member
	Certificate of Appreciation	Don Pratt
	Sports Aid Grants	Keona Mendis Rowan Mendis Tahlia Sweeney Zyon Iosefo Kieasha Croxford Dre Iosefo Charlotte Jackson
9 February 2018	Certificate of Appreciation	Kiwanis Club of Sunbury
	Certificate of Recognition	Joe Caruana
26 March 2018	Certificate of Appreciation	Ms Felicity Leahy, Manager Community Development and Learning
16 April 2018	Sports Aid Grants	Atay Ibrahim Jagadaswara Rao Koduru Hunter Kelly Orlando Lopez Benjamin Merrigan Saxon Bailey Anastasia Ramel Leann Serna Giacomo Thomas
25 June 2018	Presentation to Departing Director	Margarita Caddick, Director Community Services

Organisational governance

Occupational health and safety

There were 418 occupational health and safety (OHS) incidents, an increase from 257 in 2016/17. The increase is attributed to the development of a proactive culture of reporting incidents. The number of injuries in 2017/18 was 186 compared to 180 in 2016/17.

The predominant injury types in 2017/18 were manual handling related, (64 or 34 per cent) and injury due to slips, trips and falls, (30 or 16 per cent). For manual handling related injuries, this represents a slight decrease compared to 2016/17 figures (71 injuries) and a slight decrease in injury due to slips, trips and falls (33 injuries).

There were seven incidents that were notifiable to WorkSafe Victoria, one less than in 2016/17. Five Improvement Notices (INs) were issued by WorkSafe and all INs were resolved within the timeframe advised by WorkSafe and improvements to workplace procedures were implemented as part of Council's ongoing commitment to occupational health and safety.

Council maintained its organisation-wide certification to the Australian Standard AS/NZS 4801 – OHS Management System in 2017/18. A recertification audit was undertaken in September 2017 and a small number of minor non-conformances were identified and addressed.

In preparation for the next external audit, Council has implemented a comprehensive OHS internal audit program. This has identified opportunities for improvement in terms of risk assessments and training, which Council's OHS team monitor and report as lead indicators.

WorkCover

There were 19 standard claims (greater than 10 days' loss in wages or medical expenses greater than \$692) relating to workplace injuries that occurred during 2017/18. This was a significant increase of seven standard claims from the previous financial year.

During 2017/18 there were 1,338 days lost as a result of all WorkCover claims (including long-term claims) compared to 2708 days lost in 2016 /17 (50.6 per cent decrease).

Council's WorkCover premium increased slightly by 4.7 per cent from 2016/17 to 2017/18.

The indications for WorkCover premium costs have been assisted by the continuing focus on the enhanced Injury Management Program, particularly relating to:

- greater utilisation of "job dictionaries" for jobs in work areas that have experienced workplace injuries. The job dictionaries which outline the physical demands of the job have been used increasingly by treating practitioners to assist with early intervention and return to work outcomes
- case management of high-risk claims including weekly case conferences, quarterly claims review and strategy discussions regarding pending claims with Council's WorkCover insurer
- use of Council's recommended medical service providers who specialise in workplace injury management
- monthly case conferencing with managers and the Human Resources department to assist the parties in discussing how to best manage specific claims.

There is also a planned an on-site physiotherapy program planned for early 2018/19 to facilitate early intervention strategies for employees undertaking labour-intensive tasks.

Learning and Development

Development and implementation of a Leadership Development Program is a key strategic action in the *Council Plan 2017–2021* (2017/18 Actions). In 2017/18 this was accomplished through the development and implementation of the first components of the LEARN2LEAD Program. The nine-module program aims to create a highly engaged workforce equipped with the skills and resources needed to build organisational capacity and to support staff in delivering high-quality services to the community.

LEARN2LEAD supports leaders at Band 7 and Band 8 to move beyond their technical expertise and develop critical leadership and management capabilities. In 2017/18, 140 coordinator and managerial level staff participated in the program. Directors also attended some parts of the program.

Council staff also participated in an inter-Council leadership challenge that provided an opportunity for a small number of staff (Band 4 – Band 6) to work together for a period of 12 weeks. This an innovative and interactive development program aimed at providing emerging leaders with an opportunity to experience what it means to be a leader in local government.

The opportunity for staff to participate in the highly successful Passport to Work Program was once again offered in 2017/18. Passport to Work links corporate social responsibility with leadership development by offering employees practical and theoretical leadership training while they mentor long-term unemployed residents. This year more than 80 per

cent of the long-term unemployed participants gained employment or transitioned into education.

Leadership opportunities were also provided to Hume staff to mentor work experience students from local secondary schools, including the Hume Valley schools, as part of the School-Based Apprenticeship and Trainees (SBATs) Program.

During 2017/18 a range of other training and development programs were conducted for staff. These included sessions on the Victorian Child Safe Standards, Workplace Health and Safety, Procurement, Introduction to Records Management and Customer Service Standards.

Council's comprehensive induction program (including online induction) welcomed 170 new staff into the organisation. The induction provides key information about the organisation and its operations.

Equal Employment Opportunity Program

Council has an Equal Employment Opportunity (EEO) Program, which is designed to eliminate discrimination against and promote equal opportunity for all staff.

The objective of Council's Equal Employment Opportunity Program is to ensure there is no discrimination relating to the characteristics listed under the *Equal Opportunity Act 2010* such as race, colour, sex, marital status, parenthood, physical or mental impairment, age, religious or political affiliation, gender identity or sexual orientation. Further objectives include ensuring the workplace is free from bullying and harassment.

Council's Equal Employment Opportunity Program includes:

- induction for all new staff, as part of Council's corporate and online induction training, which

includes EEO

- refresher training for Council staff including EEO contact officers with a specialist trainer.

Indicators that measure the effectiveness of the EEO Program and the results for 2017/18:

- percentage of new staff receiving equal opportunity training within six months of commencement
 - target: 100 per cent. Result: 79 per cent
- percentage of existing staff receiving refresher equal opportunity training at least every two years
 - target: 100 per cent. Result: 69 per centThese results include a large number of casual staff who work irregular and inconsistent hours
- number of EEO contact officers per number of Council staff
 - target: 1:50. Result: 1:70

The indicators are monitored on an ongoing basis by the Manager, Human Resources to ensure compliance. Based on monitoring of the EEO Program during 2017/18, there were no breaches of the *Equal Opportunity Act 2010*.

Actions taken to implement the EEO Program over the past 12 months included:

- The provision of EEO awareness sessions for all new staff to ensure they are fully aware of their responsibilities in maintaining a workplace free of bullying and harassment.
- EEO training scheduled biennially for all staff. Training was conducted for a significant number of staff in the previous financial year. This was supplemented by face-to-face training and online training for 586 staff in 2017/18.
- Monitoring EEO legislation to ensure Council policies are compliant.

Management information

Council has implemented a number of statutory and better practice items to strengthen its management framework. Having strong governance and management frameworks lead to better decision-making by Council. The *Local Government Act 1989* (the Act) requires Council to undertake an assessment against the prescribed governance and management checklist and include this in its Report of Operations. Council's Governance and Management Checklist results are set out in the section below. The following items have been highlighted as important components of the management framework.

Audit Committee

Since October 1998, Council's Audit Committee has operated as a Special Committee of Council under section 86 of the Act.

The Committee meets four times per year and ensures accountable financial management and legislative compliance by overseeing Council's financial management, risk management, occupational health and safety (OHS), privacy and governance practices, together with oversight of the internal and external audit process.

The Committee comprises three independent members and two councillor members.

Audit Committee Member	Membership of Audit Committee	RTA	NA
Claire Filson	Chairperson: Reappointed in March 2017	4	3*
Brian Keane	Independent member	4	4
David Nairn	Independent member	4	3*
Cr Drew Jessop	Councillor member – Appointed November 2016	4	4
Cr Karen Sherry	Councillor member – Appointment ended November 2017	1	1
Cr Carly Moore	Councillor member – Appointed November 2017	3	3
RTA = Required to attend, NA = Number attended *Absence was recorded in the meeting minutes as an apology.			

Internal audit

BDO East Coast Partnership (BDO) was reappointed as Council's Internal Auditor for a period of three years commencing 1 July 2017, with an option of a further one year.

Each year, in accordance with the approved Strategic Internal Audit Plan, our internal auditors carry out audits; prepare reports; and present these reports, incorporating management responses, to the Audit Committee for consideration at the quarterly meetings.

Councillors also receive these reports for information. All activities of internal audit are monitored by the CEO and the Audit Committee. Details of internal audits undertaken:

Internal audit	Meeting presented
Payroll	November 2017
Growth Area Management	November 2017
Contract Management	February 2018
OHS	June 2018
Information Technology Management	June 2018
Follow-up of Past Agreed Actions	June 2018
Events Management	August 2018 (proposed)

The Audit Committee also reviewed the actions taken by management in implementing the internal audit recommendations.

Any recommendations which have not been actioned and completed continue to form part of the Management Actions Status reporting which are actively monitored by the Audit Committee and the Risk and Governance Committee.

External audit

Council is externally audited by the Victorian Auditor-General. For the 2017/18 year, the annual external audit of Council's Financial Statements and Performance Statement was conducted by the Victorian Auditor-General's representative. The external auditors attended the August 2017, February and June 2018 Audit Committee meetings to present the annual audit plan and Independent Audit Report. The external audit management letter and responses are also provided to the Audit Committee.

Risk management

Council has embedded a rigorous and effective risk management culture across the organisation through its risk management systems and accountabilities.

New members of staff are educated on Council's risk management and fraud policies and procedures at induction.

Ongoing risk management training is provided to staff on a regular basis through risk identification and review workshops to meet the requirements of Council's Risk Management Policy and Framework. Additionally, risk management accountabilities are included in all position descriptions and performance reviews for senior staff.

Council's Risk Management Framework and Policy outlines a structured approach to its risk management activities, using the processes set out in the AS/NZS ISO 31000:2009 – Risk Management standard. It is noted that as a result of a recent revision to this standard, the unit expects to consequently review the existing policy and framework in the near future.

The Governance and Risk Management Committee and the Audit Committee both oversee the risk management activities of the organisation, ensuring appropriate mechanisms are in place and used to identify and manage foreseeable risk, seeking to minimise loss and maximise opportunities for Council.

Other matters:

- a) Agenda and Minutes of meetings of the Audit Committee are provided to Council in accordance with the Instrument of Delegation.
- b) In performing its obligations and responsibilities under the Audit Committee Charter, the committee is cognisant of the critical nature of risk management in the operations of Council. Accordingly, risk management is a key focus for the committee and regular risk management reports are considered throughout the year.
- c) The following reports were presented to the Audit Committee (in addition to the internal audits listed in the previous table) for consideration:
 - Annual Report on Audit Committee Business

- Internal Audit Strategic Plan Reporting
 - Fraud Control Update
 - Quarterly Finance Reporting
 - Year-end Accounts 2016/17
 - 10-Year Financial Plan Assumptions
 - Shell Accounts for Preparation of the 2017/18 Financial Statements
 - Risk Management Reporting
 - Statutory Compliance and Ethics Program
 - Council's Information, Communications and Technology Strategy Update
 - Business Continuity Plan Update 2017
 - Half yearly reporting on the Local Government Performance Reporting Framework Implementation
 - Insurance Renewal – 2018/19 update
 - OH&S Reporting
 - Management Actions Status Report
 - Implementation Plan – Asset Management System Updates
 - Audit Committee Self-Assessment
 - Review of Audit Committee Charter and Instrument of Delegation
 - External Audit Strategy Memorandum
 - External Audit Management Letter
 - Fraud Register Notifications
 - VAGO Performance Audit – Effectively Planning for Population Growth
 - Self-Assessment against VAGO Report – Local Government and Economic Development 2018
 - Self-Assessment against VAGO Report – Public Participation and Community Engagement
 - External Auditor's Closing Reports to the Audit Committee 2016/17
 - Security Penetration Testing 2018
 - Update on SKM Recycling Plant Fire
 - Audit Committee Meeting Dates 2018
- d) To enable the Audit Committee to obtain a more detailed understanding of the services, operations and risks of Council, presentations were made to the committee by:
 - Director Corporate Services
 - Director Planning and Development
 - Director Sustainable Infrastructure and Services.

Governance and Management Checklist 2017/2018
 LG131(3), R12

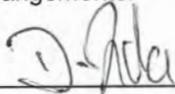
The following are the results of Council's assessment against the prescribed governance and management checklist.

	Governance and Management Item	Required	YES/ NO	Date if YES (single item/date)	Dates if YES (multiple items/dates)	Reason(s) if answer is NO Commentary or link to document if answer is YES
GC1	Community engagement policy (policy outlining Council's commitment to engaging with the community on matters of public interest)	Current policy in operation	NO			Council has adopted community engagement guidelines outlining Council's commitment and process for undertaking community consultation and engagement.
GC2	Community engagement guidelines (guidelines to assist staff to determine when and how to engage with the community)	Current guidelines in operation	YES	27/06/2011		
GC3	Strategic Resource Plan (plan under section 126 of the Act outlining the financial and non-financial resources required for at least the next 4 financial years)	Plan adopted in accordance with section 126 of the Act	YES	25/06/2018		https://www.hume.vic.gov.au/files/s_haredassets/hume_website/budgets/council_plan_2017-2021_2018-19_actions_incorporating_the_strategic_resou.pdf
GC4	Annual budget (plan under section 130 of the Act setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other resources required)	Budget adopted in accordance with section 130 of the Act	YES	25/06/2018		https://www.hume.vic.gov.au/files/s_haredassets/hume_website/budgets/annual_budget_2018-19_-_final.pdf
GC5	Asset management plans (plans that set out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	Current plans in operation	YES		Roads Asset Management Plan (includes footpaths, bridges, cycleways) 5/07/2010 Buildings Asset Management Plan 5/08/2010 Parks and Open Space 10/09/2012	
GC6	Rating strategy (strategy setting out the rating structure of Council to levy rates and charges)	Current strategy in operation	YES	25/06/2018		
GC7	Risk policy (policy outlining Council's commitment and approach to minimising the risks to Council's operations)	Current policy in operation	YES	27/03/2017		https://www.hume.vic.gov.au/files/s_haredassets/hume_website/publications/policies/pol197_-_risk_management_policy.pdf
GC8	Fraud policy (policy outlining Council's commitment and approach to minimising the risk of fraud)	Current policy in operation	YES	28/09/2015		https://www.hume.vic.gov.au/files/s_haredassets/hume_website/publications/policies/pol170_-_fraud_control_policy.pdf
GC9	Municipal emergency management plan (plan under section 20 of the Emergency Management Act 1986 for emergency prevention, response and recovery)	Prepared and maintained in accordance with section 20 of the Emergency Management Act 1986	YES	23/06/2017	Governance and Management Checklist 2017/2018	
GC10	Procurement policy (policy under section 186A of the Local Government Act 1989 outlining the matters, practices and procedures that will apply to all purchases of goods, services and works)	Prepared and approved in accordance with section 186A of the Local Government Act	YES	25/06/2018	LG131(3), R12	

	Governance and Management Item	Required	YES/ NO	Date if YES (single item/date)	Dates if YES (multiple items/dates)	Reason(s) if answer is NO Commentary or link to document if answer is YES
GC11	Business continuity plan (plan setting out the actions that will be taken to ensure that key services continue to operate in the event of a disaster)	Current plan in operation	YES	22/05/2018		Internal document only - is available on Council's intranet.
GC12	Disaster recovery plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)	Current plan in operation	YES	13/02/2018		Review and update to the Disaster Recovery Plan reported to EMT Risk and Governance Meeting in February 2018.
GC13	Risk management framework (framework outlining Council's approach to managing risks to the Council's operations)	Current framework in operation	YES	24/02/2017		Internal document only - is available on Council's intranet.
GC14	Audit Committee (advisory committee of Council under section 139 of the Act whose role is to oversee the integrity of a Council's financial reporting, processes to manage risks to the Council's operations and for compliance with applicable legal, ethical, and regulatory requirements)	Committee established in accordance with section 139 of the Act	NO			Council has had an Audit Committee since 1998 appointed by Council as a Section 86 Committee under an Instrument of Delegation. The most recent Instrument of Delegation approval from Council is dated 27/03/2017. https://www.hume.vic.gov.au/files/sharedassets/hume_website/council_committees/audit_committee_instrument_of_delegation_and_charter.pdf
GC15	Internal audit (independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls)	Internal auditor engaged	YES		22/05/2017 appointed by Council 1/07/2017 effective date	BDO were reappointed by Council as Internal Auditor on 22/05/2017 effective 1/07/2017, for a 3 year contract with a 1 year option at Council's discretion.
GC16	Performance reporting framework (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 131 of the Act)	Current framework in operation	YES		23/02/2018 25/08/2017	
GC17	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)	Current report	YES	12/02/2018		Council Plan progress is reported and adopted quarterly. Six month progress was reported on 12 February 2018.
GC18	Financial reporting (quarterly statements to Council under section 138 of the Act comparing budgeted revenue and expenditure with actual revenue and expenditure)	Quarterly statements presented to Council in accordance with section 138(1) of the Act	YES		Q4. 11/09/2017 Q1. 13/11/2017 Q2. 26/02/2018 Q3. 14/05/2018	
GC19	Risk reporting (six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)	Reports prepared and presented	YES		Risk Report 23/02/2018 Risk Report 25/08/2017	Confidential report COAC652 Confidential report COAC631
GC20	Performance reporting (six-monthly reports of indicators measuring the results against financial and non-financial performance, including performance indicators referred to in section 131 of the Act)	Reports prepared and presented	YES		23/02/2018 25/08/2017	

	Governance and Management Item	Required	YES/ NO	Date if YES (single item/date)	Dates if YES (multiple items/dates)	Reason(s) if answer is NO Commentary or link to document if answer is YES
GC21	Annual report (annual report under sections 131, 132 and 133 of the Act to the community containing a report of operations and audited financial performance statements)	Annual report considered at a meeting of Council in accordance with section 134 of the Act	YES	23/10/2017		https://www.hume.vic.gov.au/files/sharedassets/hume_website/publications/annual reports/final for web 2016-17 hume city council annual report.pdf
GC22	Councillor Code of Conduct (Code under section 76C of the Act setting out the conduct principles and the dispute resolution processes to be followed by Councillors)	Code of conduct reviewed in accordance with section 76C of the Act	YES	4/07/2016		https://www.hume.vic.gov.au/files/sharedassets/hume_website/councillors_emt/councillors/code_of_conduct_documents/code_of_conduct_for_councillors - adopted 040716.pdf
GC23	Delegations (a document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff)	Delegations reviewed in accordance with section 98(6) of the Act	YES		Instrument of delegation the CEO - 12/12/2016, Instrument of delegation to Council staff - 30/04/2018	Council has delegated powers to the CEO and to Council staff in two separate instruments of delegation. These are not currently public documents. A register of delegations is a hard-copy public document that can be inspected upon request (it is not currently available on Council's website).
GC24	Meeting procedures (a local law governing the conduct of meetings of Council and special committees)	Meeting procedures local law made in accordance with section 91(1) of the Act	YES	2/09/2013		http://www.hume.vic.gov.au/files/assets/hume_website/i_want_to_image/code_of_meeting_procedures - 2013.pdf

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



Domenic Isola
Chief Executive Officer
Dated: 12/09/2018



Geoff Porter
Mayor
Dated: 12/09/2018

Statutory information

Documents available for public inspection

The Local Government (General) Regulations 2015 require the following documents to be available for public inspection if they are not published on Council's website:

- Details of overseas or interstate travel (other than interstate travel by land for less than three days) undertaken in an official capacity by any councillor or member of Council staff in the previous 12 months, including:
 - the name of the councillor or member of Council staff
 - the dates on which the travel began and ended
 - the destination of the travel
 - the purpose of the travel
 - the cost to the Council of the travel, including accommodation costs - available on Council's Website and upon request at the Broadmeadows Municipal Office.
- The agendas for, and minutes of, Ordinary and Special Meetings held in the previous 12 months, which are kept under section 93 of the Act, other than those agendas and minutes relating to a part of a meeting which was closed to members of the public under section 89 of the Act and are confidential information within the meaning of section 77(2) of the Act. Available on Council's Website and upon request at the Broadmeadows Municipal Office.
- The minutes of meetings of special committees established under section 86 of the Act and held in the previous 12 months, other than those minutes relating to a part of a meeting which was closed to members of the public under section 89 of the Act and are confidential information within the meaning of section 77(2) of the Act. Available upon request at the Broadmeadows Municipal Office.
- A register of delegations kept under sections 87(1) and 98(4) of the Act, including the date on which the last review took place under sections 86(6) and 98(6), respectively, of the Act. Available upon request at the Broadmeadows Municipal Office.
- A document containing details of all leases involving land which were entered into by Council as lessor, including the lessee and the terms and the value of the lease. Available upon request at the Broadmeadows Municipal Office.
- A register maintained under section 224(1A) of the Act of authorised officers appointed under that section. Available upon request at the Broadmeadows Municipal Office.
- A list of donations and grants made by Council in the previous 12 months, including the names

of persons who, or bodies which, have received a donation or grant and the amount of each donation or grant. Available upon request at the Broadmeadows Municipal Office.

Best value

In accordance with section 208B(f) of *the Local Government Act 1989*, a council must report regularly to its community on what it has done to ensure that it has given effect to the Best Value Principles.

Council has embedded its commitment to best value through the development and implementation of its Service Planning Framework Policy which is being rolled out across 27 individual service groupings covering all of Council's operations. Application of the Best Value Principles is central to reviewing and planning for services to ensure they continue to meet the needs of the Hume community.

During 2017/18, service planning activities in accordance with Council's Service Planning Framework Policy included:

- completion of service planning for the Parks and Open Space and Waste and Amenity service groupings
- as of 30 June 2018, service planning is also well progressed for the Customer Experience service grouping
- implementation and monitoring of existing four-year service plans for Communications and Advocacy, Disability Support Services, Information and Communications Technology, Economic Development and Youth Services service groupings
- scoping of service planning for 2018/19 has occurred with the Governance, City Development (Statutory Planning) and Organisation and Community Intelligence service groupings.

Council was one of seven Northern Melbourne Metropolitan Councils that commissioned Ernst & Young to conduct an analysis on the transition from the state-based Home and Community Care Program to the Commonwealth-funded Help at Home Program, in particular to assess the impact the changes will have on the funding and future delivery of Aged Care services provided by Council.

Application of the Best Value Principles has also occurred in the 2017/18 review of Council programs and services including:

- Investment Attraction Framework

- community facilities
- Agricultural Land Use Rebate
- community gardens
- Road Safety and Driver Education programs
- Community Grants Program
- publications and branding
- Council's Procurement Policy.

Disability Action Plan

Please refer to page 33 for information on Council's commitment to the Disability Action Plan.

Carers recognition

In accordance with the *Carers Recognition Act 2012* (the Act), Council is required to report annual care measurement obligations under section 11 of the Act. Council has taken all practical measures to comply with its responsibilities outlined in the Act. Council has promoted the principles of the Act to people in care relationships who receive Council services and to the wider community by:

- ensuring that Council's Aged and Disability staff have an awareness and understanding of the Act, allowing them to support the community through relevant Council services
- distributing printed material through Aged and Disability newsletters, and at the point of assessment and service provision, advocating and recognising the needs of the carer.

Council has taken all practicable measures to ensure that persons who are in care relationships have an awareness and understanding of the care relationship principles by:

- raising awareness at induction and training programs designed to formally acknowledge the role of carers and the importance of care relationships in the Hume community
- ensuring that the staff who support carers have the necessary skills and training.

Council has taken all practicable measures to review and modify policies, procedures and supports to include recognition of the carer relationship and has provided the following additional activities and resources to recognise the care relationship by:

- Ensuring the relationship is respected and the views of the carer are considered in the assessment, planning, delivery, management and review of services affecting them and the care relationship.
- Recognising carers for their efforts and the contribution they make to the community because of their care role. Both carers and the people they care for should always have their views and needs considered with the provision of respite services.

Domestic Animal Management Plan

In accordance with the *Domestic Animals Act 1994*, Council is required to prepare a Domestic Animal Management Plan (DAMP) at four yearly intervals and evaluate its implementation in the annual report.

Council's current plan was adopted in October 2017. The table below outlines the actions for the first year of the current DAMP (to 30 June 2018) and their progress status;

2017/18 DAMP action	Status
Develop an Animal Registration Communications Plan to increase the effectiveness of our education activities	Ongoing
Consider transitioning to lifetime registration tags instead of annual tags	Completed
Investigate the viability of free registration periods	Review and discuss during 2019/20 Budget preparation
Invite local vets and shelters to become agents of registration	Completed
Review and update the Dogs in Public Places Policy	Completed
Expand the cat trapping program	Completed
Investigate viability of implementing a cat curfew	Completed
Create internal guidelines for dog attack outcomes, e.g. destruction order, dangerous or menacing declarations	Completed
Create an information pack to give to owners of dogs involved in attacks so they are aware of possible outcomes and consequences	Completed
Place photos of impounded, unidentifiable animals on a website or Facebook page	Completed

Contracts

During the year Council did not enter into any contracts valued at \$150,000 or more for goods or services, or \$200,000 or more for works of a kind specified in section 186(5)(a) of the Act.

It also did not enter into any other contracts valued at \$150,000 or more for goods or services, or \$200,000 or more for works without engaging in a competitive process as specified in section 186(1)(a) and (b).

Food Act Ministerial Directions

In accordance with section 7E of the *Food Act 1984*, Council is required to publish a summary of any Ministerial Directions received during the financial year in its annual report. No such Ministerial Directions were received by Council during the financial year.

Protected Disclosure Procedures

Council has Protected Disclosure Procedures to deal with the system for reporting disclosures of improper conduct or detrimental action by the Hume City Council or its employees, officers or members.

In relation to the reporting of protected disclosures involving improper conduct or detrimental action by the Hume City Council or its employees, officers or members, enquiries are directed to either:

- the Protected Disclosures Coordinator; or
- the Protected Disclosures Officer.

The Protected Disclosure Procedures are accessible for viewing and download from Council's website. During the 2017/18 there were no notifications to the IBAC under section 21(2) of the *Protected Disclosure Act 2012*.

Road Management Act Ministerial Directions

In accordance with section 22 of the *Road Management Act 2004*, a council must publish a copy or summary of any Ministerial Direction in its annual report. No such Ministerial Directions were received by Council during the financial year.

Freedom of information

The *Freedom of Information Act 1982* (The Act) gives people the right to obtain access to documents held by Council.

A person may request documents created by Council by submitting an application in writing and accompanied by the prescribed fee (which is not refundable) to:

Freedom of Information Officer
Hume City Council
PO Box 119, DALLAS VIC 3047

An application form is available on Council's website and enquiries may also be made by telephoning 9205 2200. The application fee for 2017/18 was \$28.40 and has been determined at \$28.90 for 2018/19.

The Freedom of Information Commissioner oversees the operation of the Act in Victoria, with responsibilities including:

- conducting reviews of agency decisions, including councils.
- handling freedom of information complaints.
- monitoring compliance with the Act.

Freedom of information requests	2013/14	2014/15	2015/16	2016/17	2017/18
In progress previous year (active requests)	9	0	5	5	2
Requests for year	32	30	51	41	66
Total number of requests	41	30	56	46	68
Access granted in full	4	3	8	11	6
Access granted in part	21	10	17	17	19
Access denied in full	7	1	2	2	1
No documents identified	6	5	6	5	7
Other – Withdrawn	2	1	1	1	7
Other – Not proceeded with	0	4	4	1	8
Other – Outside the Act	0	1	0	7	9
Other – In Progress end of year	0	5	5	2	11
Aged requests from previous years determined as no longer active	1	0	0	0	0
Total dealt with in year under review	41	30	56	46	68
Number of reviews/complaints lodged with Office of the Freedom of Information Commissioner	Reporting commenced 2015/16		6	4	0
Number of appeals lodged with the Victorian Civil and Administrative Tribunal	0	0	0	1	0
Total charges collected	\$1,527.20	\$1,727.28	\$3,098.80	\$1,444.00	\$3,525.32

The above information was provided to the Office of the Freedom of Information Commissioner for its Annual Report.

Infrastructure and development contributions

In accordance with sections 46GM and 46QD of the *Planning and Environment Act 1987*, a council that is a collecting or development agency must prepare and give a report to the Minister for Planning on infrastructure and development contributions including levies and works in kind. The report must be published in a council's annual report.

For the 2017/18 year the following information about infrastructure and development contributions is disclosed.

Infrastructure contributions

For the period 2017/18, Council did not have any relevant information to report in regard to infrastructure contributions plans under section 46GM of the *Planning and Environment Act 1987*.

Development contributions

Table 1 – Total Development Contributions Plans (DCP) levies received in 2017/18

DCP name and year approved	Levies received 2017/18
Craigieburn R2 September 2010	\$8,170,801.00
Greenvale West R3 December 2010	\$1,289,609.00
Greenvale North R1 January 2011	\$327,347.00
Merrifield West March 2012	\$16,709,399.00
Lockerbie May 2012	\$7,514,290.00
Greenvale Central November 2013	\$201,395.00
Craigieburn North (E) June 2016	-
Total	\$34,212,841.00

Table 2 – DCP land, works, services or facilities accepted as works-in-kind in 2017/18

(Agreements executed in 2017/18)

DCP name/ year approved	Project ID	Project description	Item purpose	Project value
Merrifield West March 2012	IT04	Intersection 4. Land acquisition (0.72 hectares) for the ultimate signalised T-intersection at the intersection of the eastern connector street and Donnybrook Road.	Road	\$234,000.00
Greenvale North R1 January 2011	RD01	Provision of kerb and channel on south boundary of James Mirams Drive for 800m. (Upgrade road to urban standard to accommodate increased traffic flows)	Road	\$300,000.00
Greenvale North R1 January 2011	IT01	Signalised intersection at Aitken Boulevard and James Mirams Drive	Road	\$1,727,250.00
Total				\$2,261,250.00

Total DCP contributions received and expended to date (for DCPs approved after 1 June 2016)

A DCP for Craigieburn North Employment was approved in June 2016; however, no levies, contributions or works were received in 2017/18.

Land, works, services or facilities delivered in 2017/18 from DCP levies collected

A DCP for Craigieburn North Employment was approved in June 2016; however, no land, works, services or facilities were delivered in 2017/18

Providing grants to our community

Council continued to support many individuals and organisations during 2017/18. Throughout the year \$1,079,343.19 in funding was provided for a range of programs and initiatives that strengthen our community.

This funding was provided through community grants made under a number of categories, including community activity, innovation, partnerships, neighbourhood house/community learning centres and other activities like community events, awards and scholarships.

The following grants were provided during 2017/18:

2017/18 community grants	Amount
Community Activity	\$160,600
Innovation	\$23,570
Partnership Tier 1 and Tier 2	\$159,020
Neighbourhood House/Community Learning Centre funding	\$273,000
Hume and Aileu Education Scholarship	\$47,000
Hume Arts Awards	\$20,000
Conserving Our Rural Environment grants 2017/18	\$254,656.94
Broadmeadows Street Festival grants 2018	\$25,996.25
Other major grants and funding	\$115,500
Total	\$1,079,343.19

Community Activity

Community group or organisation	Amount
All Women Concern	\$1,500
Aqua Wolves Swimming Club	\$1,200
Australasian Turkish Teachers Association Inc.	\$1,200
Australian Chaldean Family Welfare	\$1,000
Australian Mesopotamian Women	\$1,500
Australian Turkish Educational and Cultural Foundation Inc.	\$1,200
Bandicoot Chess Club Incorporated	\$1,200
Banksia Gardens Australian Turkish Friendly Women's Group	\$1,500
Bhutanese Nepali Ethnic School Melbourne Inc.	\$1,200
Boilerhouse Theatre Company	\$1,200
Broadmeadows Greek Women's Club	\$1,200
Broadmeadows Obedience Dog Club Inc.	\$1,000
Broadmeadows Turkish Senior Citizens Club Inc	\$1,200
Coolaroo South Primary School & Kindergarten Community Hub	\$1,200
Council of Turkish Associations of Victoria Inc.	\$1,000
Craigieburn Historical Interest Group Inc. (CHIG)	\$1,200
Craigieburn Ladies Badminton Club Inc.	\$1,200
Craigieburn Senior Citizens Corporation	\$1,200
Croatian Senior Citizens Club Bocce Gospic	\$1,000
Croatian Senior Citizens Club Vila Velebita	\$1,000
Cultural Association of Iraqi Turkmens Inc.	\$1,000
Dallas Community Hub, Dallas Brooks Community Primary School	\$1,300
Dianella Community Health	\$1,300
Dodgers Basketball Club Inc.	\$1,200

Community group or organisation	Amount
Ente Keralam Cultural Forum Inc.	\$1,200
Eritrean Families in Hume and the North (EFHN)	\$1,200
Essendon District Football league	\$1,200
Essendon Parkinson's Support Group Inc.	\$1,200
Friends of Will Rook Pioneer Cemetery	\$1,200
Girl Guides Victoria – Hume Region	\$1,200
Gladstone Park Combined Probus Club	\$1,200
Gladstone View Primary School	\$2,000
Greek and Cypriot Social Welfare Centre	\$1,300
Green Crescent Australia	\$1,200
Heartbeat Victoria Council Inc.	\$1,500
Highlands Community Residents' Group Inc.	\$1,200
Hmong Australia Society of Victoria Inc.	\$1,200
Holy Child Christmas Luncheon Committee	\$1,200
Hume Afghan Association	\$1,300
Hume Central Secondary College	\$1,200
Hume Men's Shed (Sunbury) Incorporated	\$1,500
Hume Men's Shed	\$1,200
Hume Residents Airport Action Group	\$1,000
J Bee-Keeping School	\$1,200
Lions Club of Glenroy Inc.	\$1,200
Macedon Ranges Further Education Centre Inc.	\$1,000
Mature Active Persons Social Club Inc.	\$1,200
Mecwacare	\$1,300
Musicult Inc.	\$1,200
National Servicemen's Association of Australia Sunbury Sub-Branch	\$1,200
Northern Turkish Women's Association	\$1,200
Northside Malayalee Community Club	\$1,000
Oaklands Pony Club	\$1,000
Orhay Assyrian Language School	\$1,000
Parkrun Inc. (t/a Parkrun Australia)	\$1,500
Punchin Parkos Victoria	\$1,200
Robynmore Calisthenics	\$1,200
Sailability North	\$1,500
Saint Addai Community Society Inc.	\$1,000
Saint Maratken Community Society	\$1,000
Sidrana Inc.	\$1,200
Somali Inter-Riverine Community Development Inc.	\$1,500
South Asian Community Link Group (SACLG)	\$1,200
Sunbury Amateur Swimming Club	\$1,200
Sunbury Bridge Club Inc.	\$1,200
Sunbury Catholic Church	\$1,200
Sunbury Ladies Bat'n'Rouge Club Inc.	\$1,000
Sunbury Lay Ecumenical Committee Inc.	\$1,200
Sunbury School of Calisthenics Inc.	\$1,500
Sunbury Seniors Club Inc.	\$1,000
Sunbury Stitchers and Quilters	\$1,300

Community group or organisation	Amount
Sunbury Toy Library Inc.	\$1,200
Superoos Basketball Club Inc.	\$1,200
Swim Dream Believe	\$1,200
The Australian Chaldean Federation of Victoria	\$1,200
The Gurukul Inc.	\$1,000
The Sunbury Blue Light Disco Inc.	\$1,200
The Yemeni Australian Friendship Society Inc.	\$1,000
Toastmasters International District 73	\$1,200
TOWN Sunbury Branch (Take Off Weight Naturally)	\$1,200
Tullamarine Football Club	\$1,000
Tullamarine Sporting Club	\$1,200
Turkish Teachers Association of Victoria	\$1,000
Upfield Soccer Club Incorporated	\$1,200
Vietnamese Women Association Inc.	\$1,200
Westmeadows Indigenous Community Garden	\$1,000
1 st Sunbury Scouts and Cubs	\$1,200
All Saints Inc.	\$1,200
Australian Air League Sunbury Squadron	\$1,200
Broadmeadows & District Garden Club	\$1,200
Broadmeadows Community Toy Library Inc.	\$1,200
Broadmeadows Greek Elderly Citizens Club Inc.	\$1,200
Campbellfield Heights Primary School Community Hub	\$1,500
CareWorks SunRanges Inc.	\$1,200
Circolo Pensionati Italiani di Gladstone Park	\$1,200
Circolo Pensionati Italiani di Greenvale INC	\$1,200
Circolo Pensionati Multiculturale Di Greenvale	\$1,200
Citizen Advocacy Sunbury & Districts Inc.	\$1,200
Craigieburn Art Group	\$1,200
Craigieburn Support & Exercise Group Inc.	\$1,200
Gladstone Park Senior Citizens Club	\$1,200
Greek Society of the Senior Citizen & Disabled Club of Gladstone Park & Tullamarine Inc.	\$1,200
Greek-Australian Recreational & Instructive League of Victoria Inc.	\$1,200
Hmong Australia Festival Inc.	\$1,500
Hume City Swim Club	\$1,200
Hume Sri Lankan Seniors' Association Inc.	\$1,300
Hume Toastmasters	\$1,200
Jacana Football Club	\$1,000
Jackson Creek TOWN Club Inc	\$1,200
Jackson's Creek Probus Club Sunbury	\$1,200
Meadow Heights Turkish Senior Citizens Association Inc.	\$1,200
Meadows Early Learning Centre Community Hub	\$1,200
North Victoria Sri Lankan Welfare Association Inc.	\$1,500
Northern Men's Shed Inc.	\$1,200
Northern Turkish Family Association	\$1,200
One World Family Inc.	\$1,200
Probus Club of Craigieburn (Combined) Inc.	\$1,200

Community group or organisation	Amount
Probus Club of Sunbury Inc	\$1,200
Riding for the Disabled Oaklands Group	\$1,300
Spanish Speaking Senior Citizens Club of Broadmeadows Inc.	\$1,200
Sunbury and District Heritage Association Inc.	\$1,200
Sunbury Art Society	\$1,200
Sunbury Choral Association Inc.	\$1,200
Sunbury Combined Probus Club Inc.	\$1,200
Sunbury Community Arts Network Inc.	\$1,200
Sunbury Family History Society Inc.	\$1,200
Sunbury Garden Club	\$1,200
Sunbury Ladies Probus Group	\$1,200
Sunbury U3A Inc.	\$1,200
Terminate Tullamarine Toxic Dump Action Group	\$1,200
The Greek Orthodox Community of Broadmeadows & District Inc.	\$1,200
Woodlands Ladies Probus Club of Sunbury Inc.	\$1,200
Zahira Social Club Inc.	\$1,200
Total	\$160,600

Innovation

Community group or organisation	Amount
Art Enrichment	\$4,070
Community Music Victoria	\$3,500
E Qubed Inc.	\$4,500
North West Community Radio Ass. Inc.	\$5,000
Second Chance Animal Rescue	\$3,000
Tullamarine Community House Inc.	\$3,500
Total	\$23,570

Partnership

Community group or organisation	Amount
Tier 1	
Carers Victoria	\$9,020
Craigieburn Basketball Association	\$10,000
Enable Social Enterprises Limited	\$10,000
Hume Valley School	\$10,000
St. Anne's Catholic Primary School, Sunbury	\$10,000
Sunbury Neighbourhood Kitchen	\$10,000
The Salvation Army Craigieburn Corp	\$10,000
Tier 2	
Brotherhood of St Laurence	\$20,000
Link Community Transport	\$20,000
Migrant Resource Centre North West	\$20,000
Outer Urban Projects	\$20,000
The Song Room	\$10,000
Total	\$159,020

Neighbourhood house/community learning centre funding

Neighbourhood house/community learning centre	Amount
Anglicare Broadmeadows Women's Community House	\$27,300
Attwood House Community Centre Association	\$27,300
Banksia Gardens Association Incorporated	\$27,300
Craigieburn Education and Community Centre	\$27,300
Dallas Neighbourhood House Incorporated	\$27,300
Goonawarra Neighbourhood House Incorporated	\$27,300
Kenley Court Neighbourhood House	\$27,300
Meadow Heights Education Centre	\$27,300
Sunbury Neighbourhood House Incorporated	\$27,300
Tullamarine Community House Incorporated	\$27,300
Total	\$273,000

Hume Arts Awards

Recipient and Suburb	Amount
Elif Turac – Craigieburn	\$500
Jake Nguyen – Meadow Heights	\$500
Roda Huruseh – Roxburgh Park	\$500
Arya Rameen Farazee – Roxburgh Park	\$500
Charlotte McKensie – Sunbury	\$500
Ely Louise-Tyquin – Sunbury	\$2,500
Emanuele Mamo – Attwood	\$1,500
Steven Mansoor – Roxburgh Park	\$1,000
James Milenkovic – Sunbury	\$1,000
Kay Abude – Meadow Heights	\$3,000
Paul Kalemba – Sunbury	\$2,500
Angela Davis – Broadmeadows	\$1,500
Shay Downer – Sunbury	\$1,500
Yelena Ashlapova – Craigieburn	\$1,500
Caleb McKenney – Sunbury	\$1,500
Total	\$20,000

Conserving Our Rural Environment grants 2017/18

Grant/Award/Sponsorship	Amount
Small grants	\$60,000
Project grants	\$185,656.94
Total	\$254,656.94

Conserving Our Rural Environment project grants 2017/18

Address	Project	Amount
242 McGregor Rd, Sunbury	Project includes fencing off stock from conservation areas, revegetation works and to host a landowner field on property.	\$9,894.33
628 Wildwood Rd, Wildwood	Project includes noxious weed control and the direct seeding of native indigenous grasses into conservation area.	\$9,900.00
11 Correa Way, Sunbury	Project is to conduct a cultural ecological burn, monitoring and noxious weed control.	\$10,000.00
20 Creasey Court, Bulla	Project includes the control of noxious weeds and revegetation works with indigenous species.	\$6,345.46
125 Kinnear Road, Mickleham	Project includes the development of a land management plan and revegetation works with indigenous species.	\$7,975.00
35 McNabs Road, Keilor	Project includes the purchasing of materials for rabbit-proof fencing, revegetation works and weed control.	\$2,953.13
70 Batey Court, Bulla	Project includes woody weed control and rabbit warren fumigations to reduce the impact and control rabbits.	\$5,180.00
11 School Lane, Bulla	Project includes the development of a land management plan; noxious weed control and revegetation works.	\$7,075.00
490 Settlement Road, Sunbury	Project includes noxious weed control of thistles and serrated tussock.	\$10,000.00
525 Wildwood Road, Wildwood	Project includes revegetation works with indigenous species and equipment for noxious weed control.	\$7,820.25
100 Kinnear Rd, Mickleham	Project includes the development of a land management plan and noxious weed control.	\$9,647.85
310 Konagaderra Road, Oaklands Junction	Project includes noxious weed control in the common area along the escarpment and within the conservation area.	\$10,000.00
145 Gellies Road, Wildwood	Project includes noxious weed control of thistles and serrated tussock.	\$10,000.00
Glen Loeman, 65 Loemans Road, Bulla	Project includes noxious weed control and rabbit control in conservation area.	\$8,120.00
675 Wildwood Road, Wildwood	Project includes the control of noxious weeds within the conservation area.	\$4,950.00

Address	Project	Amount
15 Emu Creek Road, Wildwood	Project includes noxious weed control in the woodland conservation area.	\$4,586.60
5 Emu Creek Road, Wildwood	Project includes the development of a land management plan and noxious weed control.	\$9,993.60
140 Konagaderra Road, Oaklands Junction	Project includes the control of noxious weeds within the conservations areas.	\$3,694.00
15 Green Street, Bulla	Project includes the development of a land management plan, revegetation works and weed control.	\$9,241.20
321 Arundel Road, Keilor	Project includes the development of a land management plan and noxious weed control.	\$6,900.00
480 Lancefield Road, Sunbury	Project includes the continuation of noxious weed control and revegetation works.	\$2,700.00
300 Dalrymple Road, Sunbury	Project includes the continuation of fencing to exclude stock from revegetation works and creation of wildlife corridors.	\$10,000.00
140 Bulla-Diggers Rest Road, Diggers Rest	Project includes the development of a land management plan and noxious weed control.	\$4,500.00
25 Loemans Road, Bulla	Project includes the control of noxious weeds and rabbit control works.	\$5,000.00
150 Palmer Road, Sunbury	Project includes the control of noxious weeds following on from the Valuing our Volcanic Plains grant.	\$2,016.00
25 Farleigh Court, Mickleham	Project includes the control of woody weeds by a contractor and the purchase of equipment for ongoing weed control.	\$7,164.52
Total		\$185,656.94

2018 Broadmeadows Street Festival grants scheme

Group name	Grant amount approved	Final amount given
All Saints Incorporated	\$2500	\$1250
Assyrian Church of the Assemblies of God	\$1500	\$750
Bhutanese Nepali Ethnic School	\$2500	\$1875
Chaldean League Foundation of Australia	\$2500	\$1875
Clan Analogue Vic Inc	\$1800	\$1350
Dianella Health	\$2500	\$1875
Elusive Arts	\$2500	\$1875
Eritrean Families in Hume and the North	\$2500	\$1250
Hmong Australia Festival	\$2500	\$1875
Hume Afghan Association	\$2080	\$1560
Kerala Hindu Society	\$2500	\$1875
Northern Turkish Family Association	\$2500	\$1875
Okyanusya Theatre and Cultural Activities Group	\$2370	\$1777.50
Pacmania	\$2500	\$1250
The Foundling Archive	\$1145	\$858.75
The Gurukul	\$2500	\$1250
THE – He Vietnamese Language Centre	\$700	\$525
Turkish Cypriot Cultural Platform of Australia	\$2100	\$1050
Total	\$39,195	\$25,996.25

Other major grants and funding

Grant/Award/Sponsorship	Amount
Education Scholarship Awards	\$47,000
Sunbury Street Life 2017 sponsorship	\$7,500
Summer Sessions: Movies and Music 2018 sponsorship – Sunbury	\$2,000
Sunbury Agricultural Show 2017 sponsorship	\$18,000
SunFest 2018 sponsorship	\$27,000
Christmas on the Green 2017 sponsorship	\$14,000
Total	\$115,500

Performance Statement

For the year ended 30 June 2018

Reg.	
R17(1)	<p>Description of municipality</p> <p>Hume City is located just 15 kilometres north of Melbourne and is one of the fastest growing and most culturally-diverse communities in Australia.</p> <p>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 and Roxburgh Park in the north-east and Sunbury in the north-west.</p> <p>The municipality is made up of a mix of contrasts including new and established residential areas, major industrial and commercial precincts and vast expanses of rural areas.</p> <p>Hume City is home to major road transit routes including the Tullamarine Freeway, Western Ring Road, Hume Highway and the Craigieburn Bypass.</p> <p>Hume is bound by the local government areas of Moreland, Whittlesea, Brimbank, Macedon Ranges, Melton and Mitchell.</p> <p>Home to 215,928 residents (ABS estimated resident population - 30 June 2017), Hume City's population is expected to grow to 372,600 by the year 2041.</p> <p>Hume residents come from more than 156 different countries and speak over 150 languages – each week, 75 new migrants move into Hume City.</p> <p>In comparison to metropolitan Melbourne, Hume City residents are relatively younger in age, and there is a higher proportion of 'family households'.</p> <p>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.</p> <p>In the five years between 2011 and 2016, almost 38,000 new residents moved to Hume. In this period, Moreland City was the largest contributor of new residents from within Australia – about 5,400 moved into Hume from Moreland.</p> <p>This was followed by almost 3,600 residents who moved to Hume from interstate and almost 6,700 residents who came from Whittlesea, Moonee Valley, Darebin and Brimbank.</p> <p>From outside Australia, some 13,300 residents moved from overseas and chose to call Hume home.</p> <p>In 2017, Hume received about 6 per cent of metropolitan Melbourne's total migration intake, and 34 per cent of metropolitan Melbourne's humanitarian intake stream.</p> <p>Hume City Council received 2,985 birth notifications in 2015/16, 2,969 in 2016/17 and 3,254 birth notifications in 2017/18.</p> <p>With a population of just 93,000 in 1988, the area now known as Hume City has developed into one of the fastest and largest growth municipalities in Melbourne.</p>

Sustainable Capacity Indicators

For the year ended 30 June 2018

Reg.	Indicator/measure	Results				Material Variations
		2015	2016	2017	2018	
R15(3)	Population					
Sch3	<i>Expenses per head of municipal population</i>	\$1,083.17	\$1,134.85	\$1,053.29	\$1,118.52	
R16(1)	<i>[Total expenses / Municipal population]</i>					
R17(2)	<i>Infrastructure per head of municipal population</i>	\$6,778.95	\$6,826.13	\$6,960.61	\$7,263.89	
	<i>[Value of infrastructure / Municipal population]</i>					
	<i>Population density per length of road</i>	158.68	158.11	163.85	164.51	
	<i>[Municipal population / Kilometres of local roads]</i>					
	Own-source revenue					
	<i>Own-source revenue per head of municipal population</i>	\$933.75	\$993.70	\$1,021.34	\$1,088.11	
	<i>[Own-source revenue / Municipal population]</i>					

Reg.	Indicator/measure	Results				Material Variations
		2015	2016	2017	2018	
	Recurrent grants					
	<i>Recurrent grants per head of per head of municipal population</i>	\$231.18	\$169.63	\$236.19	\$217.09	
	[Recurrent grants / Municipal population]					
	Disadvantage					
	<i>Relative socio-economic disadvantage</i>	2.00	2.00	2.00	2.00	
	[Index of Relative Socio-economic Disadvantage by decile]					
	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 <i>Road Management Act 2004</i>					
	"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 2018

Reg.	Service/indicator/measure	Results				Material Variations
		2015	2016	2017	2018	
R15(1) Sch3	Aquatic facilities Utilisation					
R16(1) R17(2)	<i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	3.65	3.67	3.13	5.49	In October 2017, Council opened a new regional aquatic facility - SPLASH Aqua Park and Leisure Centre in Craigieburn which has resulted in a significant increase in the number of visits to aquatic facilities.
	Animal management Health and safety					
	<i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	10	21	24	24	Council continues to take a strong approach to animal management and ensuring all animal management issues are thoroughly investigated and prosecuted.
	Food safety Health and safety					
	<i>Critical and major non-compliance notifications</i> [Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100	89.00%	81.20%	93.28%	97.02%	Council follows up all critical and major non-compliances. 97.02% of critical and major non-compliances received in 2017 were followed up in 2017. This indicator is calculated by calendar year (2017).

Results

Service/indicator/measure	2015	2016	2017	2018	Material Variations
Governance					
Satisfaction					
<i>Satisfaction with Council decisions</i> [Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community]	55	60	61	56	For community members who provided a poor satisfaction rating with this indicator, there was a slight increase in comments relating to Council's level of consultation and communication from the previous year's result. While some of these comments directly related to consultation and communication on decision making processes, others were more generic in nature (e.g. "more newsletters"). While Council's overall performance in consulting in the community has remained steady and has generally performed higher than similar Councils, it is evident from the comments that there's a growing community expectation to be consulted early on projects (especially major projects) and being kept informed on how/why decisions have been made, and the progress of implementing these decisions and projects.
Home and community care					
Participation					
<i>Participation in HACC service</i> [Number of people that received a HACC service / Municipal target population for HACC services] x100	9.00%	9.40%	N/A	N/A	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs.
Participation <i>Participation in HACC service by CALD people</i> [Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100	8.00%	7.57%	N/A	N/A	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs.

Results

Service/indicator/measure	2015	2016	2017	2018	Material Variations
Libraries					
Participation					
<i>Active library members</i> [Number of active library members / Municipal population] x100	11.00%	10.84%	10.19%	9.67%	Council's library service focuses heavily on learning and community capacity building programs. The temporary relocation of the Sunbury Library in 2017/18 contributed to a slight reduction in the number of active library members.
Maternal and child health					
Participation					
<i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	71.00%	71.23%	69.03%	70.93%	
<i>Participation</i> <i>Participation in the MCH service by Aboriginal children</i> [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	72.00%	65.01%	68.85%	60.22%	Participation in the Maternal and Child Health Service is not compulsory and participation rates generally drop as children age. This is consistent across the Universal MCH program. Work continues to maintain Aboriginal children engaged in the MCH service via Council's Boorais in Hume program.

Results

<i>Service/indicator/measure</i>	2015	2016	2017	2018	Material Variations
Roads					
Satisfaction					
<i>Satisfaction with sealed local roads</i>	60	66	62	64	
[Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads]					
Statutory Planning					
Decision making					
<i>Council planning decisions upheld at VCAT</i>	35.00%	64.71%	22.22%	53.85%	In 2017/18, 13 Council planning decisions were appealed at VCAT with 6 set aside indicating that VCAT was more supportive of Council planning decisions than in 2016/17.
[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					
Waste Collection					
Waste diversion					
<i>Kerbside collection waste diverted from landfill</i>	33.00%	32.87%	34.58%	35.09%	
[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100					

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 member" 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 131, 132 and 133 of the Act

"CALD" means culturally and linguistically diverse and refers to persons born outside Australia in a country whose national language is not English

"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

"Community Care Common Standards" means the Community Care Common Standards for the delivery of HACC services, published from time to time by the Commonwealth

"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*

"HACC program" means the Home and Community Care program established under the Agreement entered into for the purpose of the *Home and Community Care Act 1985* of the Commonwealth

"HACC service" means home help, personal care or community respite provided under the HACC program

"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

"target population" has the same meaning as in the Agreement entered into for the purposes of the *Home and Community Care Act 1985* of the Commonwealth

"WorkSafe reportable aquatic facility safety incident" means an incident relating to a Council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the *Occupational Health and Safety Act 2004*.

Financial Performance Indicators

For the year ended 30 June 2018

Reg.	Dimension/ indicator/ measure	Results				Forecasts				Material Variations
		2015	2016	2017	2018	2019	2020	2021	2022	
R15(2) Sch3	Efficiency									
R16(1) R16(2)	Revenue level									
R16(2)	<i>Average residential rate per residential property assessment</i>	\$1493.55	\$1483.17	\$1515.96	\$1,544.73	\$1,540.22	\$1,583.40	\$1,624.06	\$1,664.55	
R17(2) R17(3)	[Residential rate revenue / Number of residential property assessments]									
	Expenditure level									
	<i>Expenses per property assessment</i>	\$2884.11	\$2872.75	\$2716.16	\$2,841.54	\$2,779.99	\$2,882.87	\$2,977.42	\$3,069.88	
	[Total expenses / Number of property assessments]									
	Workforce turnover									
	<i>Resignations and terminations compared to average staff</i>	10.00%	7.61%	8.13%	8.17%	7.76%	7.87%	7.93%	7.85%	
	[Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100									

Dimension/ indicator/ measure	Results				Forecasts				Material Variations
	2015	2016	2017	2018	2019	2020	2021	2022	
Liquidity									
Working capital									
<i>Current assets compared to current liabilities</i> [Current assets / Current liabilities] x100	191.00%	220.16%	311.75%	449.09%	390.92%	443.78%	443.63%	591.45%	The variance is due to the increase in financial assets (term deposits over 90 days) and a reduction in the development fee obligation liability (due to the finalisation of the Racecourse Road development).
Unrestricted cash									
<i>Unrestricted cash compared to current liabilities</i> [Unrestricted cash / Current liabilities] x100	107.00%	22.72%	50.96%	-56.47%	308.41%	356.04%	361.24%	493.15%	The decrease is due to the classification of cash and financial assets. As Council's term deposits are all above 90 days in 2017/18, they are classified as financial assets and not cash.

Dimension/ indicator/ measure	Results				Forecasts				Material Variations
	2015	2016	2017	2018	2019	2020	2021	2022	
Obligations									
Asset renewal									
<i>Asset renewal compared to depreciation</i>	51.00%	40.22%	46.16%	59.62%	68.76%	51.73%	48.70%	44.58%	The increase is primarily due to an increase in renewal expenditure in 2017/18 as a result of additional road renewal projects and plant replacement (which were previously leased).
[Asset renewal expenses /Asset depreciation] x100									
Loans and borrowings									
<i>Loans and borrowings compared to rates</i>	21.00%	1.49%	1.09%	0.32%%	0.00%	0.00%	0.00%	0.00%	The decrease is due to the repayment of several finance leases in 2017/18 in full.
[Interest bearing loans and borrowings / Rate revenue] x100									
Loans and borrowings									
<i>Loans and borrowings repayments compared to rates</i>	2.00%	20.10%	0.35%	0.74%	0.31%	0.00%	0.00%	0.00%	The increase is due to the repayment of several finance leases in 2017/18 in full.
[Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100									

Dimension/ indicator/ measure	Results				Forecasts				Material Variations
	2015	2016	2017	2018	2019	2020	2021	2022	
Indebtedness									
<i>Non-current liabilities compared to own source revenue</i>	36.00%	21.71%	15.07%	12.74%	16.56%	15.96%	12.27%	12.13%	The decrease is due to the reduction in the development fee obligation liability (due to the finalisation of the Racecourse Road development).
[Non-current liabilities / Own source revenue] x100									
Operating position									
Adjusted underlying result									
<i>Adjusted underlying surplus (or deficit)</i>	11.00%	11.81%	24.34%	24.16%	17.85%	18.14%	14.84%	12.80%	The reason for the result being outside the expected range is due to the receipt of 50% of the 2018/19 VGC funding and net gain on property development which is a non-recurrent income source.
[Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100									

Dimension/ indicator/ measure	Results				Forecasts				Material Variations	
	2015	2016	2017	2018	2019	2020	2021	2022		
R15(2) Sch3	Stability									
R16(1)	Rates concentration									
R16(2)	<i>Rates compared to adjusted underlying revenue</i>	60.00%	59.81%	56.47%	54.35%	60.55%	58.47%	60.22%	61.13%	
R17(2)	[Rate revenue / Adjusted underlying revenue] x100									
R17(3)	Rates effort									
	<i>Rates compared to property values</i>	0.47%	0.48%	0.47%	0.37%	0.34%	0.33%	0.33%	0.33%	The reason for the reduction is due to the revaluation of properties within the municipality. The CIV has increased by 30%.
	[Rate revenue / Capital improved value of rateable properties in the municipality] x100									
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 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 2018

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 1989* and Local Government (Planning and Reporting) Regulations 2014.

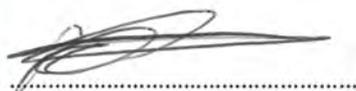
Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from Council information systems or from third parties (e.g. Australian Bureau of Statistics).

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 2014 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 strategic resource plan on 25 June 2018 and which forms part of the Council Plan. The strategic resource 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 strategic resource plan can be obtained by contacting Council.

Certification of the Performance Statement

R18(1) In my opinion, the accompanying performance statement has been prepared in accordance with the
R18(2) *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.



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

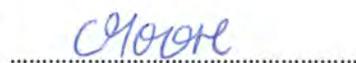
Dated: 12/09/2018

In our opinion, the accompanying performance statement of Hume City Council for the year ended 30 June 2018 presents fairly the results of Council's performance in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

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 2014 to certify this performance statement in its final form.



Carly Moore
Councillor

Dated: 12/09/2018



Geoff Porter
Mayor

Dated: 12/09/2018



Domenic Isola
Chief Executive Officer

Dated: 12/09/2018

Independent Auditor's Report

To the Councillors of Hume City Council

Opinion	<p>I have audited the accompanying performance statement of Hume City Council (the council) which comprises the:</p> <ul style="list-style-type: none"> • description of municipality for the year ended 30 June 2018 • sustainable capacity indicators for the year ended 30 June 2018 • service performance indicators for the year ended 30 June 2018 • financial performance indicators for the year ended 30 June 2018 • other information and • the certification of the performance statement. <p>In my opinion, the performance statement of Hume City Council in respect of the year ended 30 June 2018 presents fairly, in all material respects, in accordance with the performance reporting requirements of Part 6 of the <i>Local Government Act 1989</i>.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Standards on Assurance Engagements. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the performance statement</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. I and my staff are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the performance statement in Victoria and have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Councillors' responsibilities for the performance statement	<p>The Councillors are responsible for the preparation and fair presentation of the performance statement in accordance with the performance reporting requirements of the <i>Local Government Act 1989</i> and for such internal control as the Councillors determines is necessary to enable the preparation and fair presentation of the statement of performance that is free from material misstatement, whether due to fraud or error.</p>
Auditor's responsibilities for the audit of the performance statement	<p>As required by the <i>Audit Act 1994</i>, my responsibility is to express an opinion on the performance statement based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the performance statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Standards on Assurance Engagements will always detect a material misstatement when it exists.</p>

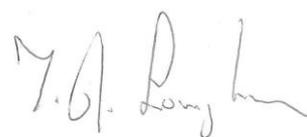
Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance statement.

As part of an audit in accordance with the Australian Standards on Assurance Engagements, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of performance statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the overall presentation, structure and content of the performance statement, including the disclosures, and whether performance statement represents the underlying events and results in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
17 September 2018



Tim Loughnan
as delegate for the Auditor-General of Victoria

Hume City Council
Financial Report
Table of Contents

Financial Statements

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

Overview

Notes to Financial Statements

Note 1	Performance against budget
	1.1. Income and expenditure
	1.2. Capital works
Note 2	Funding for the delivery of our services
	2.1. Rates and charges
	2.2. Statutory fees and fines
	2.3. User fees
	2.4. Funding from other levels of government
	2.5. Contributions
	2.6. Net gain/(loss) on disposal of property, infrastructure, plant and equipment
	2.7. Net gain on property development
	2.8. Other income
Note 3	The cost of delivering services
	3.1. Employee costs
	3.2. Materials and services
	3.3. Depreciation and amortisation
	3.4. Bad and doubtful debts
	3.5. Borrowing costs
	3.6. Other expenses
Note 4	Our financial position
	4.1. Financial assets
	4.2. Non-financial assets
	4.3. Payables
	4.4. Interest bearing liabilities
	4.5. Provisions
	4.6. Financing arrangements
	4.7. Commitments
	4.8. Development fee obligation
Note 5	Assets we manage
	5.1. Non current assets classified as held for sale
	5.2. Property infrastructure plant and equipment
	5.3. Investment property
Note 6	People and relationships
	6.1. Council and key management remuneration
	6.2. Related party disclosure
Note 7	Managing uncertainties
	7.1. Contingent assets and liabilities
	7.2. Change in accounting standards
	7.3. Financial instruments
	7.4. Fair value measurement
	7.5. Events occurring after balance date
Note 8	Other matters
	8.1. Reserves
	8.2. Reconciliation of cash flows from operating activities to surplus/(deficit)
	8.3. Superannuation

**Hume City Council
2017/2018 Financial Report**

**Comprehensive Income Statement
For the Year Ended 30 June 2018**

	Note	2018 \$'000	2017 \$'000
Income			
Rates and charges	2.1	173,074	163,372
Statutory fees and fines	2.2	14,767	13,135
User fees	2.3	27,595	23,819
Grants - operating	2.4	44,915	46,705
Grants - capital	2.4	16,472	21,085
Contributions - monetary	2.5	37,273	33,697
Contributions - non-monetary assets	2.5	127,396	114,183
Net gain on disposal of property, plant, equipment and infrastructure	2.6	204	171
Net gain on property development	2.7	5,236	2,626
Fair value adjustments for investment property	5.3	7,160	3,591
Other income	2.8	6,919	5,550
Total income		461,011	427,934
Expenses			
Employee costs	3.1	(104,604)	(98,183)
Materials and services	3.2	(82,554)	(71,659)
Depreciation and amortisation	3.3	(42,570)	(40,173)
Bad and doubtful debts	3.4	(604)	(713)
Borrowing costs	3.5	(785)	(129)
Other expenses	3.6	(10,403)	(8,049)
Total expenses		(241,520)	(218,906)
Surplus for the year		219,491	209,028
Other comprehensive income			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment	8.1	450,587	147,285
Total comprehensive result		670,078	356,313

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

**Hume City Council
2017/2018 Financial Report**

**Balance Sheet
As at 30 June 2018**

	Note	2018 \$'000	2017 \$'000
Assets			
Current assets			
Cash and cash equivalents	4.1	38,608	87,568
Other financial assets	4.1	200,415	70,000
Trade and other receivables	4.1	30,931	32,327
Non-current assets classified as held for sale	5.1	2,686	10,517
Other assets	4.2	2,264	1,620
Total current assets		<u>274,904</u>	<u>202,032</u>
Non-current assets			
Trade and other receivables	4.1	92	300
Financial assets	4.1	310	310
Property, plant, equipment and infrastructure	5.2	3,128,105	2,538,701
Investment property	5.3	44,601	38,422
Non-current assets classified as held for sale	5.1	-	2,635
Intangible assets	4.2	13,917	15,077
Total non-current assets		<u>3,187,025</u>	<u>2,595,445</u>
Total assets		<u>3,461,929</u>	<u>2,797,477</u>
Liabilities			
Current liabilities			
Trade and other payables	4.3	25,938	17,585
Trust funds and deposits	4.3	4,033	6,910
Provisions	4.5	27,310	26,128
Interest-bearing loans and borrowings	4.4	559	1,221
Development fee obligation	4.8	3,374	12,962
Total current liabilities		<u>61,214</u>	<u>64,806</u>
Non-current liabilities			
Trust funds and deposits	4.3	5,497	3,899
Provisions	4.5	24,447	24,210
Interest-bearing loans and borrowings	4.4	-	559
Development fee obligation	4.8	-	3,310
Total non-current liabilities		<u>29,944</u>	<u>31,978</u>
Total liabilities		<u>91,158</u>	<u>96,784</u>
Net assets		<u>3,370,771</u>	<u>2,700,693</u>
Equity			
Accumulated surplus		1,670,107	1,479,278
Asset revaluation reserve	8.1	1,585,812	1,135,225
Other reserves	8.1	114,852	86,190
Total equity		<u>3,370,771</u>	<u>2,700,693</u>

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

Hume City Council
2017/2018 Financial Report

Statement of Changes in Equity
For the Year Ended 30 June 2018

	Note	Total 2018 \$'000	Accumulated Surplus 2018 \$'000	Asset Revaluation Reserve 2018 \$'000	Other Reserves 2018 \$'000
2018					
Balance at beginning of the financial year		2,700,693	1,479,278	1,135,225	86,190
Surplus for the year		219,491	219,491	-	-
Net asset revaluation increment	8.1	450,587	-	450,587	-
Transfers to other reserves	8.1	-	(45,454)	-	45,454
Transfers from other reserves	8.1	-	16,792	-	(16,792)
Balance at end of the financial year		3,370,771	1,670,107	1,585,812	114,852

		Total 2017 \$'000	Accumulated Surplus 2017 \$'000	Asset Revaluation Reserve 2017 \$'000	Other Reserves 2017 \$'000
2017					
Balance at beginning of the financial year		2,344,380	1,302,929	987,940	53,511
Surplus for the year		209,028	209,028	-	-
Net asset revaluation increment	8.1	147,285	-	147,285	-
Transfers to other reserves	8.1	-	(37,860)	-	37,860
Transfers from other reserves	8.1	-	5,182	-	(5,182)
Balance at end of the financial year		2,700,693	1,479,278	1,135,225	86,190

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

Hume City Council
2017/2018 Financial Report

Cash Flow Statement
For the Year Ended 30 June 2018

		2018	2017
		Inflows/ (Outflows)	Inflows/ (Outflows)
	Note	\$'000	\$'000
Cash flows from operating activities			
Rates and charges		174,593	156,470
Statutory fees and fines		14,090	12,955
User fees		33,579	24,574
Grants - operating		44,915	46,704
Grants - capital		17,016	18,822
Contributions - monetary		34,724	33,992
Interest received		3,686	2,779
Trust funds and deposits taken		21,941	23,462
Other receipts		1,736	2,270
Net GST refund		15,792	13,743
Employee costs		(103,303)	(97,086)
Materials and services		(97,607)	(86,316)
Trust funds and deposits repaid		(23,223)	(20,948)
Other payments		(6,976)	(6,578)
Net cash provided by operating activities	8.2	<u>130,964</u>	<u>124,843</u>
Cash flows from investing activities			
Payments for property, plant, equipment and infrastructure		(51,962)	(70,202)
Payments for investments		(200,415)	(70,000)
Proceeds from sale of property, plant, equipment and infrastructure		1,132	900
Proceeds from investments		70,000	44,850
Proceeds from property development		2,605	1,405
Net cash used in investing activities		<u>(178,640)</u>	<u>(93,047)</u>
Cash flows from financing activities			
Finance costs		(62)	(129)
Repayment of borrowings		(1,221)	(450)
Net cash used in financing activities		<u>(1,283)</u>	<u>(579)</u>
Net increase / (decrease) in cash and cash equivalents		(48,960)	31,217
Cash and cash equivalents at the beginning of the financial year		87,568	56,351
Cash and cash equivalents at the end of the financial year	4.1	<u>38,608</u>	<u>87,568</u>
Financing arrangements	4.6		
Restrictions on cash assets	4.1		

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

Hume City Council
2017/2018 Financial Report

Statement of Capital Works
For the Year Ended 30 June 2018

	2018	2017
	\$'000	\$'000
Property		
Land	-	5,400
Land improvements	10,847	7,945
Buildings	24,973	31,813
Total property	<u>35,820</u>	<u>45,158</u>
Plant and equipment		
Heritage	19	21
Plant and equipment	5,923	3,840
Furniture and equipment	3,353	4,214
Total plant and equipment	<u>9,295</u>	<u>8,075</u>
Infrastructure		
Roads	12,920	8,854
Bridges	36	154
Footpaths and cycleways	3,523	2,583
Car parks	2,129	333
Drainage	768	1,104
Total infrastructure	<u>19,376</u>	<u>13,028</u>
Total capital works expenditure	<u>64,491</u>	<u>66,261</u>
Represented by:		
New asset expenditure	18,287	40,610
Asset renewal expenditure	24,688	18,008
Asset expansion expenditure	11,635	3,521
Asset upgrade expenditure	9,881	4,122
Total capital works expenditure	<u>64,491</u>	<u>66,261</u>

The total capital works expenditure includes an amount of \$9.7m in 2017/18 of expenditure on assets not owned by Council or on assets which did not meet Council's asset recognition threshold as outlined in note 5.2.

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

**Notes to the Financial Report
For the Year Ended 30 June 2018**

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 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

Note 1

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, 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.

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.

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's 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 5.2).
- the determination of depreciation for buildings, plant and equipment and infrastructure (refer to note 5.2).
- the determination of employee and landfill provisions (refer to note 4.5).

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

(b) Rounding

Unless otherwise stated, amounts in the financial report have been rounded to the nearest thousand dollars. Figures in the financial statement may not equate due to rounding.

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2018

Note 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 2014* 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 2017. 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 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

1.1 Income and expenditure

	Budget 2018 \$'000	Actual 2018 \$'000	Variance 2018 \$'000	%	Ref
Income					
Rates and charges	169,361	173,074	3,713	2%	1
Statutory fees and fines	12,595	14,767	2,172	17%	2
User fees	25,449	27,595	2,146	8%	3
Grants - operating	40,030	44,915	4,885	12%	4
Grants - capital	15,134	16,472	1,338	9%	5
Contributions - monetary	23,396	37,273	13,877	59%	6
Contributions - non-monetary assets	65,816	127,396	61,580	94%	7
Net gain on disposal of property, plant, equipment and infrastructure	-	204	204	100%	8
Net gain on property development	4,963	5,236	273	6%	
Fair value adjustments for investment property	628	7,160	6,532	1,040%	9
Other income	4,372	6,919	2,547	58%	10
Total income	361,743	461,011	99,267		
Expenses					
Employee costs	109,384	104,604	4,780	4%	11
Materials and services	69,620	82,554	(12,934)	(19%)	12
Depreciation and amortisation	44,142	42,570	1,572	4%	13
Bad and doubtful debts	-	604	(604)	(100%)	14
Borrowing costs	248	785	(537)	(217%)	15
Other expenses	7,429	10,403	(2,974)	(40%)	16
Total expenses	230,823	241,520	(10,697)		
Surplus for the year	130,920	219,491	88,570		

Hume City Council
Notes to the Financial Report
For the Year Ended 30 June 2018

Note 1.1 Performance against budget (cont.)

a) Income and Expenditure (cont.)

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

Ref	Item	Explanation
1	Rates and charges	The favourable variance is due to the raising of supplementary rates income of \$2.4m above budget as a result of strong growth and interest raised on rate arrears of \$1.1m which was budgeted under 'Other income'.
2	Statutory fees and fines	The favourable variance relates to the continued growth and increase in market activity across the municipality which has led to higher subdivision, planning and building fees. Also contributing to the favourable variance are Local Laws infringements due to increased enforcement activity.
3	User fees	The favourable variance is due to higher than expected building inspection fees, utilisation of Council's facilities and fees relating to waste management.
4	Grants - operating	The favourable variance relates to: <ul style="list-style-type: none"> • The advance payment of 50% of the 2018/19 Financial Assistance Grant of \$7.65m which was received in 2017/18 and is offset by a 50% prepayment of the 2017/18 Financial Assistance Grant in 2016/17 (\$6.9m). In addition, Financial Assistance Grant for 2017/18 was \$1.2m favourable to budget; • Additional funding in Family, Youth and Children Services of \$1.9m for the unbudgeted preschool ratio supplement and the higher utilisation in preschools and childcare activities; and • Unbudgeted additional funding across various Council services.
5	Grants - capital	The favourable variance relates to a number of unbudgeted Government grants for the Arena District active reserve, Mc Mahon Recreation Reserve, Traffic Management Facilities and Craigieburn ANZAC Park.
6	Contributions - monetary	The favourable variance is due to a higher level of developer contributions as a result of continued growth in the north of the municipality including Mickleham, Lockerbie, Craigieburn and Greenvale. It should be noted that this income gives rise to future infrastructure obligations that Council must deliver including roads and community facilities.
7	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 as a result of continued growth in the City's north as follows: <ul style="list-style-type: none"> • In 2017/18 Council received contributed assets from 73 subdivisions; • The total length of the road network increased by 45 km; and • The total length of footpath network increased by 109 km.
8	Net gain on disposal of property, plant, equipment and infrastructure	The gain is due to the disposal of plant and equipment and a parcel of land.
9	Fair value adjustments for investment property	The favourable variance relates to the higher than expected movement in the value of Council's investment properties. The revaluation resulted in an average increase of 19%.
10	Other income	The favourable variance relates to investment interest as a result of holding higher than expected cash balances throughout the year due to receiving unbudgeted grants and a larger than expected carried forward capital works. <p>In addition, 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 reduction in the liability caused by the movement in discount and inflation rates, known as the unwinding interest effect, to be shown as interest income.</p>
11	Employee costs	The favourable variance is due to staff vacancies.
12	Materials and services	The unfavourable variance primarily relates to the following unbudgeted expenditure: <ul style="list-style-type: none"> • \$4.7m in agency staff due to temporary resources employed to backfill vacant positions during the recruitment process, offset by a favourable variance in employee costs. It is the practice of Council to budget for a full compliment of staff and not for agency staff; and • \$9.7m in capital works projects expensed as they did not meet Council's asset recognition thresholds.
13	Depreciation and amortisation	The variance is primarily due to the higher than budgeted carried forward component of the capital works program from 2017/18 into 2018/19.
14	Bad and doubtful debts	Council does not budget for bad debts as all attempts are made to recover outstanding
15	Borrowing costs	Council recognises the net present value (NPV) of its future liabilities for its employee benefits and landfill rehabilitation and aftercare costs. To record the increase in these liabilities, the accounting standards require the effect of falling interest rates, known as the unwinding interest effect, to be shown as borrowing costs.
16	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.

Notes to the Financial Report
For the Year Ended 30 June 2018

Note 1 Performance against budget (cont.)

1.2 Capital works

	Budget 2018 \$'000	Actual 2018 \$'000	Variance 2018 \$'000	%	Ref
Property					
Land	7,400	-	7,400	100%	1
Land improvements	20,790	10,847	9,943	48%	2
Buildings	48,176	24,973	23,203	48%	3
Total property	76,366	35,820	40,546		
Plant and equipment					
Heritage	95	19	76	80%	4
Plant and equipment	4,845	5,923	(1,078)	(22%)	5
Furniture and equipment	3,600	3,353	247	7%	
Total plant and equipment	8,540	9,295	(755)		
Infrastructure					
Roads	13,007	12,920	87	1%	
Bridges	155	36	119	77%	6
Footpaths and cycleways	5,238	3,523	1,715	33%	7
Car parks	1,065	2,129	(1,064)	(100%)	8
Drainage	2,162	768	1,394	64%	9
Total infrastructure	21,627	19,376	2,251		
Total capital works expenditure	106,533	64,491	42,042		
Represented by:					
New asset expenditure	38,868	18,287	20,581		
Asset renewal expenditure	28,508	24,688	3,820		
Asset expansion expenditure	19,085	11,635	7,450		
Asset upgrade expenditure	20,072	9,881	10,191		
Total capital works expenditure	106,533	64,491	42,042		

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

Ref	Item	Explanation
1	Land	<p>The variance relates to a number of budgeted acquisitions which did not occur during the year for:</p> <ul style="list-style-type: none"> • additional car parking within the Broadmeadows Town Centre. Council is currently in negotiations for the proposed purchase of land. • a potential depot site. Council is currently in the process of determining a suitable site for a new depot. <p>Funds for these projects have been carried forward into and are expected to occur in the 2018/19 financial year.</p>
2	Land improvement	<p>The variance relates to a number of incomplete projects including:</p> <ul style="list-style-type: none"> • works at Willowbrook Recreation Reserve as part of the masterplan; • works at Greenvale Recreation Reserve as part of the masterplan; • Mc Mahon Recreation Reserve works; and • Riddell Road Landfill Rehabilitation. <p>Funds for these projects have been carried forward into and are expected to occur in the 2018/19 financial year.</p>
3	Buildings	<p>The variance relates to a number of incomplete projects including:</p> <ul style="list-style-type: none"> • DS Aitken Reserve pavilion upgrade; • Broadmeadows Town Hall upgrade; • Hume Global Learning Centre in Sunbury; • Sunbury Aquatic Centre upgrade; • Aston Fields District Recreation Reserve Pavilion; • Aitken Hill Community Centre; and • Greenvale Recreation Reserve Pavilion number 1 extension. <p>Funds for these projects have been carried forward into and are expected to occur in the 2018/19 financial year.</p>
4	Heritage	<p>The variance relates to incomplete public art projects for the Hume Global Learning Centre in Sunbury which is under construction.</p> <p>Funds for this project have been carried forward into and is expected to occur in the 2018/19 financial year.</p>

**Notes to the Financial Report
For the Year Ended 30 June 2018**

Note 1 Performance against budget (cont.)

1.2 Capital works (cont.)

Ref	Item	Explanation
5	Plant and equipment	The variance relates to the outright purchase of plant which was originally budgeted to be leased. It is financially beneficial for Council to purchase outright rather than lease the fleet.
6	Bridges	The variance relates to two bridge repairs which will be completed in 2018/19. Funds for these projects have been carried forward into and are expected to occur in the 2018/19 financial year.
7	Footpaths and cycleways	The variance relates to a delay in the commencement of the Meadowlink path works which is now expected to be completed in 2018/19. Funds for this project has been carried forward into and is expected to occur in the 2018/19 financial year.
8	Car parks	The variance relates to: <ul style="list-style-type: none"> • completion of an unbudgeted car park extension at 75 Potter Street, Craigieburn which will be reimbursed by Public Transport Victoria; and • completion of the car park construction at Boardman Reserve which was budgeted in 2016/17.
9	Drainage	The variance relates to incomplete projects for: <ul style="list-style-type: none"> • the Banksia Grove, Tullamarine drainage upgrade; and • the drainage pipe rehabilitation program. Funds for these projects have been carried forward into and are expected to occur in the 2018/19 financial year.

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	Note	2018 \$'000	2017 \$'000
--	------	----------------	----------------

Note 2 Funding for the delivery of our services

2.1 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 an assessment of the market value of a property on a specific date.

The valuation base used to calculate general rates for 2017/18 was \$34.780 billion (2016/17 - \$33.427 billion). The 2017/18 rate in the CIV dollar was 0.43364 (2016/17 - 0.42514).

Residential	116,955	108,287
Commercial	8,304	8,415
Industrial	20,232	20,266
Rural	8,718	8,726
Organic waste fees	2,378	2,102
Interest on rates	1,088	684
Revenue in lieu of rates	15,399	14,892
Total rates and charges	173,074	163,372

The increase in rates and charges is primarily due to a rate increase of 2% 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 2016, and the valuation will be first applied in the rating year commencing 1 July 2016.

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.

2.2 Statutory fees and fines

Land information certificates	222	198
Building fines and infringements	2,235	1,826
Registrations and permits	1,937	1,391
Subdivisions	3,968	3,675
Traffic / Fines Victoria / animals	4,389	4,316
Town planning	1,706	1,440
Other / miscellaneous	310	289
Total statutory fees and fines	14,767	13,135

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.

The variance is primarily due to increased building fines and infringements due to increased enforcement activity and town planning fees, subdivision fees, road opening and asset protection registrations and permits, due to continued strong growth throughout the municipality.

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	Note	2018 \$'000	2017 \$'000
2.3 User fees			
Landfill/garbage		4,988	4,807
Recreational facilities		10,551	6,948
Community services		6,765	6,288
Building		1,600	1,383
General and supplementary valuation data		294	885
Cemetery fees		427	511
Town planning		446	405
Human resources		406	605
Community facilities		843	639
Other/miscellaneous		1,275	1,348
Total user fees		27,595	23,819

User fees are recognised as revenue when the service has been provided or the payment is received, whichever first occurs.

There has been an increase in recreational facilities income due to the opening of Councils new leisure facility SPLASH. The increase in fees across the board reflects the continued growth and increase in market activity across the municipality. The drop in general and supplementary valuation data is consistent with the sale of this data every two years to the State Revenue Office.

2.4 Funding from other levels of government

Grants were received in respect of the following:

Summary of grants

Commonwealth funded grants	30,010	39,024
State funded grants	31,377	28,766
Total grants	61,387	67,790

(a) Grants - operating

Recurrent - Commonwealth Government

Financial Assistance Grant - general purpose	13,195	16,948
Financial Assistance Grant - local roads	2,315	3,278
Aged and disability services	5,301	5,017
Family, youth and children's services	2,833	2,802
Community strengthening	679	436
Other	41	64

The decrease in Financial Assistance Grants is due to the advance payment of a portion of the 2018/19 funding of \$7.65m in 2017/18 (offset by the advance payment of a portion of the 2017/18 funding of \$6.9m in 2016/17).

Recurrent - State Government

Family, youth and children's services	12,399	10,899
Maternal and child health	2,587	2,083
Aged and disability services	2,060	2,533
Community strengthening	1,616	1,793
City laws	460	313
Economic development	367	0
Environmental services	239	36
Parks	131	107
Population health	474	213
Other	218	185

Total grants - operating	44,915	46,705
---------------------------------	---------------	---------------

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	Note	2018 \$'000	2017 \$'000
(b) Grants - capital			
Recurrent - Commonwealth Government			
Roads to recovery		1,961	2,382
Total recurrent capital grants		1,961	2,382
Non-recurrent - Commonwealth Government			
Buildings		2,273	5,910
Roads, carparks and footpaths		1,412	2,187
		<u>3,685</u>	<u>8,097</u>
Non-recurrent - State Government			
Buildings		8,617	7,616
Roads, carparks and footpaths		357	2,690
Land improvements		1,852	300
		<u>10,826</u>	<u>10,606</u>
Total non-recurrent capital grants		14,511	18,703
Total grants - capital		16,472	21,085

Grant income is recognised when Council obtains control of the contribution. This is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and are valued at their fair value at the date of transfer.

(c) Unspent grants received on condition that they be spent in a specific manner

Balance at start of year	7,560	3,395
Received during the financial year and remained unspent at balance date	5,523	6,766
Received in prior years and spent during the financial year	(1,907)	(2,601)
Balance at year end	11,176	7,560

Where grants recognised as revenues during the financial year 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 unused grant is disclosed above. The note also discloses the amount of unused grant from prior years that was expended on Council's operations during the current year.

2.5 Contributions

Monetary	37,273	33,697
Non-monetary assets	127,396	114,183
Total contributions	164,669	147,880

The high level of developer contributions is the result of continued growth in the City's north.

Contributions of non monetary assets were received in relation to the following asset classes:

Land under roads	30,116	28,242
Buildings	502	-
Roads	37,403	39,672
Bridges	-	531
Footpaths and cycleways	5,484	5,932
Drainage works	21,449	20,790
Land	28,682	18,327
Car parks	70	53
Land improvements	3,690	636
Total non-monetary contributions	127,396	114,183

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 or from other entities.

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	Note	2018 \$'000	2017 \$'000
2.6 Net gain on disposal of property, plant, equipment and infrastructure			
<i>Land</i>			
Proceeds from sale		315	214
Less cost of assets sold		(206)	-
Gain on disposal		<u>109</u>	<u>214</u>
<i>Plant and equipment</i>			
Proceeds from sale		817	686
Less cost of assets sold		(722)	(729)
Gain / (loss) on disposal		<u>95</u>	<u>(43)</u>
Total gain on disposal of property, plant, equipment and infrastructure		<u>204</u>	<u>171</u>

The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

2.7 Net gain on property development

<i>Racecourse Road development</i>			
Proceeds from sale		45,901	23,240
Interest earned on deposits		24	22
Less cost of assets sold		(10,267)	(4,771)
Less development fee expenses		(43,320)	(21,857)
Add unwinding of development fee obligation		12,898	5,994
Gain on property development		<u>5,236</u>	<u>2,626</u>

In December 2011, Council entered into an agreement with Frasers Property (formerly Australand) for the development of 50.1 ha of land at 275 Racecourse Road, Sunbury. The agreement was conditional upon obtaining rezoning and planning approval. These were obtained in March 2015, making the agreement unconditional. The nature of the agreement required Frasers Property to pay to council \$24.6m upfront giving rise to an obligation for Council to grant a non-exclusive licence over the site to Frasers Property to develop it.

Council treats the upfront payment received from the developer of \$24.6m as a liability (developer fee obligation) which is extinguished to the Income Statement based on the number of lots settled in a year. The split between current and non-current liabilities is based on the timing of the expected future settlements.

2.8 Other income

(a) Rental income

Investment property rent		1,019	999
Other rent		917	741
Total rental		<u>1,936</u>	<u>1,740</u>

Rent is recognised as revenue when a payment is due or is received, which ever first occurs. Rental payments received in advance are recognised as unearned income until they are due.

(b) Interest income

Interest		4,913	2,626
Unwinding interest effect for provisions		70	1,184
Total Interest income		<u>4,983</u>	<u>3,810</u>

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	Note	2018 \$'000	2017 \$'000
--	------	----------------	----------------

2.8 Other income (cont.)

(b) Interest income (cont.)

The favourable variance relates to investment interest as a result of holding higher than expected cash balances throughout the year due to receiving unbudgeted grants and a larger than expected carried forward capital works.

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 reduction in the liability caused by the movement in discount and inflation rates, known as the unwinding interest effect, to be shown as interest income.

Total other income		6,919	5,550
---------------------------	--	--------------	--------------

Note 3 The cost of delivering services

3.1 Employee costs

Wages and salaries		84,565	79,354
Workcover		2,375	2,678
Superannuation	8.3	8,226	7,624
Annual leave and long service leave		7,608	6,958
Other employee related expenses		1,728	1,462
Fringe benefits tax		102	108
Total employee costs		104,604	98,183

(b) Superannuation

Council made contributions to the following funds:

Defined benefit fund

Employer contributions to Local Authorities Superannuation Fund (Vision Super)		544	568
		544	568

Accumulation funds

Super)		5,231	5,050
Employer contributions - other funds		2,451	2,006
		7,682	7,056

Total superannuation	8.3	8,226	7,624
-----------------------------	-----	--------------	--------------

Refer to note 8.3 for further information relating to Council's superannuation obligations.

3.2 Materials and services

Materials		8,860	8,435
Capital works expensed		9,719	3,436
Fleet expenses		2,610	2,632
Contractors		48,638	45,532
Consultants, legal fees and other professional services		2,878	2,271
Insurance		1,380	1,683
Information technology		2,486	2,569
Building and utility charges		5,983	5,101
Total materials and services		82,554	71,659

The increase in total materials and services is due to a higher amount of capital works projects expensed on assets that did not meet Council's asset recognition thresholds.

Also contributing to the variance are the costs associated with the maintenance of parks and open spaces due to subdivisional growth throughout the municipality and the cost of agency staff used as temporary resources to backfill vacant positions during the recruitment process. These are included in contractors.

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	Note	2018 \$'000	2017 \$'000
3.3 Depreciation and amortisation			
Depreciation			
<i>Property</i>			
Land improvements		6,435	6,039
Buildings		4,377	3,926
<i>Plant and Equipment</i>			
Plant and equipment		2,304	2,012
Plant and equipment - finance leases		281	659
Furniture and equipment		2,770	2,495
<i>Infrastructure</i>			
Roads		16,934	16,034
Bridges		750	744
Footpaths and cycleways		2,515	2,415
Drainage works		4,777	4,434
Car parks		267	255
Total depreciation	5.2	41,410	39,013
Amortisation			
Intangible assets (landfill restoration assets)		1,160	1,160
Total amortisation	4.2	1,160	1,160
Total depreciation and amortisation		42,570	40,173

Refer to note 4.2 and 5.2 for a more detailed breakdown of depreciation and amortisation charges.

3.4 Bad and doubtful debts

Statutory planning and building control services	108	196
City laws	401	410
Other	95	107
Total bad and doubtful debts	604	713

Provision for doubtful debt is recognised when there is objective evidence that an impairment loss has occurred. Bad debts are written off when identified.

3.5 Borrowing costs

Interest - finance leases	62	129
Unwinding interest effect for provisions	723	-
Total borrowing costs	785	129

Council recognises the net present value (NPV) of its future liabilities for its employee benefits and landfill rehabilitation and aftercare costs. To record the increase in these liabilities, the accounting standards require the effect of falling interest rates, known as the unwinding interest effect, to be shown as borrowing costs.

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	Note	2018 \$'000	2017 \$'000
3.6 Other expenses			
Grants, contributions and donations		4,552	4,169
Auditors' remuneration - external		104	99
Auditors' remuneration - internal		123	124
Councillors' allowances		434	408
Operating lease rentals		1,206	1,333
Bank charges		551	435
Assets written off		3,433	1,481
Total other expenses		10,403	8,049

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

Note 4 Our financial position

4.1 Financial assets

(a) Cash and cash equivalents

Cash at bank and on hand	7,814	2,843
Money market call account	30,735	59,594
Committees of management bank accounts	59	331
Term deposits	-	24,800
Total cash and cash equivalents	38,608	87,568

(b) Other financial assets

Current

Term deposits greater than 90 days	200,415	70,000
	200,415	70,000

Non-current

Unlisted shares at cost - Regional Kitchen Pty Ltd	310	310
	310	310

This investment in the Regional Kitchen is a joint venture between a number of Victorian Councils which the Kitchen project with the aim of providing affordable, nutritious and culturally sensitive meals to older and other vulnerable residents.

Total other financial assets	200,725	70,310
-------------------------------------	----------------	---------------

Total financial assets

239,333	157,878
----------------	----------------

Council's cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:

Trust funds and deposits	4.3	9,530	10,809
Total restricted funds		9,530	10,809

Total unrestricted cash and cash equivalents

29,078	76,759
---------------	---------------

Intended allocations

Although not externally restricted the following amounts have been allocated for specific future purposes by Council:

Cash held to fund carried forward capital works		55,231	35,676
Statutory reserves		500	500
Conditional grants unspent	2.4	11,176	7,560
Total funds subject to intended allocations		66,907	43,736

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

**Notes to the Financial Report
For the Year Ended 30 June 2018**

Note 4 Our financial position (cont.)	Note	2018 \$'000	2017 \$'000
4.1 Financial assets (cont.)			
(c) Trade and other receivables			
Current			
Rates debtors		14,954	16,266
Statutory fees		6,066	3,138
Other debtors		7,333	10,934
Less: provision for doubtful debts		(462)	(427)
GST receivable		3,040	2,416
		<u>30,931</u>	<u>32,327</u>
Non-current			
Other debtors - Special rate scheme		92	300
		<u>92</u>	<u>300</u>
Total trade and other receivables		<u>31,023</u>	<u>32,627</u>

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. Long term receivables are carried at amortised cost using the effective interest rate method.

i) Ageing of receivables

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	4,306	10,026
Past due between 31 and 60 days	1,206	137
Past due between 61 and 90 days	588	556
Past due by more than 90 days	1,325	215
Total other debtors	<u>7,425</u>	<u>10,934</u>

ii) Movement in provisions for doubtful debts

Balance at the beginning of the year	427	395
New provisions recognised during the year	35	32
Balance at end of year	<u>462</u>	<u>427</u>

iii) Ageing of individually impaired receivables

At balance date, other debtors representing financial assets with a nominal value of \$7.43 million (2017: \$10.93 million) were partly impaired. The amount of the provision raised against these debtors was \$0.46 million (2017: \$0.43 million) which represents outstanding debts greater than 180 days where no payments have been received in the last three months.

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	Note	2018 \$'000	2017 \$'000
4.2 Non-financial assets			
(a) Other assets			
Prepayments		842	865
Accrued income		1,422	755
Total other assets		2,264	1,620
(b) Intangible assets			
Intangible assets - Landfill airspace		13,917	15,077
Gross carrying amount			
Opening balance		20,444	20,444
Closing balance		20,444	20,444
Accumulated amortisation and impairment			
Opening balance		(5,367)	(4,207)
Amortisation expense		(1,160)	(1,160)
Closing balance		(6,527)	(5,367)
Net book value		13,917	15,077

Intangible assets 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.

4.3 Payables

(a) Trade and other payables			
Trade payables		4,830	3,040
Accrued expenses		20,797	14,269
Net GST payable		311	274
Total trade and other payables		25,938	17,585
(b) Trust funds and deposits			
Current			
Refundable deposits		3,126	2,910
Fire services levy		907	4,000
Total current trust funds and deposits		4,033	6,910
Non-current			
Other refundable deposits		3,571	2,865
Developer contributions - equalisation trusts		1,926	1,034
Total non-current trust funds and deposits		5,497	3,899
Total trust funds and deposits		9,530	10,809

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.

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	Note	2018 \$'000	2017 \$'000
--	------	----------------	----------------

4.3 Payables (cont.)

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

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 52.01 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.

4.4 Interest-bearing loans and borrowings

Finance leases

Current

Finance leases	559	1,221
Total current	559	1,221

Non-current

Finance leases	-	559
Total non-current	-	559
Total finance leases	559	1,780

Aggregate carrying amount of interest-bearing loans and borrowings:

Current	559	1,221
Non-current	-	559
Total interest-bearing loans and borrowings	559	1,780

Council had the following obligations under finance leases for the lease of equipment (the sum of which is recognised as a liability after deduction of future lease finance charges included in the obligation):

Not later than one year	564	1,270
Later than one year and not later than five years	-	564
Total minimum lease payments	564	1,834
Less: Future finance charges	(5)	(54)
Recognised in the balance sheet as:	559	1,780

Leases of assets where substantially all the risks and benefits incidental to ownership of the asset, but not the legal ownership, are transferred to the Council are classified as finance leases. Finance leases are capitalised, recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual value. Lease payments are allocated between the reduction of the lease liability and the interest expense. Leased assets are amortised on a straight line basis over their estimated useful lives to Council where it is likely that Council will obtain ownership of the asset or over the term of the lease, whichever is the shorter.

**Notes to the Financial Report
For the Year Ended 30 June 2018**

4.5 Provisions

	<u>Employee benefits</u>				Total \$ '000
	Annual leave \$ '000	Long service leave \$ '000	Other employee benefits \$ '000	Landfill rehabilitation and after care \$ '000	
2018					
Balance at beginning of the financial year	7,876	18,466	198	23,798	50,338
Additional provisions	6,908	2,455	456	-	9,820
Amounts used	(6,474)	(1,928)	(435)	(217)	(9,054)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(9)	(61)	-	723	653
Balance at end of the financial year	8,301	18,932	219	24,304	51,757
2017					
Balance at beginning of the financial year	7,678	17,395	219	25,116	50,409
Additional provisions	6,705	2,366	289	-	9,360
Amounts used	(6,356)	(1,364)	(310)	(217)	(8,247)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(151)	69	-	(1,101)	(1,184)
Balance at end of the financial year	7,876	18,466	198	23,798	50,338

(a) Employee benefits

	2018 \$'000	2017 \$'000
Current provisions expected to be wholly settled within 12 months		
Annual leave	6,807	3,828
Long service leave	1,507	1,437
Other	219	198
Total	8,533	5,462
Current provisions expected to be wholly settled after 12 months		
Annual leave	1,494	4,048
Long service leave	15,287	14,664
Total	16,781	18,712
Non-current		
Long service leave	2,138	2,365
Total	2,138	2,365
Aggregate carrying amount of employee benefits:		
Current	25,314	24,174
Non-current	2,138	2,365
Total aggregate carrying amount of employee provisions	27,452	26,539

**Notes to the Financial Report
For the Year Ended 30 June 2018**

4.5 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 RDO's 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

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>	2018	2017
- discount rate	2.36%	2.27%
- inflation rate	3.50%	3.50%
-settlement rate LSL	9.50%	9.50%

(b) Landfill restoration

	2018	2017
	\$'000	\$'000
Current	1,996	1,954
Non-current	22,308	21,845
	<u>24,304</u>	<u>23,799</u>

Council is obligated to restore the Bolinda Road, Campbellfield and the Riddell Road, Sunbury landfill sites to a particular standard. 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

<i>Key assumptions:</i>	2018	2017
- discount rate	2.63%	2.60%
- inflation rate	1.90%	1.80%
- estimated nominal cost to rehabilitate	11,850,000	11,850,000

Total provisions

Current	27,310	26,128
Non-current	24,447	24,210
Total	<u>51,757</u>	<u>50,338</u>

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	2018	2017
	\$'000	\$'000
4.6 Financing arrangements		
Credit card facility	400	400
Less: used facilities	(102)	(111)
Unused facilities	<u>298</u>	<u>289</u>

4.7 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 exclusive of the GST payable.

Operating

Waste collection	5,477	8,034
Parking management and enforcement services	5	99
Total operating	<u>5,482</u>	<u>8,133</u>

The decrease in operating commitments primarily relates to a number of contracts expiring in 2017/18 and 2018/19 for the provision of waste collection and parking management and enforcement services.

Not later than 1 year	2,635	2,656
Later than 1 year and not later than 2 years	2,705	2,630
Later than 2 years and not later than 5 years	114	2,847
Later than 5 years	28	-
Total commitments	<u>5,482</u>	<u>8,133</u>

Capital

Buildings	44,708	9,635
Road construction and development	5,957	2,154
Other	3,559	6,155
Total capital	<u>54,224</u>	<u>17,944</u>

The increase the capital commitments for buildings primarily relates to the redevelopment and construction of the Broadmeadows Town Hall, construction of the Hume Global Learning Centre, Sunbury and Construction of Aitken Hill Community Centre, Craigieburn.

Not later than 1 year	53,068	16,961
Later than 1 year and not later than 2 years	1,156	983
Total commitments	<u>54,224</u>	<u>17,944</u>

Total commitments	<u>59,706</u>	<u>26,077</u>
--------------------------	---------------	---------------

Operating lease commitments

At the reporting date, the Council had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within Council's activities (these obligations are not recognised as liabilities):

Not later than 1 year	96	167
Later than 1 year and not later than 2 years	48	96
Later than 2 years and not later than 5 years	17	49
Total operating lease commitments	<u>161</u>	<u>312</u>

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	2018	2017
	\$'000	\$'000
4.8 Development fee obligation		
<i>Current</i>		
Opening balance	12,962	10,169
Transfer from non-current	3,310	8,787
Unwinding of developer fee obligation	<u>(12,898)</u>	<u>(5,994)</u>
	<u>3,374</u>	<u>12,962</u>
<i>Non-current</i>		
Opening balance	3,310	12,097
Transfer to current	<u>(3,310)</u>	<u>(8,787)</u>
	<u>-</u>	<u>3,310</u>
Total development fee obligation	<u>3,374</u>	<u>16,272</u>

In December 2011, Council entered into an agreement with Frasers Property for the development of 50.1 ha of land at 275 Racecourse Road, Sunbury. The agreement was conditional upon obtaining rezoning and planning approval. These were obtained in March 2015, making the agreement unconditional. The nature of the agreement required Frasers Property to pay to council \$24.6m upfront giving rise to an obligation for Council to grant a non-exclusive licence over the site to Frasers Property to develop it.

Council treated the upfront payment received from the developer of \$24.6m as a non-current liability (developer fee obligation). Assets were transferred from non-current to current assets held for sale and the corresponding portion of the developer fee obligation liability was transferred from a non-current to a current liability based on the expected timing of the settlement. The outstanding developer fee obligation liability will be recognised in the Income Statement progressively as Council fulfils its obligation when the lots are settled - this effect is referred to as the unwinding of the development fee obligation.

During the 2017/18 financial year, a total of 178 lots were sold (109 lots in 2016/17) with a total area of 125,519 square metres (58,326 square metres in 2016/17) representing approximately 52% of the total developable area (24% in 2016/17).

Note 5 Assets we manage

5.1 Non-current assets classified as held for sale

<i>Current</i>		
Balance at beginning of the financial year	10,517	8,095
Transfer from non-current assets held for sale	2,635	6,994
Transfer from property, plant, equipment and infrastructure	-	199
Disposals	<u>(10,466)</u>	<u>(4,771)</u>
Total current	<u>2,686</u>	<u>10,517</u>
<i>Non-current</i>		
Balance at beginning of the financial year	2,635	9,629
Transfer to current assets held for sale	<u>(2,635)</u>	<u>(6,994)</u>
Total non-current	<u>-</u>	<u>2,635</u>
Total non-current assets classified as held for sale	<u>2,686</u>	<u>13,152</u>

**Notes to the Financial Report
For the Year Ended 30 June 2018**

5.2 Property, plant, equipment and infrastructure

Summary of property, plant, equipment and infrastructure

	At fair value 30 June 2017	Additions	Contributions	Revaluation	Depreciation	Disposal	Assets written off	Transfers	Capital works WIP expensed	At fair value 30 June 2018
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Land	1,092,077	-	62,489	400,422	(6,435)	-	-	11,075	-	1,559,628
Buildings	167,306	-	502	45,460	(4,377)	-	(555)	55,381	-	263,717
Plant and equipment	21,435	1,199	-	-	(5,355)	(690)	-	9,604	-	26,193
Infrastructure	1,186,012	-	64,406	4,705	(25,243)	-	(2,878)	14,864	-	1,241,866
Work in progress	71,870	64,491	-	-	-	-	-	(89,941)	(9,719)	36,701
	2,538,701	65,690	127,397	450,587	(41,410)	(690)	(3,433)	983	(9,719)	3,128,105

Summary of work in progress

	Opening WIP 2017	Additions	Transfers	Capital works WIP expensed	Closing WIP 2018
	\$'000	\$'000	\$'000	\$'000	\$'000
Land improvements	13,641	10,847	17,009	2,312	5,167
Buildings	52,989	24,973	54,369	1,538	22,055
Plant and equipment	1,746	9,295	8,877	317	1,847
Infrastructure	3,494	19,376	9,686	5,552	7,632
Total	71,870	64,491	89,941	9,719	36,701

Asset recognition thresholds and depreciation periods

	Depreciation Period	Threshold Limit ('000)
Land		
land	-	1
land improvements	7 - 50 years	10
land under roads	-	1
Buildings		
buildings	50 years	10
Plant and Equipment		
Plant and machinery	1 - 10 years	1
Furniture and equipment	1 - 10 years	1
Heritage Assets		
Heritage and culture	-	10
Infrastructure		
Roads		
road pavements and seals	12 - 75 years	10
road formation (earthworks)	-	10
Bridges	50 - 100 years	10
Footpaths and cycleways	50 years	10
Kerb and channel	60 years	10
Car parks		
Sealed	12 - 75 years	10
Unsealed	-	10
Drainage assets (pits and pipes)	100 years	10
Other infrastructure	5 - 75 years	10

Property	Land - specialised \$'000	Land - non specialised \$'000	Land improvements \$'000	Total Land \$'000	Buildings - specialised \$'000	Total Buildings \$'000	Work In Progress \$'000	Total Property \$'000
At fair value 1 July 2017	970,147	75,248	80,172	1,125,567	173,242	173,242	66,628	1,365,437
Accumulated depreciation at 1 July 2017	-	-	(33,489)	(33,489)	(5,936)	(5,936)	-	(39,425)
	970,147	75,248	46,683	1,092,078	167,306	167,306	66,628	1,326,012
Movements in fair value								
Additions	-	-	-	-	-	-	35,820	35,820
Contributions	55,514	3,285	3,690	62,489	502	502	-	62,991
Revaluation	369,548	30,874	-	400,422	33,561	33,561	-	433,983
Fair value of assets written off	-	-	-	-	(634)	(634)	-	(634)
Capital works WIP expensed	-	-	-	-	-	-	(3,850)	(3,850)
Transfers	(5,340)	7,580	7,075	9,315	57,047	57,047	(71,378)	(5,016)
	419,722	41,739	10,765	472,226	90,475	90,475	(39,408)	523,294
Movements in accumulated depreciation								
Depreciation and amortisation	-	-	(6,435)	(6,435)	(4,377)	(4,377)	-	(10,812)
Accumulated depreciation of assets written off	-	-	-	-	79	79	-	79
Revaluation increments	-	-	-	-	11,899	11,899	-	11,899
Transfers	-	-	1,760	1,760	(1,666)	(1,666)	-	94
	-	-	(4,675)	(4,675)	5,936	5,936	-	1,260
At fair value 30 June 2018	1,389,869	116,987	90,937	1,597,793	263,717	263,717	27,220	1,888,731
Accumulated depreciation at 30 June 2018	-	-	(38,164)	(38,164)	-	-	-	(38,165)
	1,389,869	116,987	52,773	1,559,628	263,717	263,717	27,220	1,850,565

**Notes to the Financial Report
For the Year Ended 30 June 2018**

Note 5.2 Property, infrastructure, plant and equipment (cont'd)

Plant and Equipment	Heritage \$'000	Plant and equipment \$'000	Furniture and equipment \$'000	Leased plant and equipment \$'000	Work In Progress \$'000	Total plant and equipment \$'000
At fair value 1 July 2017	489	19,602	36,290	4,578	1,746	62,705
Accumulated depreciation at 1 July 2017	-	(8,427)	(26,800)	(4,297)	-	(39,524)
	489	11,175	9,490	281	1,746	23,181
Movements in fair value						
Additions	-	25	1,174	-	9,295	10,494
Disposal	-	(1,978)	-	-	-	(1,978)
Capital works WIP expensed	-	-	-	-	(317)	(317)
Transfers	52	6,125	3,427	-	(8,877)	727
	52	4,172	4,601	-	101	8,926
Movements in accumulated depreciation						
Depreciation and amortisation	-	(2,304)	(2,770)	(281)	-	(5,355)
Accumulated depreciation of disposals	-	1,288	-	-	-	1,288
	-	(1,016)	(2,770)	(281)	-	(4,067)
At fair value 30 June 2018	541	23,774	40,891	4,578	1,847	71,632
Accumulated depreciation at 30 June 2018	-	(9,443)	(29,570)	(4,578)	-	(43,591)
	541	14,331	11,321	-	1,847	28,040

Infrastructure	Roads \$'000	Bridges \$'000	Footpaths and cycleways \$'000	Car Parks \$'000	Drainage \$'000	Work In Progress \$'000	Total Infrastructure \$'000
At fair value 1 July 2017	858,748	76,623	123,192	12,295	467,954	3,494	1,542,306
Accumulated depreciation at 1 July 2017	(182,038)	(19,914)	(31,717)	(3,656)	(115,475)	-	(352,800)
	676,710	56,709	91,475	8,639	352,479	3,494	1,189,506
Movements in fair value							
Additions	-	-	-	-	-	19,376	19,376
Contributions	37,403	-	5,484	70	21,449	-	64,406
Revaluation	-	-	-	-	5,002	-	5,002
Fair value of assets written off	(4,099)	(527)	(95)	(241)	(97)	-	(5,059)
Capital works WIP expensed	-	-	-	-	-	(5,552)	(5,552)
Transfers	6,347	671	2,936	3,050	1,860	(9,686)	5,178
	39,651	144	8,325	2,879	28,214	4,138	83,351
Movements in accumulated depreciation							
Depreciation and amortisation	(16,934)	(750)	(2,515)	(267)	(4,777)	-	(25,243)
Accumulated depreciation of assets written off	1,810	221	73	77	-	-	2,181
Revaluation increments	-	-	-	-	(297)	-	(297)
	(15,124)	(529)	(2,442)	(190)	(5,074)	-	(23,359)
At fair value 30 June 2018	898,399	76,768	131,517	15,174	496,168	7,632	1,625,658
Accumulated depreciation at 30 June 2018	(197,162)	(20,444)	(34,159)	(3,846)	(120,549)	-	(376,159)
	701,237	56,324	97,358	11,328	375,619	7,632	1,249,498

Notes to the Financial Report
For the Year Ended 30 June 2018

Note 5.2 Property, plant, equipment and infrastructure (cont'd)

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 detailed in Note 5.2 have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

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.

Finance leases

Leases of assets where substantially all the risks and benefits incidental to ownership of the asset, but not the legal ownership, are transferred to the Council are classified as finance leases. Finance leases are capitalised, recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual value. Lease payments are allocated between the reduction of the lease liability and the interest expense. Leased assets are amortised on a straight line basis over their estimated useful lives to the Council where it is likely that the Council will obtain ownership of the asset or over the term of the lease, whichever is the shorter.

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 valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. 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 2018 are as follows:

Asset Class	Level 1 \$ '000	Level 2 \$ '000	Level 3 \$ '000	Total \$ '000	DoV
Land and Buildings					
Land - non specialised	-	116,987	-	116,987	Jun-18
Land - specialised	-	-	1,389,869	1,389,869	Jun-18
Buildings - specialised	-	-	263,717	263,717	Jun-18
Total	-	116,987	1,653,586	1,770,573	

Notes to the Financial Report
For the Year Ended 30 June 2018

Note 5.2 Property, plant, equipment and infrastructure (cont'd)

2018 **2017**
\$'000 **\$'000**

Valuation of infrastructure

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. Economic obsolescence and the asset's condition has also been factored into the calculation. Infrastructure assets contain significant unobservable adjustments, therefore these assets are classified as

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2018 are as follows:

Asset Class	Level 1 \$ '000	Level 2 \$ '000	Level 3 \$ '000	Total \$ '000	DoV
Infrastructure					
Roads	-	-	701,237	701,237	Jun-16
Bridges	-	-	56,324	56,324	Jun-16
Footpaths and cycleways	-	-	97,358	97,358	Jun-17
Car parks	-	-	11,328	11,328	Jun-16
Drainage works	-	-	375,619	375,619	Jun-18
Total	-	-	1,241,866	1,241,866	

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 10% 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 and \$2,060 per square metre.

1,389,869 970,147

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 \$825 to \$7,500 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.

263,717 167,306

Infrastructure assets are valued based on the depreciated 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 100 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.

1,241,866 1,186,012

Reconciliation of specialised land

Land under roads

259,675 159,155

Parks and reserves

1,130,195 810,992

Total specialised land

1,389,870 **970,147**

Notes to the Financial Report
For the Year Ended 30 June 2018

	2018	2017
	\$'000	\$'000
5.3 Investment property		
Land		
Balance at beginning of the financial year	31,712	26,446
Transfers from land into investment property	910	2,291
Transfers from investment property into land	(3,149)	-
Fair value adjustments	5,247	2,975
Balance at end of the financial year	34,720	31,712
Buildings		
Balance at beginning of the financial year	6,710	4,936
Transfers from buildings into investment property	1,258	1,158
Fair value adjustments	1,913	616
Balance at end of the financial year	9,881	6,710
Total investment property at end of the financial year	44,601	38,422

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. Rental income from the leasing of investment properties is recognised in the comprehensive income statement on a straight line basis over the lease term.

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.

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	2018	2017
	No.	No.

Note 6 People and relationships

6.1 Council and key management remuneration

(a) Related parties

During the 2017/18 financial year there were no entities that were either controlled, jointly controlled or which Council had a significant influence over (2016/17 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 Geoff Porter	(1/07/2017 to 30/6/2018; Mayor 1/11/2017 to Current)
Councillor Steve Medcraft	(1/07/2017 to Current)
Councillor Ann Potter	(1/07/2017 to Current)
Councillor Drew Jessop	(1/11/2017 to Current; Mayor 1/07/2017 to 31/10/2017)
Councillor Carly Moore	(1/07/2017 to Current)
Councillor Jana Taylor	(1/07/2017 to Current)
Councillor Karen Sherry	(1/07/2017 to Current)
Councillor Joseph Haweil	(1/07/2017 to Current)
Councillor Jodi Jackson	(1/07/2017 to Current)
Councillor Leigh Johnson	(1/07/2017 to Current)
Councillor Naim Kurt	(1/07/2017 to Current)

Total number of councillors	11	18
Chief executive officer and other key management personnel	7	6
Total key management personnel	18	24

(c) Remuneration of key management personnel

Total remuneration of key management personnel was as follows:

Short-term benefits	1,977	1,960
Post employment benefit	139	147
Other long-term benefits	40	39
Total remuneration	2,156	2,146

Where a senior officer has temporarily acted in a Key Management Personnel (KMP) position which was not vacant during the financial year, their remuneration has been included and therefore is not reported above.

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:

	2018	2017
	No.	No.
\$0 - \$9,999	-	6
\$20,000 - \$29,999	-	8
\$30,000 - \$39,999	9	3
\$50,000 - \$59,999	1	-
\$70,000 - \$79,999	1	-
\$80,000 - \$89,999	-	1
\$110,000 - \$119,999	1	-
\$120,000 - \$129,999	1	-
\$250,000 - \$259,999	1	1
\$260,000 - \$269,999	1	1
\$270,000 - \$279,999	-	2
\$280,000 - \$289,999	1	1
\$290,000 - \$299,999	1	-
\$390,000 - \$399,999	1	1
	18	24

**Notes to the Financial Report
For the Year Ended 30 June 2018**

Note 6 People and relationships (cont.)

2018 2017

(d) Senior officer remuneration

No. No.

A Senior officer is an officer of Council, other than key management personnel, who:
a) has management responsibilities and reports directly to the Chief Executive; or
b) whose total annual remuneration exceeds \$145,000.

The number of senior officers are shown below in their relevant income bands:

Income Range:

\$145,000 - \$149,999	11	11
\$150,000 - \$159,999	9	6
\$160,000 - \$169,999	6	4
\$170,000 - \$179,999	3	3
\$180,000 - \$189,999	1	3
\$190,000 - \$199,999	7	5
\$200,000 - \$209,999	3	4
\$210,000 - \$219,999	1	-
\$220,000 - \$229,999	-	1
\$230,000 - \$239,999	1	1
\$240,000 - \$249,999	1	-
	43	38

	\$'000	\$'000
Total Remuneration for the reporting year for Senior Officers included above, amounted to:	7,394	6,517

6.2 Related party disclosure

(a) Transactions with related parties

During the period Council entered into the following transactions with related parties.

Nature of transaction	2017/18 \$'000	Comment
Employee Costs	30	A close family member of a Council's KMP is employed part time by Council under the relevant pay award on an arm's length basis.
Total	30	

(b) Outstanding balances with related parties

There were no significant outstanding balances at the end of the reporting period in relation to transactions with related parties.

(c) Loans to/from related parties

No loans have been made, guaranteed or secured by the Council to a related party during the reporting year (2016/17, Nil).

(d) Commitments to/from related parties

No loans have been made, guaranteed or secured by the Council to a related party during the reporting year (2016/17, Nil).

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	2018	2017
	\$'000	\$'000

Note 7 Managing uncertainties

7.1 Contingent assets and liabilities

(a) Contingent assets

Developer contributed assets

Developer contributions to be received in respect of estates currently under development total \$126 million (2016/17, \$110 million).

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 2 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	759	262
Later than 1 year and not later than 5 years	1,775	183
Total operating lease commitments	2,534	445

(b) Contingent liabilities

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 2018, current public liability claims excess which are considered to have a financial exposure for Council was \$230,000 (2016/17, \$110,000).

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 below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

7.2 Change in accounting standards

The following new AAS's have been issued that are not mandatory for the 30 June 2018 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

Financial Instruments - Disclosures (AASB 7) (applies 2018/19)

This Standard requires entities to provide disclosures in their financial statements that enable users to evaluate: (a) the significance of financial instruments for the entity's financial position and performance; and (b) the nature and extent of risks arising from financial instruments to which the entity is exposed.

7.2 Change in accounting standards (cont.)

Financial Instruments (AASB 9) (applies 2018/19)

The key changes include the simplified requirements for the classification and measurement of financial assets, a new hedging accounting model and a revised impairment loss model to recognise impairment losses earlier, as opposed to the current approach that recognises impairment only when incurred.

Revenue from contracts with customers (AASB 15) (applies 2019/20 for LG sector)

The standard shifts the focus from the transaction-level to a contract-based approach. Recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract. The full impact of this standard is not known however it is most likely to impact where contracts extend over time, where there are rights and obligations that may vary the timing or amount of the consideration, or where there are multiple performance elements. This has the potential to impact on the recognition of certain grant income.

Amendments to Australian Accounting Standards – Deferral of AASB 15 for Not-for-Profit Entities (AASB 2016-7) (applies 2019/20)

This Standard defers the mandatory effective date of AASB 15 for not-for-profit entities from 1 January 2018 to 1 January 2019.

Leases (AASB 16) (applies 2019/20)

The classification of leases as either finance leases or operating leases is eliminated for lessees. Leases will be recognised in the Balance Sheet by capitalising the present value of the minimum lease payments and showing a 'right-of-use' asset, while future lease payments will be recognised as a financial liability. The nature of the expense recognised in the profit or loss will change. Rather than being shown as rent, or as leasing costs, it will be recognised as depreciation on the 'right-of-use' asset, and an interest charge on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term.

Income of Not-for-Profit Entities (AASB 1058) (applies 2019/20)

This standard replaces AASB 1004 Contributions and establishes revenue recognition principles for transactions where the consideration to acquire an asset is significantly less than fair value to enable to not-for-profit entity to further its objectives.

7.3 Financial instruments

(a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. 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.

7.3 Financial instruments (cont.)

(b) Market risk (cont.)

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 1989*. 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.

(c) 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.

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 are disclosed in Note 7.1(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.

7.3 Financial instruments (cont.)

(d) 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.

The 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.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 4.4.

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

(e) 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 + 1% and -0.5% in market interest rates (AUD) from year-end rates of 1.5%.

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.

7.4 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.

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.

7.4 Fair value measurement (cont.)

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 or independent experts.

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.

7.5 Events occurring after balance date

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

**Notes to the Financial Report
For the Year Ended 30 June 2018**

Note 8 Other matters

8.1 Reserves	Balance at beginning of reporting period	Increment (decrement)	Balance at end of reporting period
(a) Asset revaluation reserves	\$'000	\$'000	\$'000
2018			
Property			
Land	561,343	330,218	891,561
Buildings	19,960	45,460	65,420
Land under roads	35,310	70,204	105,514
	616,613	445,882	1,062,495
Plant and equipment			
Plant and equipment	285	-	285
	285	-	285
Infrastructure			
Roads	283,530	-	283,530
Bridges	17,201	-	17,201
Footpaths and cycleways	36,631	-	36,631
Car parks	5,089	-	5,089
Drainage	142,251	4,705	146,956
	484,702	4,705	489,407
Investment property			
Land	33,297	-	33,297
Buildings	328	-	328
	33,625	-	33,625
Total asset revaluation reserves	1,135,225	450,587	1,585,812
2017			
Property			
Land	468,050	93,293	561,343
Buildings	19,960	-	19,960
Land under roads	19,312	15,998	35,310
	507,322	109,291	616,613
Plant and equipment			
Plant and equipment	285	-	285
	285	-	285
Infrastructure			
Roads	251,822	31,708	283,530
Bridges	17,201	-	17,201
Footpaths and cycleways	38,426	(1,795)	36,631
Car parks	5,324	(235)	5,089
Drainage	133,935	8,316	142,251
	446,708	37,994	484,702

**Notes to the Financial Report
For the Year Ended 30 June 2018**

Investment property

Land	33,297	-	33,297
Buildings	328	-	328
	33,625	-	33,625

Total asset revaluation reserves

987,940	147,285	1,135,225
----------------	----------------	------------------

Note 8 Other matters (cont.)

	Balance at beginning of reporting period	Transfer from accumulated surplus	Transfer to accumulated surplus	Balance at end of reporting period
(b) Other reserves	\$'000	\$'000	\$'000	\$'000
2018				
Recreation land	3,431	2,593	(1,189)	4,835
Development levies	69,077	34,576	(13,696)	89,957
Conditional grants	7,560	5,523	(1,907)	11,176
Reserve - landfills	500	-	-	500
Investment reserve	5,622	2,762	-	8,384
Total other reserves	86,190	45,454	(16,792)	114,852
2017				
Recreation land	3,514	1,675	(1,758)	3,431
Development levies	42,457	26,649	(29)	69,077
Conditional grants	3,395	7,560	(3,395)	7,560
Reserve - landfills	500	-	-	500
Investment reserve	3,645	1,977	-	5,622
Total other reserves	53,511	37,860	(5,182)	86,190

The recreation land and development levies reserves are restricted reserves whereby funds 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.

**Notes to the Financial Report
For the Year Ended 30 June 2018**

	2018	2017
	\$'000	\$'000
8.2 Reconciliation of cash flows from operating activities to surplus		
Surplus for the year	219,491	209,028
Depreciation and amortisation	42,570	40,173
Gain on disposal of property, plant, equipment and infrastructure	(243)	(204)
Net gain on property development	(5,236)	(2,626)
Contributions - non-monetary assets	(127,396)	(114,183)
Asset written off	3,433	1,481
Fair value adjustments for investment property	(7,160)	(3,591)
Borrowing costs	62	129
<i>Change in assets and liabilities:</i>		
(Increase) / decrease in rates debtors	1,520	(2,593)
(Increase) / decrease in other debtors	50	(8,083)
Increase in provision for doubtful debts	35	32
(Increase)/decrease in other assets	(645)	559
Increase in trade and other payables	4,344	2,283
Increase/(decrease) in trust funds and deposits	(1,279)	2,510
Increase in provisions	1,418	(70)
Net cash provided by operating activities	130,964	124,843

8.3 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This 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 the Comprehensive Income Statement when they are made or due.

Accumulation

The Fund's accumulation categories, Vision MySuper/Vision Super Saver, receive 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 2018, this was 9.5% as required under Superannuation Guarantee legislation).

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.

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 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.

8.3 Superannuation (cont.)

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.

As at 30 June 2017, a full triennial actuarial investigation was completed. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 103.1%. To determine the VBI, the Fund Actuary used the following long-term assumptions:

Net investment returns 6.5% pa

Salary information 3.5% pa

Price inflation (CPI) 2.5% pa.

Vision Super has advised that the estimated VBI at 30 June 2018 was 106.0%.

The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2017 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.

Employer contributions

Regular contributions

On the basis of the results of the 2017 triennial 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 2018, this rate was 9.5% of members' salaries (9.5% in 2016/2017). This rate will increase in line with any increases in the SG contribution rate. 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%.

2017 triennial actuarial investigation surplus amounts

The Fund's triennial investigation as at 30 June 2017 identified the following in the defined benefit category of which Council is a contributing employer:

A VBI surplus of \$69.8 million

A total service liability surplus of \$193.5 million.

A discounted accrued benefits surplus of \$228.8 million.

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 2017. Council was notified of the 30 June 2017 VBI during August 2017.

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.

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 the investigation date.

2018 interim actuarial investigation

An interim actuarial investigation will be conducted for the Fund's position as at 30 June 2018. It is anticipated that this actuarial investigation will be completed in December 2018.

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 1989*, the *Local Government (Planning and Reporting) Regulations 2014*, Australian Accounting Standards and other mandatory professional reporting requirements.



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

**Date: 12 September 2018
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 2018 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 2014* to certify the financial statements in their final form.



**Cr Carly Moore
Councillor**

**Date: 12 September 2018
Melbourne**



**Cr Geoff Porter
Mayor**

**Date: 12 September 2018
Melbourne**



**Domenic Isola
Chief Executive Officer**

**Date: 12 September 2018
Melbourne**

Independent Auditor's Report

To the Councillors of Hume City Council

Opinion I have audited the financial report of Hume City Council (the council) which comprises the:

- balance sheet as at 30 June 2018
- comprehensive income statement for the year then ended
- statement of changes in equity for the year then ended
- cash flow statement for the year then ended
- notes to the financial statements, including significant accounting policies
- certification of the financial report.

In my opinion the financial report presents fairly, in all material respects, the financial position of the council as at 30 June 2018 and their financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 6 of the *Local Government Act 1989* and applicable Australian Accounting Standards.

Basis for Opinion I have conducted my audit in accordance with the *Audit Act 1994* which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report.

My independence is established by the *Constitution Act 1975*. My staff and I are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Councillors' responsibilities for the financial report The Councillors of the council are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the *Local Government Act 1989*, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Councillors are responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.

Auditor's responsibilities for the audit of the financial report

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Councillors
- conclude on the appropriateness of the Councillors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
17 September 2018



Tim Loughnan
as delegate for the Auditor-General of Victoria