COUNCIL MEETING

Tuesday 17 August, 2021
6.30pm

Council Chamber
Level 1
Maribyrnong Council Offices
Corner Hyde and Napier Streets, Footscray
and via Zoom

AGENDA

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13. Confidential Business

14. Meeting Closure

Agenda Item 6

CONFIRMATION OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING - 20 JULY 2021

Director: **Lisa King**
Acting Director Corporate Services

Author: **Danny Bilaver**
Acting Manager Governance and Commercial Services

PURPOSE

To present for confirmation, the minutes of the Ordinary Council Meeting held on 20 July 2021.

ISSUES SUMMARY

- The Maribyrnong City Council Governance rules requires Council to keep minutes of each meeting of the Council and Delegated Committees, and for minutes to be submitted to the next appropriate meeting for confirmation.

ATTACHMENTS

1. Unconfirmed Minutes of Council Meeting held on 20 July 2021 ⇩

OFFICER RECOMMENDATION

That Council confirms the minutes of the Ordinary Council Meeting held on 20 July 2021.

Agenda Item 6

BACKGROUND

The minutes of meetings remain unconfirmed until the next appropriate meeting of Council.

DISCUSSION/KEY ISSUES

1. Key Issues

Council's Governance Rules requires Council to confirm its minutes at the next appropriate meeting.

2. Council Policy/Legislation

Council Plan 2021-2025

This report contributes to Council's strategic objectives contained in the Council Plan 2020-2021 by considering:

- Ethical leadership - lead our changing city using strategic foresight, innovation, transparent decision making and well-planned, effective collaboration to support economic growth during the ongoing challenges of the pandemic and beyond.

Legislation

Local Government Act 2020

Conflicts of Interest

No officer responsible for, or contributing to, this report has declared a direct or indirect interest in relation to this report.

Human Rights Consideration

This report complies with the rights listed in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

3. Engagement

Not applicable.

4. Resources

Not applicable.

5. Environment

Not applicable.

CONCLUSION

The unconfirmed minutes of the Ordinary Council Meeting held on 20 July 2021 are presented for confirmation.

Agenda Item 6 – Attachment 1

Maribyrnong City Council

COUNCIL MEETING MINUTES

Tuesday 20 July, 2021
6.30pm

Council Chamber
Level 1
Maribyrnong Council Offices
Corner Hyde and Napier Streets, Footscray

MEMBERSHIP
Councillor Michael Clarke (Chair)
Councillor Sarah Carter
Councillor Simon Crawford
Councillor Jorge Jorquera
Councillor Cuc Lam
Councillor Bernadette Thomas
Councillor Anthony Tran

To be confirmed at the Ordinary Council Meeting
to be held on 17 August, 2021

Agenda Item 6 – Attachment 1

1. COMMENCEMENT OF MEETING AND WELCOME

The meeting commenced at 6:32pm.

The Chair, Cr Michael Clarke made the following acknowledgement statement:

> *"We acknowledge that we are on traditional lands of the Kulin Nation. We offer our respect to the Elders of these traditional lands, and through them to all Aboriginal and Torres Strait Islander peoples past and present".*

PRESENT

Councillor Michael Clarke (Chair)
Councillor Sarah Carter (via audio and visual connection)
Councillor Simon Crawford (via audio and visual connection)
Councillor Jorge Jorquera (via audio and visual connection)
Councillor Cuc Lam (via audio and visual connection)
Councillor Bernadette Thomas (via audio and visual connection)
Councillor Anthony Tran (via audio and visual connection)

IN ATTENDANCE

Chief Executive Officer, Stephen Wall
Director Community Services, Clem Gillings (via audio and visual connection)
Director Corporate Services, Celia Haddock
Director Infrastructure Services, Steve Hamilton (via audio and visual connection)
Manager Governance and Commercial Services, Lisa King
Governance Officer, Joyleen Mathias
Governance Officer, Adele Woolcock

2. APOLOGIES

Nil.

3. LEAVE OF ABSENCE

Nil.

4. DISCLOSURES OF CONFLICTS OF INTEREST

Nil.

5. PUBLIC QUESTION TIME

Question

Ms Moira Deeming, asked the following questions:

Under Victorian law, is it legal for Local Government Councils to provide sex based/targeted services and facilities separately to gender identity based/targeted

services and facilities? If not, why not? For example, can we legally put signs on a set of public toilets declaring that one is for biological males (including males with an intersex condition), one is for biological females (including biological females with an intersex condition) and one is for people with transgender identities (of any biological sex)? If not, why not?

As a taxpayer, I would like clarification on this issue and would like to know Councillors opinion on the answer.

Response

The Chair, Mayor Councillor Michael Clarke, advised as a Local Government Authority, Council adheres to all relevant Acts of parliament and associated Law relating to its jurisdiction. Cr Clarke further noted that like all Victorian Council's. Maribyrnong City Council is currently preparing to meet our compliance requirements under the Gender Equality Act (2020) which would include access to public facilities.

Cr Sarah Carter noted that she has been the Gender Equity Ambassador since 2011 and that Council was one of the first few councils to introduce a gender-lens to its policy making which has led to initiatives and inclusion in public space creation, sports participation, business. Cr Carter further noted that the portfolio is a continuously evolving one.

Cr Bernadette Thomas stated that Council has a track record of being inclusive and that includes intersex people in the community. Cr Thomas further noted that Council is in full support of any suggestions and encouraged everyone in the community who identify to come on board to participate in and be part of the Strategic Plan and the Action Plan.

Question

Robert Martinovic, asked the following questions:

1. In the DCP, project 439 (West Footscray Activity Centre – streetscape works) is proposed to be removed. If a DCP will not be levied, and council has not included costs in their budgets from FY20 onwards, when can the community and business owners expect these works to be undertaken? They form a key part of the West Footscray Neighbourhood Plan (2018) endorsed by Council after extensive community consultation.
2. Can council provide an update on engagement efforts to secure state (and/or commonwealth) government support (and funding) for consolidating bus stops at the proposed Footscray transport interchange project, with associated improvements to Paisley Street

Response

The Chair, Mayor Councillor Michael Clarke noted that Council's 10 year capital works program and list of projects were used to inform the preparation of the DCP. Cr Clarke advised that not all projects on the capital works list were included, and it was dependent on meeting State Government requirements, financial commitment by Council to deliver the project and supporting strategic documents.

Agenda Item 6 – Attachment 1

It was further noted that although project 439 may no longer be partially funded by the DCP, it does not mean that Council is not committed to the project. Cr Clarke stated that more work is required first and that the project will now be subject to the yearly budget program and is still identified on Council's City Infrastructure Plan / future capital works.

Cr Clarke advised that Council has had discussions with local member Katie Hall and Minister Ben Carol and Council continues to have these discussions. Cr Clarke further stated that it is a strategic intent of the Council to move the bus interchange to be adjacent to the railway station.

Question

Jo Canny, asked the following questions:

1. As the lockdowns seem to be an ongoing occurrence which effects households who lose income during these times. Does Council have anything in place to assist MCC residential ratepayers?
2. Does Council have the ability to distinguish between investor residential properties (who can claim rates as a tax deduction) and homeowner residential properties (who cannot claim rates as a tax deduction) and if so, will Council consider a differential figure for those that can claim the expense as a tax deduction, noting that rents are at market value and not the culmination of investors expenses?
3. Can you please provide all the modelling and figures used to make your decision on the municipal charge as per the response from MCC to my budget submission

Response

The Chair, Mayor Councillor Michael Clarke advised, Council's COVID-19 Financial Hardship Policy has been extended to June 2022. Cr Clarke implored ratepayers to contact Council if there were financial difficulties and that Council was happy to assess the situation. Cr Clarke also noted that there was the option to defer rates if necessary.

Cr Clarke confirmed that Council currently has rating categories for commercial and industrial properties and that Council will continue to review its rating strategy including the residential rating category groups within the ministerial guidelines for differential rating as part of the budget process.

The Chief Executive Officer, Mr Stephen Wall informed that Ms Canny had provided a budget submission requesting to increase the municipal charge and that Council did respond to that submission advising the range of modelling of different municipal charges from the current $20 to $500.

Cr Clarke advised that Councillors received a range of differential modelling for the municipal charges and Council resolved on a $20 municipal charge.

EXTENSION OF PUBLIC QUESTION TIME

Agenda Item 6 – Attachment 1

A motion was moved by Cr Sarah Carter, seconded by Cr Cuc Lam, that Council extend Public Question Time by 15 minutes.

CARRIED

Question

Dean Higgins, asked the following questions:

1. As noted in the unconfirmed minutes dated 15 June 2021, under 9.1 Officer Reports, Point 5, Maribyrnong City Council has decided to keep the municipal charge at $20. Given a municipal charge is designed to somewhat help fairly distribute the cost of services that council provides to all residents, why did the Councillors decide to hold this charge flat for a third budget running?
2. Given our rates are increased year on year, albeit limited to a cap, why is it that the municipal charge is not being increased by the cap, at a minimum, as well?
3. If Council isn't going to increase the municipal charge and if the charge is too much of a burden on lower valued properties, why don't the Councillors just abolish the charge altogether

Response

The Chair, Mayor Councillor Michael Clarke advised that a range of differential charges for the municipal charge were modelled and considered the circumstances of disadvantaged members of the community. Cr Clarke further advised this was the reason Council resolved to maintain the municipal rate at $20.

Cr Clarke reiterated that Council considered the circumstances of the socially disadvantaged members of the community when setting the municipal rate at $20. Cr Clarke also noted that each year through the budget process, Councillors consider the municipal charge and that the next time this will be looked at will be the 2022/23 budget which will be resolved on in June 2022.

Question

Arthur Bregiannis, asked the following questions:

1. A question was asked in May regarding rates waiver. I feel it was not answered, and dare to say that it was evaded. The mayor responded that Maribyrnong City Council do not do waivers, but in the same breath said that the Council is sensitive and responsive to hardship applications. A response was also made at an earlier meeting, that council actually shows compassion by deferring rates. With the ombudsman's report that came out, which showed that banks and utility companies demonstrated more compassion than Victorian council hardship practices have across the state, how can council reconcile this claim of showing compassion when it could show true empathy and exercise an option in the Local government act to waive even part of ones rates for financial hardship individuals, instead of compounding the rates to the following year, creating a bigger problem?

Agenda Item 6 – Attachment 1

2. I would like to re-clarify a question that may have been misunderstood. In a previous question regarding the Tattslotto comment the Mayor made, and suggesting an apology which was not forthcoming by him. The question was in context with people losing their livelihoods, then applying for hardship waivers, and then being told that deferrals are all that council do, because if waivers were given, one's situation may change (using winning Tattslotto as an example) and council will lose that rate for the year. Does the Mayor not realise the insensitivity, in his answer, as he justified the denial of waiver, to hardship applicants, who have lost their earning capacity during a once in a lifetime Pandemic, to a one in 8,145,060 chance of winning Tattslotto?

3. A question was asked regarding surveys and the number of signatures needed to reduce the rates burden. A very general answer was given, in relation to budget submissions (which promote spending), and a request for suggestions (for starters, you can stop approving $237,000 projects like the Footscray park sign, and compare Expenses per property in this municipality, compared to other municipalities, and realise there is a problem which could lead you to allow an independent audit, to go through cost culture practices in this council, that have led to obscene rate levels (a third more than others metro councils) And then make a real time commitment to lower council costs of providing service. However, I detract from my question, I will be more direct; how many signatures 'x' on a petition favouring 'y' rates reduction, would compel Maribyrnong city council to lower the rates burden on the ratepayer in this coming years budget?

Response

The Chair, Mayor Councillor Michael Clarke noted that Council has previously determined that rate waivers will not be offered however rates can be deferred. Cr Clarke advised that Council's COVID-19 Financial Hardship Policy has been extended to June 2022 and if ratepayers are experiencing difficulty Council will work with them to work out a payment plan that suits their situation.

Cr Clarke advised that Council will take each ratepayer's individual circumstances into consideration and may defer rates as per Council's Financial Hardship Policy. Cr Clarke further advised that Council considers all petitions that it receives and encourages residents to forward any petitions to Council on any subject.

Question

Eddie Merrifield, asked the following questions:

1. Did Council authorise in the form of permission endorsement to Councillor Jorge Jorquera to use his councillor email address in his flyer distributed in various council wards promoting the up and coming Victorian Socialists political party campaign forum hosted by Councillor Jorge at the Yarraville Community Centre (his Ward and council property!)
2. If approved by council does that effectively set a precedent for any other councillor to campaign on behalf of their political party?

Response

Agenda Item 6 – Attachment 1

The Chief Executive Officer, Mr Stephen Wall advised that no permission was sought nor given in relation to Councillor Jorge Jorquera's email address being used in the manner described in the question. Mr Wall noted that there is an issue around Councillors using Council resources during an election and there are clear guidelines on how Council resources are used during the caretaker period in the lead up to the election period. The regulations clearly state that Councillors are not to use Council resources during the caretaker period, however, regulations on the use of Council resources outside of this period is sometimes a grey area.

Cr Jorge Jorquera noted that he uses separate email addresses, one of which is a personal email address, and the other is a Victorian Socialists email address. Cr Jorquera confirmed that he speaks in number of public forums and since the Maribyrnong email is public information, there is no control when the other organisations use the council email address on their publicity material.

The Chief Executive Officer advised that Councillors can have a conversation outside of this forum and set a local policy.

Cr Clarke noted that the third party advertised Cr Jorquera's council email, rather than Cr Jorquera publicising it himself.

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The purpose of this report was to present for confirmation, the minutes of the Ordinary Council Meeting held on 15 June 2021.

Council Resolution

That Council confirms the minutes of the Ordinary Council Meeting held on 15 June 2021.

Moved: Cr Cuc Lam
Seconded: Cr Sarah Carter

CARRIED

7. REPORTS FROM COMMITTEES

7.1. Noting the confirmed Minutes of the Audit & Risk Committee Meeting - 27 April 2021

The purpose of this report was to present for noting the confirmed minutes of the Audit and Risk Committee established under section 53 of the Local Government Act 2020.

Council Resolution

That Council notes the confirmed Audit and Risk Committee Meeting Minutes of 27 April 2021.

Agenda Item 6 – Attachment 1

Moved: Cr Anthony Tran
Seconded: Cr Bernadette Thomas

CARRIED

7.2. Noting of Confirmed Minutes of Delegated Committees

The purpose of this report was to present for noting the confirmed minutes of the Council's Delegated Committees established under section 63 and 64 of the *Local Government Act 2020*.

Council Resolution

That Council adopts the confirmed minutes of the LeadWest Advisory Committee held on 19 May 2021.

Moved: Cr Bernadette Thomas
Seconded: Cr Cuc Lam

CARRIED

8. PETITIONS

Nil

9. OFFICER REPORTS

9.1. Maribyrnong Development Contributions Plan (Amendment C164)

The purpose of this report was to present the Maribyrnong Development Contributions Plan Planning Panel Report (Amendment C164), and recommend the amendment be adopted (with changes) and submitted to the Minister for Planning for approval.

Council Resolution

That Council:

1. *Consider the Amendment C164 Panel Report, as detailed in Attachment 1, and support all the changes as recommended by the Panel, pursuant to Section 27 of the Planning and Environment Act 1987.*
2. *Adopt Amendment C164 and Maribyrnong Development Contributions Plan 2021, as detailed Attachments 4 and 5, pursuant to Section 29 of the Planning and Environment Act 1987*
3. *Submit Amendment C164 and Maribyrnong Development Contributions Plan 2021, as detailed Attachments 4 and 5, to the Minister for Planning for approval pursuant to Section 31 of the Planning and Environment Act 1987.*
4. *Delegate to the Chief Executive Officer the power to make any necessary changes to the amendment documents following approval of the Amendment by the Minister for Planning to ensure consistency with the approved planning provisions.*

5. Write to submitters to inform them of Council's decision to adopt the amendment.

Moved: Cr Simon Crawford
Seconded: Cr Sarah Carter

CARRIED

9.2. LeadWest Joint Delegated Committee

The purpose of this report was to provide the background about the proposed change in the governance arrangements for LeadWest and to recommend that Council establishes a new Joint Delegated Committee under s 64 of the *Local Government Act 2020* (**LGA 2020**), known as "LeadWest Committee".

Council Resolution

That Council:

1. *Establishes a Joint Delegated Committee called LeadWest Committee (Committee) pursuant to s 64 of the Local Government Act 2020 (Act), with the Cities of Brimbank, Hobsons Bay, Maribyrnong, Melton, and Wyndham, being established on and from 1 August 2021.*
2. *By Instrument of Delegation pursuant to s 11 of the Act, delegates to the Committee, the powers, duties and functions relevant to the LeadWest governance arrangements, in accordance with the Instrument of Delegation and Schedule in Attachment 1, effective from 1 August 2021.*
3. *Authorises the affixation of Council's common seal to the Instrument of Delegation.*
4. *Determines that the Instrument of Delegation will:*
    a. *come into force on 1 August 2021; and*
    b. *remain in force until Council determines to vary or revoke it.*
5. *Adopts the Terms of Reference for the Committee as detailed at Attachment 2.*
6. *Appoints as voting members of the Committee:*
    a. *One Councillor and their proxy from each of the Cities of Brimbank, Hobsons Bay, Maribyrnong, Melton, and Wyndham, as nominated by each of those Councils from time to time, provided that a proxy will only be entitled to vote in the absence of the relevant nominated Councillor; and*
    b. *The Chief Executive Officer from each of the Cities of Brimbank, Hobsons Bay, Maribyrnong, Melton, and Wyndham, and the proxy nominated by each Chief Executive Officer from time to time, provided that a proxy will only be entitled to vote in the absence of the relevant Chief Executive Officer.*
7. *Appoints Cr Bernadette Thomas as the Councillor delegate and Cr Michael Clarke as the proxy for Council, noting that Councillor appointments to Committees are reviewed annually.*

Moved: Cr Bernadette Thomas
Seconded: Cr Cuc Lam

CARRIED

9.3. Appointment of Acting Chief Executive Officer

The purpose of this report was for Council to consider the appointment of an Acting Chief Executive Officer while the recruitment for the position of Chief Executive Officer is undertaken.

Council Resolution

That Council:

1. *Acknowledges and accepts the resignation of Mr Stephen Wall, effective from 28 July 2021.*
2. *Appoints Celia Haddock as the Acting Chief Executive Officer with all statutory and delegated powers, duties and functions accorded to the Chief Executive Officer effective 29 July 2021 until the date of commencement of a permanent Chief Executive Officer.*
3. *Authorises the Chief Executive Officer to approve any internal documentation necessary to facilitate the temporary appointment.*

Moved: Cr Sarah Carter
Seconded: Cr Cuc Lam

CARRIED

9.4. Councillor Support and Expenses - April 2021 to June 2021

The purpose of this report was to present the Councillor Support and expenses for the period April 2021 to June 2021.

Council Resolution

That Council notes the Councillor Support and Expenses Report for the period April 2021 to June 2021 which will be made available via Council's website for the term of the current Council.

Moved: Cr Cuc Lam
Seconded: Cr Bernadette Thomas

CARRIED

9.5. Governance Report - June 2021

The purpose of this report was to receive and note the record of informal meetings of Councillors and Councillor delegates' for the period June 2021 as well as other statutory compliance and governance matters as they arise.

Council Resolution

Agenda Item 6 – Attachment 1

That Council notes the Governance Report containing the record of informal meetings of Councillors and Councillor Delegates' Reports for June 2021 which will be made available on Council's website for the term of the current Council.

Moved: Cr Simon Crawford
Seconded: Cr Sarah Carter

CARRIED

10. NOTICES OF MOTION

10.1. Notice Of Motion: Lae Street Nursery

The Stony Creek Future Directions Plan 2020 was adopted by Council on the 25 February 2020. This plan proposes the expansion of MacDonald Reserve by removing existing chain wire fencing and develop basic parklands with grass and trees for kick about space.

Recently, Councillors and Council officers have been approached by various community groups and residents with ideas for developing the site as an environmental centre. These uses include:
A community garden
A flora and fauna refuge (e.g. frog bog)
An urban forest
Educational space

Given Councils Open Space Strategy and the Stony Creek Future Directions Plan indicate alternative use for the site, it is appropriate that necessary planning and due diligence is undertaken to incorporate wide ranging and inclusive community engagement, prior to Council formally endorsing its preferred option.

This process should include scoping, site assessment, design, costing and deliberative community engagement and visioning, and may require appropriate resource allocation to complete.

Council Resolution

That Council requests the Chief Executive Officer to present a report to the August Council Meeting outlining:

a) The existing strategic intent for the former Lae Street Nursery.
b) A deliberative engagement process to explore appropriate community use and interim management of the site, including a proposed timeframe.
c) Opportunities for external funding in the 2021/22 financial year to support community use of the site.

Moved: Cr Bernadette Thomas
Seconded: Cr Cuc Lam

CARRIED

Agenda Item 6 – Attachment 1

11. COUNCILLOR QUESTION TIME

Nil.

12. URGENT BUSINESS

Nil.

13. CONFIDENTIAL BUSINESS

Nil.

14. MEETING CLOSURE

The Chair, Cr Michael Clarke, declared the meeting closed at 7:54pm.

_____

To be confirmed at the Ordinary Council Meeting
to be held on 17 August, 2021.

Chair, Cr Michael Clarke

Agenda Item 7.1

NOTING OF THE CONFIRMED MINUTES OF DELEGATED COMMITTEES

Director: **Lisa King**
Acting Director Corporate Services

Author: **Danny Bilaver**
Acting Manager Governance and Commercial Services

PURPOSE

To present for noting the confirmed minutes of the Council's Delegated Committees established under section 63 and 64 of the *Local Government Act 2020*.

ISSUES SUMMARY

- Council has established Delegated Committees in accordance with section 63 and 64 of the *Local Government Act 2020.*
- Council's Governance Rules state that each of the Delegated Committees require the minutes to be presented to Council for noting.
- Minutes of Delegated Committees are confirmed at the next scheduled meeting of that Delegated Committee.

ATTACHMENTS

1. Enterprise Maribyrnong Delegated Committee Minutes - 4 May 2021 ⇩
2. City Development Delegated Committee Minutes - 25 May 2021 ⇩

OFFICER RECOMMENDATION

That Council notes the confirmed minutes of the Enterprise Maribyrnong Delegated Committee held on 4 May 2021 and the City Development Delegated Committee held on 25 May 2021.

Agenda Item 7.1

BACKGROUND

In accordance with section 63 and 64 of the *Local Government Act 2020,* Council has established Delegated Committees. Council's Governance Rules require the confirmed minutes are presented to Council for noting.

DISCUSSION/KEY ISSUES

1 Key Issues

Minutes of confirmed minutes of Delegated Committees are presented in accordance with Council's Governance Rules and the Act.

2 Council Policy/Legislation

Council Plan 2021-2025

This report contributes to Council's strategic objectives contained in the Council Plan 2020-2021 by considering:

- Ethical leadership - lead our changing city using strategic foresight, innovation, transparent decision making and well-planned, effective collaboration to support economic growth during the ongoing challenges of the pandemic and beyond.

Legislation

Local Government Act 2020

Conflicts of Interest

No officer responsible for, or contributing to, this report has declared a direct or indirect interest in relation to this report.

Human Rights Consideration

This report complies with the rights listed in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

3. Engagement

Not applicable.

4. Resources

Not applicable.

5. Environment

Not applicable.

Agenda Item 7.1

CONCLUSION

The confirmed minutes of the Enterprise Maribyrnong Delegated Committee held on 4 May 2021 and the City Development Delegated Committee held on 25 May 2021, established in accordance with section 63 and 64 of *the Act* are presented to Council for noting.

Maribyrnong City Council

ENTERPRISE MARIBYRNONG DELEGATED COMMITTEE MINUTES

Tuesday 4 May, 2021
4.30pm

Functions Room
Level 1
Maribyrnong Council Offices
Corner Hyde and Napier Streets, Footscray

MEMBERSHIP
Councillor Michael Clarke
Councillor Cuc Lam
Councillor Anthony Tran
Pradeep Tiwara
Ben Needham
Ying Zhang
Celestine Hade (Chair)
Stuart Lucca-Pope
Megan Walker
Kerry O'Neill
Nick Seymour

To be confirmed at the Enterprise Maribyrnong Delegated Committee Meeting to be held on 6 July, 2021

1. COMMENCEMENT OF DELEGATED MEETING AND WELCOME

The meeting commenced at 4:45pm.

The Chair, Chairperson Celestine Hade made the following acknowledgement statement:

> *"We acknowledge that we are on traditional lands of the Kulin Nation. We offer our respect to the Elders of these traditional lands, and through them to all Aboriginal and Torres Strait Islander peoples past and present".*

PRESENT

Councillor Cuc Lam
Councillor Anthony Tran
Pradeep Tiwara
Ben Needham
Celestine Hade (Chair)
Stuart Lucca-Pope
Megan Walker
Kerry O'Neill
Nick Seymour

IN ATTENDANCE

Chief Executive Officer, Stephen Wall
Director Corporate Services, Celia Haddock
Director Community Services, Clem Gillings
Manager City Futures, Francesca O'Brien
Bruce Marshall, Coordinator Economic Development and Smart Cities
Business District Officer, Aneta Pazeski

2. APOLOGIES

Cr Michael Clarke
Ying Zhang

3. DISCLOSURES OF CONFLICTS OF INTEREST

Nil.

4. PUBLIC QUESTION TIME

Nil.

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The purpose of this report was to present for confirmation, the minutes of the Enterprise Maribyrnong Delegated Committee Meeting held on 2 March 2021.

OFFICER RECOMMENDATION

That the Special Committee confirms the minutes of the Enterprise Maribyrnong Delegated Committee Meeting held on 2 March 2021.

Moved: Cr Cuc Lam
Seconded: Stuart Lucca-Pope

CARRIED

6. OFFICER REPORTS

6.1. Smart Cities Strategic Framework and Implementation Plan

The purpose of this report was to provide a verbal update to the Committee on Council's Smart Cities work and outline how they can be involved.

OFFICER RECOMMENDATION

That the Enterprise Maribyrnong Delegated Committee note the update on the Smart Cities Strategic Framework and Implementation Plan.

Moved: Cr Cuc Lam
Seconded: Nick Seymour

CARRIED

6.2. Business Needs Survey

The purpose of this report was to provide a verbal update and seek the input of the Committee on a Business Needs Survey that Council will be undertaking in June. We want to ask the Committee for their guidance on the types of questions we should be asking businesses and what role Council should continue to play in business support.

OFFICER RECOMMENDATION

That the Enterprise Maribyrnong Delegated Committee note the update and provide input as appropriate.

Moved: Cr Anthony Tran
Seconded: Ben Needham

CARRIED

6.3. BID Grants

The purpose of this report was to provide a verbal update on the review of the BID Grant Program.

OFFICER RECOMMENDATION

That the Enterprise Maribyrnong Delegated Committee to note the update on the review of the BID Grant Program

Moved: Cr Cuc Lam
Seconded: Stuart Lucca-Pope

CARRIED

7. COUNCILLOR QUESTION TIME

Nil.

8. URGENT BUSINESS

Nil.

9. DELEGATED MEETING CLOSURE

The Chair, Chairperson Celestine Hade, declared the meeting closed at 5:33pm.

To be confirmed at the Enterprise Maribyrnong Delegated Committee Meeting to be held on 6 July, 2021.

Chair, Chairperson Celestine Hade

Agenda Item 7.1 - Attachment 2

`Maribyrnong City Council

CITY DEVELOPMENT DELEGATED COMMITTEE MINUTES

Tuesday 25 May, 2021
6.30pm

Council Chamber
Level 1
Maribyrnong Council Offices
Corner Hyde and Napier Streets, Footscray

MEMBERSHIP
Councillor Sarah Carter (Chair)
Councillor Michael Clarke
Councillor Simon Crawford
Councillor Cuc Lam
Councillor Jorge Jorquera
Councillor Bernadette Thomas
Councillor Anthony Tran

To be confirmed at the City Development Delegated Committee Meeting
to be held on 27 July, 2021

Agenda Item 7.1 - Attachment 2

1. COMMENCEMENT OF DELEGATED MEETING AND WELCOME

The meeting commenced at 6.30pm.

The Acting Chair, Cr Michael Clarke made the following acknowledgement statement:

> *"We acknowledge that we are on traditional lands of the Kulin Nation. We offer our respect to the Elders of these traditional lands, and through them to all Aboriginal and Torres Strait Islander peoples past and present".*

PRESENT

Councillor Michael Clarke
Councillor Simon Crawford
Councillor Cuc Lam
Councillor Jorge Jorquera (via audio-visual link)
Councillor Bernadette Thomas
Councillor Anthony Tran

IN ATTENDANCE

Acting Chief Executive Officer, Celia Haddock
Acting Director Corporate Services, Lisa King
Acting Manager City Places, Adrian Havryluk
Acting Manager Governance and Commercial Services, George Ioannou
Coordinator Governance, Danny Bilaver
Governance Officer, Adele Woolcock

2. APOLOGIES

An apology for the meeting was received by Councillor Sarah Carter.

3. DISCLOSURES OF CONFLICTS OF INTEREST

Nil.

4. PUBLIC QUESTION TIME

Nil.

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5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The purpose of this report was to present for confirmation, the minutes of the City Development Delegated Committee Meeting held on 27 April 2021.

Committee Resolution

That the Delegated Committee confirms the minutes of the City Development Delegated Committee Meeting held on 27 April 2021.

Moved: Cr Bernadette Thomas
Seconded: Cr Cuc Lam

CARRIED

6. OFFICER REPORTS

6.1. 84-110 Cranwell Street, Braybrook

The purpose of this report was to present for consideration a planning application for 84-110 Cranwell Street Braybrook.

Committee Resolution

That the City Development Delegated Committee issues a Notice of Decision to Grant a Planning Permit for use and development of the land for multiple warehouses, offices and a food and drink premises on land affected by the DDO1, reduction in the car parking requirement, erection and display of illuminated business identification signs and removal of native vegetation at 84-110 Cranwell Street Braybrook subject to the following conditions contained in Attachment 1 with the following amendments:

1. *Condition 1b reworded as follows:*

   Additional solar panels and battery system as per the requirements of the Sustainable Management Plan (in accordance with condition 15).

2. *Condition 15 reworded as follows:*

   Concurrent with the endorsement of plans, an updated Sustainability Management Plan (SMP) report for the development must be submitted to and approved by the Responsible Authority. Once approved, the report will be endorsed and will then form part of the permit. The report must be generally consistent with the Sustainability Management Plan prepared by Frater (dated 22/02/2021) but modified to include:

   - *A detailed analysis of the roof space available for solar PV, including possible location(s) and capacity.*
   - *An analysis of potential battery system(s) and location(s).*
   - *Subject to the above, increased solar panels and battery system(s) across the site. The capacity should have regard to maximum capacity limits allowable for solar PV as defined by Energy Safe Victoria and/or*

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the relevant electricity distributor.

- *A minimum 10 year maintenance agreement with SPEL for the particular system.*

All recommendations of an approved Sustainable Management Plan must be fully implemented to the satisfaction of the Responsible Authority.

Moved: Cr Bernadette Thomas
Seconded: Cr Cuc Lam

CARRIED

6.2. Birmingham Street Park - Concept Plan

The purpose of this report was to present the results of the second stage of the community consultation on the Birmingham Street Pocket Park and present an updated Concept Plan for consideration.

Committee Resolution

That City Development Delegated Committee:

1. *Note the results of consultation and submissions on the new pocket park at Birmingham Street, Yarraville as outlined in Attachment 2.*
2. *Endorse the Birmingham Street Pocket Park Final Concept Plan as shown in Attachment 1.*

Moved: Cr Simon Crawford
Seconded: Cr Anthony Tran

CARRIED

7. COUNCILLOR QUESTION TIME

Question

Councillor Jorge Jorquera asked if the format had been established for the hearing of submissions for the meeting to be held Tuesday, 1 June 2021.

Response

The Acting Chief Executive Officer, Ms Celia Haddock noted that Council was currently contacting all submitters confirming their wish to address the Council. Each submitter will be given three minutes to present to Council, but no decision will be made at that meeting.

Agenda Item 7.1 - Attachment 2

Question

Councillor Simon Crawford asked given the changing COVID-19 situation, would Council still be welcoming the public to attend the next Council meeting in person.

Response

The Chair, Mayor Councillor Michael Clarke noted that Council would take advice of and move in accordance with the directions of the Victorian Chief Health Officer.

8. URGENT BUSINESS

Nil.

9. DELEGATED MEETING CLOSURE

The Acting Chair, Cr Michael Clarke, declared the meeting closed at 6.59pm.

To be confirmed at the City Development Delegated Committee Meeting to be held on 27 July, 2021.

Chair, Cr Sarah Carter

Agenda Item 8.1

PETITION: EMMA STREET, SEDDON

Director: **Lisa King**
Acting Director Corporate Services

Author: **Danny Bilaver**
Acting Manager Governance and Commercial Services

PURPOSE

To table a petition received in relation to a request by the residents of Emma Street, requesting community consultation in regards to required street works in order to make the street safe and pleasant for residents and visitors alike.

ISSUES SUMMARY

- A petition has been submitted to Council containing 45 signatures.
- The petition presented to Council included the following text:

The residents of Emma Street, respectfully requests community consultation in regards to required street works in order to make our street safe and pleasant for residents and visitors alike.

ATTACHMENTS

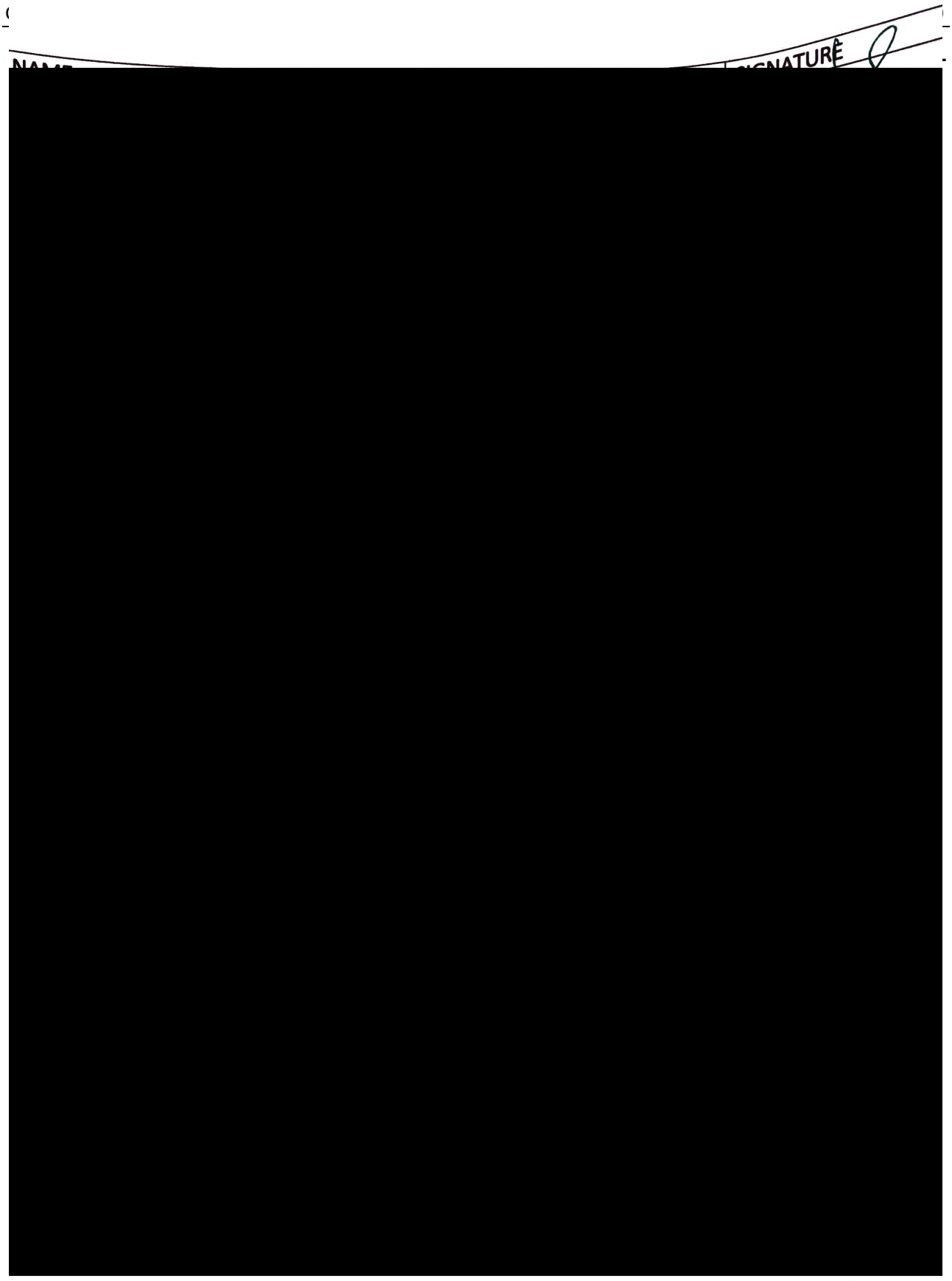
1. Petition received regarding Emma Street, Seddon ⇩

OFFICER RECOMMENDATION

That Council:

1. Receives and notes the petition requesting street works in Emma Street, Seddon.

2. Requests the Acting Chief Executive Officer to consider the petition and determine the appropriate response.


SIGNATURE

NAME

[redacted]

Agenda Item 8.2

PETITION: TREE PLANTING IN SIMPSON STREET

Director: **Lisa King**
Acting Director Corporate Services

Author: **Danny Bilaver**
Acting Manager Governance and Commercial Services

PURPOSE

To table a petition received in relation to a request for Callistemon Specimens be planted on the Southern side of Simpson Street.

ISSUES SUMMARY

- A petition has been submitted to Council containing 18 signatures.
- The petition presented to Council included the following text:

“We the undersigned request that Callistemon Specimens be planted on the Southern Side of the Street to allow for our native ringtail possum to be safe from crossing the road and ease for the Ringtail Possum who currently uses the overhead electricity wires.”

ATTACHMENTS

1. Tree planting in Simpson Street, Yarraville ⇩

OFFICER RECOMMENDATION

That Council:

1. Receives and notes the petition requesting tree planting in Simpson Street, Yarraville.

2. Requests the Acting Chief Executive Officer to consider the petition and determine the appropriate response.

TREES SIMPSON ST YARRAVILLE
SAVE OUR RINGTAIL Petition POSSUMS 2021

To Whom it May Concern

at Maribyrnong City Council

Re: Tree planting in Simpson Street Yarraville

CITY OF MARIBYRNONG
RECEIVED AT COUNTER
18 JUN 2021
CUSTOMER SERVICES

We the undersigned request that Callistemon Specimens be planted on the Southern Side of the Street to allow for our native ringtail Possum to be safe from crossing the road and ease for the Ringtail Possum ~~to~~ who current use the over head electricity wires.

We understand that our native Ringtail Possum love to eat Red Grevillea, Wattle, Bankia Callistenon, Flowering Eucalypt and Lilly Pilly.

Unlike Bushtail Possums, Ringtail Possums have not benefitted from urbanisation and need native tree to nest during the Day (Bottle Brushe

Ringtail Possums are territorial, live 6–10 years, so please help us to help

Name Address Phone 9749

[redacted]

NAME	ADDRESS	PHONE	SIGN
TREES	SIMPSON ST	YARRAVILLE	202

SAVE OUR RINGTAIL POSSUMS

[redacted]

Agenda Item 9.1

MARIBYRNONG EXTENDED OUTDOOR DINING REVIEW

Director: **Lisa King**
Acting Director Corporate Services

Author: **Ashley Minniti**
Manager City Places

PURPOSE

To update Council regarding the key issues and outcomes of the business and community engagement process and seek endorsement of the future steps regarding Council's extended outdoor dining program.

ISSUES SUMMARY

- In October 2020 Council announced a temporary outdoor dining program to support the recovery of the hospitality sector with the easing of COVID19 restrictions in November 2020.
- Since inception, the program has supported (directly or indirectly) the establishment of 103 outdoor dining spaces.
- A total of 71 car parking spaces across the municipality have been repurposed to install outdoor dining spaces and parklets.
- A $500,000 grant was received from the State government in October 2020 to fund the program which was rolled out in November and December 2020, with a scheduled completion date of 30 June 2021.
- Council provided in-kind support of approximately $900,000 through officer time and waiving registration and application fees.
- In June 2021, 1221 host businesses with access to outdoor spaces, their customers, adjoining businesses and the community generally, provided feedback during engagement on the opportunity to extend the trial.
- Of the 36 host businesses who responded, 80% reported an increase in trade since the installation of the parklet / outdoor dining space.
- As such, the fundamental objective of supporting the recovery of hospitality businesses through the initial COVID19 period has been achieved.
- 94% of residents and customers surveyed (1041 of 1155) were very satisfied with the Parklet and outdoor dining experience. Key reasons given included: great atmosphere/vibrancy, enjoying sitting/eating outside, more space and generally a good idea.
- Almost all of the 36 host traders (of 47) who responded to the survey were happy to see the parklet / outdoor dining space remain until April 2022 and around three quarters were also prepared to invest in heating and / or installing a shelter or canopy to support their use over Winter.
- The reaction from adjoining business was more muted with concerns from half of the 31 respondents around loss of business and loss of parking.
- Given the overwhelming community support, a further extension of the program to 30 April 2022 is now being sought.

- An additional $250,000 grant has been provided by the State government for the outdoor dining program, of which budget forecasts indicate approximately $100,000 is available in the current financial year to extend and potentially expand the outdoor dining program.
- In line with conditions of the funding; funds would need to be used for parklets and/or activation of Footscray CBD in proximity to Footscray Station and other outdoor precincts including Nicholson Street Mall and the West Footscray Indian Quarter.
- Subject to Council endorsement, officers will develop a policy regarding permanent outdoor dining and parklets in retail precincts for community consultation.
- The policy will also provide for the safe and sustainable removal and/or repurposing of the existing parklets at the end of April 2022; with the policy to be presented to Council in early 2022.

ATTACHMENTS

1. Location of outdoor areas and parklets ⇩
2. Spend Mapp - Summary May 2021 ⇩
3. Outdoor Dining Engagement Report 2021 ⇩
4. Parklet and Outdoor Dining Host Business Survey Report ⇩

OFFICER RECOMMENDATION

That Council:

1. **Extend the tenure of the temporary outdoor dining program until 30 April 2022.**
2. **Utilise the additional State government grant of $250,000 to expand the outdoor dining program within Footscray and West Footscray and for maintenance and relocation of existing infrastructure until 30 April 2022.**
3. **Note that a future report will be provided to Council in early 2022 regarding:**
   a. **Development of permanent Outdoor Dining guidelines (including permit and fee structures) which would facilitate construction and installation of Parklets subject to Council approval.**
   b. **A plan for removal and/or repurposing of temporary parklet infrastructure beyond April 2022.**
   c. **Investigation of a permanent closure of Ballarat Street between Canterbury and Anderson Streets in Yarraville; facilitating its use as outdoor dining and public open space.**
   d. **Investigation of permanent greening opportunities in Byron Street Plaza, Footscray to support outdoor dining.**

Agenda Item 9.1

BACKGROUND

- In October 2020, Council announced a temporary outdoor dining program to support the hospitality sector recover from the extended lockdowns imposed on Melbourne as a result of COVID19.
- Since inception, the program has supported 103 outdoor trading spaces and hospitality traders within Maribyrnong.
- Support has come in the form of businesses either:
  - taking out footpath trading for the first time (41)
  - extending existing footpath trading to neighbouring businesses (14)
  - expanding dining into the roadway forming parklets (44), or
  - using portions of laneways or roads (4).
- 44 parklets, ranging from 1-6 parking bays in size, are spread across all parts of the municipality, with the greatest concentration in the Footscray, Seddon and Yarraville activity centres.
- Outdoor dining spaces in streets and plazas were created in Ballarat Street Yarraville, Yewers Street, Footscray, Byron Street Plaza, Footscray and Grand Theartre Circuit, Footscray. **Attachment 1** provides a full list of all locations.
- Two parklets were removed in July/August due to poor utilisation, and the dining space in Grand Theatre Circuit was removed in July as the host business closed.
- The standard Maribyrnong Parklet in a parallel parking bay was built in timber with or without concrete jersey barriers depending on safety risk at the particular location. In the case of angled bays, generally concrete blocks or jersey barriers along with artificial turf and planter boxes were used to create the parklet.
- Each host business with access to a parklet signed up to the *Terms of Use Agreement* according to which the businesses would be responsible for providing all movable furniture including tables, chairs, umbrellas, heating, and maintaining the planter boxes as well as general cleaning.
- Council assumed the responsibility for repairs to parklets and cleaning and landscape maintenance of the road and laneway closures.
- A small number of businesses built their own Parklets or outdoor dining areas with Council officer approval, in some instances receiving assistance in the form of fencing, concrete blocks, planter boxes, artificial grass or lighting.
- A total of 71 car spaces across the municipality were repurposed to install the outdoor dining spaces and the parklets.
- The current temporary program was rolled out quickly in order to quickly assist local traders at a critical time for recovery of trade. A number of issues require further consideration for any long term or permanent program.
- In this regard, outdoor dining as a possible future feature in Maribyrnong requires further analysis. This will be subject of a future report in early 2022.

DISCUSSION/KEY ISSUES

1. Key Issues

- Council's extended outdoor dining program has been widely praised, and has assisted many hospitality businesses utilise public space free of charge; offsetting COVID-19 restrictions. The program has allowed businesses to retain employees and generate additional income to keep businesses viable during this difficult time.

- The majority of the program was rolled out in November and December 2020 and was originally to conclude on 30 June 2021.
- Due to strong community support and the overwhelming positive response rate to surveys, a further extension of the program to April 2022 is recommended.
- The weather has played a major role in the utilisation of the Parklets and other outdoor dining spaces. They are generally well utilised when the weather is warmer but, expectedly, less so during the cold / windy / wet winter months.
- The April 2022 extension will provide an extra summer season for the community to enjoy the spaces created.
- Most host businesses (72%) were prepared to invest in heating and / or installing a shelter or canopy. According to the terms of use only umbrellas are allowed for shelter as canopies may conflict with vehicular traffic, pedestrian flow, disability access or create complex planning and /or building issues.
- An extension of the temporary outdoor dining program until April 2022 would provide certainty to businesses and encourage them to invest in the parklets to improve diner experience.
- Some criticism has been drawn from business operators adjoining Parklet host businesses citing loss of car parking and poor utilisation of parklets as a major issue. This is generally isolated to a few locations only.

Economic Impact of Outdoor Dining

- Council received an initial $500,000 grant in November 2020 with a further $250,000 grant provided in May 2021. 100% of these grants have gone to support businesses to adapt to the changing nature of dining as a result of COVID19.
- Council's outdoor dining program achieved its fundamental objective of supporting the recovery of hospitality businesses through the COVID19 period. Most host businesses (80%) reported an increase in trade since the installation of the parklet / outdoor dining space, with most respondent businesses estimating the increase at either 10% or 25%.
- Almost all businesses surveyed (94%) believed the Parklet / outdoor dining space supported their business through COVID19.
- 28% of host businesses are prepared to contribute funding to retain the Parklet / outdoor dining venue, which reflects the strong co-relation between outdoor dining and the support it has provided to increased trade.
- Further evidence of economic performance is provided by Spend Mapp, which documents spending trends and data by suburb, type of spending and the time / date of transactions.
- The data suggests that up to May 2021 spending across the municipality towards Dining and Entertainment had returned to (at least) pre-COVID19 spending levels. At the same time it clearly portrays the significant negative spending impact of various lockdowns in Victoria. See **Attachment 2**.
- Footscray appears to have returned to pre-COVID19 spending levels with Dining & Entertainment still the best performing sector.
- Yarraville, West Footscray and Braybrook are performing consistently above pre-COVID19 levels in the Entertainment & Dining sector, with outdoor dining a likely contributor.
- Across the municipality there is a growing trend in spending on Entertainment & Dining.

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Parking Impacts of Outdoor Dining

- A total of 71 car parking spaces across the municipality were repurposed to install the outdoor dining spaces and the Parklets.
- Most (86%) host businesses did not believe the removal of carparks had been an issue for them, their customers, or their neighbours.
- However, 42% of the adjoining businesses reported that repurposing / removal of the carparks had been an issue. General feedback from this group included:
  - The parking is only half an hour but people stay longer
  - Harder to find a park for businesses who rely on drop in customers (like the Post Office, bakery, butcher, takeaway café and liquor store) since outdoor dining went up
  - It is difficult to operate a food delivery service due to lack of parking
  - Reduction of parking spaces moves cars into backstreets impacting local residents
  - Loss of revenue because people are going to shops in other areas where they can find parking; and
  - Parklets taking up parking spaces are not being used which is a waste of space.
- Specifically, a few businesses relying on short term parking at shops in Churchill Avenue, Braybrook and Wembley Avenue, Yarraville complained about loss of car parking and requested adding more short term car parking.
- An analysis of the parking data revealed the occupancy rates were below the 65%-85% desired occupancy, indicating no need to tighten parking restrictions in those areas.

Pop up Outdoor Dining in Ballarat Street (between Anderson and Canterbury streets)

- The outdoor dining pop up in Ballarat Street has been one of the highlights of Council's Outdoor Dining program, and well publicised in both traditional and social media.
- The space provides dedicated outdoor dining for five adjoining businesses and includes a small public open space. There was a loss of eight car parking spaces due to the road closure.
- The community and business feedback indicates strong support to make the pop up a permanent fixture as a natural extension of the original pop up park opposite the Sun Theatre.
- At the same time a few surrounding businesses consider the road closure through the new pop up has restricted traffic movement and created congestion in the centre, particularly Anderson Street.
- The permanent closure of Ballarat Street (between Anderson and Canterbury streets) should be investigated further in order to fully understand traffic impacts.
- A joint traffic study between Council and Metro Trains Melbourne is currently underway which will provide recommendations regarding future options for traffic in Anderson Street and the impact of the Ballarat Street road closure.
- Subject to a study of traffic impacts, any permanent pop up space should:
  - Be fair and equitable to all businesses
  - Continue to support adjoining hospitality businesses; and

  - Increase and enhance the public open space to be prominent and accessible for all.
- Further analysis and assessments are required to determine the future of the Ballarat Street pop up space. This will be subject of a future report so that Council will be able to consider the many aspects which will need to be considered.

Byron Street Plaza

- The pop up outdoor dining set up in the Byron Street Plaza includes lighting, picnic tables and greening. The enhancements were achieved through active participation of neighbouring businesses which has benefitted both their trade and the wider area. Over the summer months, Pride of our Footscray provided a bar and live entertainment in the evening.
- The enhanced plaza has attracted more people and multiplied the utilisation of the space, with people staying for longer and in turn making the space feel livelier and safer.
- The permanent greening opportunities should be explored in the Byron Street Plaza to support greater amenity and activation.

Yewers Street, Footscray

- Yewers Street, Footscray is closed to through traffic from Thursday to Sunday evening. The space provides outdoor dining opportunities for Back Alley Sally's, The Line and Slice Girls West.
- Temporary and moveable enhancements in the form of artificial turf, umbrellas, lighting, heaters, plants, table and chairs are provided by the adjoining businesses and stored inside outside of trading hours.
- The temporary nature of the enhancements allows adjoining businesses to receive deliveries during the week, while providing added opportunities for businesses which do not otherwise have outside space.
- Given the temporary nature of the enhancements, there does not appear to be any reason to discontinue this arrangement over summer 2021/22.

Maintenance Issues

- Council continues to undertake maintenance – cleaning, watering, and weeding – of outdoor dining spaces in Ballarat Street, Yewers Street, and Byron Street Plaza.
- No significant reports of damage or other issues have been reported since their initial installation.
- Parklets are generally managed by the host business. Council has provided support in repairing any damages, removal of graffiti or tagging and any drainage issues. The host business is responsible for watering plants and rubbish removal.

Next Steps

- The temporary outdoor dining program was initially to cease on 30 June 2021.
- It is recommended that the program be extended until 30 April 2022.
- An extension of the temporary program would:

  - allow businesses to continue to operate their outdoor dining spaces (if desired) for another summer
  - align with the business and community support for outdoor dining; and
  - maximise the use of infrastructure already installed and paid for by Council.
- A typical Parklet was evaluated for its durability in March 2021 by a qualified engineer. The assessment found that the timber deck of the Parklet constructed using treated pine showed no signs of degradation since their installation in December 2020 and that it would survive at least another 12 months.
- Should the program be extended letters will sent out to all businesses involved notifying them of Council's decision and reiterating the terms and conditions of use.
- Council officers will develop a policy around a permanent outdoor dining program and associated guidelines which would be presented in a subsequent report to Council in early 2022. The policy and guidelines would include parklets and set up the process for application, assessment, design parameters, fees and terms and conditions.
- Council officers will develop a plan for safe removal and/or repurposing of the existing parklets beyond April 2022. This would form part of the same report to be presented to Council in early 2022.
- Budget forecasts indicate that approximately $100,000 is available in the current financial year to expand the outdoor dining program (see Resources section below).
- In line with conditions of the second grant; the funds would need to be used for parklet and popup park activation of Footscray CBD hospitality businesses in proximity to Footscray Station, Nicholson Street Mall and the West Footscray Indian Quarter.
- The limitation on the additional funding is to support those areas which did not previously benefit from funding.

2. Council Policy/Legislation

Council Plan 2021-2025

This report contributes to Council's strategic objectives contained in the Council Plan 2020-2021 by considering:

- Ethical leadership - lead our changing city using strategic foresight, innovation, transparent decision making and well-planned, effective collaboration to support economic growth during the ongoing challenges of the pandemic and beyond.
- Liveable neighbourhoods - Council will partner with its community to provide and advocate for integrated built and natural environments with access to open spaces that are well maintained, engaging, accessible and respectful of the community and neighbourhoods.
- A place for all - Council will provide well-planned neighbourhoods and a strong local economy, delivering services that are inclusive and accessible to the whole community, and that support wellbeing, healthy and safe living, connection to the community, and cultural interaction

Legislation
No relevant legislative impacts.

Conflicts of Interest

No officer responsible for, or contributing to, this report has declared a direct or indirect interest in relation to this report.

Human Rights Consideration

This report complies with the rights listed in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

3. Engagement

Community, Customer and Business engagement

More than 1200 host businesses with access to outdoor dining spaces, their customers and adjoining businesses and the wider community provided feedback during June 2021 on the opportunity to extend outdoor dining until April 2022. Aggregate feedback is outlined in the table below, with the full community and stakeholder report provided in **Attachment 3**.

Cohort	Response
1. Businesses with access to outdoor dining space (surveyed by Metropolis Research on behalf of Council)	36/47 responses received from business with access to outdoor dining space. Of those that responded; • Most (75%) received a state government grant for the furniture purchase • Most (72%) were prepared to invest in heating and / or installing a shelter or canopy • Approximately half (47%) reported that their neighbouring business used the parklet • Most (78%) received very positive feedback, and a few (6%) received somewhat positive feedback about the parklet online or on social media • Most (80%) reported an increase in trade since installing the parklet / outdoor dining space • Almost all (94%) believed the parklet / outdoor dining venue supported their business through COVID-19 • Most (80%) agreed their “customers loved it”, “it provided additional space to compensate for COVID-19 restrictions”, and it “was a drawcard for their business attracting passers-by and new customers” • Many (69%) believed weather was an issue with the parklet / outdoor dining space, and some (22%) considered cost / maintenance of furniture and general upkeep (rubbish) an issue • Most (86%) did not believe the removal of carparks had been an issue for them, their customers, or their neighbours

	• Almost all (97%) were happy to see the parklet / outdoor dining space remain until April 2022. • Almost all (94%) would recommend the parklet / outdoor dining program remain as a permanent feature in the City of Maribyrnong • Almost all (97%) support retaining the parklet / outdoor dining space at its location • Some (28%) were prepared to contribute to funding to retain the parklet / outdoor dining space, whilst many (61%) were undecided as it would depend on the cost
2. Adjoining businesses (surveyed through 195 direct email contacts and Your City Your Voice)	31 responses received from 195 direct emails. Of those that responded; • There was no strong view one way or the other around continued support for outdoor dining. • (44.3%) said yes, (40%) said no and the rest (16.7%) were 'don't knows' regarding the continued program. • An almost identical response was provided to the question on whether they felt outdoor dining has supporting trading in the area. • A small majority (48.4%) felt removal of carparks had been an issue while a smaller number (9.7%) were neutral in their response. • 51.6% supported the temporary extension which grew slightly to 54.8% for permanent retention. • The biggest reasons traders gave for not wanting retention was that venues were inconvenient, they were losing business or they felt the loss of parking had hurt their business. • Only a third (29%) were keen to have an outdoor dining space adjacent their premises if the opportunity presented as part of the program extension.
3. Community or residents (surveyed through Your City Your Voice, Council Plan comments, emails, 1500 survey postcards provided to host businesses)	1155 responses received • A large majority (93.9%) were very satisfied with the Parklet and outdoor dining experience • Respondent reasons included great atmosphere/vibrant (334) followed by enjoy sitting/eating outside (274), more space (166) and generally a good idea (166) • Of the six percent who did not enjoy the experience of the parklets reasons given included: Loss of car parking and it's always empty no one uses it • A large majority (93.5%) confirmed they felt safe when visiting the parklets and outdoor dining venues. • The majority (96.5%) also supported the temporary extension until April 2022.

4. Resources

Council support to businesses to date

- The program was rolled out with a $500,000 grant from the State government in November 2020 and a further $250,000 grant in May 2021. The purpose of the grants was to provide support to the hospitality sector during COVID19.
- Council has provided in-kind support of more than $900,000 through;
  - officer time in administering, managing and implementing the program (approx.. $100,000),
  - waiving of alfresco dining fees for all businesses (approx. $65,000),
  - waiving 100% of food registration fees in FY 2019/20 ($363,000) and 50% of health and food registration fees in FY 2020/21 ($309,462), and
  - waiving planning permit application fees in FY2019-20 (approx.. $21,000) and FY2020/21 (approx.. $66,000).

Initial $500,000 grant

A breakdown of the costs to implement the outdoor dining program are outlined in the table below:

	Item	**Cost**
1	Supply and install of 44 parklets and 4 outdoor dining spaces	$425,743
2	Safety infrastructure hire (concrete bollards / barriers)	$53,753
3	Maintenance including repairs, cleaning, watering and weeding	$11,076
4	Miscellaneous incl. traffic management, demolition, signage etc.	$14,325
	Total	**$504,897**

Subsequent $250,000 grant

The forecasted budget until April 2022 for maintenance and removal of existing outdoor dining infrastructure is outlined below:

	Item	**Cost**
1	Removal and disposal or repurposing of parklets and outdoor dining spaces	$44,000*
2	Safety infrastructure hire (concrete bollards / barriers)	$35,000
3	Parklets hire	$28,000
4	Maintenance including repairs, cleaning, watering and weeding	$8,000
5	Miscellaneous incl. repairs, traffic management, signage etc.	$20,000
	Total	**$135,000**

* *this cost will depend on the plan adopted for removal and/or repurposing of the dining infrastructure which will be the subject of future Council report.*

- Should Council endorse the extension of the temporary outdoor dining program until April 2022, the above costs would be covered from the additional $250,000 grant received in May 2021 from the State government.
- Consequently, a sum of approximately $100,000 is available this year to expand the outdoor dining program as per the conditions of the grant. This will be utilised in a targeted way to provide improvements to the Nicholson Street Mall and the West Footscray Indian Quarter, as these areas did not benefit from the round 1 funding.

5. Environment

- A key theme of 'greening' the city has permeated through the design and installation of the Maribyrnong outdoor dining program. The outdoor dining installations have added plants and trees that have enhanced the attractiveness and amenity of our streets.
- Where possible, recycled artificial turf from old hockey pitches was used in dining spaces. This element, however, is not environmentally friendly and better options would be sought in the future.
- It will be important that the removal and/or repurposing of the parklets beyond April 2022 minimises waste by salvaging materials as much as possible. To this effect, subject to their degradation during period of use, the timber used for the parklets and planter boxes could be recycled for other uses.

CONCLUSION

Feedback from more than 1200 residents / customers and business confirms considerable appetite for the extension of the temporary outdoor dining program to April 2022.

It is recommended the Committee endorse the actions to allow the initiative to continue to the next stage recognising consideration will need to be given to the concerns of adjoining traders who have not been part of the program in confirming the extension.

While not specifically asked during the June survey, there is also anecdotal evidence, specifically in feedback on social media posts and in engagement on the Council Plan 2021-2025, indicating support for the outdoor dining program to become a permanent feature.

Formal engagement on whether the initiative should become a permanent feature will be undertaken as part of the development of an outdoor dining policy to specifically test this option.

Agenda Item 9.1 - Attachment 1

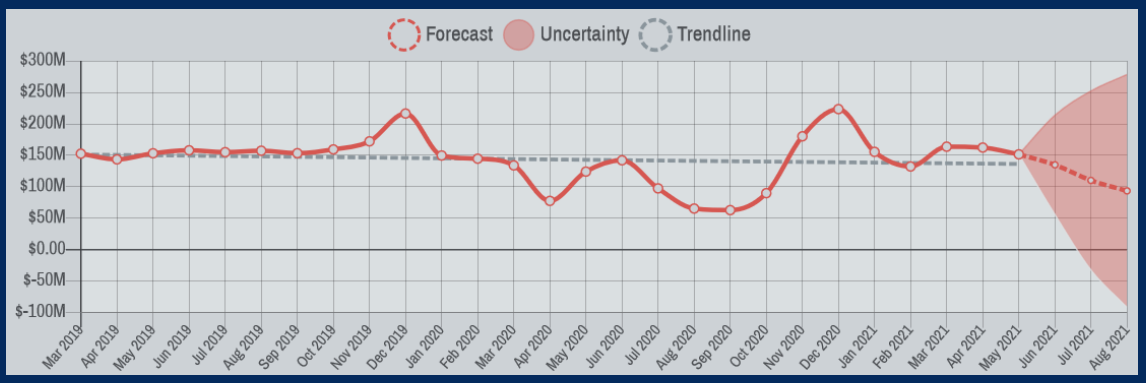
MARIBYRNONG CITY COUNCIL

OUTDOOR DINING / PARKLETS LIST

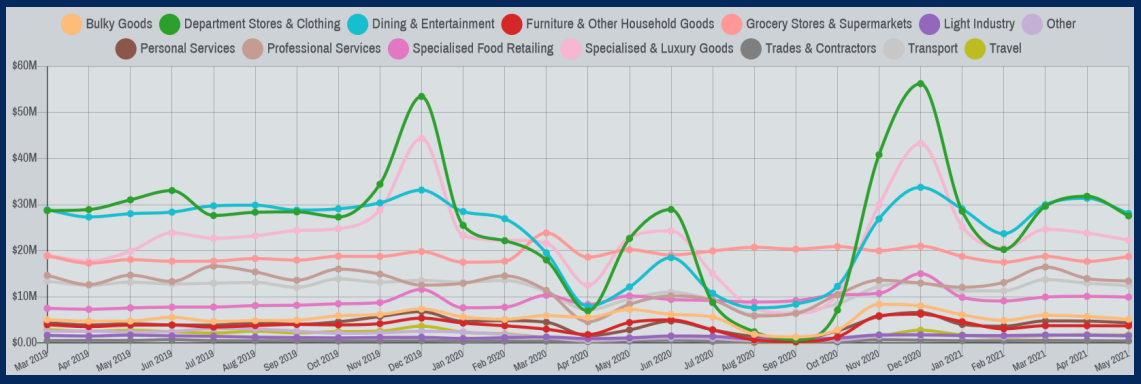
No.	Business	Business Street Address	Suburb	Parking spaces	How many Parklets	Outdoor Dining space
1	Blue Bamboo Restaurant	156 Churchill Avenue	Braybrook	3	1	
2	Back Alley Sallys	4 Yewers St	Footscray	0		Yewers St
3	Pie Thief	295-297 Barkly Street	Footscray	1	1	
4	Bradford & Barnett	91 Moreland St	Footscray	0	1	
5	Issan Thai (Closing Down)	11/62 Nicholson St	Footscray	0		Paisley St laneway
6	Littlefoot	223 Barkly St	Footscray	6	1	
7	Roti Road	189-193 Barkly St	Footscray	1	1	
8	Sankranti Australia Pty Ltd	Shop 2. & 3 , 250 Barkly St	Footscray	3	1	
9	Small French Bar	3/154 Barkly Street	Footscray	2	1	
10	The Line	2 Yewers St	Footscray	0		Yewers St
11	Jack B Nimble /On The Bone	132 Mitchell Street	Maidstone	2	1	
12	Copper Pot	105 Victoria Street	Seddon	2	1	
13	Green Pillars Café	84 Gamon Street	Seddon	1	1	
14	Miss An'am	86a Charles Street	Seddon	1	1	
15	Moda Kitchen and Bar	1/140 Victoria Street	Seddon	1	1	
16	Mozzarella Bar	103 Victoria Street	Seddon	1	1	
17	The Brotherhood Yiros + Grill	99 Buckley Street	Seddon	1	1	
18	Advieh	71b Gamon Street	Seddon	2	1	
19	Seddon Deadly Sins	148 Victoria Street	Seddon	1	1	
20	Chibog	Shop 1, 553 Barkly Street	West Footscray	1	1	
21	Dumbo	11 Argyle Street	West Footscray	2	1	
22	Thai Angels	549 Barkly Street	West Footscray	1	1	
23	Bawarchi's	551 Barkly Street	West Footscray	1	1	
24	Advi's Falafels	16 Ballarat St	Yarraville	1		road closure
25	Bar Romanee - Grayle	25 Anderson Street	Yarraville	1	1	
26	Barkley Johnson Deli & Wine	11 Anderson Street	Yarraville	1	1	
27	Boma Café	127 Stephen St	Yarraville	1	1	
28	Café Terroni	18 Ballarat St	Yarraville	1		road closure
29	Elenis Kitchen	28 Anderson St	Yarraville	2	1	
30	Frank & Kenny's	20 Wembley Avenue	Yarraville	3	1	
31	Goje	38 Anderson Street	Yarraville	1	1	
32	Grilled Yarrville	20 Anderson St	Yarraville	1		road closure
33	HealThy Self Co.	26 Ballarat St	Yarraville	1	1	
34	Creative House	14 Ballarat St	Yarraville	0		road closure
35	L'uccellino	20 Ballarat St	Yarraville	1		road closure
36	Mabu Mabu	13 Anderson Street	Yarraville	1	1	
37	Occident	21 Anderson Street	Yarraville	1	1	
38	Plump Organic	24 Ballarat St	Yarraville	1	1	
39	Roccos Deli	122 Roberts Street	Yarraville	2	1	
40	Tandoori Times	45 Anderson Street	Yarraville	1	1	
41	The Naked Egg	32A Ballarat Street	Yarraville	1	1	
42	Vault	13 Ballarat St	Yarraville	4		road closure
43	Village Cantina	30 Ballarat Street	Yarraville	0	1	
44	Yarraville Club	129-135 Stephen St	Yarraville	2	1	
45	Yim Yam Thai Laos	40A Ballarat Street	Yarraville	1	1	
46	Japan's Kitchen	34 Ballarat Street	Yarraville	1	1	
47	Comfort Care (Café)	Maddern Square	Footscray	1	1	
48	One for the Crow	Commercial Street	Maidstone	1	1	
49	Zymurgy	Barkly Street	West Footscray	1	1	
50	Sourdough Kitchen	Victoria Street	Seddon	1	1	
51	Souv Baby	Mitchell Street	Maidstone	2	1	
52	TP Coffee House	Churchill Ave	Braybrook	3	1	
53	El Toucan	Aquatic Drive	Maribyrnong	0	1	
54	Gong Cha	1/32 Leeds Street	Footscray	0		plaza
55	Huxtaburger	32E Leeds Street	Footscray	0		plaza
56	Pride of Footscray	86-88 Hopkins Street	Footscray	0		plaza
				71	**44**	**4**

Overall Economy

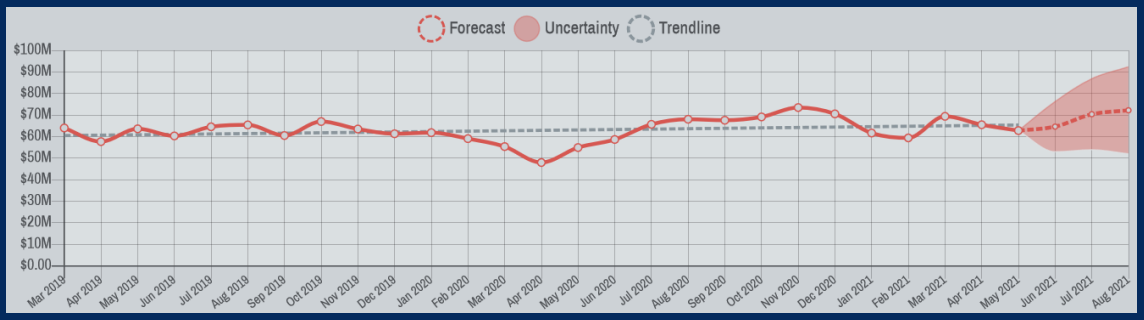
The data suggests that up to May 2021 spending across the municipality had returned to be around par with pre-COVID spending. The snap-lockdown in February 2021 had a significant impact, and it is expected the June & July lockdowns will have similar impacts. Resident online spending has had an overall increase and as expected is trending upwards.



Overall expenditure tracking in the economy since March 2019 (with potential forecast from June 2021represented in the shaded area)



Expenditure patterns for the municipality since March 2019 (broken into categories)



Resident Online Spending since March 2019

ata source: spendmapp.com.au

Maribyrnong CITY COUNCIL

Agenda Item 9.1 - Attachment 3

Outdoor Dining Engagement Report 2021

Prepared by Communications and Engagement

July 2021

Introduction

Background

An innovative program of outdoor dining options was introduced across our city over the summer on a trial basis. This was designed to support traders manage the effects of COVID restrictions on patron numbers as a result of social distancing, and support the community to stay connected. Government provided $500,000 funding.

To be able to maximise the opportunity during COVID, installation was undertaken following trader engagement. The community was then invited to assess its value via the online digital platform. Council advised at the start of the program that this was a trial and would be reviewed in June 2021.

Given additional funding is now available and the trial period has ended, Council wishes to understand the community and trader support:

a) To extend the trial until April 2022 and
b) Whether traders? Would like the initiative to become a permanent feature (noting there would be a cost to traders to support this).

The community will be asked their views on permanency in a later conversation now Council understands the trader appetite for long-term retention.

Methodology

Data was collated in Excel. Where possible, data was analysed quantitatively and put into a graph. When analysing the qualitative data from open-ended questions, attention was given to the variety of responses, as well as giving a ranking of popularity of responses (through counting comments of a similar theme).

Caution should be taken in considering this information as statistically significant or representative given the small sample size versus a statistical validity random sample of the population.

Engagement Activities

The engagement program involved: A YCYV page was set up for stakeholders to participate in a survey. Metropolis Research was engaged to interview all 47 traders who have parklets and dining experiences installed outside their premises. A survey postcard was also delivered to the neighbouring traders and households in the immediate vicinity. Survey postcards were also left at the trader outlets to share with customers to encourage user feedback. A survey was also available on the digital engagement portal for the general community to provide feedback, encouraged by calls to action on social media and news articles.

Time frames

The engagement ran for one month between 1 June and 30 June 2021

Executive Summary – YCYV survey

Customer or resident

Of the 1155 completed surveys, both hard copy and digital:

- A large majority (93.9%/1041) were very satisfied with the parklet and outdoor dining experience
- Respondent reasons included great atmosphere/vibrant (334) followed by enjoy sitting/eating outside (274), more space (166) and generally a good idea (166).
- Of the six percent who did not enjoy the experience of the parklets reasons given included: Loss of car parking and it's always empty no one uses it
- A large majority (93.5%/1045) confirmed they felt safe when visiting the parklets and outdoor dining venues.
- The majority (96.5%/1045) also supported the temporary extension until April 2022.

Traders operating near a parklet or outdoor dining venue

Of the 31 completed surveys:

- There was no strong view one way or the other around continued support for outdoor dining. (44.3%/13) said yes (40%13) said no. The rest (16.7/5) were don't knows.
- An almost identical response was provided to the question on whether they felt outdoor dining has supporting trading in the area.
- A small majority (48.4%/15) felt removal of carparks had been an issue (9.7%/3) were neutral in their response.
- Only (51.6%/16) supported the temporary extension which grew slightly to (54.8%/17) for permanent retention.
- The biggest reasons traders gave for not want retention (temporary or permanent) was that venues were inconvenient, they were losing business or they felt the loss of parking had hurt their business.
- Only a third (29%/9) were keen to have an outdoor dining venue outside their premises if the opportunity presented as part of the program extension.

Agenda Item 9.1 - Attachment 3

Executive Summary – Metropolis Research survey

Traders with a parklet or outdoor dining venue installed outside their premise summary.

Of the 36 completed surveys:

- Most (75%/27) received a state government grant for the furniture purchase.
- Most (72%/26) were prepared to invest in heating and / or installing a shelter or canopy.
- Approximately half (47%/17) reported that their neighbouring business used the parklet.
- Most (78%/28) received very positive feedback, and a few (6%/2) received somewhat positive feedback about the parklet online or on social media.
- Most (80%) reported an increase in trade since installing the parklet / outdoor dining venue.
- Almost all (94%) believed the parklet / outdoor dining venue supported their business through COVID-19.
- Most (80% +) agreed their "customers loved it", "it provided additional space to compensate for COVID-19 restrictions", and it "was a drawcard for their business attracting passers-by and new customers".
- Many (69%/25) believed weather was an issue with the parklet / outdoor dining venue, and some (22%/8) considered cost / maintenance of furniture and general upkeep (rubbish) an issue.
- Most (86%/31) did not believe the removal of carparks had been an issue for them, their customers, or their neighbours.
- Almost all (97%/35) were happy to see the parklet / outdoor dining venue remain until April 2022.
- Almost all (94%/34) would recommend the parklet / outdoor dining venue program remain as a permanent feature in the City of Maribyrnong.
- Almost all (97%/35) support retaining the parklet / outdoor dining venue at their location.
- Some (28%/10) were prepared to contribute to funding to retain the parklet / outdoor dining venue, whilst many (61%/22) were undecided as it would depend on the cost.

For full Metropolis Research survey report please see addpenix one.

Agenda Item 9.1 - Attachment 3

Outdoor Dining Survey 2021 - Customer or resident (YCYV survey)

Which parklet or outdoor dining area are you providing feedback for?

The majority of respondents were giving feedback for *Anderson Street, Yarraville* (446) followed by *Ballarat Street, Yarraville* (456), *Victoria Street, Seddon* (209) and *Barkly Street, Footscray* (142) (see figure 1). (n= 1155 responses). A number of the respondents provided feedback on multiple venues? And many on venues they frequent outside of their immediate neighbourhood.

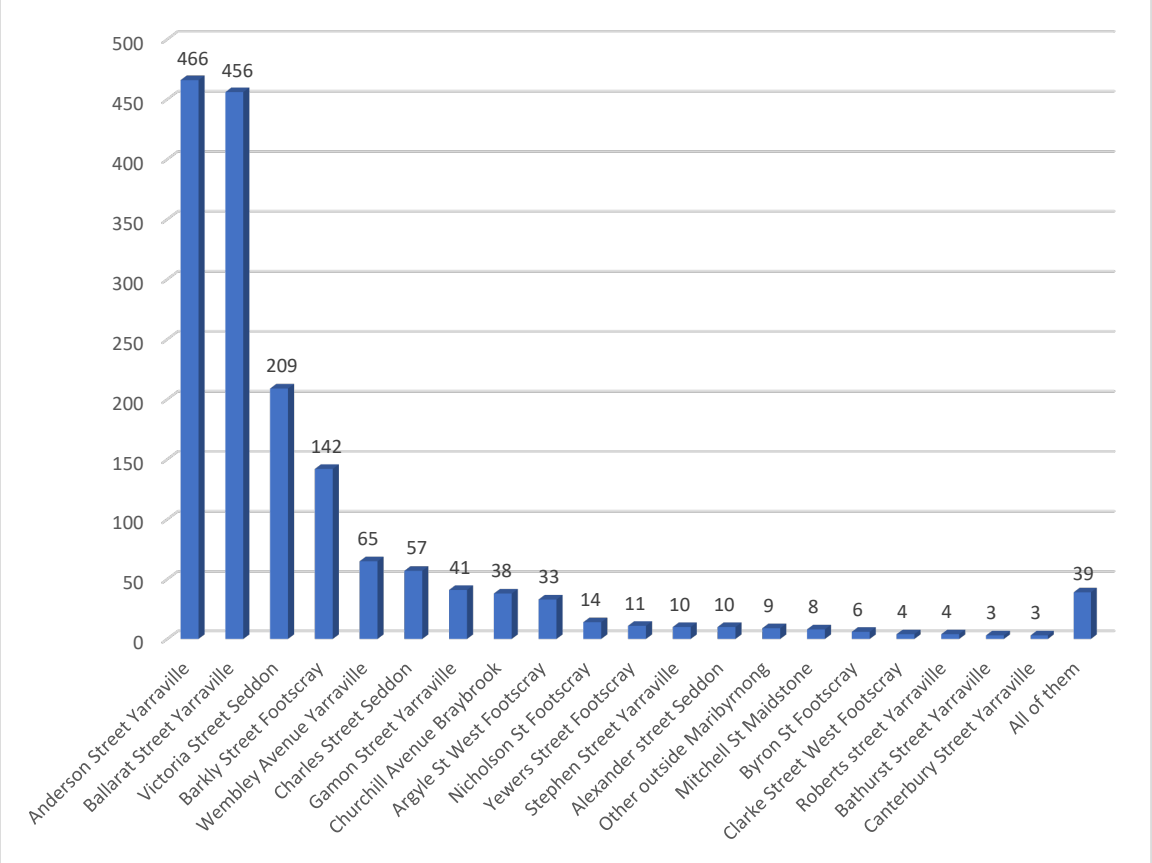


Figure 1: Which parklet or outdoor dining area are you providing feedback for?

Number of respondents answered: 1155

(Please note the total number in the graph will not equal 1155 due to a number for respondents indicating more than one parklet).

Agenda Item 9.1 - Attachment 3

Have you visited this parklet or outdoor dining area since it was installed?

Most respondents (97.4/1082) had visited the parklet or outdoor dining area they had mentioned in the question above (see figure 2). (n= 1111 responses).

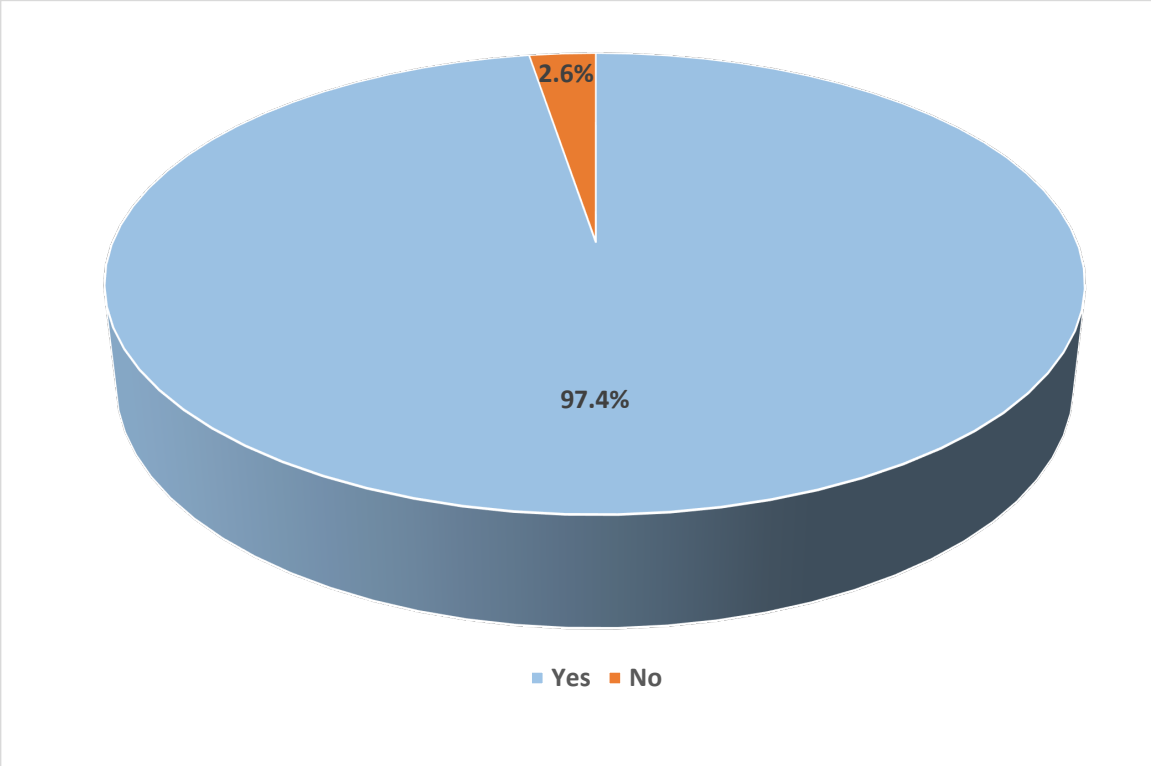


Figure 2: Have you visited this parklet or outdoor dining area since it was installed?
Number of respondents answered: 1155

Agenda Item 9.1 - Attachment 3

Did you enjoy the experience?

When asked did you enjoy the experience at the parklet or outdoor dining a large majority (93.9%/1041) said *very satisfied* (see figure 3). (n= 1109 responses).

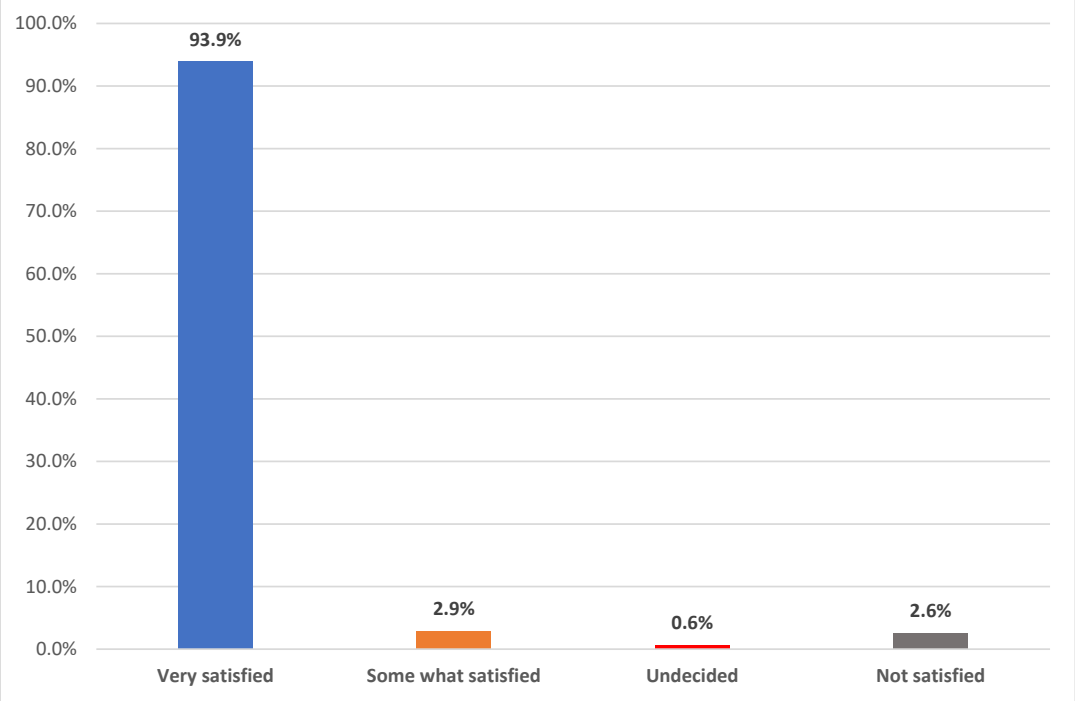


Figure 3: Did you enjoy the experience?

Number of respondents answered: 1109

Agenda Item 9.1 - Attachment 3

Please explain the reason for your satisfaction selection (part 1)

Respondents were asked to explain their reason for their satisfaction to the last question. Most respondents said *great atmosphere/vibrant* (334) followed by *enjoy sitting/eating outside* (274), *more space* (166) and *generally a good idea* (166) (see figure 4). (n= 1019 responses).

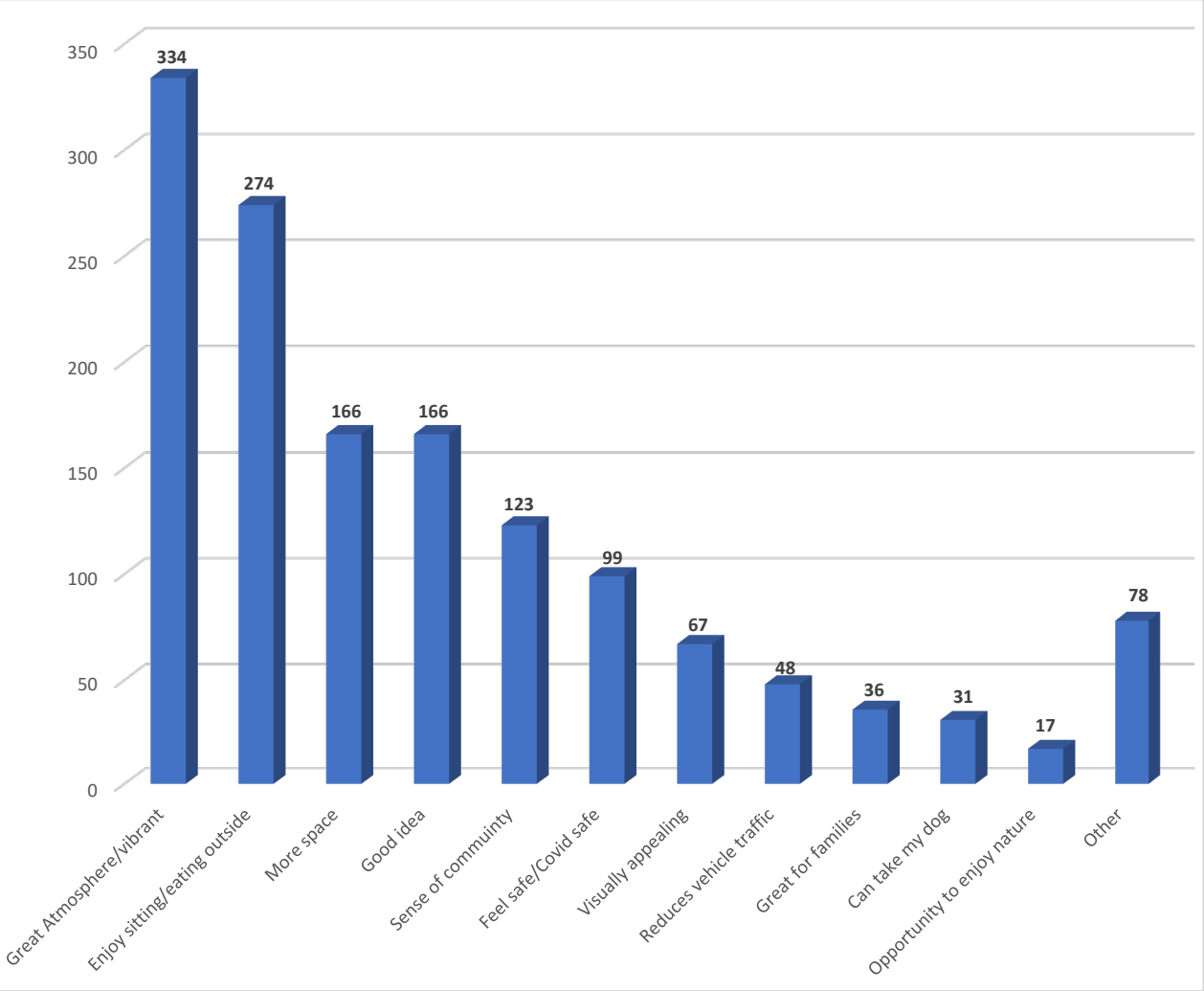


Figure 4: Please explain the reason for your satisfaction selection?

Number of respondents answered: 1019

(Please note the total number in the graph will not equal 1019 due to a number for respondents indicating more than one theme).

Agenda Item 9.1 - Attachment 3

Please explain the reason for your satisfaction selection (part 2)

This question was responded to by 1019 people and has been themed under 12 broad categories. The top four are themed below with some indicative comments:

Theme 1
Great Atmosphere/vibrant
334 comments said:

"Created a lovely atmosphere."

"*Great atmosphere and family friendly"*

Theme 2
Enjoy sitting/eating outside
274 comments said:

"Really enjoy eating outside, both during summer and in autumn"

"*Love the added outdoor public space. Love being able to be seated outside for a drink or meal."*

Theme 3
More space
166 comments said:

"*Spacious outdoor dining allowing a lot of space for pedestrians"*

"*Makes the space bigger"*

Theme 4
Generally, a good idea
166 comments said:

"*Lovely to have more outdoor options"*

"It's such a great initiative!"

Did you feel safe when visiting of the parklets and outdoor dining venues?

When asked if respondents feel safe when visiting of the parklets and outdoor dining venues a large majority (93.5%/1045) said yes (see figure 5) (n= 1018 responses).

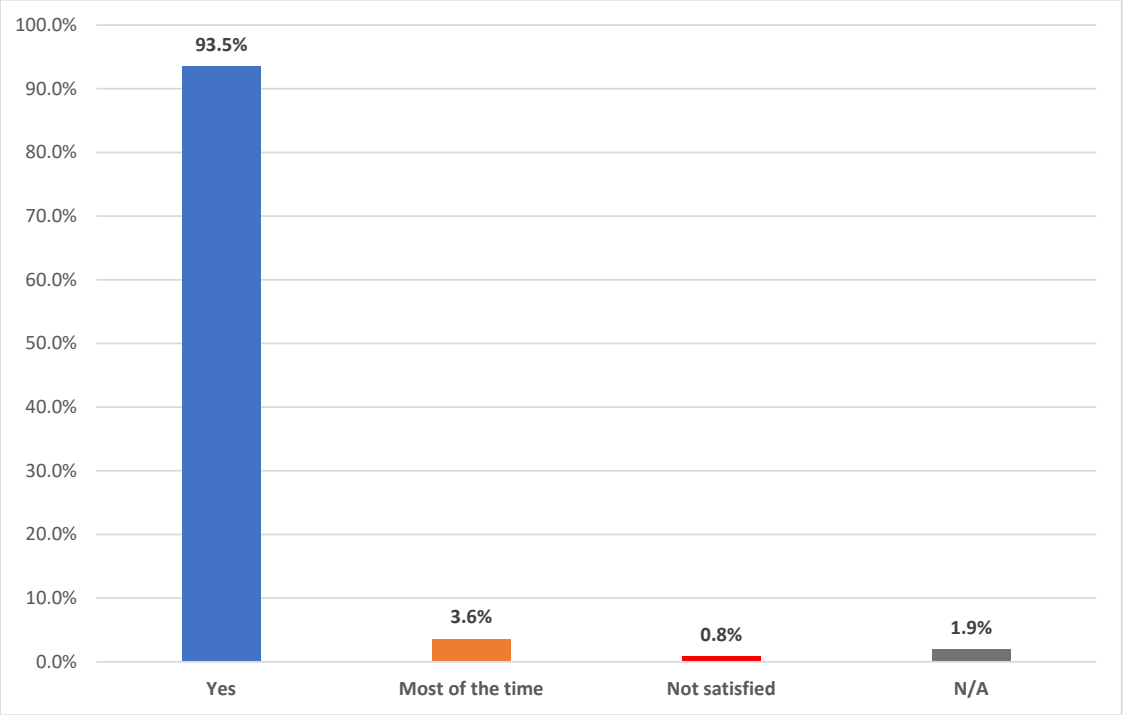


Figure 5: Did you feel safe when visiting of the parklets and outdoor dining venues?

Number of respondents answered: 1118

Agenda Item 9.1 - Attachment 3

There is potential to keep the temporary parklets and outdoor dining venues going until April 2022 to continue to support the businesses. Do you support the extension?

Respondents were asked if they would support the extension of the temporary until April 2022. The majority of respondents (96.5%/1045) said *yes* (see figure 6) (n= 1116 responses).

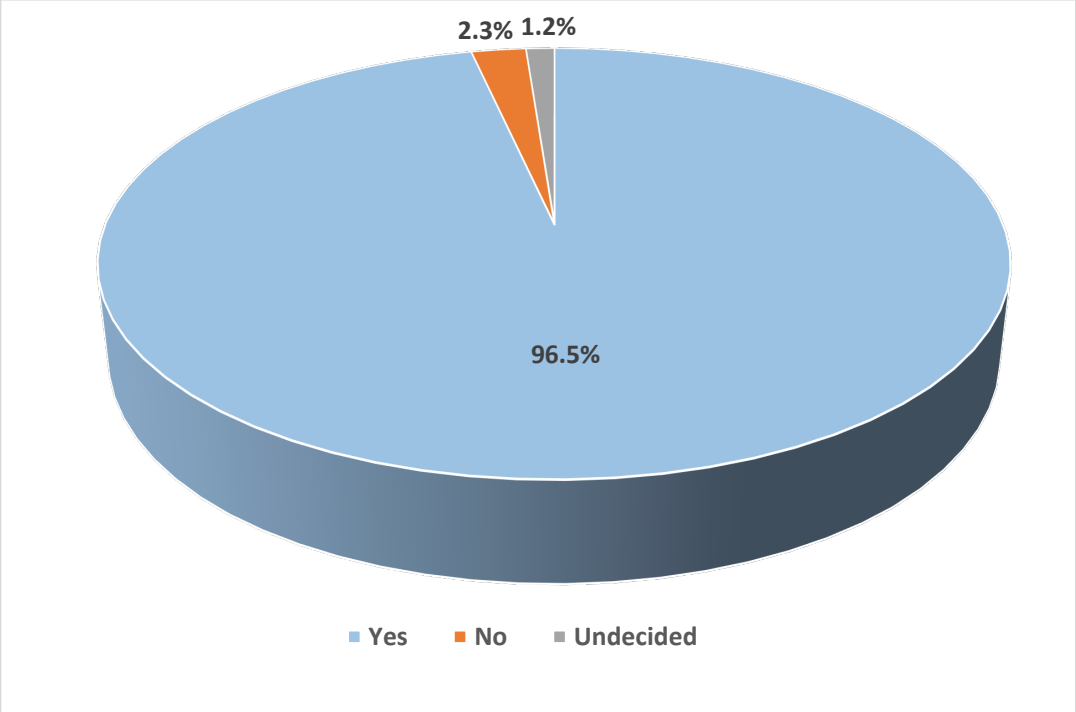


Figure 6: There is potential to keep the temporary parklets and outdoor dining venues going until April 2022 to continue to support the businesses. Do you support the extension?

Number of respondents answered: 1116

Agenda Item 9.1 - Attachment 3

Outdoor Dining Survey 2021 - Trader who operates near a parklet or outdoor dining venue (YCYV survey)

Do you think the parklet or outdoor dining area has supported trading in the area?

Surrounding traders were asked if they think outdoor dining has supported trading in the area a small majority (44.3%/13) said *yes* followed by *no* (40%13) and *don't know* (16.7/5) (see figure 7) (n= 31 responses).

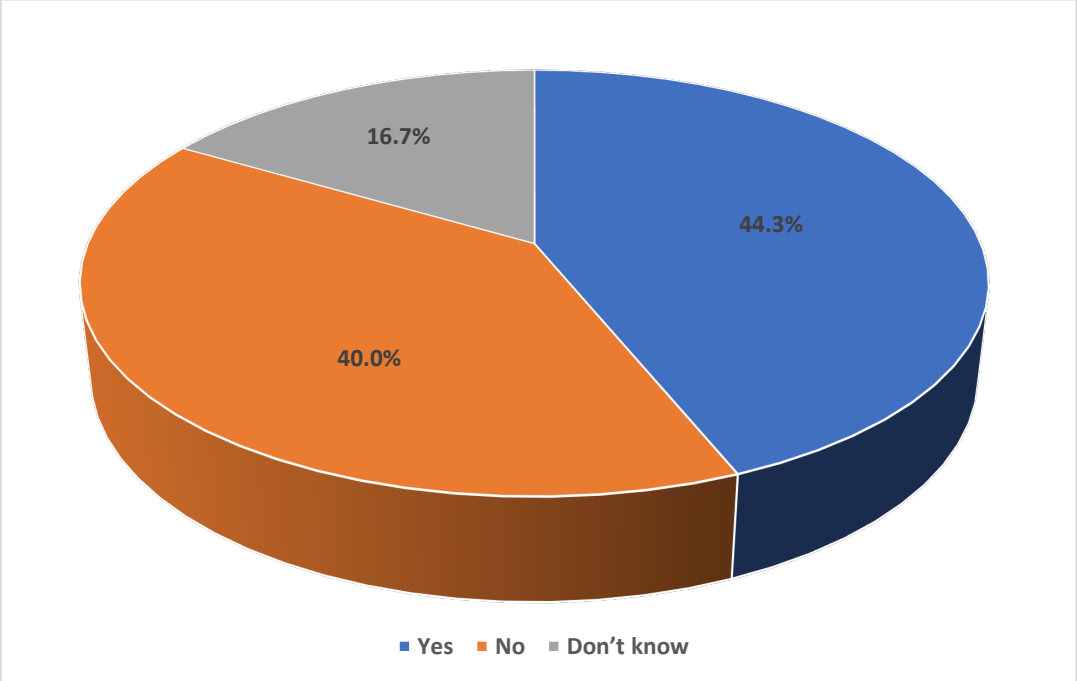


Figure 7: There is potential to keep the temporary parklets and outdoor dining venues going until April 2022 to continue to support the businesses. Do you support the extension?

Number of respondents answered: 31

Agenda Item 9.1 - Attachment 3

Has the removal of carparks been an issue?

When asked if the removal of carparks been an issue, most surrounding traders said *yes* (48.4%/15) followed by *no* (41.9/13) and *don't know* (9.7%/3) (see figure 8) (n= 31 responses).

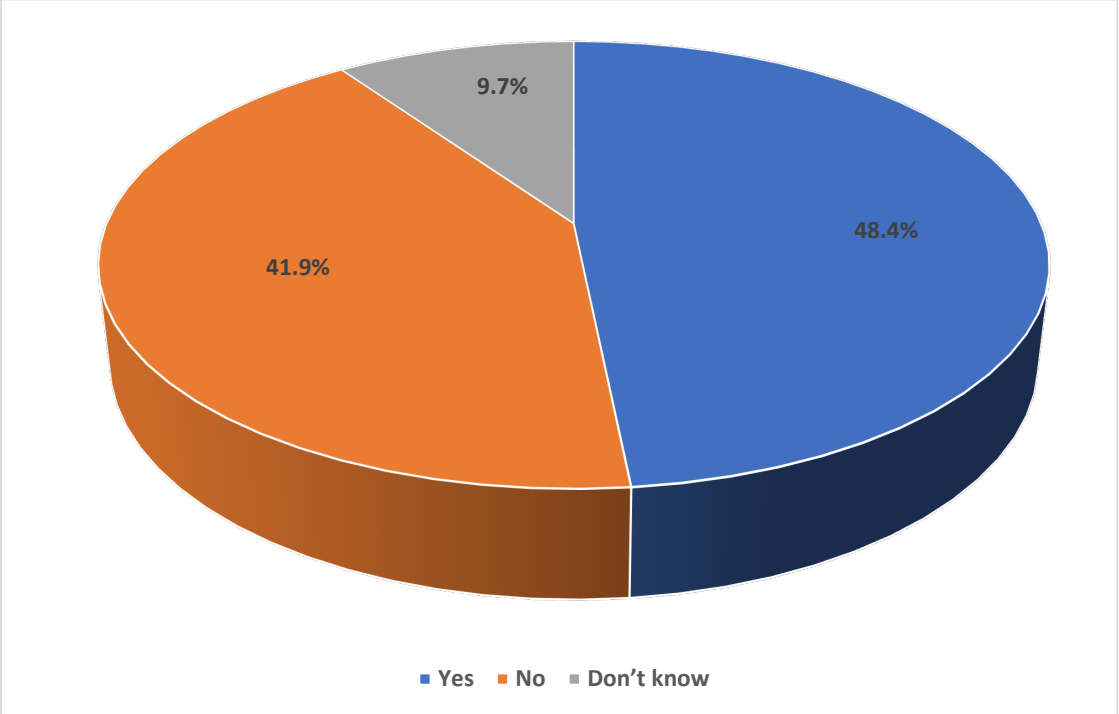


Figure 8: Has the removal of carparks been an issue?

Number of respondents answered: 31

Respondents who said yes were asked why. The majority of traders who comment said the removal is incoveniennt to their customers (n= 15 responses).

How would you feel about the parklet remaining in place until April next year?

Traders were then asked how would they feel about the parklet remaining in place until April next year. A small majority said *I'm okay with that* (51.6%/16) and *no* (48.4%/15) (see figure 9) (n= 31 responses).

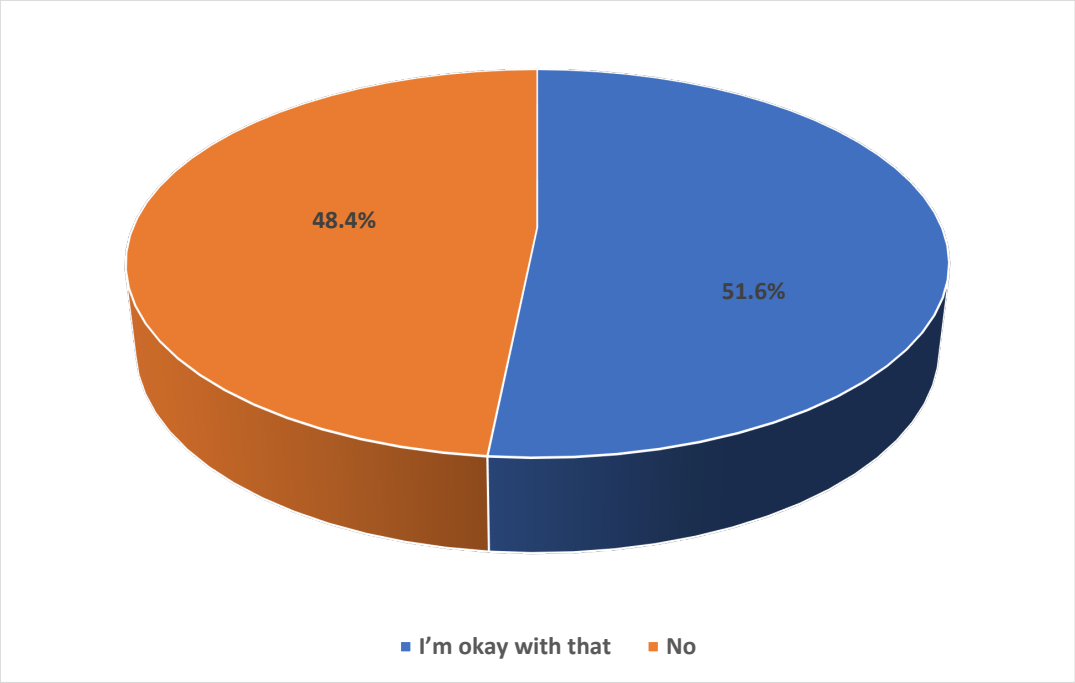


Figure 9: Has the removal of carparks been an issue?

Number of respondents answered: 31

Respondents who said no were asked why. The majority of traders who comment again said the parklets are incovenient to their customers (n= 15 responses).

Agenda Item 9.1 - Attachment 3

Would you like to see parklets or outdoor dining areas a permanent part of the local landscape (whether the existing or new ones)

When asked if traders would you like to see parklets or outdoor dining areas a permanent the majority said *yes* (54.8%/17) and *no* (45.2%/14) (see figure 10) (n= 31 responses).

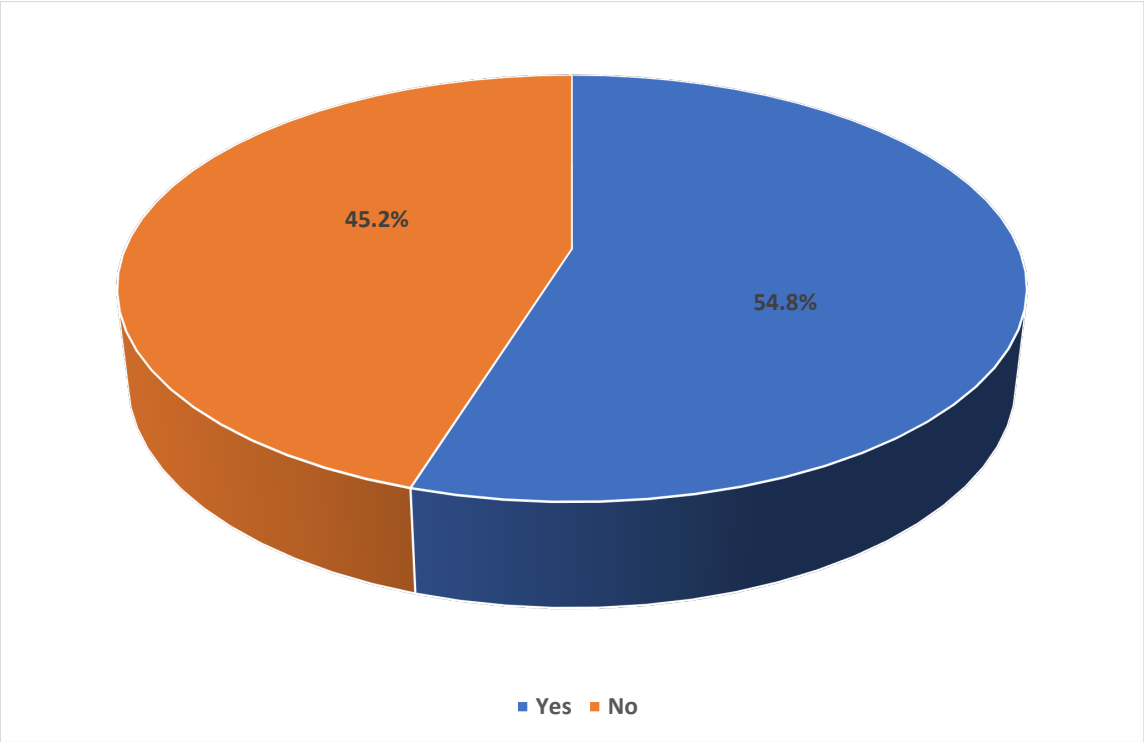


Figure 10: Would you like to see parklets or outdoor dining areas a permanent part of the local landscape.

Number of respondents answered: 31

Respondents who said no were asked why. The majority of traders who commented said they were losing business or the loss of parking has hurt the business. (n= 15 responses).

Agenda Item 9.1 - Attachment 3

If there was opportunity for your venue to have a temporary parklet installed until April 2022, would you be interested?

Traders were asked If there was opportunity for your venue to have a temporary parklet installed until April 2022, would you be interested. The majority of respondents said *no* (64.5%/20) and *yes* (29%/9) (see figure 11) (n= 31 responses).

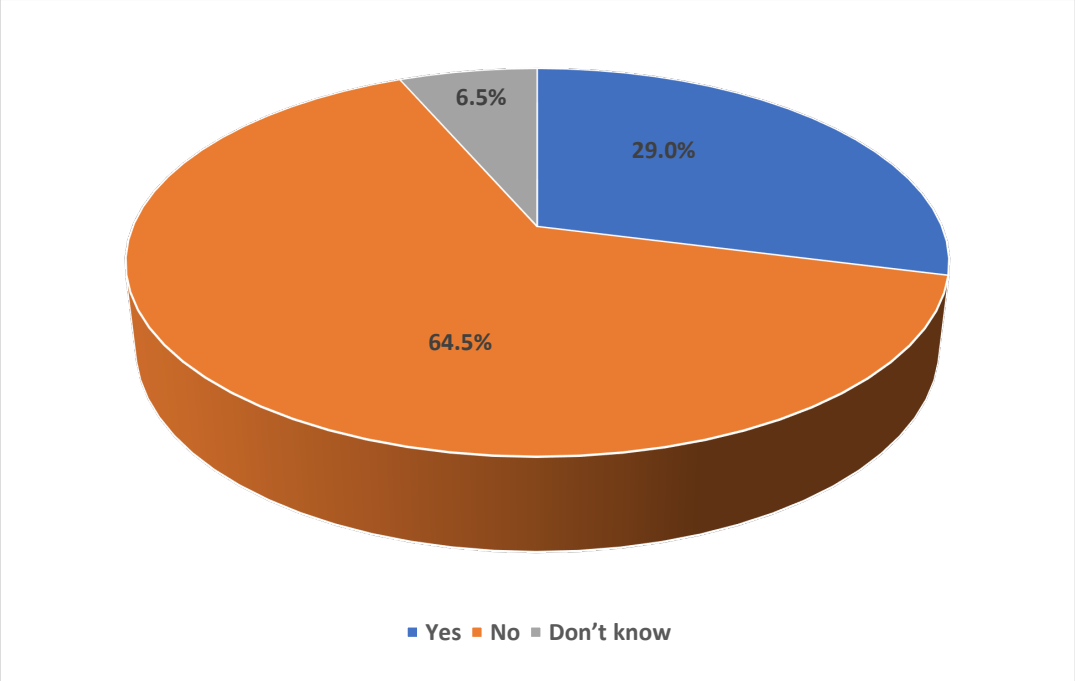


Figure 11: If there was opportunity for your venue to have a temporary parklet installed until April 2022, would you be interested?

Number of respondents answered: 31

Agenda Item 9.1 - Attachment 4

Maribyrnong City Council

2021 Parklet and Outdoor Dining Survey

June 2021

DRAFT

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The Research Society 2020-21 Member PROFESSIONAL - ETHICS

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Introduction

Metropolis Research was commissioned by the Maribyrnong City Council to conduct a telephone survey of the 47 parklet / outdoor dining venue hosts located across the City of Maribyrnong.

The survey aimed to explore a range of issues regarding:

- The set up and operation of the parklet / outdoor dining venue program.
- Support / benefits from the parklet / outdoor dining venue program.
- Issues with the parklet / outdoor dining venue program.
- Future of the parklet / outdoor dining venue program.

Methodology

Metropolis Research conducted five-minute telephone surveys comprising 13 questions with 36 of the 48 parklet / outdoor dining venue hosts.

The survey was designed by officers of Maribyrnong City Council.

A list of hosts was provided to Metropolis Research by officers of Maribyrnong City Council, and multiple attempts were made over a variety of times over three days from Wednesday 17th to Friday 19th of June 2021.

Of the 47 parklet / outdoor dining venue hosts, the following results were obtained:

- 36 completed the survey.
- 5 said call back next week.
- 2 refused to participate.
- 1 did not answer the multiple calls.
- 1 had closed.
- 1 number was disconnected.
- 1 reported that they do not have a parklet.

DRAFT

Key findings

The survey overall found strong support for the parklet program from the parklet / outdoor dining venue hosts who participated in the survey.

Most clearly see the program as a benefit to their business and support its retention, although there is some uncertainty about contributing to future funding as it would depend on costs.

In summary, the results show that:

- Most (75%) received a state government grant for the furniture purchase.
- Most (72%) were prepared to invest in heating and / or installing a shelter or canopy.
- Approximately half (47%) reported that their neighbouring business used the parklet.
- Most (78%) received very positive feedback, and a few (6%) received somewhat positive feedback about the parklet online or on social media.
- Most (80%) reported an increase in trade since installing the parklet / outdoor dining venue.
- Almost all (94%) believed the parklet / outdoor dining venue supported their business through COVID-19.
- Most (80% +) agreed their “customers loved it”, “it provided additional space to compensate for COVID-19 restrictions”, and it “was a drawcard for their business attracting passers-by and new customers”.
- Many (69%) believed weather was an issue with the parklet / outdoor dining venue, and some (22%) considered cost / maintenance of furniture and general upkeep (rubbish) an issue.
- Most (86%) did not believe the removal of carparks had been an issue for them, their customers, or their neighbours.
- Almost all (97%) were happy to see the parklet / outdoor dining venue remain until April 2022.
- Almost all (94%) would recommend the parklet / outdoor dining venue program remain as a permanent feature in the City of Maribyrnong.
- Almost all 97% support retaining the parklet / outdoor dining venue at their location.
- Some (28%) were prepared to contribute to funding to retain the parklet / outdoor dining venue, whilst many (61%) were undecided as it would depend on the cost.

Set up and use of the parklet / outdoor dining area

Receive a grant from the State Government

Respondents were asked:

"Did you receive a $5,000 grant from the State Government for the purchase of outdoor furniture?"

Three-quarters (75%) of the respondent businesses received a $5,000 grant from the State Government for the purchase of outdoor furniture, whilst one-sixth did not apply, and only two of the 36 respondent businesses reported that they were unsuccessful.

Apply and receive grant from the State Government for the furniture purchase
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*2021*	
	Number	*Percent*
Yes, I was successful	27	75.0%
Yes, I tried but did not receive the grant	2	5.6%
No, I did not apply	6	16.7%
Can't say / not stated	1	2.8%
Total	**36**	**100%**

Invest in heating or installing shelter or canopy

Respondents were asked:

"During this winter period, would you be prepared to invest in heating and / or installing a shelter or canopy?"

26 of the 36 respondent businesses were prepared with invest in heating and / or installing a shelter or canopy, whilst 17% reporting that they would not be prepared.

Prepared to invest in heating and / or installing a shelter or canopy
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*2021*	
	Number	*Percent*
Yes	26	72.2%
Undecided	4	11.1%
No	6	16.7%
Total	**36**	**100%**

Neighbouring businesses use of the parklet

Respondents were asked:

"When you're not trading have your neighbouring businesses used the parklet?"

Approximately half of the 36 respondent businesses reported that their neighbouring businesses used the parklet, a little less than half reported that they did not, and a little less than 10% did not know.

Neighbouring businesses use the parklet
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*2021*	
	Number	*Percent*
Yes, always	9	25.0%
Yes, sometimes	8	22.2%
No, never	16	44.4%
Don't know	3	8.3%
Total	**36**	**100%**

Feedback about the parklet online or on social pages

Respondents were asked:

"If you promoted your parklet online / on social pages what was the feedback?"

28 of the 36 respondent businesses (78%) reported that they received very positive feedback about the parklet when promoting it online or on social media and two reported that they had received somewhat positive feedback.

None reported that they had received negative feedback online or on social pages.

Feedback about the parklet online / on social pages
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*2021*	
	Number	*Percent*
Overall, we received very positive feedback	28	77.8%
Overall, we received somewhat positive feedback	2	5.6%
Overall, we received negative feedback	0	0.0%
No feedback received – or we didn't monitor it	0	0.0%
No, we didn't promote	6	16.7%
Total	**36**	**100%**

Support / benefits from the parklet / outdoor dining venue

Changes in trade after installation of the parklet / outdoor dining venue

Respondents were asked:

"Have you seen an increase in trade since the parklet or outdoor dining venue was installed?"

Four-fifths (81%) of the respondent businesses reported that their trade increased after the installation of the parklet or outdoor dining venue, with most respondent businesses estimating the increase at either 10% or 25%.

The wording of the question was relatively imprecise, so these results are broad in nature, but they imply an increase in trade of between 10% and less than 50%.

It is noted that two of the 36 respondent businesses believed that their turnover had not increased after the installation of the parklet or outdoor dining area.

Changes in trade since the installation of the parklet or outdoor dining venue
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*2021*	
	Number	*Percent*
Yes - 75% increase or greater	1	2.8%
Yes - 50% increase	4	11.1%
Yes - 25% increase	14	38.9%
Yes - 10% increase	10	27.8%
No - 0% increase	2	5.6%
Can't say	5	13.9%
Total	**36**	**100%**

Parklet / outdoor dining venue supported business during COVID

Respondents were asked:

"Do you believe your newly introduced parklet or outdoor dining venue supported your business during COVID? If no, why not?"

The overwhelming majority (94%) of respondents believed that the newly introduced parklet or outdoor dining venue supported their business during COVID-19, with just two of the 36 respondent businesses reporting that they parklet or outdoor dining venue had not supported their business during COVID-19.

Parklet / outdoor dining venue supported business during COVID-19
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*2021*	
	Number	*Percent*
Yes	34	94.4%
No	2	5.6%
Total	**36**	**100%**

One of the two respondent businesses who did not believe that the parklet / outdoor dining venue supported their business during lockdown believed that it did not due to limited car parking, and the other reported it was due to the impact of the lockdowns and the bad weather.

Reasons why the parklet / outdoor dining venue did not support business during COVID-19
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*Number*
Limited car parks as we share 4 carparks with 5 businesses	1
Not useful half the time due to lockdown, when it was opened weather was bad	1
Total	**2**

Key benefits experienced from the installation of the parklet

Respondents were asked:

"What have been some of the key benefits you have experienced from the installation of the parklet?"

33 of the 36 respondent businesses (91.7%) selected at least one of the six listed benefits (including "other") that they believed they had experienced from the installation of the parklet.

It is noted that more than four-fifths of respondent businesses agreed that their customers loved the parklet; that the parklet provided additional space to compensate for COVID-19 restrictions; and that it was a drawcard for their business by attracting passers-by and new customers.

Approximately two-thirds of the respondent businesses agreed that a benefit from the parklet was that they had not previously been able to offer outdoor dining or that it provided them with a competitive advantage.

There were four other benefits nominated by respondent businesses, including that the footpaths were cleared, that it beautified the street, that it made them look a part of the village, and that it was safer outdoors.

Key benefits experienced from the installation of the parklet
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*2021*	
	Number	*Percent*
My customers loved it	32	88.9%
Provided additional space to compensate for COVID restrictions to support trading	31	86.1%
It was a drawcard for my business attracting passers-by – new customers	29	80.6%
Had not previously been able to offer outdoor dining	25	69.4%
It provided me with a competitive advantage	24	66.7%
Other	4	11.1%
Footpaths were cleared	*1*	*2.8%*
It beautified the street	*1*	*2.8%*
It made us look a part of the village	*1*	*2.8%*
Safer outdoor	*1*	*2.8%*
No benefits	3	8.3%
Total responses	**148**	

Potential parklet / outdoor dining venue issues

Issues associated with the parklet

Respondents were asked:

"What have been some of the issues associated with the parklet?"

30 of the 36 respondent businesses associated at least one issue with the parklet, from the precoded list of eight (including "other") potential issues, as outlined in the following table.

Two-thirds (69%) of the respondent businesses agreed that the weather was an issue for them, and this was far and away the most common issue associated with the parklet.

A little more than one-fifth (22%) of respondent businesses agreed that cost of maintenance of furniture and general upkeep (including rubbish) was an issue with the parklet.

A small number of respondents agreed that safety, graffiti, staffing, and noise were issues.

There were five other issues raised by respondent businesses, including that it was at the back of the restaurant, a lack of cover, parking for delivery drivers, people with dog making a mess, and smoking as an issue.

One respondent business suggested that Council should supply no smoking signs.

Issues associated with the parklet
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*2021*	
	Number	*Percent*
Weather	25	69.4%
Cost / maintenance of furniture and general upkeep (rubbish)	8	22.2%
Perceptions of safety	4	11.1%
Graffiti	4	11.1%
Staffing	3	8.3%
Noise	2	5.6%
Licensing issues	1	2.8%
Other	5	13.9%
Back of the restaurant	*1*	*2.8%*
No cover	*1*	*2.8%*
Parking for delivery driver	*1*	*2.8%*
People with dogs make it a mess	*1*	*2.8%*
Smoking issue. Council should supply no smoking signs	*1*	*2.8%*
No issues	6	16.7%
Total responses	**58**	

Removal of carparks as an issue

Respondents were asked:

"Has the removal of carparks been an issue for your customers, neighbours or business? If yes, why?"

31 of the 36 respondent businesses (86%) did not believe that the removal of car parks had been an issue for them, their customers, or their neighbours.

Removal of carparks been an issue for your customers, neighbours or business
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*2021*	
	Number	*Percent*
Yes	4	11.1%
No	31	86.1%
Don't know	1	2.8%
Total	**36**	**100%**

Two respondent businesses said that they had to explain to customers why the car parking was blocked, one raised the issue of parking for delivery drivers, and one suggested that the car parking was a little bit of an issue as there was only limited parking around the local area.

Issues resulting from removal of carparking
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number of responses)

Response	*Number*
A little, since parking is limited around	1
Delivery drivers don't have much space to park	1
Giving explanation to customers why car park is blocked	1
We have to explain to the customers why we have blocked car parking	1
Total	**4**

Future of the parklet / outdoor dining venue

Support for parklet remaining until April 2022

Respondents were asked:

"Would you be happy to see your parklet remain until April 2022? If no or not sure, please explain?"

35 of the 36 respondent businesses reported that they would be happy to see their parklet remain until April 2022.

The one respondent business that was not happy to see their parklet remain until April 2022 did not provide a response as to the reasons why they were not happy for it to remain.

Happy to see your parklet remain until April 2022
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*2021*	
	Number	*Percent*
Yes	35	97.2%
No	1	2.8%
Total	**36**	**100%**

Recommend parklet / outdoor dining program becoming a permanent feature

Respondents were asked:

"Would you recommend the parklet or outdoor dining program to become a permanent feature in Maribyrnong?"

34 of the 36 respondent businesses would recommend the parklet or outdoor dining program to become a permanent feature in Maribyrnong, with one unsure, and just one (3%) not prepared to recommend this outcome.

Recommend parklet / outdoor dining program becoming a permanent feature
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*2021*	
	Number	*Percent*
Yes	34	94.4%
No	1	2.8%
Not sure	1	2.8%
Total	**36**	**100%**

Support permanent parklet or outdoor dining venue at your location

Respondents were asked:

"If the program was to become a permanent feature, would you want to see the parklet at your location remain?"

35 of the 36 respondent businesses want the parklet or outdoor dining venue at their location to remain, whilst just one did not want it to remain.

Want parklet remain at your location if it becomes a permanent feature
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*2021*	
	Number	*Percent*
Yes	35	97.2%
The parklet should be removed	1	2.8%
Total	**36**	**100%**

Contribute funding to retain parklet

Respondents were asked:

"Parklets supplied by Council were designed to be quickly assembled and installed and have a shelf life of 12-18 months. While costs have not been decided, would you be prepared to contribute funding to retain your parklet?"

A little more than one-quarter (28%) of the respondent businesses were prepared to contribute funding to retain their parklet, whilst the majority (61%) were undecided as it would depend on what the costs would be. One respondent business was unable to construct a longer-term structure, and three were not interested in contributing funding.

Prepared to contribute funding to retain your parklet
Maribyrnong City Council - 2021 Parklet and Outdoor Dining Survey
(number and percent of total respondents)

Response	*2021*	
	Number	*Percent*
Yes	10	27.8%
Undecided, depends on what the costs would be	22	61.1%
No, we are unable to construct a longer term structure	1	2.8%
No, not interested	3	8.3%
Total	**36**	**100%**

Appendix One: 2021 Parklet /outdoor dining survey

Hello, my name is [insert interviewer name] from Metropolis Research and I am calling on behalf of Maribyrnong City Council.

Your contact details have been provided to us by the Maribyrnong City Council as one of the host traders in the parklet and outdoor dining program.

We are contacting participants on behalf of Council to gain an understanding of whether you would like to remain in the program –retaining your parklet - until April next year.

We would also like to hear about your experience and your thoughts around making parklets permanent – including what you would want to see continue or changes you'd like to see made.

Q1. Can you confirm that you are the business owner or authorised representative of:

(Please name the business or street location).

Q2. Do you believe your newly introduced parklet or outdoor dining venue supported your business during COVID?

❍ Yes
❍ No
❍ Don't know / can't say.

Q3. Have you seen an increase in trade since the parklet or outdoor dining venue was installed?

❍ No, 0%
❍ yes, 10% increase or lower
❍ yes, 25% increase
❍ yes, 50% increase
❍ yes, 75%+ increase

Q4. What have been some of the key benefits you have experienced from the installation of the parklet? *(choose as many as apply)*

❍ Provided additional space to compensate for COVID restrictions to support trading.
❍ My customers loved it.
❍ Had not previously been able to offer outdoor dining.
❍ It was a drawcard for my business attracting passers-by – new customers.
❍ It provided me with a competitive advantage.
❍ Other (please specify)_____
❍No benefits

Q5. What have been some of the issues associated with the parklet? *(Chose as many as apply)*

❍Weather
❍ Perceptions of safety
❍ Noise
❍ Cost/maintenance of furniture and general upkeep (rubbish)
❍ Graffiti
❍ Staffing
❍ Licensing issues
❍ Other (please specify) _____
❍ No issues

Q6a. Has the removal of carparks been an issue for your customers, neighbours, or business?

❍ Yes
❍ No
❍ Don't know

Q6b. If yes, why?

_____
_____

Q7. If you promoted your parklet online/on social pages what was the feedback?

❍ Overall, we received very positive feedback.
❍ Overall, we received some what positive feedback.
❍ Overall, we received negative feedback.
❍ No feedback received – or we didn't monitor it.
❍ No, we didn't promote.

Q8. When you are not trading have your neighbouring businesses used the parklet?

❍ Yes, always.
❍ Yes, sometimes.
❍ No, never.

Q9. Would you be happy to see your parklet remain until April 2022

❍ Yes (go to Q10)
❍ No
❍ Not sure

If no – please explain why not_____
If not sure, please explain _____

Q10. During this winter period, would you be prepared to invest in heating and/or installing a shelter or canopy?

❍ Yes
❍ Undecided
❍ No

DRAFT

Q11. Would you recommend the parklet or outdoor dining program to become a permanent feature in Maribyrnong?

❍ Yes
❍ No
❍ Not sure

Q12. If the program were to become a permanent feature, would you want to see the parklet at your location remain?

❍ Yes
❍ The parklet should be removed.

Q13. Parklets supplied by Council were designed to be quickly assembled and installed and have a shelf life of 12-18 months. While costs have not been decided, would you be prepared to contribute funding to retain your parklet?

❍ Yes
❍ Undecided, depends on what the costs would be.
❍ No, we are unable to construct a longer term structure.
❍ No, not interested.

Q14. Did you apply and receive a $5000 grant from the State Government for the purchase of outdoor furniture?

❍ Yes, I was successful.
❍ Yes, I tried but did not receive the grant.
❍ No, I did not apply.

Conclusion

Thanks for participating in the survey. The information provided will be used to inform a report to Council in August.

Recommendations will be made on the direction of the parklet and outdoor dining program in August which we Council will share with you following the meeting.

If you have questions about the survey – you can contact Maribyrnong City Council's Urban Design team at email@maribyrnong.vic.gov.au **or 9688 0200.**

If you have any business-related questions, please contact Council's Economic and Development Team, Aneta Pazeski on 0447 341 273 or email aneta.pazeski@maribyrnong.vic.gov.au

Privacy statement

Maribyrnong City Council is committed to its obligations in protecting your personal information pursuant to the Privacy and Data Protection Act 2014 and the Health Records Act 2001. The personal information requested on this form is being collected by Maribyrnong City Council for the purpose of this survey. The information will be used by Council for this primary purpose or directly related purposes.

Council will not disclose your personal information to any third party unless required to do so by law. Requests for access to and/or amendment of the information provided may be made to Council's Privacy Officer on 9688 0200. For more information, please refer to Council's Privacy Policy, available for download from this website.

Agenda Item 9.2

FINANCIAL PLAN 2021-2022 TO 2030-2031

Director: **Lisa King**
Acting Director Corporate Services

Author: **Mark Connor**
Manager Finance

PURPOSE

To present Council with the Draft Financial Plan in accordance with Section 91 of the Local Government Act 2020 (the Act).

ISSUES SUMMARY

- Under Section 91 of *The Local Government Act 2020* Council must develop, adopt and keep in force a Financial Plan in accordance with its deliberative engagement practices.
- The Plan must be adopted by 31 October 2021 and will have effect from 1 July this year.
- The Draft Financial Plan is a 10 year strategy and has been prepared in line with changes to the Act regarding financial reporting. It provides Council with the strategic direction and context for long term decision making and resource allocation with the objective of sustaining Council's financial viability.
- The community has had a number of opportunities to input into the Draft Financial Plan, including as part of the conversations to inform the Council Plan, Annual Budget and Revenue and Rating Plan. Further engagement conducted in July drew an additional 340 responses which generally align with previous feedback in relation to revenue and spending and capital works priorities.
- Additional feedback is being sought on the Draft Financial Plan prior to adoption.

ATTACHMENTS

1. Draft Financial Plan 2021-2022 to 2030-2031 ⇩

OFFICER RECOMMENDATION

That Council endorse the Draft Financial Plan for community engagement.

Agenda Item 9.2

BACKGROUND

The 10-year Financial Plan is the decision-making tool that helps the Council identify financial issues at an early stage. It ensures Council has an understanding of the current financial situation and projections of future directions to be able to deliver services, maintain assets and achieve its strategic objectives in a financially sustainable manner.

Council has an existing Long Term Financial Strategy, this document was used as the basis for the development of the Financial Plan now required under legislation.

DISCUSSION/KEY ISSUES

1. Key Issues

Local Government Act 2020

The Act requires that Council must develop, adopt and keep in force a Financial Plan in accordance with its deliberative engagement practices.

The scope of the Financial Plan is a period of at least the next 10 financial years.

The Plan must include the following in the manner and form prescribed by the regulations—

- statements describing the financial resources required to give effect to the Council Plan and other strategic plans of the Council;
- information about the decisions and assumptions that underpin the forecasts in the statements specified in paragraph (a);
- statements describing any other resource requirements that the Council considers appropriate to include in the Financial Plan;
- any other matters prescribed by the regulations.

In accordance with the Act, the Financial Plan will have effect from 1 July this year.

Content and Structure of the Plan

Maribyrnong City Council's Financial Plan provides strategic direction and context for long-term decision-making and resource allocation. Its purpose is to provide an overall financial framework for our strategic planning. The Plan provides strategic financial guidance to Council and senior management in setting budgets, preparing operational plans, capital works planning and service planning.

The Plan will comply with the requirements set by the Local Government Act 2020, Victorian Auditor-General's (VAGO) Financial Sustainability Indicators and Maribyrnong City Council's best practice indicators.

The Plan is based on predicted financial projections and statements. The assumptions surrounding these projections include a balanced budget, agreed liquidity ratios and long-term financial sustainability. These assumptions are underpinned by key financial objectives including maintenance of existing service levels, 28 per cent of rate revenue

dedicated to capital, achievable long-term debt commitments and rate revenue increases at Consumer Price Index where possible.

The structure of Financial Plan is as follows:
1. Legislative Requirements
2. Financial Plan Context
3. Financial Plan statements
4. Financial Performance Indicators
5. Strategies and Plans
6. Appendix

The Financial Plan is underpinned by the following:

- Council Plan
- Community Plan
- City Infrastructure Plan – Community Infrastructure Plan
- Asset Management Plans
- Current Long Term Financial Plan
- Service Delivery Strategy
- Revenue and Rating Plan
- Adopted Annual Budget

2. Council Policy/Legislation

Council Plan 2021-2025

This report contributes to Council's strategic objectives contained in the Council Plan 2021-2025, by considering:

- Strategic Objective:
  - Ethical leadership - Council will proactively lead our changing City using strategic foresight, innovation, transparent decision-making and well-planned and effective collaboration to support economic growth during the ongoing challenges of the pandemic and beyond.

Legislation

Local Government Act 2020.

Conflicts of Interest

No officer responsible for, or contributing to, this report has declared a direct or indirect interest in relation to this report.

Human Rights Consideration

This report complies with the rights listed in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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3. Engagement

The community has had a number of opportunities to input into the Draft Financial Plan, including as part of the conversations to inform the Council Plan, Annual Budget and Revenue and Rating Plan. Further engagement drew an additional 340 responses which generally align with what we have heard previously in relation to revenue and spending and capital works priorities, which has informed the development of the document. Additional feedback is being sought on the Plan prior to adoption.

4. Resources

The Financial Plan has been developed within existing resources.

5. Environment

Not applicable.

CONCLUSION

It is proposed that the Draft Financial Plan be released for community engagement.

Agenda Item 9.2 - Attachment 1

FINANCIAL PLAN
2021-2022 to 2030-2031

Maribyrnong
CITY COUNCIL

Agenda Item 9.2 - Attachment 1

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1. Legislative Requirements

This section describes how the Financial Plan links to the achievement of the Community Vision and the Council Plan within the Integrated Strategic Planning & Reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term (Community Vision), medium term (Council Plan) and short term (Annual Budget) and then holding itself accountable (Annual Report).

The following diagram provides an overview of the core legislated elements of an integrated strategic planning and reporting framework and outcomes.

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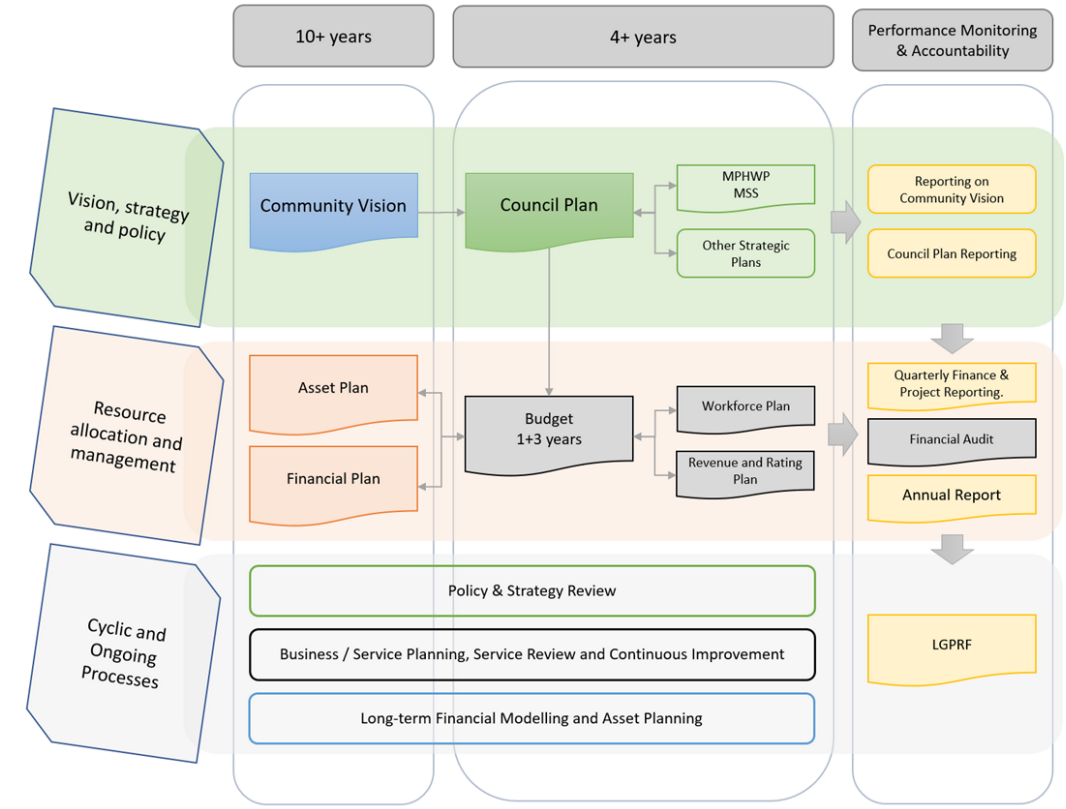
The following figure demonstrates how each element might inform or be informed by other parts of the integrated framework.



1.1. Strategic Planning Principles

The Financial Plan provides a 10 year financially sustainable projection regarding how the actions of the Council Plan may be funded to achieve the Community Vision. The Financial Plan is developed in the context of the following strategic planning principles:

a) Council has an integrated approach to planning, monitoring and performance reporting.

b) Council financial plan addresses the Community Vision by funding the aspirations of the Council Plan. The Council Plan aspirations and actions are formulated in the context of the Community Vision.

c) The Financial Plan statements articulate the 10-year financial resources necessary to implement the goals and aspirations of the Council Plan to achieve the Community Vision.

d) Council's strategic planning principles identify and address the risks to effective implementation of the Financial Plan. The financial risks are included at section 1.2.2 below.

e) The Financial Plan provides for the strategic planning principles of progress monitoring of progress and reviews to identify and adapt to changing circumstances.

1.2. Financial Management Principles

The Financial Plan demonstrates the following financial management principles:

1.2.1 Revenue, expenses, assets, liabilities, investments and financial transactions are managed in accordance with Council's financial policies and strategic plans.

1.2.2 Management of the following financial risks:

a) the financial viability of the Council (refer to section 2.1 Financial Policy Statements).

b) the management of current and future liabilities of the Council. The estimated 10 year-liabilities are disclosed in section 3.2 Balance Sheet projections.

1.2.3 Financial policies and strategic plans are designed to provide financial stability and predictability to the community.

1.2.4 Council maintains accounts and records that explain its financial operations and financial position (refer section 3 Financial Statements)

1.3. Engagement Principles

Under Section 91 of *The Local Government Act 2020* Council must develop, adopt and keep in force a Financial Plan in accordance with its deliberative engagement practices as outlined in its Engagement Policy.

Phase 1: Priority Setting

During this phase we want to understand the community spending, revenue, and capital works priorities generally.

Phase 2: Have We Got It Right

This is where the draft Financial Plan, informed by community thinking, is provided back to the community with an explanation as to how their input has been considered and request for formal feedback on the document for consideration prior to adoption.

Phase 3: Close the Loop

This is where we share the final Financial Plan including how community feedback is taken into account and ensure any enquiries have been closed out.

Deliberative Engagement approach

Deliberative engagement is a form of engagement involving the sharing of information and in-depth conversations with a group of residents, representative of the demographics of the community, to consider their thoughts and opinions, and come to a consensus outcome (which may include recommendations) – to ensure community voices are heard and listened to.

In relation the 10-year Financial Plan Council has already hosted two representative focus groups and a workshop with the community panel as part of the development of the Council Plan 2025.

Along with other engagement activities, we also provided a budget assessment tool for ratepayers to provide input into 'balancing the books' which we are again rolling out as part of the Financial Plan engagement to support a deliberative conversation.

In addition, Council will be working with our Maribyrnong Matters panel – a group of residents who've nominated to come on board and support the community in working with Council to provide feedback on projects in their community during engagement specifically on the Financial Plan.

This will involve sharing information during the first phase of community engagement to inform them of the capital works and revenue and spending program and funding assumptions, and invite them to provide initial feedback on their priorities in these areas

Council will also host a dedicated working group discussion towards the end of August – during the final phase – where group members will review a draft 10-year Long Term Financial Plan and take part in a robust discussion hosted by an external facilitator to provide further input. This will involve seeking a consensus on key questions that have arisen during wider community engagement.

This deliberative approach will continue post adoption of the Financial Plan with further conversations and focus groups/workshops to feed into development and recommendations for the Annual Budget 2022-26 on an ongoing basis starting around November 2022.

1.4. Service Performance Principles

Council services are designed to target to community needs and provide value for money outcomes for residents. The service performance principles are listed below:

a) Services are provided in an equitable manner and are responsive to the diverse needs of the community. The Council Plan is designed to identify the key services and projects to be delivered to the community. The Financial Plan provides the mechanism to demonstrate how the service aspirations within the Council Plan may be funded.

b) Services are accessible to the relevant users within the community.

c) Council provides quality services that provide value for money to the community. The Local Government Performance Reporting Framework (LGPRF) is designed to communicate council's performance regarding the provision of quality and efficient services.

d) Council is developing a performance monitoring framework to continuously improve its service delivery standards.

e) Council is developing a service delivery framework that considers and responds to community feedback and complaints regards service provision.

1.5. Asset Plan Integration

Integration to the Asset Plan is a key principle of the Council's strategic financial planning principles. The purpose of this integration is designed to ensure that future funding is allocated in a manner that supports service delivery in terms of the plans and the effective management of Council's assets into the future.

The Asset Plan identifies the operational and strategic practices which will ensure that Council manages assets across their life cycle in a financially sustainable manner. The Asset Plan, and associated asset management policies, provide council with a sound base to understand the risk associated with managing its assets for the community's benefit.

The Asset Plan is designed to inform the 10-year Financial Plan by identifying the amount of capital renewal, backlog and maintenance funding that is required over the life of each asset category. The level of funding will incorporate knowledge of asset condition, the risk assessment issues as well as the impact of reviewing and setting intervention and service levels for each asset class.

In addition to identifying the operational and strategic practices that ensure that Council manages assets across their life cycle in a financially sustainable manner, the Asset Plan quantifies the asset portfolio and the financial implications of those practices. Together the Financial Plan and Asset Plan seek to balance projected investment requirements against projected budgets.

The capital expenditure assumptions (including new assets, renewals, disposals, depreciation etc.) are an input item to the model. These are based on the Council's City Infrastructure Plan. These assumptions are underpinned by key financial objectives including maintenance of existing service levels, 28 per cent of Rates and municipal charge be dedicated to capital and asset improvements.

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2. Financial Plan Context

This section describes the context and external / internal environment and consideration in determining the 10-year financial projections and assumptions.

Our Challenges and Opportunities

While many of the challenges we face are similar to those of other Victorian councils, we are presented with some unique ones. The following are some of our most significant challenges and opportunities.

Tackling Climate Change and Its Impact on Our Environment, Economy and People

Climate change is one of the greatest challenges of our time. We already see its effects. There are more warm spells, frequent and intense downpours and longer fire seasons. It's impacting our biodiversity, water supplies, energy demand, and our health (particularly that of our more vulnerable community members). As outlined in our Climate Emergency Strategy 2021-25 and Action Plan and in Zero Waste Strategy 2030, we recognise that every action our community and Council takes influences our environment. We want to make that influence as positive as possible. How we adapt and mitigate climate change impacts will require a holistic approach, from how we drive sustainable development to how we grow our local industries.

COVID-19 Pandemic and Economic Recovery

The global COVID-19 pandemic has impacted how we live, work, access important services and socially connect. The impacts and changes have been rapid. The effects will be long lasting.

The pandemic's economic impacts are some of the most significant, along with mental health impacts from isolation and uncertainty. We will need creative solutions to help businesses recover, manage our financial resources, and support individuals to get back on their feet.

We can learn from the pandemic. Through the pandemic, having access to everything you need locally become more important than ever. We want to continue supporting this and strengthening our financial and community resilience for the next challenge or natural disaster.

Many small and medium businesses across a diverse range of industry sectors are vulnerable as they typically do not have the cash reserves to prop up declining revenues. Whilst the current crisis continues to evolve, some have been forced to reduce staff and many face the risk of closure. This reduction in the payment of wages will have flow on impacts to households and local communities. Major business and associated industries are being impacted throughout the supply chain.

Meeting the Changing Needs and Expectations of a Growing and Diverse Community

The City of Maribyrnong is changing and growing. This section summarises the current status and the changes that are expected to occur over the next 10 years and beyond.

Population- Age Groups

The estimated resident population of the City of Maribyrnong was 94,982 people in 2020 (according to the Australia Bureau of Statistics). This was a significant increase of 10,200 people over the five year period to 2020 (representing a strong average annual growth rate of 2.3%).

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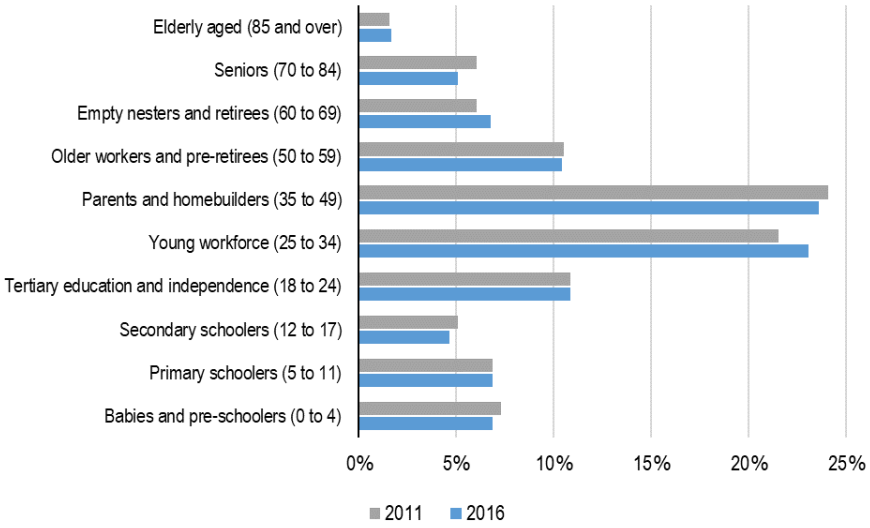
The age structure of the population in 2011 and 2016 is shown in the chart below. The chart shows an increase in the proportion of residents who were young adults (18-24 years), young workers (25-34 years), empty nesters and retirees (60-69 years), and the elderly aged (85 years and over).

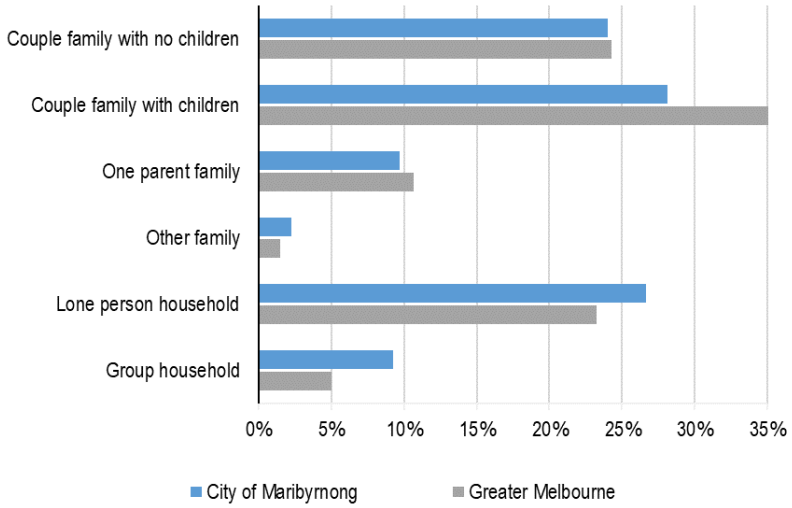
Age structure, 2011 and 2016 (Source: .ID 2020)



Household Structure

The City had lower proportions of families with children and higher proportions of lone person and group households compared to Greater Melbourne in 2016. The household structure of the population is shown in the chart below.

Household type, 2016 (Source: .ID 2020)



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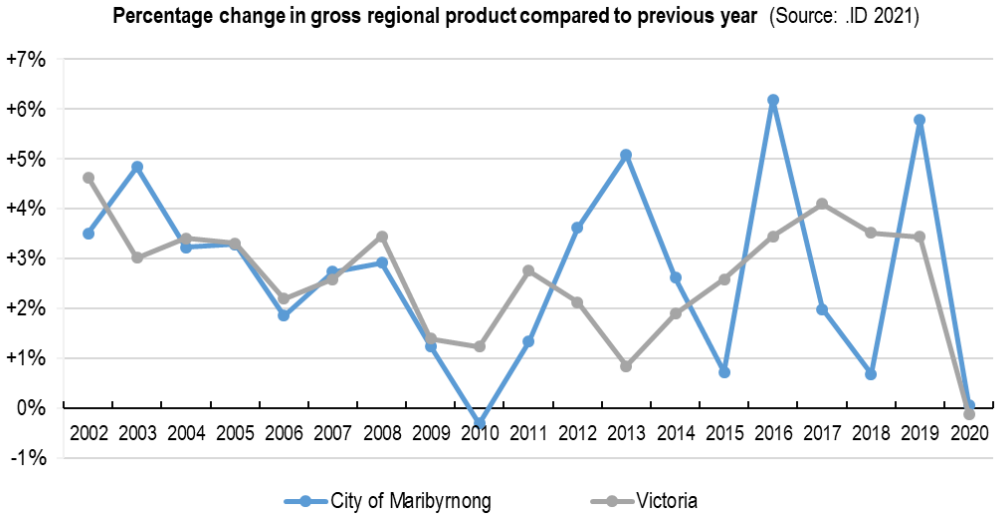
Employment and Jobs

The City's gross regional product was estimated at around $6 billion in the year ended June 2020. Gross regional product is an estimate of the wealth generated in a region. In the City of Maribyrnong, gross regional product has been variable but growing in the last decade (as shown in the chart below).



There were an estimated 45,900 jobs and 9,800 active businesses (registered for GST) based in the City of Maribyrnong in 2020. Key employment industries were health care and social assistance; retail trade; and education and training, while the key industries by number of businesses were transport, postal and warehousing businesses; professional, scientific and technical services businesses; and construction businesses.

The City's economy is in transition from an economy focused on production to one focused on services. The number of manufacturing jobs has reduced in response to changes in technology and competition from lower cost producers overseas. The proportion of service sector jobs has been increasing, with demand growing for a range of services. Employment in many residential related industries, such as retail trade; accommodation and food services; and health, are growing. Employment in knowledge intensive services are also increasing, such as those in the professional services, science and creative industries. As this transition continues, manufacturers in the City of Maribyrnong are adapting to these new conditions with a shift to high value-adding, knowledge-intensive manufacturing. The transition of the local economy is illustrated in the employment profile chart shown below.

The chart shows that the health care and social assistance industry was the largest employer in 2019/2020, followed closely by the retail trade industry. Employment in these industries is growing, with an additional 3,050 jobs created between 2011 and 2020. Over the same period, the manufacturing industry lost 1,100 jobs and declined to 8.7% of total employment (a slightly lower proportion compared to Victoria at 9.0%).

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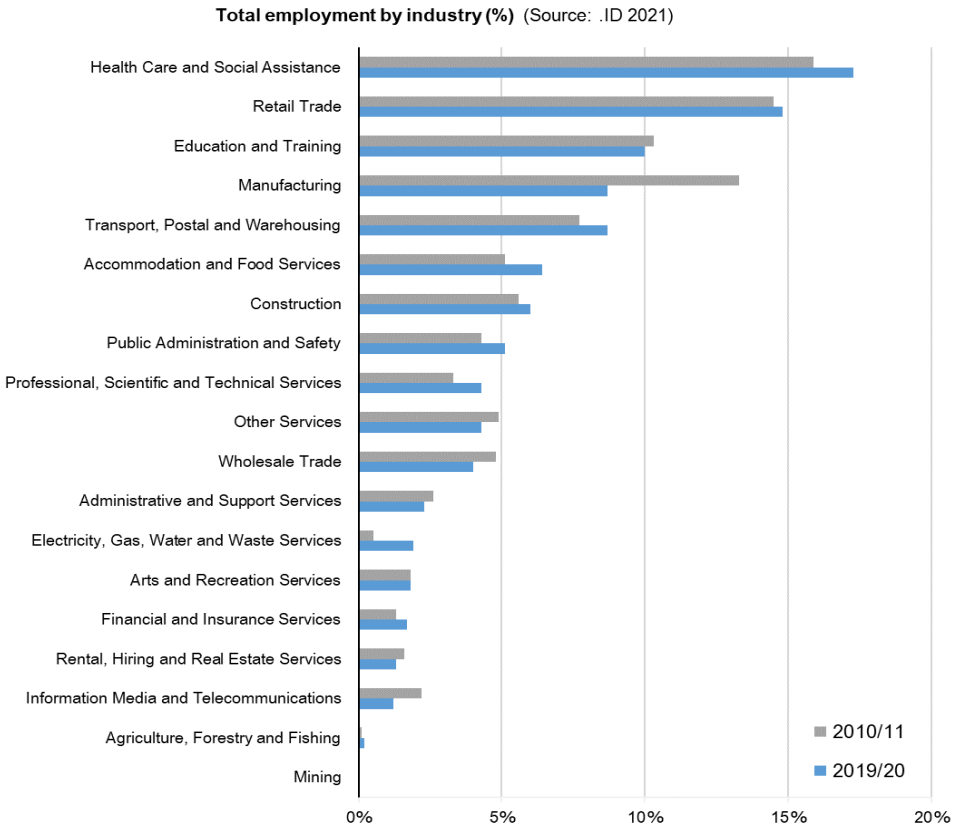

Future Growth Forecasts - Population

The City's population at June 2021 was forecast to be around 97,500 residents, and is expected to grow by around 48% to 144,100 residents at 2041. This is a forecast increase of around 46,700 residents over this 20 year period, representing a moderate average annual growth rate of 2.0%. These forecasts were developed in January 2021 and were based on the growth and development trends and expected development at that time. The forecasts attempted to account for the early population trends associated with the COVID-19 pandemic, however these had a high degree of uncertainty at the time.

Forecast population growth is concentrated in Footscray. Footscray is expected to grow by almost 18,000 residents from 2021 to 2041 (an 87% increase and representing a strong average annual growth rate of 3.2%).

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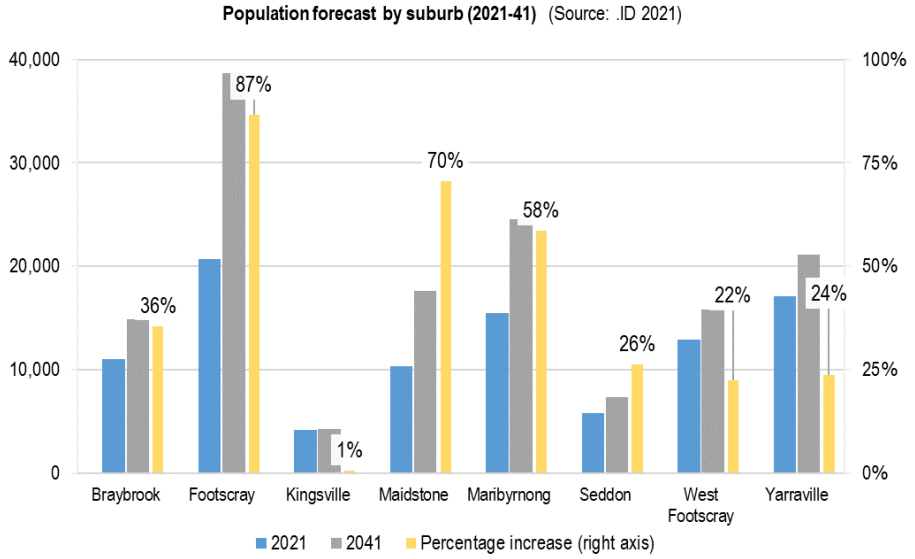
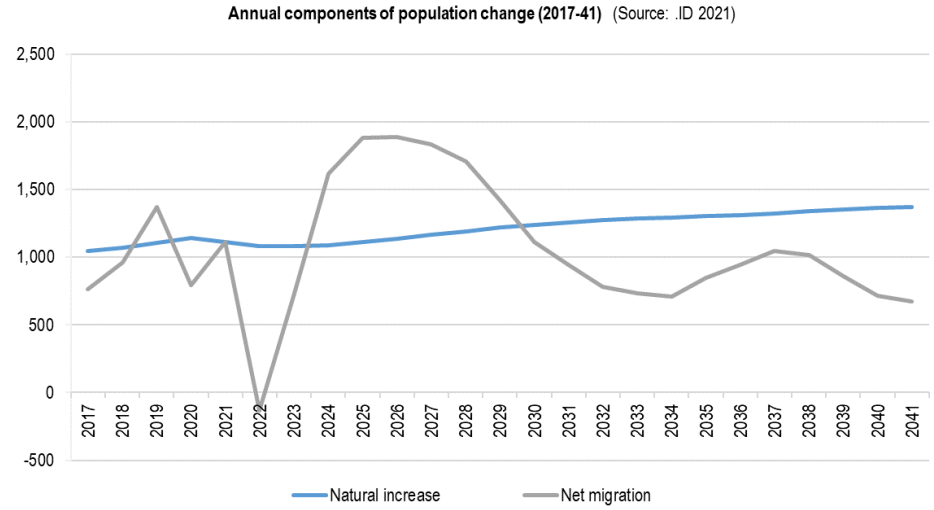
Forecast population growth by suburb is shown in the chart below from 2021 to 2041.



The forecast increase in population is made up of two components – natural increase in population (which is the net change in population based on births and deaths of residents), and net migration (which is the net change in population based on residents moving into and out of the municipality). Net migration is expected to decrease during the pandemic but recover quickly in 2022/23. Natural increase is also expected to be slightly lower during the pandemic period but continues a steady increase over time.



The ageing of the City of Maribyrnong population is forecast to continue with large increases in the proportion of older residents. The number of residents 65 years of age and older is expected to increase from around 9,500 residents in 2021 to around 18,200 residents in 2041, an increase of around 8,600 residents. However, the numbers of residents in all age groups increase, and there is expected to be a strong increase in the number of young adults as well.

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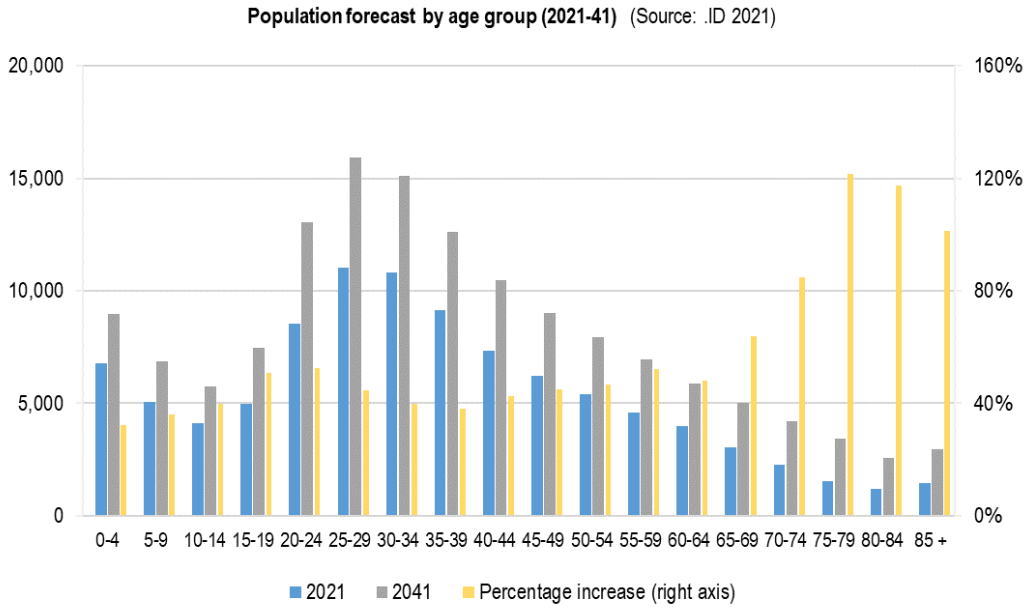
The number of residents aged 20 to 34 years is expected to increase from around 30,400 residents to 44,000 residents, an increase of around 13,700 residents. The chart below shows the projected future population by age group.



Future Growth Forecasts - Dwellings

The total number of occupied and unoccupied dwellings in the City of Maribyrnong at June 2021 was forecast to be around 40,300 dwellings, and was expected to grow by around 53% to around 61,700 dwellings at 2041. This is a forecast increase of around 21,400 dwellings over this 20 year period, representing an average annual growth rate of 2.1%.

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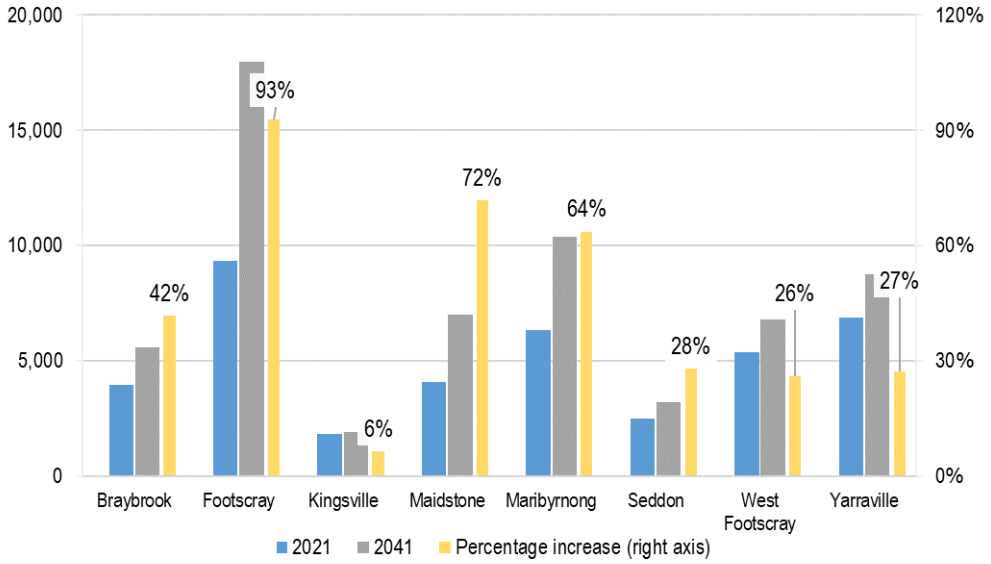
The forecast growth in dwellings is concentrated in Footscray. An additional 8,700 dwellings are expected in Footscray between 2021 and 2041 (a 93% increase and representing a strong average annual growth rate of 3.3%). Forecast dwellings by suburb are shown in the chart below from 2021 to 2041.

Total dwellings forecast by suburb (2021-41) (Source: .ID 2021)



Developing a Prosperous Local Economy That Is the Right Fit for Maribyrnong City Council

Strong growth is forecast in Footscray and Highpoint activity centres. These areas will continue to change quite significantly to include higher density development. The Braybrook Regeneration project will result in higher population growth in Braybrook than would otherwise be the case. Large development areas such as Defence Site Maribyrnong will add significant additional population over the longer term. Infill development will increase development activity and population throughout the suburbs of the City.

Our Wellbeing Commitment

Maribyrnong City Council is committed to promoting and protecting the wellbeing of our community across all life stages. We will achieve this through working to create and improve the physical, social, natural, cultural and economic environments that promote health and wellbeing. Council is committed to social justice and equity for all and has a vital role to play as leader, partner, advocate and planner in developing and implementing strategies to protect and promote health, now and into the future.

Council is required under the Public Health and Wellbeing Act 2008 to produce a Municipal Public Health and Wellbeing Plan every four years to identify and respond to community health and wellbeing needs. Council has chosen for the fourth time to meet this requirement through including health and wellbeing matters in the Council Plan. In doing so, Council elevates its commitment to health and wellbeing and acknowledges the importance of considering health and wellbeing as part of everything we do.

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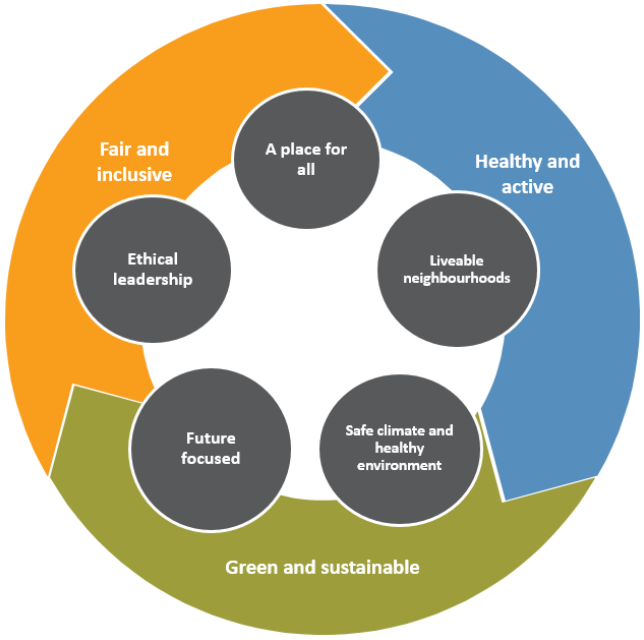
In addition to the links with the Council Plan strategic objectives, Council's health and wellbeing action is guided by three broad wellbeing outcome areas. In light of the pandemic, effective social recovery and building community resilience are seen to be crucial components of our health and wellbeing responses over the next four years.

This approach is summarised in the diagram below, acknowledging the many influences on the health and wellbeing of the community.



Our Council Plan vision 2021-25

An inclusive, flourishing, progressive city that cares for both its residents and its environment.

Our Values

RESPECT	Inclusiveness, empathy, communication and goodwill
COURAGE	Innovation, considered risk, creativity, problem solving, initiative, accountability and responsibility
INTEGRITY	Honesty, loyalty, ethical behaviour and trustworthiness

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Strategy Objectives

Council provides 60 services and 268 sub services to the community. Each contributes to the achievement of one of the five *Strategic Objectives* as set out in the Council Plan for the years 2021-25. The following table lists the five Strategic Objectives as described in the Council Plan.

Strategic Objectives	Description
Safe climate and healthy environment	Council will proactively identify opportunities to support a return to a safe climate and healthy environment and work with our community to respond to climate emergency challenges.
Liveable neighbourhoods	Council will partner with its community to provide and advocate for integrated built and natural environments with access to open spaces that are well maintained, accessible and respectful of the community and neighbourhoods.
A place for all	Council will provide well-planned neighbourhoods and a strong local economy delivering services that support wellbeing healthy and safe living, connection to the community, and cultural interaction.
Future focussed	Council will plan and advocate for new infrastructure and safe, sustainable and effective transport networks and a smart innovative city that encourages and supports new generations to thrive.
Ethical leadership	Council will proactively lead our changing City using strategic foresight, innovation, transparent decision-making and well-planned and effective collaboration to support economic growth during the ongoing challenges of the pandemic and beyond.

2.1. Financial Policy Statements

This section defines the policy statements, and associated measures, that demonstrates Council's financial sustainability to fund the aspirations of the Community Vision and the Council Plan.

Policy Statement	Measure	Target	Forecast Actual 2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
1. Consistent underlying surplus results	Adjusted underlying result greater than $0	$0	-$1,368	$4,689	$5,388	$5,872	$6,710	$7,511	$9,023	$6,793	$7,930	$9,655	$9,413
2. Ensure Council maintains sufficient working capital to meet its debt obligations as they fall due.	Current Assets / Current Liabilities greater than 1.25	1.25	4.14	3.64	3.29	3.34	3.18	3.07	3.01	2.95	2.9	2.88	2.82
3. Allocate adequate funds towards renewal capital in order to replace assets and infrastructure as they reach the end of their service life.	Asset renewal and upgrade expenses / Depreciation above 100%	100%	101.77%	146.19%	121.67%	165.09%	138.50%	117.97%	139.28%	133.61%	134.56%	120.78%	130.27%
4. That Council applies loan funding to new capital and	Total borrowings / Rate revenue	60%	0.00%	0.00%	7.99%	6.93%	5.92%	4.96%	4.03%	3.15%	2.31%	1.50%	0.73%

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Policy Statement	Measure	Target	Forecast Actual 2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
maintains total borrowings in line with rate income and growth of the municipality.	to remain below 60%												
5. Council maintains sufficient unrestricted cash (per LGPRF definition) to ensure ongoing liquidity as well as to address unforeseen cash imposts if required.	Unrestricted cash / current liabilities to be maintained above 15% (LGPR indicator)	15%	200.24%	183.26%	158.55%	138.85%	103.04%	114.61%	92.51%	76.79%	79.52%	85.33%	94.42%
6. Council generates sufficient revenue from rates plus fees and charges to ensure a consistent funding for new and renewal capital.	Capital Outlays as a % of Own Source Revenue to remain above 25%	25%	20.8%	33.0%	37.9%	27.3%	28.7%	28.2%	27.5%	27.3%	27.0%	27.0%	26.9%

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Policy Statement	Measure	Target	Forecast Actual 2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
7. Rates and municipal charge dedicated to capital and asset improvements (excludes external grants, contributions, borrowings and reserves)	Capital and asset improvement 28 per cent of Rates and Municipal Charges	28%	25.59%	29.14%	28.43%	27.63%	29.09%	30.71%	33.02%	32.06%	31.71%	31.55%	32.71%

2.2. Strategic Actions

The strategic actions are included to the 10-year financial plan and, where appropriate, referenced in the commentary associated with the 10-year Comprehensive Income Statement and the 10-year Statement of Capital Works.

Some of Council's key strategic actions include:

- Set rate increases in accordance with the *Fair Go Rates* framework and Revenue and Rating Plan.
- Identify efficiency gains in the operating budget to promote achievement of a financially sustainable operating surplus in a rate cap environment.
- Ensure service users make a reasonable contribution to the cost of services through appropriate fees and charges consistent with adopted pricing strategies and principles within the Revenue and Rating Plan.
- Seek alternative revenue streams and external funding opportunities to reduce over reliance on rate revenue.
- Apply a best value service/supply contract pricing approach to achieve quality and cost effective inputs to the delivery of Council services to the community.
- Increase investment in renewal capital to reduce the increasing risk and maintenance of aging infrastructure.
- Allocate additional funding towards addressing climate change.
- Apply new debt funding to growth infrastructure where necessary and based on a sound business case and demonstrated community benefit.
- Maintain current service levels for the next four years to enable Council sufficient time to complete a full review of its service delivery programs.

2.3. Assumptions to the financial plan statements

This section presents information regarding the assumptions to the Comprehensive Income Statement for the 10 years from 2021/22 to 2030/31. The assumptions comprise the annual escalations / movement for each line item of the Comprehensive Income Statement.

The following table shows the description and annual escalations for each income and expenditure line item contained in the Comprehensive Income Statement for the 10-year period. Further information regarding the revenue sources is available in Revenue and Rating Plan. The annual escalations are based on research and information across various sources, mainly Australian Bureau of Statistics, Victorian Department of Treasury and Finance, State government budget, Forecast Id data, and general economic updates across the sector.

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CITY OF MARIBYRNONG			Year 1 Budget 2021/22	Year 2 Forecast 2022/23	Year 3 Forecast 2023/24	Year 4 Forecast 2024/25	Year 5 Forecast 2025/26	Year 6 Forecast 2026/27	Year 7 Forecast 2027/28	Year 8 Forecast 2028/29	Year 9 Forecast 2029/30	Year 10 Forecast 2030/31
ASSUMPTIONS:	**NOTE:**	**TYPE/BASE:**	$'000's	$'000's	$'000's	$'000's	$'000's	$'000's	$'000's	$'000's	$'000's	$'000's
			SRP	SRP	SRP	SRP						
Rates and charges		% Incr. p.a.	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Contributions - cash	Open space	% Incr. p.a.	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%
Receivables - Rates Debtors		% of Rates & charges	15.73%	10.73%	7.77%	7.77%	7.77%	7.77%	7.77%	7.77%	7.77%	7.77%
Receivables - Infringement Debtors		% of Stat fees & fines	17.97%	17.97%	17.97%	17.97%	17.97%	17.97%	17.97%	17.97%	17.97%	17.97%
Receivables - Other Sundry Debtors		% of User fees	19.28%	19.28%	19.28%	19.28%	19.28%	19.28%	19.28%	19.28%	19.28%	19.28%
Inventories (swim centre stock)		Current amount	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Other assets (Prepayments, Inventory (per Budget LTFP))		% of mat/servis + capex	13.75%	13.75%	13.75%	13.75%	13.75%	13.75%	13.75%	13.75%	13.75%	13.75%
Annual Leave - EOY	Current	% of empl costs	9.64%	9.64%	9.64%	9.64%	9.64%	9.64%	9.64%	9.64%	9.64%	9.64%
LSL - EOY	Current	% of empl costs	16.44%	16.44%	16.44%	16.44%	16.44%	16.44%	16.44%	16.44%	16.44%	16.44%
Retirement Gratuity - EOY	Current	indexed	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
LSL - EOY	Non-current	% of empl costs	1.75%	1.75%	1.75%	1.75%	1.75%	1.75%	1.75%	1.75%	1.75%	1.75%
Retirement Gratuity	Non-current	indexed	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GST on Materials and Services		%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%
GST on User Fees		%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%
Cash investment interest	Operating only	Up to $10000	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Cash investment interest	'At call'	Up to $60000	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%
Cash investment interest	Term deposits (< 3 months)		0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%
Cash investment interest	Term deposits (> 3 months)		0.60%	0.60%	0.60%	0.60%	0.60%	0.60%	0.60%	0.60%	0.60%	0.60%
CPI		% Incr. p.a.	1.80%	1.80%	1.80%	1.80%	1.80%	1.80%	1.80%	1.80%	1.80%	1.80%
Fees & charges		% Incr. p.a.	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%
Stat Fees/fines		% Incr. p.a.	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Empl costs		% Incr. p.a.	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%
Grants Recurr		% Incr. p.a.	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%
Grants VGC		% Incr. p.a.	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Energy costs		% Incr. p.a.	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%
Spare xxx		% Incr. p.a.	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Depreciation Rates:												
Land		Diminishing Value	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Buildings		Diminishing Value	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Building Improvements		Diminishing Value	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Leasehold improvements		Diminishing Value	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Plant, machinery and equipment		Diminishing Value	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%
Computers and telecommunications		Diminishing Value	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%
Library books		Diminishing Value	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%
Roads (Incl surface & substructure, excl LUR)		Diminishing Value	6.00%	6.00%	6.00%	6.00%	6.00%	6.00%	6.00%	6.00%	6.00%	6.00%
Bridges		Diminishing Value	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%
Footpaths and cycleways		Diminishing Value	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Drainage		Diminishing Value	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Recreational, leisure & community facilities		Diminishing Value	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Waste management		Diminishing Value	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%
Parks, open space and streetscapes		Diminishing Value	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%
Off street car parks		Diminishing Value	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Other infrastructure		Diminishing Value	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
NOTES"												
CIP -denotes City Infrastructure Plan												

2.3.1. Rates and Charges

The Victorian Government introduced rate capping from 2016 as a part of the *Fair Go Rates* system, requiring all Local Councils to limit their annual the rate cap applies to general rate and municipal charges. It does not apply to waste charges or the State's fire services property levy. The rate cap for 2021/22 has been set at 1.5% as approved by Minister for Local Government, in comparison to 2% prescribed for 2020/21. Financial plan forecasts are based on Council complying with expected rate cap, annual rate increase for future years is aligned with expected future years Consumer Price Index (CPI) growth and wage price index. The actual rate cap is announced by the Minister for Local Government in December of the preceding year of the budget. In addition, it is expected that an additional $1.0m per annum will be driven by growth (additional properties) through receipt of supplementary rates. An increase of 1,200 dwellings every year is factored to reflect the expected growth and development across the municipality. Further information about rating principles can be found in Council's Revenue and Rating Plan 2021-25. Waste charges are based on the actual cost of delivering the waste service, it's based on a cost recovery principle.

Future years' waste charges are estimated to increase in line with the CPI % increase to ensure Council continues to recover the full costs of providing waste services. Waste service charge includes expected tonnages of waste collected, increase in State Government landfill levy coming in place from July 2021 resulting in significant increase, general contract increase allowed for CPI and growth, also includes waste education and incentives as a part of future waste collection and disposal in the future. Residents may vary the waste service they receive and be charged according to the services they use and size of their bins.

2.3.2. Statutory Fees and Fines

The Financial Plan indexes statutory fees, set by legislation, according on the estimated annual rate of CPI. This is often a best case scenario given some fees are outside of the control by Council and therefore may be subject to increases less than CPI.

2.3.3. User Fees

User fees and charges are those that Council will charge for the delivery of services and use of community infrastructure. The provision of infrastructure and services form a key part of Council's role in supporting the local community. In providing these, Council must consider a range of 'Best Value' principles including service cost and quality standards, value-for-money, and community expectations and values. Council must also balance the affordability and accessibility of infrastructure and services with its financial capacity and in the interests of long-term financial sustainability. Councils must also comply with the Government's Competitive Neutrality Policy for significant business activities they provide and adjust their service prices to neutralise any competitive advantages when competing with the private sector.

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

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

a. Market Price

b. Full Cost Recovery Price

c. Subsidised Price

Revenue increase for user fees and charges for ten years is in line with CPI increase.

2.3.4. Grants

Council receives various grant funding and recognises the importance of actively pursuing grant funding to deliver significant projects and services to the community. Operating grants are expected to increase in line with CPI increase for future years.

Council only allows for confirmed capital grant funding in budget allocations. Capital grants are essential for council to deliver projects that will have intergenerational benefits.

2.3.5. Contributions

Council receives contributions from developers. These contributions represent funds to enable Council to provide the necessary infrastructure and infrastructure improvements to accommodate development growth. The contributions are for specific purposes and often require Council to outlay funds for infrastructure works often before receipt of this income source. These contributions are statutory contributions and are transferred to a restricted reserve until utilised for a specific purpose through the capital works program or delivered as works in kind by developers.

Contributions Plan

Council has in the past derived cash revenues from property developers in the form of open space contributions. These are based on 5.7% of the value of proposed developments. These are levied and collected through the planning process. In addition, there exists (under section 46 of the Planning and Environment Act 1987) the capacity for Council to consider city-wide and precinct-based development contributions plans for infrastructure. The objective of such plans would be to partially recoup the costs of Council's community and development infrastructure associated with dwelling and/or floor space growth, which springs from new land developments (i.e. over and above the cost of open space) through the planning and building permit processes. This Financial Plan acknowledges that a city-wide Development Contributions Plan (DCP) for the City of Maribyrnong was developed in 2018/19 and 2019/20. Once the DCP has been included in the Maribyrnong Planning Scheme, funds generated by this plan will be collected.

City wide Development Contribution Plan

This Financial Plan also gives the City of Maribyrnong's longer-term community and development infrastructure commitments for a 20 year delivery horizon. These commitments will be periodically reviewed and reflect Council's intention to fund infrastructure projects and programs which are needed to support dwelling and/or floor space growth in the City. The list of committed longer-term projects is in Appendix A. These projects will be considered for the city wide DCP.

The Appendix A list has been prepared in-light of relevant legislation, ministerial directions and government guidelines for DCPs. The final list of projects for the city wide DCP will also come from Council's annual budget commitments and Strategic Resource Plan, and will be included in a Council endorsed DCP.

2.3.6. Other Income

Revenue from other income mainly comprises recovery income from a variety of sources and rental income received from the hire of Council buildings and facilities.

2.3.7. Employee Costs

Employee costs is one of the largest expenditure for council to support the community and meet organisation commitments. Employee costs constitute a combination of direct wages and salaries, including on-costs such as superannuation, WorkCover, leave entitlements, training and temporary staff arrangements.

The 2021/22 year includes a 2.25% increase for the wages and salaries component of employee costs that mainly reflects salary increase, banding movement for all staff pursuant to the Enterprise Bargaining Agreement and increased staff resources for the Organisation increase in service levels with changes in demographics. Additional growth in staff movement is assumed for 2026/27 to 2030/31 for delivery of council services as the organisation services continues to grow.

The 2021/22 increase in employee costs mainly reflects the:

Impact of unfilled vacancies across Council in 2020/21. The budget for 2021/22 is based on the assumption that every position will be filled throughout the year and Council will not have any savings derived from vacancies.

Current Enterprise Bargaining Agreement (EBA) increase in 2021/22 at an increment of 2.25%. Please note that new EBA negotiations will commence in 2021/22 financial year and this assumption may need to be revisited.

Increase in the Superannuation Guarantee (SG) from 9.5% in 2020/21 to 10% in 2021/22. The new superannuation guarantee rules effective from July 2021 will increase the SG rate to 10% pa, with progressive increases thereafter to 12% pa by 2025/26.

2.3.8. Materials and Services

Materials costs include items required for the maintenance and repairs of Council buildings, roads, drains and footpaths which are more governed by market forces based on availability than CPI. The cost of council maintenance contracts for parks and gardens are expected to exceed CPI due to continuing growth in new council assets, and the cost of raw materials like concrete, asphalt and other road base items continue to exceed CPI. These external influences are driving the long term forecasts for this budget cost item.

Council also utilises external expertise on a range of matters, including legal services and audit, and outsource large contracts such as waste management which on aggregate are expected to grow as our municipality grows. This is due to increased tonnage and the anticipated increase in landfill levy, with the new State government levy from July 2021 to increase contractual costs for landfill charges.

Other associated costs included under this category are utilities, materials, and consumable items for a range of services. Council also utilises external expertise on a range of matters, including insurance, legal and consulting services. These costs are kept to within CPI levels year on year.

2.3.9. Depreciation and Amortisation

Depreciation estimates have been based on the projected capital spending contained within this 10-year Financial Plan. Depreciation is further increased by the indexation of the replacement cost of Council's fixed assets and Council's continued receipt of donated assets.

2.3.10. Borrowing Costs

Borrowing costs comprise the interest expense to service Council's loan portfolio that is described in Section 5.1 Borrowing Plan.

2.3.11. Other Expenses

Other expenses include administration costs such as Councillor allowances, election costs, court charges, lease expenditure, audit costs and other costs associated with the day to day running of Council.

2.4. Other Matters Impacting the 10-Year Financial Projections

Council continues to face challenges, which may impact future events likely to impact the Financial Plan projections. Some of the main factors that may impact the 10-year financial projections are:

Lower Rate Environment

The overall financial impact of the lower rate environment has lead Council to review it services and capital works program and to source alternative funding.

New Local Government Act 2020

The requirement for Asset Management Planning will be better informed by new deliberative community engagement. A possible re-defining of service demand and service levels in respect of community assets and infrastructure may increase asset maintenance and renewal expenditure.

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COVID-19 Impact

As the economy recovers from this pandemic, our community will continue to recover from these challenges. Council will continue to support the community and businesses where possible and provide assistance. We are learning different ways of working and making council facilities more akin to provide hybrid work environment and more services to move electronically. Our innovative ways of working and advance IT infrastructure supported us to work through the pandemic and we will need to continue to build our IT infrastructure to grow the organisation.

Cost Shifting

This occurs where Local Government provides a service to the community on behalf of the State or Federal Government. Over time the funds received by Local Governments do not increase in line with real Cost increases. An example of this is Maternal & Child Health, where the level of payment received by Council from the State Government does not reflect the real Cost of providing the service to the community. Council still plays a role in maintaining crown land reserves and has some exposure to infrastructure owned by other State authorities.

Public Infrastructure Maintenance:

Councils are entrusted with the maintenance of public assets including roads, bridges, parks, footpaths and public buildings. This means that a large proportion of Council's income must be allocated to the maintenance and replacement of these valuable public assets in order to ensure the quality of public infrastructure is maintained at satisfactory levels.

What Council Is Doing To Address Revenue Constraints

- Council officers are continually looking at ways to operate more efficiently and finding costs savings.
- Council is investing in information technology to improve the efficiency of services to its growing community, which enables greater levels of productivity across Council staff and service providers.
- Council is also progressively reviewing all of its key services to ensure that the community is receiving value for money.
- Council regularly reviews its services in detail to ensure that it is operating efficiently and delivering the services required by the community.
- Council is constantly looking for additional grant funding from the Federal and State Governments to fund infrastructure.
- Council reviews its fees and charges to reduce the reliance on rates (which is shared by all property owners).

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3. Financial Plan Statements

This section presents information in regard to the following Financial Plan Statements for the 10 years rom 2021/22 to 2030/31.

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

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3.1. Comprehensive Income Statement

	Forecast Actual	Budget	Projections								
	2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
Income											
Rates and charges	104,543	109,325	112,949	115,943	119,007	122,140	125,350	128,636	132,000	135,444	138,977
Statutory fees and fines	11,855	14,017	14,179	14,344	14,510	14,679	14,850	15,023	15,198	15,375	15,554
User fees	5,305	12,276	12,497	12,722	12,951	13,184	13,422	13,663	13,909	14,159	14,414
Grants - Operating	7,688	6,137	6,248	6,360	6,474	6,591	6,709	6,830	6,953	7,079	7,206
Grants - Capital	4,059	9,833	4,958	958	958	975	993	1,011	1,029	1,047	1,066
Contributions - monetary	9,367	6,625	6,713	8,301	7,922	7,969	8,092	8,326	8,086	8,249	8,416
Contributions - non-monetary	3,168	-	-	-	-	-	-	-	-	-	-
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	347	-	-	-	-	-	-	-	-	-	-
Other income	1,996	2,218	2,437	2,448	2,459	2,387	2,409	2,428	2,462	2,495	2,536
Total income	148,328	160,431	159,981	161,076	164,281	167,925	171,825	175,917	179,637	183,848	188,169
Expenses											
Employee costs	52,387	58,108	59,416	60,753	62,120	64,117	65,646	66,708	68,802	69,930	70,992
Materials and services	59,083	58,760	58,015	58,679	59,130	59,179	60,394	62,401	63,255	64,267	67,100
Depreciation	17,904	18,118	20,986	21,987	22,883	23,103	23,045	25,999	25,805	25,915	25,857
Amortisation - right of use assets	572	336	290	250	221	200	186	177	171	168	167
Bad and doubtful debts	2,812	3,000	3,054	3,109	3,165	3,222	3,280	3,339	3,399	3,460	3,523
Borrowing costs			44	40	35	31	27	22	18	13	9
Finance Costs - leases	19	18	17	16	16	1,570	1,570	1,570	1,570	1,570	1,570
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	-	1,420	1,568	1,570	1,570	16	16	16	16	16	16
Other expenses	952	482	490	499	509	1,007	546	566	585	605	1,106
Total expenses	133,729	140,242	143,880	146,903	149,649	152,445	154,710	160,798	163,621	165,944	170,340

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	Forecast Actual	Budget	Projections								
	2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
Surplus/(deficit) for the year	14,599	20,189	16,101	14,173	14,632	15,480	17,115	15,119	16,016	17,904	17,829
Other comprehensive income											
Items that will not be reclassified to surplus or deficit in future periods											
Net asset revaluation increment/(decrement)	-	-	-	-	-	-	-	-	-	-	-
Share of other comprehensive income of associates and joint ventures	-	-	-	-	-	-	-	-	-	-	-
Items that may be reclassified to surplus or deficit in future periods (detail as appropriate)	-	-	-	-	-	-	-	-	-	-	-
Total comprehensive result	14,599	20,189	16,101	14,173	14,632	15,480	17,115	15,119	16,016	17,904	17,829

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3.2. Balance Sheet

	Forecast Actual	Budget	Projections								
	2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
Assets											
Current assets											
Cash and cash equivalents	55,982	56,493	53,180	55,365	58,833	51,230	50,147	43,425	37,020	29,305	20,734
Trade and other receivables	19,598	16,617	13,739	14,044	14,357	14,675	15,001	15,335	15,675	16,023	16,379
Other financial assets	40,000	42,000	45,000	39,000	32,540	37,540	37,540	43,540	49,540	57,540	65,540
Inventories	8	8	8	8	8	8	8	8	8	8	8
Non-current assets classified as held for sale	-	-	-	-	-	-	-	-	-	-	-
Other assets	2,040	2,077	2,114	2,152	2,191	2,230	2,271	2,311	2,353	2,395	2,439
Total current assets	117,628	117,195	114,041	110,569	107,929	105,683	104,967	104,619	104,596	105,271	105,100
Non-current assets											
Trade and other receivables	190	228	275	330	397	477	574	690	829	997	1,198
Other financial assets	-	-	-	-	-	-	-	-	-	-	-
Investments in associates, joint arrangement and subsidiaries	-	-	-	-	-	-	-	-	-	-	-
Property, infrastructure, plant & equipment	1,190,803	1,215,387	1,245,284	1,260,270	1,277,373	1,294,524	1,311,774	1,326,714	1,342,333	1,358,920	1,376,446
Right-of-use assets	1,146	954	811	710	640	1,350	1,164	1,897	1,726	1,558	1,391
Investment property	-	-	-	-	-	-	-	-	-	-	-
Intangible assets	-	-	-	-	-	-	-	-	-	-	-
Total non-current assets	1,192,139	1,216,569	1,246,370	1,261,310	1,278,410	1,296,351	1,313,512	1,329,301	1,344,888	1,361,475	1,379,035
Total assets	1,309,767	1,333,764	1,360,411	1,371,879	1,386,339	1,402,034	1,418,479	1,433,920	1,449,484	1,466,746	1,484,135
Liabilities											
Current liabilities											
Trade and other payables	9,487	12,073	13,235	11,143	11,580	11,491	11,548	11,824	11,955	12,174	12,616
Trust funds and deposits	3,462	3,462	3,462	3,462	3,462	3,462	3,462	3,462	3,462	3,462	3,462

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	Forecast Actual	Budget	Projections								
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000
Provisions	14,792	16,024	16,359	16,805	17,260	17,781	18,180	18,457	19,003	19,297	19,574
Interest-bearing liabilities	-	-	985	989	993	998	1,002	1,007	1,011	1,015	1,020
Lease liabilities	657	657	657	657	657	657	657	657	657	657	657
Total current liabilities	28,398	32,216	34,698	33,056	33,952	34,389	34,849	35,407	36,088	36,605	37,329
Non-current liabilities											
Provisions	937	1,069	1,242	1,315	1,389	1,406	1,431	1,448	1,484	1,501	1,520
Interest-bearing liabilities	-	-	8,035	7,046	6,053	5,055	4,053	3,046	2,035	1,020	-
Lease liabilities	935	793	649	502	353	1,112	959	1,713	1,555	1,394	1,231
Total non-current liabilities	1,872	1,862	9,926	8,863	7,795	7,573	6,443	6,207	5,074	3,915	2,751
Total liabilities	30,270	34,078	44,624	41,919	41,747	41,962	41,292	41,614	41,162	40,520	40,080
Net assets	1,279,497	1,299,686	1,315,787	1,329,960	1,344,592	1,360,072	1,377,187	1,392,306	1,408,322	1,426,226	1,444,055
Equity											
Accumulated surplus	398,376	422,962	443,791	459,713	477,759	495,852	514,051	529,942	546,519	564,067	582,558
Reserves	881,121	876,724	871,996	870,247	866,833	864,220	863,136	862,364	861,803	862,159	861,497
Total equity	1,279,497	1,299,686	1,315,787	1,329,960	1,344,592	1,360,072	1,377,187	1,392,306	1,408,322	1,426,226	1,444,055

3.3. Statement of Changes and Equity

	Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
	$'000	$'000	$'000	$'000
2021 Forecast Actual				
Balance at beginning of the financial year	1,264,898	392,588	797,739	74,571
Surplus/(deficit) for the year	14,599	14,599	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(27,927)	-	27,927
Transfers from other reserves	-	19,116	-	(19,116)
Balance at end of the financial year	1,279,497	398,376	797,739	83,382
2022 Budget				
Balance at beginning of the financial year	1,279,497	398,376	797,739	83,382
Surplus/(deficit) for the year	20,189	20,189	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(12,555)	-	12,555
Transfers from other reserves	-	16,952	-	(16,952)
Balance at end of the financial year	1,299,686	422,962	797,739	78,985
2023				
Balance at beginning of the financial year	1,299,686	422,962	797,739	78,985
Surplus/(deficit) for the year	16,101	16,101	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(13,722)	-	13,722
Transfers from other reserves	-	18,450	-	(18,450)
Balance at end of the financial year	1,315,787	443,791	797,739	74,257
2024				
Balance at beginning of the financial year	1,315,787	443,791	797,739	74,257
Surplus/(deficit) for the year	14,173	14,173	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(16,251)	-	16,251
Transfers from other reserves	-	18,000	-	(18,000)
Balance at end of the financial year	1,329,960	459,713	797,739	72,508
2025				
Balance at beginning of the financial year	1,329,960	459,713	797,739	72,508
Surplus/(deficit) for the year	14,632	14,632	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(13,852)	-	13,852
Transfers from other reserves	-	17,266	-	(17,266)
Balance at end of the financial year	1,344,592	477,759	797,739	69,094
2026				
Balance at beginning of the financial year	1,344,592	477,759	797,739	69,094
Surplus/(deficit) for the year	15,480	15,480		
Net asset revaluation increment/(decrement)				
Transfers to other reserves		(12,687)		12,687
Transfers from other reserves		15,300		(15,300)

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	Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
	$'000	$'000	$'000	$'000
Balance at end of the financial year	1,360,072	495,852	797,739	66,481
2027				
Balance at beginning of the financial year	1,360,072	495,852	797,739	66,481
Surplus/(deficit) for the year	17,115	17,115		
Net asset revaluation increment/(decrement)				
Transfers to other reserves		(11,216)		11,216
Transfers from other reserves		12,300		(12,300)
Balance at end of the financial year	1,377,187	514,051	797,739	65,397
2028				
Balance at beginning of the financial year	1,377,187	514,051	797,739	65,397
Surplus/(deficit) for the year	15,119	15,119		
Net asset revaluation increment/(decrement)				
Transfers to other reserves		(13,528)		13,528
Transfers from other reserves		14,300		(14,300)
Balance at end of the financial year	1,392,306	529,942	797,739	64,625
2029				
Balance at beginning of the financial year	1,392,306	529,942	797,739	64,625
Surplus/(deficit) for the year	16,016	16,016		
Net asset revaluation increment/(decrement)				
Transfers to other reserves		(13,739)		13,739
Transfers from other reserves		14,300		(14,300)
Balance at end of the financial year	1,408,322	546,519	797,739	64,064
2030				
Balance at beginning of the financial year	1,408,322	546,519	797,739	64,064
Surplus/(deficit) for the year	17,904	17,904		
Net asset revaluation increment/(decrement)				
Transfers to other reserves		(15,156)		15,156
Transfers from other reserves		14,800		(14,800)
Balance at end of the financial year	1,426,226	564,067	797,739	64,420
2031				
Balance at beginning of the financial year	1,426,226	564,067	797,739	64,420
Surplus/(deficit) for the year	17,829	17,829		
Net asset revaluation increment/(decrement)				
Transfers to other reserves		(15,638)		15,638
Transfers from other reserves		16,300		(16,300)
Balance at end of the financial year	1,444,055	582,558	797,739	63,758

3.4. Statement of Cash Flows for the Four Years Ending 30 June 2032

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	Forecast Actual	Budget	Projections								
	2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
Cash flows from operating activities											
Rates and charges	96,095	114,001	115,853	115,655	118,702	121,817	125,006	128,267	131,603	135,014	138,506
Statutory fees and fines	12,257	13,628	14,150	14,314	14,481	14,649	14,819	14,992	15,166	15,343	15,522
User fees	6,495	12,123	13,667	13,913	14,163	14,418	14,678	14,942	15,211	15,485	15,764
Grants - operating	7,688	6,137	6,247	6,360	6,474	6,591	6,709	6,830	6,953	7,078	7,206
Grants - capital	4,059	9,833	4,958	958	958	975	993	1,011	1,029	1,047	1,066
Contributions - monetary	9,367	6,625	6,713	8,301	7,922	7,969	8,092	8,326	8,086	8,249	8,416
Interest received	720	405	592	570	547	440	427	496	510	526	548
Dividends received	-	-	-	-	-	-	-	-	-	-	-
Trust funds and deposits taken	2,423	2,505	2,565	2,621	2,679	2,737	2,797	2,858	2,920	2,984	3,048
Other receipts	1,276	1,813	1,845	1,878	1,912	1,947	1,982	1,932	1,952	1,969	1,988
Net GST refund / payment	6,648	4,598	4,501	4,544	4,567	4,548	4,646	4,823	4,884	4,960	5,218
Employee costs	(51,794)	(56,886)	(59,052)	(60,381)	(61,739)	(63,561)	(65,221)	(66,412)	(68,219)	(69,616)	(70,696)
Materials and services	(70,700)	(67,627)	(66,923)	(67,514)	(68,094)	(68,276)	(69,509)	(71,670)	(72,827)	(73,981)	(76,909)
Short-term, low value and variable lease payments	-	-	-	-	-	-	-	-	-	-	-
Trust funds and deposits repaid	(2,423)	(2,505)	(2,565)	(2,621)	(2,679)	(2,737)	(2,797)	(2,858)	(2,920)	(2,984)	(3,048)
Other payments	(952)	(482)	(490)	(499)	(509)	(1,007)	(546)	(566)	(585)	(605)	(1,106)
Net cash provided by/(used in) operating activities	21,159	44,168	42,061	38,099	39,384	40,510	42,076	42,971	43,763	45,469	45,523
Cash flows from investing activities											
Payments for property, infrastructure, plant and equipment	(23,870)	(42,077)	(51,618)	(41,157)	(41,617)	(42,350)	(42,407)	(42,938)	(43,410)	(44,422)	(45,331)

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	Forecast Actual	Budget	Projections								
	2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
Proceeds from sale of property, infrastructure, plant and equipment	2,347	580	430	430	430	430	430	430	430	430	430
Payments for investments	(2,000)	(16,000)	(7,000)	(12,000)	(20,000)	(7,000)	(2,000)	(8,000)	(8,000)	(10,000)	(10,000)
Proceeds from sale of investments	12,000	14,000	4,000	18,000	26,460	2,000	2,000	2,000	2,000	2,000	2,000
Loan and advances made	-	-	-	-	-	-	-	-	-	-	-
Payments of loans and advances	-	-	-	-	-	-	-	-	-	-	-
Net cash provided by/ (used in) investing activities	(11,523)	(43,497)	(54,188)	(34,727)	(34,727)	(46,920)	(41,977)	(48,508)	(48,980)	(51,992)	(52,901)
Cash flows from financing activities											
Finance costs	-	-	(44)	(40)	(35)	(31)	(27)	(22)	(18)	(13)	(9)
Proceeds from borrowings	-	-	10,000	-	-	-	-	-	-	-	-
Repayment of borrowings	-	-	(980)	(985)	(989)	(993)	(998)	(1,002)	(1,007)	(1,011)	(1,015)
Interest paid - lease liability	(19)	(18)	(17)	(16)	(16)	(16)	(16)	(16)	(16)	(16)	(16)
Repayment of lease liabilities	(142)	(142)	(144)	(147)	(149)	(151)	(153)	(156)	(158)	(161)	(163)
Net cash provided by/(used in) financing activities	(161)	(160)	8,815	(1,188)	(1,189)	(1,191)	(1,194)	(1,196)	(1,199)	(1,201)	(1,203)
Net increase/(decrease) in cash & cash equivalents	9,475	511	(3,312)	2,184	3,468	(7,601)	(1,095)	(6,733)	(6,416)	(7,724)	(8,581)
Cash and cash equivalents at the beginning of the financial year	46,507	55,982	56,492	53,181	55,365	58,831	51,242	50,158	43,436	37,029	29,315
Cash and cash equivalents at the end of the financial year	55,982	56,493	53,180	55,365	58,833	51,230	50,147	43,425	37,020	29,305	20,734

3.5. Statement of Capital Works For the four years ending 30 June 2025

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	Forecast Actual	Budget	Projections								
	2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
Property											
Land	-	-	-	-	-	15,000	2,000	-	6,000	10,500	13,000
Land improvements	-	1,650	-	-	-	-	-	-	-	-	-
Total land	-	1,650	-	-	-	15,000	2,000	-	6,000	10,500	13,000
Buildings	5,106	6,116	18,540	15,885	19,160	4,060	12,460	12,460	6,960	6,960	2,960
Heritage buildings	-	-	-	-	-	-	-	-	-	-	-
Building improvements	-	-	-	-	-	-	-	-	-	-	-
Leasehold improvements	-	-	-	-	-	-	-	-	-	-	-
Total buildings	5,106	6,116	18,540	15,885	19,160	4,060	12,460	12,460	6,960	6,960	2,960
Total property	5,106	7,766	18,540	15,885	19,160	19,060	14,460	12,460	12,960	17,460	15,960
Plant and equipment											
Plant, machinery and equipment	1,335	1,800	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400
Computers and telecommunications	2,009	2,256	1,159	899	899	899	4,899	2,899	2,499	2,576	4,459
Library books	727	860	875	890	907	907	907	907	907	907	907
Total plant and equipment	4,071	4,916	3,434	3,189	3,206	3,206	7,206	5,206	4,806	4,883	6,766
Infrastructure											
Roads	6,010	7,807	12,416	12,830	11,997	12,279	12,922	17,563	17,949	14,449	14,949
Bridges	-	150	200	-	-	-	-	-	-	-	-
Footpaths and cycleways	922	5,845	2,868	1,693	2,048	2,048	2,048	2,048	2,048	2,048	2,048
Drainage	130	986	747	768	1,212	1212	1212	1212	1212	1212	1212
Recreational, leisure and community facilities	629	5,237	8,520	938	907	907	907	907	907	907	907
Waste management	460	1,255	4,904	2,416	2,287	375	375	375	375	375	375
Parks, open space and streetscapes	7,827	10,062	455	455	375	2,287	2,287	2,287	2,287	2,287	2,287
Off street car parks	150	80	-	-	-	80	80	80	80	80	80
Other infrastructure	-	600	800	800	800	800	800	800	800	800	800

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	Forecast Actual	Budget	Projections								
	2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
Total infrastructure	16,128	32,022	30,910	19,900	19,626	19,988	20,631	25,272	25,658	22,158	22,658
Total capital works expenditure	25,305	44,704	52,884	38,974	41,992	42,254	42,297	42,938	43,424	44,501	45,384
Represented by:											
New asset expenditure	7,084	18,217	27,350	2,675	10,300	15,000	10,200	8,200	8,700	13,200	11,700
Asset renewal expenditure	14,868	15,161	14,134	16,099	16,392	17,354	18,197	18,838	19,224	19,724	20,224
Asset expansion expenditure	-	-	-	-	-	-	-	-	-	-	-
Asset upgrade expenditure	3,353	11,326	11,400	20,200	15,300	9,900	13,900	15,900	15,500	11,577	13,460
Total capital works expenditure	25,305	44,704	52,884	38,974	41,992	42,254	42,297	42,938	43,424	44,501	45,384
Funding sources represented by:											
Grants	3,259	9,433	4,958	958	958	975	993	1,011	1,029	1,047	1,066
Contributions	328	200	2,800	3,000	-	-	-	4,000	4,000	-	-
Council cash	18,362	19,973	19,126	19,666	23,418	25,629	28,654	27,277	27,745	28,304	27,668
Borrowings	-	-	10,000	-	-	-	-	-	-	-	-
Asset sales	400	500	350	350	350	350	350	350	350	350	350
Reserves	2,957	14,598	15,650	15,000	17,266	15,300	12,300	10,300	10,300	14,800	16,300
Total capital works expenditure	25,305	44,704	52,884	38,974	41,992	42,254	42,297	42,938	43,424	44,501	45,384

3.6. Statement of Human Resources

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

	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2028/29 $'000	2029/30 $'000	2029/30 $'000	2030/31 $'000
Community Services										
Permanent - Full time	7,883	8,060	8,242	8,427	8,817	9,065	9,119	9,524	9,638	9,804
Female	6,060	6,196	6,336	6,478	6724	6925	6981	7238	7351	7466
Male	1,823	1,864	1,906	1,949	2093	2140	2138	2286	2287	2338
Self-described gender	-	-	-	-	-	-	-	-	-	-
Permanent - Part time	4,005	4,095	4,187	4,281	4,377	4,625	4,780	4,988	5,050	5,113
Female	3,625	3,707	3,790	3,875	3,962	4,201	4,346	4,544	4,596	4,649
Male	380	389	397	406	415	424	434	444	454	464
Self-described gender	-	-	-	-	-	-	-	-	-	-
Total Community Services	11,888	12,155	12,429	12,709	13,194	13,690	13,899	14,512	14,688	14,917
Corporate Services										
Permanent - Full time	12,208	12,483	12,764	13,051	13,444	13,646	13,853	14,258	14,479	14,705
Female	5,771	5,901	6,034	6,169	6,408	6,502	6,598	6,740	6,892	6,997
Male	6,437	6,582	6,730	6,881	7,036	7,144	7,255	7,518	7,587	7,708
Self-described gender	-	-	-	-	-	-	-	-	-	-
Permanent - Part time	1,741	1,780	1,820	1,861	1,903	2,046	2,092	2,139	2,187	2,236
Female	1,612	1,648	1,685	1,723	1,762	1,902	1,945	1,989	2,034	2,080
Male	129	132	135	138	141	144	147	150	153	156
Self-described gender	-	-	-	-	-	-	-	-	-	-
Total Corporate Services	13,949	14,263	14,584	14,912	15,347	15,692	15,945	16,397	16,666	16,941
Infrastructure Services										
Permanent - Full time	17,314	17,704	18,102	18,509	19,226	19,647	19,938	20,487	20,778	21,146
Female	4,349	4,447	4,547	4,649	4,954	5,004	5,066	5,280	5,329	5,449
Male	12,965	13,257	13,555	13,860	14,272	14,643	14,872	15,207	15,449	15,697

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	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2028/29 $'000	2029/30 $'000	2029/30 $'000	2030/31 $'000
Self-described gender	-	-	-	-	-	-	-	-	-	-
Permanent - Part time	1,616	1,652	1,690	1,728	1,766	1,805	1,946	1,989	2,034	2,079
Female	670	685	700	716	732	748	865	884	904	924
Male	946	967	989	1,011	1,034	1,057	1,081	1,105	1,130	1,155
Self-described gender	-	-	-	-	-	-	-	-	-	-
Total Infrastructure Services	18,930	19,356	19,791	20,237	20,992	21,452	21,884	22,476	22,812	23,225
Casuals, temporary and other expenditure	13,341	13,641	13,948	14,262	14,583	14,812	14,980	15,417	15,764	15,908
Capitalised labour costs	3,328	3,403	3,479	3,558	3,638	3,720	3,803	3,889	3,976	4,066
Total staff expenditure	61,436	62,818	64,232	65,677	67,754	69,366	70,512	72,691	73,907	75,057

	2021/22 FTE	2022/23 FTE	2023/24 FTE	2024/25 FTE	2025/26 FTE	2026/27 FTE	2028/29 FTE	2029/30 FTE	2029/30 FTE	2030/31 FTE
Community Services										
Permanent - Full time	64.88	64.88	64.88	64.88	66.88	67.88	67.88	69.88	69.88	69.88
Female	49.88	49.88	49.88	49.88	50.88	51.88	51.88	52.88	52.88	52.88
Male	15.00	15.00	15.00	15.00	16	16	16	17	17	17
Self-described gender	-	-	-	-	-	-	-	-	-	-
Permanent - Part time	35.53	35.53	35.53	35.53	35.53	37.53	38.53	39.53	39.53	39.53
Female	31.90	31.90	31.90	31.90	31.9	33.9	33.9	34.9	34.9	34.9
Male	3.63	3.63	3.63	3.63	3.63	3.63	4.63	4.63	4.63	4.63
Self-described gender	-	-	-	-	-	-	-	-	-	-
Total Community Services	100.41	100.41	100.41	100.41	102.41	105.41	106.41	109.41	109.41	109.41
Corporate Services										
Permanent - Full time	96.19	96.19	96.19	96.19	97.19	97.19	97.19	98.19	99.19	99.19
Female	48.19	48.19	48.19	48.19	49.19	49.19	49.19	49.19	50.19	50.19
Male	48.00	48.00	48.00	48.00	48	48	48	49	49	49
Self-described gender	-	-	-	-	-	-	-	-	-	-

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	2021/22 FTE	2022/23 FTE	2023/24 FTE	2024/25 FTE	2025/26 FTE	2026/27 FTE	2028/29 FTE	2029/30 FTE	2029/30 FTE	2030/31 FTE
Permanent - Part time	16.75	16.75	16.75	16.75	16.75	17.75	17.75	17.75	17.75	17.75
Female	15.75	15.75	15.75	15.75	15.75	16.75	16.75	16.75	16.75	16.75
Male	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Self-described gender	-	-	-	-	-	-	-	-	-	
Total Corporate Services	112.94	112.94	112.94	112.94	113.94	114.94	114.94	115.94	116.94	116.94
Infrastructure Services										
Permanent - Full time	160.30	160.30	160.30	160.30	162.3	163.3	163.3	164.3	166.3	166.3
Female	40.40	40.40	40.40	40.40	41.4	41.4	41.4	42.4	43.4	43.4
Male	119.90	119.90	119.90	119.90	120.9	121.9	121.9	121.9	122.9	122.9
Self-described gender	-	-	-	-	-	-	-	-	-	
Permanent - Part time	14.71	14.71	14.71	14.71	14.71	14.71	15.71	16.71	16.71	16.71
Female	7.28	7.28	7.28	7.28	7.28	7.28	8.28	8.28	8.28	8.28
Male	7.43	7.43	7.43	7.43	7.43	7.43	7.43	8.43	8.43	8.43
Self-described gender	-	-	-	-	-	-	-	-	-	
Total Infrastructure Services	175.01	175.01	175.01	175.01	177.01	178.01	179.01	181.01	183.01	183.01
Casuals and temporary staff	110.71	110.7	110.7	110.7	110.7	111.7	111.7	113.7	114.7	114.7
Capitalised labour	23.93	23.93	23.93	23.93	23.93	23.93	23.93	23.93	23.93	23.93
Total staff numbers	523.00	523.00	523.00	523.00	528	534	536	544	548	548

4. Financial Performance Indicators

The following table highlights Council's projected performance across a range of key financial performance indicators. These indicators provide an analysis of Council's 10 year financial projections and should be interpreted in the context of the organisation's objectives and financial management principles.

Measure		Actual 2019/20	Forecast 2020/21	Budget 2021/22	Projections 2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Operating position													
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	-0.30%	-1.03%	3.24%	3.61%	3.84%	4.29%	4.70%	5.51%	4.05%	4.62%	5.50%	5.24%
Liquidity													
Working Capital	Current assets / current liabilities	382.03%	414.21%	363.78%	328.67%	334.49%	317.89%	307.32%	301.21%	295.48%	289.84%	287.59%	281.55%
Unrestricted cash	Unrestricted cash / current liabilities	190.12%	200.24%	183.26%	158.55%	138.85%	103.04%	114.61%	92.51%	76.79%	79.52%	85.33%	94.42%
Obligations													
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	0.00%	0.00%	0.00%	7.99%	6.93%	5.92%	4.96%	4.03%	3.15%	2.31%	1.50%	0.73%
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue	0.00%	0.00%	0.00%	0.91%	0.88%	0.86%	0.84%	0.82%	0.80%	0.78%	0.76%	0.74%

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Measure		Actual	Forecast	Budget	Projections								
		2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Indebtedness	Non-current liabilities / own source revenue	1.42%	1.51%	1.35%	6.99%	6.09%	5.23%	4.97%	4.13%	3.89%	3.10%	2.34%	1.60%
Asset renewal and upgrade	Asset renewal and upgrade expenses / Asset depreciation	120.48%	101.77%	146.19%	121.67%	165.09%	138.50%	117.97%	139.28%	133.61%	134.56%	120.78%	130.27%
Stability													
Rates concentration	Rate revenue / adjusted underlying revenue	74.11%	78.98%	75.43%	75.67%	75.89%	76.11%	76.36%	76.56%	76.76%	76.95%	77.13%	77.32%
Rates effort	Rate revenue / CIV of rateable properties in the municipality	0.34%	0.32%	0.33%	0.33%	0.33%	0.33%	0.33%	0.33%	0.33%	0.33%	0.33%	0.33%
Efficiency													
Expenditure level	Total expenses/ no. of property assessments	$3,325.62	$3,176.46	$3,253.87	$3,272.83	$3,276.07	$3,271.87	3,267.65	3,251.17	3,312.85	3,304.92	3,286.12	3,307.03
Revenue level	Total Rate Revenue (General Rates and Municipal Charges / no. of total property assessments	$2,282.79	$2,289.60	$2,341.76	$2,366.27	$2,386.64	$2,406.84	$2,454.97	$2,504.07	$2,554.15	$2,605.24	$2,657.34	$2,710.49

4.1. Notes to Indicators

Adjusted Underlying Result

An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. Improvement in financial performance expected over the period, although continued losses means reliance on Council's cash reserves or increased debt to maintain services.

Working Capital

The proportion of current liabilities represented by current assets. The trend in later years is to remain steady at an acceptable level.

Debt Compared To Rates

Trend indicates that borrowings are required to fund future city infrastructure projects.

Asset Renewal and Upgrade

This percentage indicates the extent of Council's renewals against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.

Rates Concentration

Reflects extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates Council will become more reliant on rate revenue compared to all other revenue sources.

5. Strategies and Plans

This section describes the strategies and plans that support the 10 year financial projections included to the Financial Plan.

5.1. Borrowing Strategy

5.1.1. Current Debt Position

Whilst not a source of income, borrowings can be an important cash management tool in appropriate circumstances. Loans can only be approved by council resolution. The following financial sustainability principles must be adhered to with new borrowings:

- Borrowings must only be applied for where it can be proven that repayments can be met in the Long Term Financial Plan
- Borrowings must not be used to fund ongoing operations
- Borrowings are appropriate for funding large capital works where the benefits are provided to future generations.
- Council will maintain its debt at levels which are sustainable, with:
    - indebtedness <60% of rate and charges revenue, and
    - debt servicing cost <5% of total revenue (excluding capital revenue).

There are no borrowings included in the 2021/2022 budget and therefore, after making loan principle repayments of $2.67 million in July 2016 reduced its total borrowings to $0.

5.1.2. Future Borrowing Requirements

The following table sets out future Adopted borrowings, based on the financial position of Council as at 30 June 2021. In developing the 10 years Financial Plan, borrowings was identified as an important funding source for capital works programs.

It is likely that in future years, borrowings will be required to fund future Capital projects.

The following table sets out future proposed borrowings, based on the forecast financial position of Council as at 30 June 2031.

Year	New Borrowings $'000	Principal Paid $'000	Interest Paid $'000	Balance 30 June $'000
2020/21	-	-	-	-
2021/22	-	-	-	-
2022/23	10,000	980	44	9,020
2023/24	-	985	40	8,035
2024/25	-	989	35	7,046
2025/26	-	993	31	6,053
2026/27	-	998	27	5,055
2027/28	-	1,002	22	4,053
2028/29	-	1,007	18	3,046
2029/30	-	1,011	13	2,035
2030/31	-	1,015	9	1,020

5.1.3. Borrowing Performance Indicators

The following table highlights Council's projected performance across a range of debt management performance indicators.

Performance Indicator	Target	Forecast / Actual 2020/21 %	2021/22 %	2022/23 %	2023/24 %	2024/25 %	2025/26 %	2026/27 %	2027/28 %	2028/29 %	2029/30 %	2030/31 %
Total borrowings / Rate revenue	Below 60%	0.00%	0.00%	7.99%	6.93%	5.92%	4.96%	4.03%	3.15%	2.31%	1.50%	0.73%
Debt servicing / Rate revenue	Below 5%	0.00%	0.00%	0.91%	0.88%	0.86%	0.84%	0.82%	0.80%	0.78%	0.76%	0.74%
Indebtedness / Own source revenue	Below 60%	1.51%	1.35%	6.99%	6.09%	5.23%	4.97%	4.13%	3.89%	3.10%	2.34%	1.60%

Council maintains its loan borrowing within prudent and management limits as demonstrated by the following performance indicators.

Total Borrowings / Rate Revenue

Loans balance is well within the target level of 60% to meet council targets over the ten year period.

Debt Servicing / Rate Revenue

Debt servicing (interest repayments) as a percentage of rates revenue should not exceed 5 per cent, ten year ratios are well within council target and improving over the ten years.

Indebtedness / Own Source Revenue

Comparison of non-current liabilities (mainly comprising borrowings) to own-sourced revenue. The higher % identifies council risk to cover non-current liabilities from the revenues the organisation generates itself. Own source revenue excludes grants and contributions. Council is within its 60% target over the life of the plan.

5.2. Reserves Strategy

5.2.1. Current Reserves

Non-Discretionary Reserves

Development Contributions

When people develop land for any use, they often contribute to or cause the need for new or upgraded infrastructure. Development contributions are payments or works-in-kind towards the provision of infrastructure made by the proponent of a new development. The development contributions plan outlines the levies landowners and developers must pay to the State Government and council to fund infrastructure and facilities for the new community.

A development contributions plan (DCP) is a mechanism used to levy new development for contributions to planned infrastructure needed by the future community. Council collects development contribution levies from new development through an approved DCP. An approved DCP is a DCP that forms part of a planning scheme. The Minister for Planning has to approve an amendment to the planning scheme in order to incorporate a DCP. The DCP will assist Council to fund a range of new vital local infrastructure that is associated with new development. Council will fund the balance of the cost. The DCP will be used to fund essential infrastructure including:

- Roads
- Drainage
- Footpaths
- Streetscape works
- Childcare centres
- Maternal and Child Health Centres
- Neighbourhood houses.

City Wide Development Contribution Plan

This LTFS also gives the City of Maribyrnong's longer-term community and development infrastructure commitments for a 20 year delivery horizon. These commitments will be periodically reviewed and reflect Council's intention to fund infrastructure projects and programs which are needed to support dwelling and/or floor space growth in the City. The list of committed longer-term projects is in Appendix A. These projects will be considered for the city wide DCP.

The Appendix A list has been prepared in-light of relevant legislation, ministerial directions and government guidelines for DCPs. The final list of projects for the city wide DCP will also come from Council's annual budget commitments and Strategic Resource Plan, and will be included in a Council endorsed DCP.

Restricted Reserves

Public Open Space

The Public Open Space is mainly concerned with the land that is managed by Council for community recreation and leisure, and includes parks for passive recreation, sports and active activities, linear trails, and more natural areas.

With the expected significant growth and change, it is essential that high quality open space is accessible not just for existing residents, but also for the many new residents who will be living in the Shire. To ensure that there are adequate parks and gardens for our community, Council has to plan for our future public open space needs and the ongoing enhancement of these treasured community assets.

Community Infrastructure Levies (CIL)

The Community Infrastructure Levy is a one-off payment set by the State Government under the requirements of the Planning and Environment Act 1987. It is a levy paid by property owners in residential developments/estates in growth areas. Council is responsible for delivering new facilities funded by the levy.

Each growth area precinct has different and unique infrastructure requirements. The Development Contributions Plan (DCP) sets out which CIL payments fund which infrastructure projects for that growth area. A CIL will pay for sporting pavilions, recreation facilities, and community facilities (as detailed in the relevant DCP).

Discretionary Reserves

Major Projects and Other Reserves

Council has also set up some discretionary reserves for Major Projects, Plant Replacement Reserve, Mausoleum Trust, Carry Forward Reserve and a Defined Benefit Super Shortfall Reserve. This will allow the organisation to future proof itself and have resources available to support the community during a crisis.

5.2.2. Reserve Usage Projections

10 Year projection of each reserve fund. Include restrictions to usage

Reserves	Restricted / Discretionary	2020-21 $000's	2021-22 $000's	2022-23 $000's	2023-24 $000's	2024-25 $000's	2025-26 $000's	2026-27 $000's	2027-28 $000's	2028-29 $000's	2029-30 $000's	2030-31 $000's
Development Contributions Reserve	Restricted											
Opening balance		3,483	5,788	7,088	5,788	5,788	8,318	10,804	9,320	7,975	6,294	8,678
Transfer to reserve		2,633	1,500	1,500	3,000	2,530	2,486	2,516	2,655	2,319	2,384	2,451
Transfer from reserve		328	200	2,800	3,000	-	-	4,000	4,000	4,000	-	-
Closing balance		5,788	7,088	5,788	5,788	8,318	10,804	9,320	7,975	6,294	8,678	11,129
Public Open Space Reserve	Restricted											
Opening balance		18,840	24,945	28,903	33,916	39,217	44,608	35,091	38,667	44,338	44,105	39,470
Transfer to reserve		6,515	5,125	5,213	5,301	5,391	5,483	5,576	5,671	5,767	5,865	5,965
Transfer from reserve		410	1,167	200	-	-	15,000	2,000	-	6,000	10,500	13,000
Closing balance		24,945	28,903	33,916	39,217	44,608	35,091	38,667	44,338	44,105	39,470	32,435
Major Projects Reserve	Discretionary											
Opening balance		31,858	41,905	36,324	27,033	19,133	6,948	10,816	7,090	1,442	2,245	4,302
Transfer to reserve		13,504	5,080	6,159	7,100	5,081	3,868	2,274	4,352	4,803	6,057	6,372
Transfer from reserve		3,457	10,661	15,450	15,000	17,266	-	6,000	10,000	4,000	4,000	3,000
Closing balance		41,905	36,324	27,033	19,133	6,948	10,816	7,090	1,442	2,245	4,302	7,674
Plant Replacement Reserve	Discretionary											
Opening balance		422	722	1,022	1,322	1,622	1,922	1,922	1,922	1,922	1,922	1,922
Transfer to reserve		300	300	300	300	300	300	300	300	300	300	300
Transfer from reserve		-	-	-	-	-	300	300	300	300	300	300
Closing balance		722	1,022	1,322	1,622	1,922	1,922	1,922	1,922	1,922	1,922	1,922
Mausoleum Trust Reserve	Discretionary											
Opening balance		575	575	1,075	1,575	2,075	2,575	3,075	3,575	4,075	4,575	5,075
Transfer to reserve		-	500	500	500	500	500	500	500	500	500	500
Transfer from reserve		-	-	-	-	-	-	-	-	-	-	-
Closing balance		575	1,075	1,575	2,075	2,575	3,075	3,575	4,075	4,575	5,075	5,575

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Reserves	Restricted / Discretionary	2020-21 $000's	2021-22 $000's	2022-23 $000's	2023-24 $000's	2024-25 $000's	2025-26 $000's	2026-27 $000's	2027-28 $000's	2028-29 $000's	2029-30 $000's	2030-31 $000's
Carry Forward Grants and Council Funds	Discretionary											
Opening balance		14,921	4,924	-	-	-	-	-	-	-	-	-
Transfer to reserve		4,924	-	-	-	-	-	-	-	-	-	-
Transfer from reserve		14,921	4,924	-	-	-	-	-	-	-	-	-
Closing balance		4,924	-	-	-	-	-	-	-	-	-	-
Defined Benefit Super Shortfall Reserve	Discretionary											
Opening balance		4,473	4,523	4,573	4,623	4,673	4,723	4,773	4,823	4,873	4,923	4,973
Transfer to reserve		50	50	50	50	50	50	50	50	50	50	50
Transfer from reserve		-	-	-	-	-	-	-	-	-	-	-
Closing balance		4,523	4,573	4,623	4,673	4,723	4,773	4,823	4,873	4,923	4,973	5,023
Total Reserves Summary	Total Restricted & Discretionary	83,382	78,985	74,257	72,508	69,094	66,481	65,397	64,625	64,064	64,420	63,758

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6. Appendix A

6.1. DCP Projects

Location	DCP Project Name	TOTAL DCP COST ESTIMATE (Total Project Cost - Grants - Contributions - Open Space Reserve)
Kingsville	Kingsville Tennis Facility, West Footscray - new pavilion	$1,216,000
West Footscray	Church Street Early Years Facility, West Meadows - facility works	$3,650,000
Footscray	Footscray Park, Footscray - open space works	$700,000
Yarraville	Angliss Reserve, Yarraville - open space works	$100,000
Maidstone	Maribyrnong River Trail – Medway Link	$600,000
Footscray	Quarry Park, Footscray - open space works	$3,894,000
Footscray	Hopkins Street (under bridge), Footscray - new recreation space	$400,000
Footscray	Town Hall building, Footscray - new community facility	$3,800,000
Maribyrnong	Robert Barrett Reserve, Maribyrnong - sports field works	$400,000
Footscray	Footscray Hockey Facility - pavilion works	$1,200,000
Maidstone	Rogers Reserve, Maidstone - playground works	$200,000
Kingsville	Kingsville Early Years Facility, Kingsville - outdoor area works	$100,000
Footscray	Angliss Early Years Facility - outdoor area works	$100,000
Kingsville	Kingsville Tennis Facility, West Footscray - floodlight works	$150,000
Yarraville	McIvor Reserve (Hanks), Yarraville - floodlight works	$150,000
Maribyrnong	Burndap Reserve, Maribyrnong - open space works	$150,000
Footscray	Footscray Park, Footscray - irrigation works	$507,000
Maribyrnong	Jacks Wood Reserve, Maribyrnong - open space works	$121,000
Maribyrnong	Robert Barrett Reserve, Maribyrnong - open space works	$157,300
Maidstone	Rogers Reserve, Maidstone - irrigation works	$193,100
Yarraville	Yarraville Gardens, Yarraville - open space works	$250,000
Braybrook	Kinder Smith Reserve, Braybrook - cricket net works	$150,000
Maidstone	Scovell Reserve, Maidstone - cricket wicket works	$110,000
Braybrook	Skinner Reserve (Braybrook Park), Braybrook - cricket net works	$150,000
Yarraville	Hanmer Reserve, Yarraville - irrigation works	$110,000
Yarraville	Angliss Reserve, Yarraville - fence works	$115,000
Yarraville	Schild Street (Stephen to Hyde), Yarrabille - road works	$200,000
West Footscray	Argyle Street (Barkly to Essex), West Footscray - road works	$752,471
Maidstone	Burns Street (44 Burns to Thomson), Maidstone - road works	$234,471
West Footscray	Rupert Street (Neil to Alberta), West Footscray - road works	$280,000
Seddon	William Street (Charles to Pilgrim), Seddon - road works	$176,000
Seddon	Pilgrim Street (John to Margaret), Seddon - road works	$138,000
Maidstone	Cambridge Street (Mitchell to Desmond), Maidstone - road works	$560,471
Braybrook	Hotham Street (Pritchard to Kent), Braybrook - road works	$496,471
West Footscray	Hex Street (Cala to Bizana), West Footscray - road works	$389,471
West Footscray	Fontein Street (Cala to Bizana), West Footscray - road works	$395,471
West Footscray	Hex Street (Bizana to Aliwal), West Footscray, road works	$386,471
West Footscray	Fontein Street (Bizana to Aliwal), West Footscray - road works	$394,471
Braybrook	Stewart Street (Turner to Pritchard), Braybrook - road works	$388,471
Braybrook	Turner Crescent (near Beachley), Braybrook - road works	$224,471

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Location	DCP Project Name	TOTAL DCP COST ESTIMATE (Total Project Cost - Grants - Contributions - Open Space Reserve)
Braybrook	Churchill Place, Braybrook - road works	$115,471
Maribyrnong	Maribyrnong Aquatic Centre, Maribyrnong - facility works	$300,000
Yarraville	Angliss Reserve, Yarraville - floodlight works	$240,000
Footscray	Cowper Street (Harris to Lyons), Footscray - road works	$3,534,000
Yarraville	Cruickshank Park, Yarraville - open space works	$201,000
Footscray	Footscray Activity Centre, central Footscray - pedestrian priority works	$160,000
Footscray	Footscray Activity Centre, Barkly Street - streetscape works	$100,000
Footscray	Footscray Activity Centre, Bunbury Street - streetscape works	$2,443,000
Footscray	Footscray Activity Centre, Buckley Street - pedestrian priority works	$609,000
Footscray	Footscray Activity Centre, central Footscray - pedestrian priority works	$420,000
Footscray	Grimes Reserve, Footscray - open space works	$600,000
West Footscray	Hansen Reserve, West Footscray - pavilion works	$4,190,000
West Footscray	Hansen Reserve, West Footscray - open space works	$1,300,000
Seddon	Harris Reserve, Seddon - playground works	$100,000
Footscray	Henry Turner North Reserve, Footscray - pavilion works	$154,000
Footscray	Henry Turner South Reserve, Footscray - new pavilion	$884,000
Braybrook	Kinder Smith Reserve, Braybrook - floodlight works	$124,000
Seddon	Mappin Reserve, Seddon - playground works	$100,000
Yarraville	Norfolk Street Early Years Facility, Braybrook - facility works	$1,950,000
Braybrook	Pennell Reserve, Braybrook - open space works	$908,000
Braybrook	Pennell Reserve, Braybrook - pavilion works	$2,600,000
Maidstone	Scovell Reserve, Maidstone - new pavilion	$2,850,000
West Footscray	Stony Creek (near Cala Street), West Footscray - new bridge	$320,000
West Footscray	Stony Creek (Waratah to Roberts), West Footscray - new path	$275,000
Footscray	Maribyrnong River, Footscray - river edge works	$6,000,000
Multiple Locations	Bicycle and Pedestrian - municipal network works program	$11,000,000
Maribyrnong	Maribyrnong River Trail, Burndap Lake - path works	$425,000
Footscray	Maribyrnong River Trail, Footscray Park - path works	$365,000
Footscray + Maribyrnong	Maribyrnong River Trail - lighting works	$750,000
Multiple Locations	Street Tree Planting & Urban Forest Strategy - municipal tree planting program	$8,724,000
West Footscray	West Footscray Activity Centre, Clarke and Barkly intersection - new open space	$150,000
Yarraville	Yarraville Activity Centre, Yarraville - pedestrian priority works	$454,000
Footscray	Hyde Street Community Facility, Footscray - facility works	$103,000
Footscray	Brenbeal Early Years Facility, Footscray - facility works	$3,000,000
Braybrook	Kinder Smith Reserve, Braybrook - pavilion works	$2,710,000
Maribyrnong	Burndap Reserve, Maribyrnong - playground works	$250,000
Footscray	Jensen Reserve, Footscray - playground works	$600,000
Footscray	Maddern Square, Footscray - open space works	$600,000
Yarraville	McIvor Reserve, Yarraville - open space works	$750,000
Maribyrnong	Coulson Gardens, Maribyrnong - open space works	$250,000

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Location	DCP Project Name	TOTAL DCP COST ESTIMATE (Total Project Cost - Grants - Contributions - Open Space Reserve)
West Footscray	Gaudion Reserve, West Footscray - open space works	$100,000
Braybrook	Skinner Reserve (Braybrook Park), Braybrook - open space works	$2,000,000
Footscray	Newell's Paddock - open space works	$325,000
Footscray	Footscray Activity Centre, Donald Street (Barkly to Moore) - streetscape works	$760,000
Tottenham	Alick Street (Somerville to Frederick), Tottenham - road works	$125,034
West Footscray	Alma Street (Palmerston to Ashley), West Footscray - road works	$114,625
Seddon	Thomson Street (Gamon to Greig), Seddon - road works	$221,504
Yarraville	Austin West Crescent (Roberts to Gent) - road works	$374,234
Braybrook	Hillary Street (Scotland to Rutland), Braybrook - road works	$175,000
Braybrook	Hillary Street (South to Scotland), Braybrook - road works	$130,000
Braybrook	Market Place (Ballarat to Market), Braybrook - road works	$103,935
Maidstone	Winston Street (Churchill to Ashley), Maidstone - road works	$291,795
Footscray	Yewers Street (Whitehall to Moreland), Footscray - road works	$222,250
Footscray	Bunbury Street (Moreland to Maribyrnong), Footscray - road works	$211,239
Maidstone	Clarendon Street (Ashley to Churchill), Maidstone - road works	$478,545
Seddon	Lily Street (Alexander to Margaret), Seddon - road works	$164,300
Kingsville	Shackell Street (Coronation to Wales), Kingsville - road works	$121,205
Seddon	SydenhamStreet (Williamstown to Margaret), Seddon - road works	$498,701
Kingsville	Chirnside Street (Geelong to Shackell), Kingsville - road works	$105,993
Kingsville	Empress Avenue (Chatfield to Shackell), Kingsville - road works	$122,078
Maribyrnong	The Esplanade (Chicago to Barb), Maribyrnong - road works	$130,825
Seddon	Seddon Street (Bayview to Hamilton), Seddon - road works	$283,764
Yarraville	Campbell Street (Francis to Kent), Yarraville - road works	$205,846
Footscray	Jerrold Street (Gordon to Commercial), Footscray - road works	$838,690
Yarraville	Dickens Street (Williamstown to Powell), Yarraville - road works	$695,126
Footscray	Essex Street (Gordon to Eleanor), Footscray - road works	$165,596
Maribyrnong	Como Parade (Duffy to Hillside), Maidstone - road works	$174,028
Maribyrnong	Monash Street (Prince to Gordon), Maribyrnong - road works	$664,097
Maidstone	Barrett Street (Holland to Janson), Maidstone - road works	$188,235
West Footscray	Gwelo Street (Aliwal to Bizana), West Footscray - road works	$271,071
West Footscray	Leander Street (Essex to Barkly), West Footscray - road works	$469,557
Footscray	Dudley Street (Leigh to Essex), Footscray - road works	$617,943
Footscray	Dudley Street (Essex to Barkly), Footscray - road works	$599,315
Yarraville	Hawkhurst Street (Francis to Wembley), Yarraville - road works	$1,921,297
Footscray	Newell Street (Nicholson to Moore), Footscray - road works	$1,387,092
Braybrook	Churchill Avenue (Rennison to Melon), Braybrook - road works	$833,118
Braybrook	Churchill Avenue (Melon to Vine), Braybrook - road works	$925,249
Braybrook	Churchill Avenue (Vine to Hargreaves), Braybrook - road works	$1,330,521
Maribyrnong	Kellaway Street (Gordon to Rowe), Maribyrnong - road works	$485,558
Maribyrnong	Kellaway Street (Rowe to Rosamond), Maribyrnong, road works	$488,134
Yarraville	Lormer Street (Beverley to Hughes), Yarraville - road works	$224,559
Yarraville	Neylon Street (Gent to Roberts), Yarraville - road works	$507,339
Yarraville	Knox Street (Hyde to Stephen), Yarraville - road works	$640,500
Maidstone	Radio Street (Omar to Renown), Maidstone - road works	$339,620

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Location	DCP Project Name	TOTAL DCP COST ESTIMATE (Total Project Cost - Grants - Contributions - Open Space Reserve)
Maidstone	Renown Street (Mitchell to Radio), Maidstone - road works	$404,232
Maidstone	Dunedin Street (Omar to Renown), Maidstone - road works	$323,149
Maidstone	Carlyle Street (Thomson to Studley), Maidstone - road works	$504,244
Braybrook	Elizabeth Street (Crothers to Melon), Braybrook - road works	$282,927
Braybrook	Myalla Street (Darnley to Duke), Braybrook - road works	$1,515,730
Maidstone	Omar Street (Mitchell to Radio), Maidstone - road works	$411,739
Maidstone	Pridham Street (Rosamond to Rowe), Maidstone - road works	$531,586
Maidstone	Pridham Street (Rowe to Gordon), Maidstone - road works	$487,994
West Footscray	Stanhope Street (Palmerston to Elphinstone), West Footscray - road works	$1,560,748
Tottenham	Tottenham Parade (Geelong to Somerville), Tottenham - road works	$611,733
West Footscray	Suffolk Street (Ashley to Brunswick), West Footscray - road works	$554,312
Braybrook	Hampden Street (Crothers to Ashley), Braybrook - road works	$564,200
Yarraville	McIvor Reserve (Hanks), Yarraville - sports field works	$170,000
West Footscray	Kingsville Tennis Facility, West Footscray - tennis courts works	$165,000
Yarraville	Angliss Reserve, Yarraville - sports field works	$180,000
Yarraville	Yarraville Tennis Facility, Yarraville - floodlight works	$120,000
Yarraville	Alex Beaton Reserve, Yarraville - lighting workss	$120,000
West Footscray	Basset Reserve, West Footscray - irrigation works	$200,000
Yarraville	Fels Reserve, Yarraville - playground works	$115,000
Yarraville	Hanmer Reserve, Yarraville - path works	$128,000
Braybrook	Pritchard Reserve, Braybrook - playground works	$175,000
Maidstone	Scovell Reserve, Maidstone - irrigation works	$183,000
Braybrook	Skinner Reserve (Braybrook Park), Braybrook - irrigation works	$233,000
Maidstone	Ulmara Park, Maidstone - playground works	$133,000
Maribyrnong	Village Green, Maribyrnong - playground works	$150,000
Yarraville	Yarraville Oval, Yarraville - floodlight works	$200,000
Maidstone	Scovell Reserve, Maidstone - cricket net works	$200,000
Yarraville	Angliss Reserve, Yarraville - irrigation workss	$580,867
West Footscray	Hansen Reserve, West Footscray - floodlights works	$550,000
West Footscray	Hansen Reserve, West Footscray - cricket net works	$200,000
Yarraville	Angliss Reserve, Yarraville - cricket net works	$200,000
West Footscray	Kingsville Tennis Facility, West Footscray - fence works	$100,000
Maribyrnong	Robert Barrett Reserve, Maribyrnong – cricket net works	$120,000
Footscray Park	Footscray Park, Footscray - sports field works	$330,690
Yarraville	McIvor Reserve, Yarraville - irrigation works	$131,294
Yarraville	McIvor Reserve, Yarraville - sports field works	$850,000
Yarraville	Alex Beaton Reserve, Yarraville - irrigation works	$250,000
Yarraville	Alex Beaton Reserve, Yarraville - playground workss	$150,000
Seddon	Bristow Reserve, Seddon - playground works	$120,000
Maribyrnong	Harmony Park, Maribyrnong - playground works	$120,000
Footscray	Spurling Reserve, Footscray - playround works	$150,000
Pipemakers Park, Footscray Park	Footscray Park and Pipemakers Park - footpath works program	$397,457

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Location	DCP Project Name	TOTAL DCP COST ESTIMATE (Total Project Cost - Grants - Contributions - Open Space Reserve)
Johnson Reserve, Yarraville Gardens	Johnson Reserve and Yarraville Gardens - footpath works program	$304,082
Harmony Park, Ernie Shephard Reserve, Mappin Reserve, Beevers Reserve	Harmony Park, Ernie Shephard Reserve, Mappin Reserve and Beevers Reserve - footpath works program	$144,597
Maribyrnong	Maribyrnong River Early Year Facility, Maribyrnong - early years facilities, playground works program	$90,000
West Footscray	Brenbeal Early Years Facility, West Footscray - early years facilities, playground works program	$300,000
Maidstone	North Maidstone Early Years Facility, Maidstone - early years facilities, playground works program	$200,000
Yarraville	Clare Court Early Years Facility, Yarraville - early years facilities, playground works program	$350,000
Braybrook (North)	BrayBrook (North) - local area traffic management works program	$620,000
West Footscray (North West)/Maidstone (South)	West Footscray (North West)/Maidstone (South) - local area traffic management works program	$600,000
Kingsville/West Footscray (South)	Kingsville/West Footscray (South) - local area traffic management works program	$500,000
West Footscray (East)/Footscray North West)	West Footscray (East)/Footscray North West) - local area traffic management works program	$650,000
Braybrook (South)	Braybrook (South) - local area traffic management works program	$650,000
Maidstone(North)/Maribyrnong (South West)	Maidstone(North)/Maribyrnong (South West) - local area traffic management works program	$650,000
Tottenham/Yarraville (West)	Tottenham/Yarraville (West) - local area traffic management works program	$650,000
Cranwell Reserve, Grimes Reserve	Cranwell Reserve and Grimes Reserve - public toilet works program	$650,000
Robert Barrett Reserve, Braybrook Park, Dobson Reserve, Johnson Reserve, Hansen Reserve, Yarraville Gardens, Cruickshank Park And Quarry Park	Robert Barrett Reserve, Braybrook Park, Dobson Reserve, Johnson Reserve, Hansen Reserve, Yarraville Gardens, Cruickshank Park and Quarry Park - public toilet works program	$2,800,000
Seddon	Seddon Activity Centre – public toilet works program	$350,000
Yarraville/Seddon	Yarraville/Seddon - road safety works program	$400,000
Footscray	Footscray - road safety works program	$400,000
Kingsville/Yarraville	Kingsville/Yarraville - road safety works program	$200,000

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Location	DCP Project Name	TOTAL DCP COST ESTIMATE (Total Project Cost - Grants - Contributions - Open Space Reserve)
Braybrook/West Footscray	Braybrook/West Footscray - road safety works program	$400,000
Tottenham, West Footscray	Tottenham/West Footscray - road safety works program	$200,000
Maribyrnong	Maribyrnong - road safety works program	$200,000
Maidstone	Maidstone - road safety works program	$200,000
Yarraville Gardens, Charlotte Street Reserve/Cruickshank Park And Robert Barrett Reserve	Yarraville Gardens, Charlotte Street Reserve/Cruickshank Park and Robert Barrett Reserve - playgrounds works program	$300,000
Rolling Mill Reserve And Beevers Reserve	Rolling Mill Reserve and Beevers Reserve - playgrounds works program	$200,000
Footscray	Footscray Activity Centre - activity centres streetscape works program	$6,575,000
Maribyrnong	Highpoint Activity Centre - activity centres streetscape works program	$5,196,000

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SINGLE-USE PLASTIC POLICY 2021

Director: **Steve Hamilton**
Director Infrastructure Services

Author: **Indivar Dhakal**
Manager Assets and Capital

PURPOSE

To present the Single-use Plastic Policy 2021 to Council for endorsement.

ISSUES SUMMARY

- On 19 February 2019, Council received a report on the 'Feasibility study for the removal of Single-use Plastics from Council events/venues' and resolved to:
  - Adopt a three year program to phase out Priority 1 and Priority 2 single-use plastic from Council owned buildings and funded events by June 2020 and December 2021 respectively.
  - Prepare education programs on the health risk and environmental impacts of some plastics and distribute to stakeholders and Community Groups.
  - Work with State Government departments and regional groups in the implementation of the state ban on single-use plastic.
  - Report on a six monthly basis to Council on progress of the three year program.
- Adopting a policy to prevent/ban the use of single-use plastics across Council events and operations is also a key action (2.2) of Council's Towards Zero Waste Strategy (2019).
- A Single-use Plastic Policy (attachment 1) has been prepared to embed this resolution across Council and provide the framework and requirements to eliminate single-use plastic items used in/at Council owned buildings, sites and Council funded or endorsed events, or in the course of operation of Council business.

ATTACHMENTS

1. Maribyrnong City Council Single-use Plastic Policy 2021 ⇩

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OFFICER RECOMMENDATION

That Council:

1. **Endorse the Single-use Plastic Policy 2021 as Council's key policy to eliminate single-use plastic from Council owned buildings, sites and at Council funded or endorsed events, or in the course of operation of Council business.**

2. **Note the policy exemptions in line with medical, emergency and special needs requirements.**

3. **Note the proposed transition periods to operationalise the Policy across Council which extends beyond the December 2021 deadline to minimise the financial impacts to organisations operating out of Council facilities.**

4. **Authorise the Acting Chief Executive Officer to register Council as a balloon free organisation, in line with the Zoos Victoria 'Bubbles not Balloons' pledge.**

5. **Receive annual reports on the progress made to eliminate single-use plastic in line with the Policy, commencing in April 2022 to align with updates on Council's current Towards Zero Waste Strategy.**

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BACKGROUND

On 19th February 2019 Council resolved to adopt a three year program to phase out Priority 1 and Priority 2 single-use plastic from Council owned buildings and funded events by June 2020 and December 2021 respectively, Council resolved to prepare education programs on the health risk and environmental impacts of some plastics and distribute to stakeholders and community groups.

On 10th December 2019, Council endorsed the Towards Zero Waste Strategy, which included Action 2.2 to:

> *"Adopt a policy to prevent/ban the use of single use plastics such as disposable shopping bags, plastic straws, balloons, disposable coffee cups/pods within Council operations, facilities, functions and events."*

Over the past two years Council officers (albeit slightly delayed due to Covid-19 operational impacts) have implemented a range of initiatives and programs to help reduce the use of single-use plastic across Council operations and have regularly updated Council on the progress made. The Single-use Plastic Policy (attachment 1) will build on these achievements and provide the essential framework and requirements to embed this resolution across Council.

This Policy take the approach of eliminating all single-use plastic items (with the exemption of medical, emergency and special needs purposes), rather than adopting a staged approach with Priority 1 and Priority 2 single-use plastic.

DISCUSSION/KEY ISSUES

1. Key Issues

Single-use plastic has a devastating impact on our oceans, wildlife, health and climate. Single use plastic emits greenhouse gas at every stage of its life cycle. It is a key source of litter in Australia, it pollutes our waterways, oceans, land and air, and it creates harmful microplastic which wildlife ingest and is now part of the human food chain. Plastic never fully degrades, and single-use plastic is often used momentarily then disposed of.

Maribyrnong City Council has committed to phase out single-use plastic across Council owned buildings and events through the Council resolution (19 February 2019), and the Towards Zero Waste Strategy – Action Area 8.2.2 (endorsed December 2019). The Single-use Plastic Policy will provide the essential framework to embed this resolution. This Policy also considers the State Government's legislation on single-use plastic bags (2019) and current commitment to phase out other key single-use plastic items by February 2023.

Council's progress to phasing out single-use plastic across Council has been impacted by the Covid-19 pandemic, and there has been an increase in use of some single-use plastic items, such as gloves, masks and food serving-ware, to help reduce the risk of viral transmission. This Policy has been developed in the context of the Covid-19 pandemic and recognises that single-use plastic may be required under specific

circumstances but reusable items must be given preference where safe to do so. The Policy outlines the specific criteria for exemptions to the use of single-use plastic items.

Council teams and stakeholders were engaged over the course of developing the Policy and the feedback has been considered in this process. Based on the feedback, and learnings from other Councils who have adopted similar policies, the Policy includes transition periods which will enable different areas of Council to prepare their operations to meet the requirements of the Policy.

Policy Summary

The Policy prohibits the use, distribution or sale of single-use plastic:

- at Council owned buildings, venues, sites
- during Council funded or endorsed events
- as part of Council's operations, business or service delivery
- in the promotion, planning, delivery or pack up of any of the above.

The Policy identifies the following requirements for Council owned buildings and funded or endorsed events:

- single-use plastic bags, wrap or items are not to be used, sold or distributed for transportation or promotional purposes
- single-use plastic cups, plates, bowls, straws, cutlery and take away food containers are not to be used, sold or distributed
- single-use disposable cups and lids are not to be used, sold or distributed
- all avoidable plastic packaging, including cling wrap, plastic bags or similar must not be used in the purchase, sale, distribution and transport of food or goods
- balloons, plastic glitter, glow sticks and confetti are not to be used, sold or distributed
- bottled water is not to be provided, sold or distributed by Council (unless for emergency responses or health and safety purposes), however, free access to water must be provided
- event materials are to be reused where possible (including event signage and promotional banners)
- the event site or venue must be left litter free and returned to pre-event conditions
- event organisers are to play a key role in educating and guiding their event staff and audience on single-use plastic free practices, this includes providing information via guidance documents for event organisers and stallholders and promoting reusable alternatives
- where possible and safe to do so, reusable items must be considered as the first preference for replacing single-use plastic items, rather than using alternative disposable single-use items.

2. Council Policy/Legislation

Council Plan 2021-2051

This report contributes to Council's strategic objectives contained in the Council Plan 2021-2025, by considering:

- Strategic Objective:

- Safe climate and healthy environment - Council will proactively identify opportunities to support a return to a safe climate and healthy environment and work with our community to respond to climate emergency challenges.

Legislation

No legislation requires the creation of this Policy, however the Policy will align and support the following State Government legislation:

- Victorian Plastic Bag Ban 2019
- Victorian Single-use Plastics Ban (due to commence February 2023).
- *Environment Protection Act 2017* (Section 115, prohibiting the release of balloons into the environment effective 1 July 2021)

Conflicts of Interest

No officer responsible for, or contributing to, this report has declared a direct or indirect interest in relation to this report.

Human Rights Consideration

This report complies with the rights listed in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

3. Engagement

Council staff and stakeholders were engaged in the development of the Single-use Plastic Policy

In January 2019, Council departments were consulted to identify the source, nature, type, frequency and quantity of single-use plastic used, whether alternatives had been explored, and what the current barriers were to eliminating these within each department. This engagement included key staff and representatives from all areas of Council with a strong focus on:

- Civic Facilities
- Libraries and Community Centres
- Leisure, Health and Wellbeing – including the Maribyrnong Aquatic Centres and sporting clubs
- Community Services and Social Infrastructure Planning – including child care centres, youth and maternal health centres
- Community Development, Positive Ageing and Inclusion
- City Futures – festivals
- Operations and Maintenance – parks and operations

The findings of this study informed the development of the Single-use Plastic Policy (attachment 1), particularly with regard to the potential financial impacts on some operations and transition timelines required in order to mitigate these impacts. These findings also assisted in identifying the use and need for some single-use plastic items under specific circumstances, and determining the Policy exemptions.

The draft Policy was then recently circulated to key areas of Council again to receive input and feedback on the proposed scope, approach and transition timelines. Council Officers held online meetings with key representatives and staff from different areas of Council to discuss the draft Policy and incorporate feedback into the Policy.

In addition to these engagements, since the Council resolution on 19 February 2019, the officers have worked with different areas of Council to support and build internal awareness of the resolution, and reduce the use of single-use plastic across Council operations. Examples include the distribution of reusable items to staff at internal events, updating the festivals and events guidelines with requirements to eliminate single-use plastic items, trials of plastic free community-based events, joining Plastic Free July as a Council member, and other initiatives as detailed in updates to Council. These ongoing actions have helped to raise internal awareness and understanding of the Council resolution, and engage Council staff around the need to reduce single-use plastic across operations.

4. Resources

The current approved 2021/22 budget allocated $15,000 to single-use plastic projects and education, including funding to support implementation of the Single-use Plastic Policy 2021.

Following endorsement of the Policy Council officers will commence work with Council teams, departments and organisations operating within Council owned building to identify single-use plastic items and establish action plans and protocols to eliminate them.

These action plans will provide guidance on projects and timelines, including resource needs for future budgets.

5. Environment

Single-use plastic has a devastating impact on our oceans, wildlife, health and climate and single-use plastic is made primarily from fossil fuel based chemicals and emits greenhouse gas at every stage of its lifecycle. Globally, we produce 300 million tonnes of plastic every year, half of which is used for single-use plastic items, yet only 9% of single-use plastic is recycled, meaning that the vast majority of resources used to extract, manufacture, and process single-use plastic are ultimately lost (Geyer 2019).

Globally approximately 8 million tonnes of plastic waste will end up in our waterways and oceans every year, impacting wildlife such, as birds and marine species who mistake plastic waste for prey. Sea birds, dolphins, whales and turtles are particularly at risk with the CSIRO predicting that plastic ingestion in sea birds may reach 95% of all species by 2050 (CSIRO 2020).

One of the key issues with plastic is that it never decomposes, instead it breaks up into smaller pieces forming microplastics. These microplastic fragments have now reached every corner of the globe, we find them in our wildlife, oceans and water supplies, food chains and even on our plates. According to the CSIRO (2020), there are now 14

million tonnes of microplastics on the deep sea floor. This is up to 35 times more than the estimated weight of plastic pollution on the ocean's surface.

Eliminating single-use plastic aligns with Council's climate emergency response and addresses key strategic priorities identified in Council's Climate Emergency Strategy and Towards Zero Waste Strategy. This Policy also reflects the waste hierarchy principle of waste avoidance first, supporting the shift towards a more conscious and circular model of consumption.

CONCLUSION

Council has resolved to phase out single-sue plastic from Council events and buildings. The preparation of the Single-use Plastic Policy, 2021 (attachment 1) will provide the essential framework and requirements to embed this resolution across Council.

Following endorsement of this Policy, Council officers will develop supporting guidelines to assist in achieving the requirements of this Policy, and will commence work with Council teams, departments and organisations operating within Council owned buildings to identify single-use plastic items and establish actions plans and protocols to eliminate them.

Council will receive an annual update on Policy implementation and progress.

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Maribyrnong
CITY COUNCIL

Draft Maribyrnong Single-use Plastic Policy

Date endorsed:		**Policy Author:**	Environmental Services
Policy owner:		**Review date:**	August 2024
Policy Status:	Draft	**Policy type:**	Council

REVISION RECORD

Date	Version	Revision Description
21/06/20	1	Draft in development

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Introduction

Maribyrnong City Council is committed to the elimination of single-use plastic in its offices, buildings, venues, events and sites.

Council recognises that single-use plastic emits greenhouse gas at every stage of its life cycle. It is a key source of litter in Australia; it pollutes our waterways, oceans, land and air, and creates harmful microplastic which wildlife ingest and becomes part of the human food chain. Council acknowledges that plastic never fully degrades, that single-use plastic is often used momentarily then disposed of and that there are a variety of reusable alternatives to its use.

This Policy outlines Council's commitment and process for identifying and eliminating single-use plastic across its operations, and embeds the waste hierarchy principle of waste avoidance first. Eliminating single-use plastic aligns with and addresses key strategic priorities identified in Council's Climate Emergency Strategy and Towards Zero Waste Strategy. This policy also considers the Victorian Government's legislation on single-use plastic bags and current commitment to phase out other key single-use plastic items by February 2023.

COVID-19

As the world has responded to the global Covid-19 pandemic, there has been a resurgence in the use of some single-use plastic items.

It is important to recognise that single-use plastic can play a part in medical and emergency responses, however to protect our environment and public health, careful consideration must be given to the impact of reusable items vs single-use plastic items. Reusable items must be given preference where safe to do so.

For example, although single-use plastic items such as masks and gloves have been a key part of the COVID-19 health response, advice to wash hands in preference to gloves, and reusable masks should be used by Council in the first instance where safe and appropriate to do so.

Similarly, with regard to the increased use of single-use coffee cups during the COVID-19 pandemic, there is no regulation anywhere in Australia that businesses must use single-use foodware in order to fulfil COVID-safe regulations, with the Victorian Government stating "there is no evidence to suggest there is any benefit in switching to disposables"[1]. Provided basic hygiene rules are followed, such as washing with detergent and hot water, reusable cups can continue to be used by individuals, and Council should adopt this approach in the first instance where safe and appropriate to do so.

As we adapt to life in the wake of the COVID-19 pandemic, it is important we take an informed approach to eliminate single-use plastic, so that we can protect our health, environment and climate now and for future generations.

[1] Victorian Government. (2020). *COVID-19 advice and FAQs Information for EHOs and food businesses,* State of Victoria 6a1af1_ecbc9e07c2e24a2983dd65853aa53183.pdf (filesusr.com)

State Government single-use plastic action

These items are addressed by the State Government, so are taken into consideration in this Policy.

On 1 November 2019, the State Government passed legislation banning single-use light weight plastic bags of 35 microns or less thickness.

On July 1 2021, the *Environment Protection Act (2017)* came into effect. Under this legislation releasing balloons into the environment constitutes littering and is illegal.

By February 2023, these single-use plastic items will be banned from sale or supply across Victoria:

- expanded polystyrene food and drink containers
- cotton bud sticks
- drink stirrers
- cutlery
- straws
- plates

Purpose

The purpose of this Policy is to set out Council's commitment and approach to:

- Eliminate single-use plastic and balloons from Council owned buildings and sites; at Council funded or endorsed events or in the course of operation of Council business
- Establish the principles and priorities of the waste hierarchy which must be followed when determining how to replace single-use plastic items. These priorities are as follows:
  - Avoid: Review and consider if the item or related service using single-use plastic is necessary in the first instance
  - Reuse: Replace single-use plastic with reusable materials in the second instance
  - Exempt: Establish the terms for those single-use plastic items which are exempt from the Policy (eg: for medical, health, safety reasons). It is important that recycled and recyclable materials should be used as far as practicable, when an exemption is approved.
- Adopt the State Government Ban on single-use plastic bags, and pending ban on other single-use plastic items
- Educate and discourage our communities from using single-use plastic and balloons.

Scope

The Policy applies to:

- Council's business as a whole - including Councillors, Council staff, contractors, volunteers and/or other representatives as part of their Council related functions or roles;
- Individuals, organisations or other groups of people organising an event of some form or operating within a Council owned building, at a Council owned site or Council owned venue;
- Council staff planning, organising, promoting, running, and/or approving events on behalf of Council;
- Individuals, organisations or other groups of people, planning, organising, promoting, running and/or approving an event which uses Council funding or seeks Council endorsement or uses a Council site/venue or building.

The above includes, but is not limited to: Council endorsed community or civic events, official functions, festivals, meetings, workshops, expos, parties, information sessions, training events and organised/formal sporting or recreation events, activities, parties, forums, conferences, consultations, deliberations, focus groups, education activities, meetings and briefings of Council etc.

Events and activities which occur on Council land, but are not endorsed or funded by Council, and which do not require a Council event permit, hire agreement, lease or tenancy agreement are not included in the mandatory scope of this policy. These types of events, however, are encouraged by Council to voluntarily comply.

Staff and visitors to Council sites will also be encouraged to avoid bringing single-use plastic on site for personal use while attending or working within Council sites, buildings or venues.

Definitions

Term	Definition
Civic event	A formal event organised by Council staff for the community.
Council event	A Council event includes functions, workshops, festivals, celebrations, ceremonies, exhibitions, expos, meetings, markets, information sessions, conferences, competitive sporting events, community engagement, consultations, focus groups, network breakfasts, meals/dinners, street parties, deliberative democracy, organised sporting, recreation or leisure activities, Council meetings or briefings, education sessions or other activity organised by Council. It will usually be hosted by Council or take place at a Council owned or managed site or venue, however partnership events may occur in other locations. For the purpose of this

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Term	Definition
	Policy Council events may include civic, commercial or community events organised by Council.
Council endorsed or funded event	An organised activity or event which has received Council funding, sponsorship or support, but which is run or delivered by other parties. For example, events funded by Community Grants. For the purpose of this policy it may include civic, commercial and community events such as festivals, ceremonies, exhibitions, expos, meetings, functions, markets, workshops, information sessions, conferences, competitive sport events and other organised sporting and recreational activities.
Council owned buildings	Buildings or facilities owned by Council, including buildings which have been leased to an external organisation.
Council site or venue	Land, buildings, venues, roads or any other location owned or managed by Council.
Disposable coffee Cups	For the purposes of this policy, this refers to cups frequently sold for take away coffee, but may include disposable cups which are made of/contain single-use plastic that are used for other hot or cold liquids.
Microplastics	Extremely small pieces of plastic debris (less than 5mm long) in the environment resulting from the disposal and breakdown of consumer products and plastic waste.
Plastic	A synthetic or semi-synthetic material made from petrochemical compounds and/or a combination of organic materials (eg. rice, starch, corn etc). Inclusive of both non-biodegradable plastic, and “compostable”, “biodegradable” and “degradable” plastic.
Single-use item	Any item designed to be used once and then discarded, this includes plastic and non-plastic items (eg. paper or cardboard based plates, disposable cutlery etc.)
Single-use plastic bag	A type of disposable bag made of thin, flexible, plastic film used for containing or transporting goods. In line with the Victorian Government plastic bag ban, the definition includes any single-use lightweight plastic shopping bag which has a thickness of 35 microns or less at any part of the bag that is used to carry goods, has handles, and is all or partly plastic. This includes degradable, biodegradable or compostable plastic.
Single-use plastic	For the purposes of this Policy, single-use plastic refers to single-use items that are either made from plastic or contain single-use plastic (eg. disposable drink cups and lids). This includes plastic bags, cups, bowls, plates, cutlery, straws, bottled water, balloons, sachets (e.g. sauces, sunscreen), containers, packaging and other similar items, plastic glitter, glow sticks and confetti, as well as single-use or disposable plastic

Term	Definition
	promotional items and giveaways, soft plastic packaging such as cling wrap, lolly wrappers, chip packets, bubble wrap and other packaging.
Sporting and recreational activities	Any regular or organised sporting or recreational activity occurring at Council owned or managed sites, including those run by community sporting clubs and sporting associations.

Responsibilities

This Policy was developed and will be managed by the Environmental Services Team within the Infrastructure Services Directorate.

Policy

Except in an emergency situation, this Policy prohibits the use, distribution or sale of single-use plastic

- At Council-owned buildings, venues, sites
- During Council-funded or Council endorsed events
- As part of Council's operations, business or service delivery
- In the promotion, planning, delivery and pack-up of any of the above.

The Policy identifies the following requirements for Council owned buildings and funded or endorsed events:

1. Single-use plastic bags, wrap or items are not to be used, sold or distributed for transportation or promotional purposes
2. Single-use plastic cups, plates, bowls, straws, cutlery and take away food containers are not to be used, sold or distributed
3. Single-use disposable cups and lids are not to be used, sold or distributed
4. All avoidable plastic packaging, including cling wrap, plastic bags or similar must not be used in the purchase, sale, distribution and transport of food or goods
5. Balloons, plastic glitter, glow sticks and confetti are not to be used, sold or distributed
6. Plastic bottled water and single-use plastic beverages are not to be provided, sold or distributed by Council (unless for emergency responses or health and safety purposes). Free access to water must be provided and any new water bubblers installed by Council must have water bottle refill points
7. Event materials are to be reused where possible (including event signage and promotional banners)
8. The event site or venue must be left litter free and returned to pre-event conditions
9. Event organisers are to play a key role in educating and guiding their event staff and audience on single-use plastic free practices. This includes providing information via guidance documents for event organisers and stallholders and

promoting reusable alternatives

10. Where possible and safe to do so, reusable items must be considered as the first preference for replacing single-use plastic items, rather than using alternative disposable single-use items.

Council funded or endorsed events will need to commit to comply with the Policy before any Council sponsorship for that event is approved.

Council officers will provide advice for organisations or individuals organising an event to assist in complying with this Policy, however, if there is poor adherence to this Policy, officers may recommend that events not be funded or endorsed by Council in the future.

Exemptions

Where there is no appropriate substitute for medical, emergency and special needs items that Council uses (or are used at Council venues/sites/events), exemptions may be granted under this Policy.

Exemptions to this policy may be made based on the following criteria:

- Where single-use plastic items are required to protect public health and safety, or as part of public health response
- Where single-use plastic items are needed to meet food health and safety requirements and legislation
- Where single-use plastic items are an essential accessibility tool that allows for drinks to be consumed safely and easily
- Where no other practical alternative product or distribution method is available.

During the transition period detailed in this Policy (see below) sporting clubs, aquatic and leisure centres are permitted to provide, sell or distribute drinks in single-use plastic bottles. However, they must provide access to free drinking water (e.g. water bubblers) and supply or sell reusable options (e.g. refillable drink bottles, reusable cups etc); and display promotional materials on reusable options. Single-use plastic beverages can also be replaced with aluminium cans or glass bottles.

Exemptions not captured in this list will be assessed on a case by case basis. All exemptions require prior written approval. A formal application for exemption can be made to the CEO or their delegate.

Implementation

Once approved, the Environmental Services team will work with Council teams, departments and organisations operating within Council owned buildings to help identify single-use plastic items and establish actions plans and protocols to assist in identifying and eliminating single-use plastic, in line with the principles of the waste hierarchy.

To assist event organisers in adhering to the Policy, Council will develop supporting *Single-use Plastic Policy Event Guidelines* for guidance on ways to meet the requirements of this policy. Council will maintain and review the Guidelines annually to ensure information is accurate, relevant and reflects changes in products and waste management systems.

Following endorsement of this Policy, a transition period will apply to enable implementation in line with updates to event permit conditions and lease, contract and tenancy renewals.

- Single-use Plastic Policy Action Plans should be developed within six months of the approval date of this policy.
- A six month transition period from the development of Single-use Plastic Policy Action Plans will apply for events and operations across Council owned and managed buildings.
- Sporting clubs, aquatic and leisure centres and other organisations operating out of Council buildings and venues may apply for a 24 month transition period from the approval date of this policy, provided they can demonstrate policy implementation will have a significant negative financial impact on their ability to operate. Council officers will work with these organisations to assist them in meeting the Policy requirements.
- Conditions and requirements to comply with this Policy will be built into lease agreements for Council owned buildings as these are updated/renewed, and will be established in event permits/applications for Council funded or endorsed events, as well as park bookings and wedding ceremony permits.
- Where existing leases are not due for a renewal for more than 24 months, existing user groups will be engaged in supporting the implementation of this policy.

Key Stakeholders

Stakeholder	Roles and responsibilities
Environmental Services Team (Infrastructure Services Directorate)	Policy custodian Support implementation through the provision of Policy guidance documents and internal engagement Monitoring, evaluation and policy review
Festivals and Visitation (City Futures)	Support implementation for Festivals and events Provide advice on conditions for Council funded/endorsed events and event applications/permits Progressive implementation in line with update/renewal of event and festival permits
Community Centres & Library Services (Arts, Community Learning and Libraries)	Support implementation across Council libraries, Community and Youth Centres, Arts Facilities and leased venues.
Early Years, Youth Services and Maternal Child Health (Community Services)	Support implementation across Maternal Child Health and ensure lease agreements for Council owned buildings are updated to include conditions of Policy.
Human Resources (People and Capability)	Support staff training and induction regarding single-use plastic Policy and requirements.

Stakeholder	Roles and responsibilities
Facilities Management (Operations & Maintenance)	Support implementation across Civic events and Council buildings to ensure Council organised events and buildings meet Policy requirements.
Property Management (Governance & Commercial Services)	Ensure new and updated lease agreements include conditions of Policy.
Sports/Recreation Services/Maribyrnong Aquatic Centre (Leisure, Health and Wellbeing)	Support stakeholder engagement with sporting clubs prior to implementation, then support implementation of Policy. Update permit requirements for park bookings and wedding ceremony permits in line with Policy. Progressive implementation in line with seasonal and annual ground allocations, renewals to tenancy, lease and contract agreements.
Risk Management & Strategic Procurement (Governance & Commercial Services)	Ensure Council procurement and contracts are aligned with Policy regarding purchase of single-use plastic.
Customer Engagement	Support implementation at any community engagement or consultation activity.
Civic Facilities	Responsible for implementation at the Town Hall and for both Council and community events hosted there.
All other Council Units	Support upholding the policy.

Related Legislation

Council

The policy aligns with the following Council Policies and Strategies:

- Climate Emergency Strategy 2020: Priority 5
  - By 2025 Maribyrnong will be a community that is conscious about its consumption habits and actively avoids and reduces consumption and waste.
  - Ensure Council's purchasing processes, contracts and tenders prioritise waste avoidance, recycled content and recyclability and reuse
- Towards Zero Waste Strategy: Action Area 8.2.2
  - Adopt a policy to ban the use of single-use plastic items such as disposable shopping bags, plastic straws and cutlery, balloons, disposable coffee cups/pods within Council operations, facilities, functions and events.
  - Conduct educational programs on preventing the use of single-use plastic across the wider municipality/community.
- Waste Management Policy: Objective 7
  - Prioritise waste avoidance by reducing the consumption of goods.

Victorian Government

The policy aligns with the following State legislation:

- Victorian Plastic Bag Ban (2019)
- Victorian Single-use Plastics Ban (Due to commence February 2023)

- *Environment Protection Act (2017)* Section 115, prohibiting the release of balloons into the environment as of 1 July 2021.

Related Documents

To be developed: *Single-use Plastic Policy Event Guidelines*
To be developed: *Single-use Plastic Policy Action Plans*

Review of Policy

Length of relevance:	Three years
Review:	2024
Responsible Department:	Assets & Capital

Agenda Item 9.4

DRAFT COUNCIL GAMBLING POLICY 2021-2025

Director: **Clem Gillings**
Director Community Services

Author: **Tara Frichitthavong**
Manager Community Services and Social Infrastructure Planning

PURPOSE

To brief Council on the Draft Gambling Policy 2021-2025.

ISSUES SUMMARY

- Gambling can cause significant harm to individuals, families and their communities including family violence, physical and mental health impacts, financial hardship, social isolation, and drug and alcohol addiction.
- There was $4.6 billion in losses from all legal forms gambling in Victoria in 2019-20 including electronic gaming machines (EGMs), Melbourne Casino, sports betting, lotteries and Keno.
- The highest level of losses was from EGMs with $1.99 billion. However, there are also significant losses from sports betting, including for online gambling, with $747 million.
- In the City of Maribyrnong, losses from EGMs was $58 million in 2019. However, this fell to $19.8 million in 2020 due to gaming venue closure during the COVID-19 pandemic.
- There is no data available for losses from other types of gambling in the City of Maribyrnong. Further information on gambling can be found in the Gambling Fact Sheets at Attachment 2.
- The purpose of the Draft Gambling Policy 2021-2025 is to prevent and minimise harm from gambling in the City of Maribyrnong community.
- The draft policy contains a number of actions that reflect Council's role in assessing the impacts of EGM applications and advocating for changes in the regulation and management of EGMs.
- The draft policy also focuses on partnerships and advocating for changes to the regulation of sports betting and promoting community services and programs that provide alternatives to gambling**.**
- Council is a member of the Alliance for Gambling Reform which is a national advocacy organisation that works to prevent and minimise the harm caused from gambling. 19 other Victorian Councils are members of the Alliance.

ATTACHMENTS

1. Draft Gambling Policy 2021-2025 ⇩
2. Gambling Fact Sheets final August 2021 ⇩

Agenda Item 9.4

OFFICER RECOMMENDATION

That Council endorses the Draft Gambling Policy 2021-2025 and releases it for public consultation.

Agenda Item 9.4

BACKGROUND

Gambling Harm

The Victorian Responsible Gambling Foundation considers gambling harm to be any negative consequence or side effect that comes from gambling,
Categories of gambling harm include:

- Relationship difficulties
- Family violence
- Physical and mental health issues
- Financial problems such as bankruptcy
- Work or study performance issues
- Criminal activity.

Gambling in Victoria

In Victoria, there was $4.6 billion in gambling losses in 2019-20. This represents a $1.27 million fall from 2018-19. However, gambling losses in Victoria were impacted by the lockdowns associated with the COVID-19 pandemic.

The losses in 2019-20 included:

- $1.99 billion on electronic gaming machines (EGMs) in hotels and clubs
- $1.24 billion on Melbourne Casino EGMs and table games
- $747 million on wagering including racing, trackside and sports betting (excluding where bookmakers / organisations are licensed outside Victoria)
- $652 million on Victorian lotteries
- $16 million on Keno.

EGM Gambling in Victoria

EGM gambling represents the biggest proportion of gambling losses in Victoria. The Victorian Population Gambling Health Survey found the following:

14.1% of total population use EGMs	**15.5%** of men **12.7%** of women	**18.6%** of young adults (18-24 years)

- Approximately 16% of low to middle income earners use EGMs. ($20,800-$41,600 and $41,600-$78,000 per year)
- 70% of problem gamblers had used EGMs in the preceding 12-month period. (Victorian Population Gambling and Health Study 2018-19).

Sports Betting

Sports betting has been growing rapidly in recent years, particularly online with 71.7% of people who bet on sports, nominating websites and apps as the location they most often use.

The Victorian Population Gambling and Health Study found the following proportion of the population are undertaking sport betting activities:

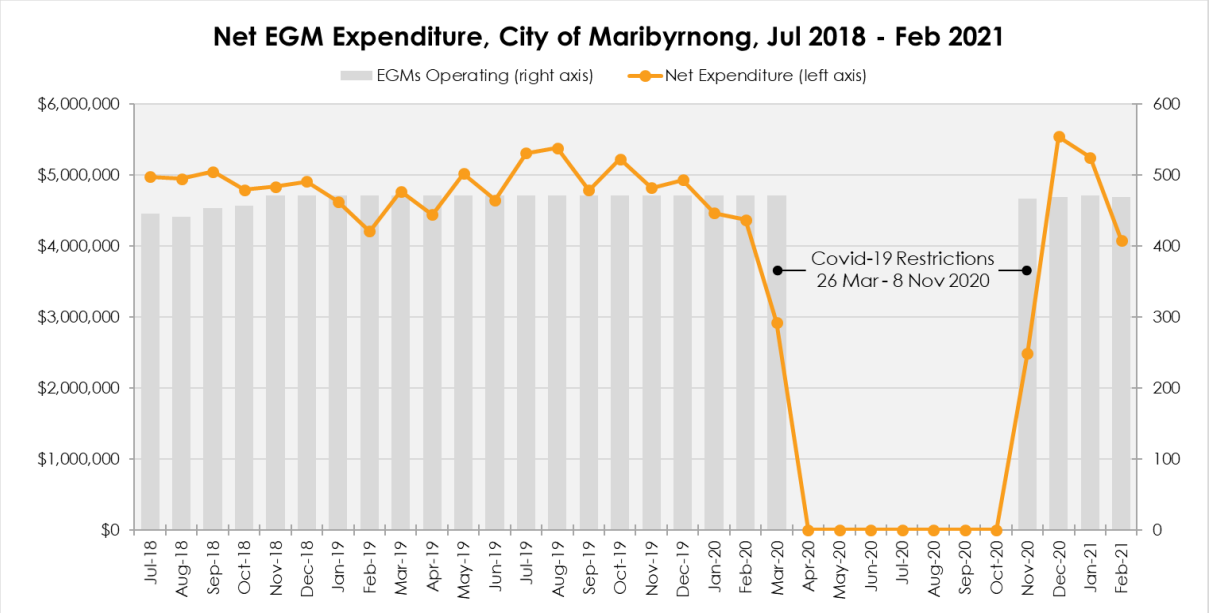
5.8% of total population	**9.7%** of men **2.0%** of women	**11.5%** of young adults (18-24 years)

Gambling in the City of Maribyrnong

The only data available on gambling at a local government level is for EGM numbers and losses, which is collected by the Victorian Commission for Gambling Regulation. The following data outlines information on EGMs in the City of Maribyrnong.

471 EGMs **9** venues	**2019** $58,205,122 losses	**2020** $19,803,535 losses in COVID Pandemic

- Under the Gambling Regulation Act 2003, the maximum number of EGM entitlements for the City of Maribyrnong is 471 machines. This cap was last updated in 2017 and may be increased as the population increases.
- The Palms Hotel in Maidstone had the highest losses of any venue in 2019, at $14 million (or $185,000 per EGM). This was almost double the net expenditure of any other club.
- This is followed by the Ashley Hotel with $8.8 million ($177,000 per EGM) and the Braybrook Hotel with $7.8 million ($175,000 per EGM).
- EGM losses were well below average in 2020. This was due to venue closures during the COVID-19 pandemic. EGM losses were nearly $20 million in 2020, significantly lower than nearly $60m the previous year as the following graph demonstrates.



Further information on gambling in Victoria and the City of Maribyrnong can be found in the fact sheets at Attachment 2.

Council's role in managing the impacts of gambling

Maribyrnong City Council plays a direct role in assessing the social and economic impacts of electronic gaming machines (EGMs) applications through the *Gambling Regulation Act 2003* and the Gaming Policy at Clause 22.06 of the Maribyrnong Planning Scheme.

Council also plays an in important role in advocating for changes to the regulation and management of all forms of gambling including EGMs) online gambling/sports betting, racing, keno, lotteries and the Melbourne Casino.

Council's approach to managing the impacts of gambling

Council's approach to managing the impacts of gambling harm is based on a social justice and harm prevention and minimisation approach. Social justice is the pursuit of equal rights and equal opportunity for all people in our community. Social justice seeks to redress the impact that social and economic inequalities have on both the people experiencing it and the wider community.

The harm prevention and minimisation approach to managing gambling harm is based on the key determinants of health. The determinants of health include gender, income and social status, education, physical environment, social support networks and access to health services. (World Health Organisation 2021).

DISCUSSION/KEY ISSUES

1. Key Issues

Draft Gambling Policy 2021-2025

The Draft Gambling Policy 2021-2025 reflects Council's role and approach to managing the impacts of gambling in the City of Maribyrnong community.

Scope

The scope of Maribyrnong City Council Draft Gambling Policy 2021-2025 includes the following types of gambling which are legal in Victoria:

- Electronic Gaming Machines
- Online Gambling/Sports Betting
- Keno
- Lotteries
- Racing
- Gambling at Crown Casino

Purpose and Objectives

The purpose of the Draft Gambling Policy is to prevent and minimise harm from gambling in the City of Maribyrnong community.

The objectives of the policy are to:

- Assess the social and economic impacts of EGM applications in the City of Maribyrnong under the *Gambling Regulation Act 2003* and the Gaming Policy at Clause 22.06 of the Maribyrnong Planning Scheme.
- Advocate for a reduction in harm caused by gambling in the City of Maribyrnong community through key partnerships with the Alliance for Gambling Reform, the MAV and the VLGA.
- Encourage alternative activities to gambling through Council owned facilities including libraries, community centres, open space and indoor and outdoor sport and recreation facilities.

The draft policy contains a series of principles and actions based on the objectives of the policy. Some of the key actions include advocating to State and Federal Governments for the following:

- Reduce the current cap of 471 EGMs in the City of Maribyrnong.
- Reduce the operating hours in gaming venues to include a mandatory 12am to 10am shutdown, in line with the Alliance for Gambling Reform position. (In Victoria, gaming venues are allowed to remain open for 20 hours a day, up to 5am).
- Reduce the number of EGMs in locations with high levels of social and economic disadvantage including Braybrook and Maidstone.
- Introduce $1 maximum bet per spin on all EGMs in Victoria to reduce the amount of money gamblers can lose each time they press a button and slow the rate of losses.
- Introduce mandatory pre-commitment for players of EGMs, as part of the Your Play Victorian Government's Gambling Pre-commitment Scheme. (Your Play currently allows for EGM players to voluntarily set limits on time and money spent and track their play across Victoria. An evaluation of Your Play found the program had a low take up with players of EGMs in Victoria (Victorian Department of Justice and Community Safety 2019).
- Ban sports betting advertising on television and live stream services in Victoria in alignment with the Alliance for Gambling Reform position.
- Increase investment in research on the social and economic impacts of gambling on individuals, their families and local communities.

Council will also work to promote community services and programs that provide an alternative to gambling.

Alliance for Gambling Reform

Council is a member of the Alliance for Gambling Reform which is a national advocacy organisation that works to prevent and minimise the caused from gambling. The Alliance undertakes a number of campaigns. 19 other Victorian Councils are members of the Alliance.

Council is also a member of the Victorian Local Government Association's Local Government Working Group on Gambling and the Municipal Association of Victoria's Gambling and Alcohol Network.

2. Council Policy/Legislation

Council Plan 2021-2025

This report contributes to Council's strategic objectives contained in the Council Plan 2021-2025, by considering:

- Strategic Objective:
  - A place for all **-** Council will provide well-planned neighbourhoods and a strong local economy, delivering services that are inclusive and accessible to the whole community, and that support wellbeing, healthy and safe living, connection to the community, and cultural interaction.

Legislation

Gambling Regulation Act 2003

The *Gambling Regulation Act 2003* regulates the conduct of gambling in Victoria, with the exception of the Melbourne Casino. This includes regulating the management of and distribution of EGMs including the following:

- Caps on the maximum number of EGMs allowed in individual municipalities
- The operation of gaming venues including the provision of responsible gambling services.
- The lodgement of annual Community Benefit Statements by each venue

Clause 22.06 Gaming Policy, Maribyrnong Planning Scheme

Under clause 52.28 of the Maribyrnong Planning Scheme a planning permit is required to install or use EGMs.

To assist decision makers in the exercise of discretion to grant a permit under clause 52.28, Council has developed and implemented clause 22.06, Council's local policy on gaming.

This policy applies to all planning applications to install or use a gaming machine or use of land for gaming. It sets out appropriate areas and sites where EGMs should be located and where they are discouraged from location together with planning permit application requirements (Maribyrnong Planning Scheme 2021).

Conflicts of Interest

No officer responsible for, or contributing to, this report has declared a direct or indirect interest in relation to this report.

Human Rights Consideration

This report complies with the rights listed in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

3. Engagement

Council will seek community feedback through a Your City Your Voice survey. A The Alliance for Gambling Reform will also promote feedback on the draft policy through its mailing list. This feedback will be incorporated into the final version of the policy to be presented to Council for consideration.

4. Resources

Resources sit within existing budgets.

5. Environment

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

CONCLUSION

The Draft Gambling Policy 2021-2025 aims to prevent and minimise harm from gambling in the City of Maribyrnong community. It reflects Council's role in assessing the impacts of EGM applications and advocating for reform of gambling regulation in Victoria, particularly in the areas of EGMs and sports betting. The policy further highlights Council's role in promoting gambling alternatives and our partnership with the Alliance for Gambling Reform.

Agenda Item 9.4 - Attachment 1

Draft Gambling Policy 2021-2025

Agenda Item 9.4 - Attachment 1

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Agenda Item 9.4 - Attachment 1

Mayors Message

Maribyrnong City Council's role in managing the impacts of gambling

Gambling can cause significant harm to individuals, families and their communities. The impacts of gambling harm include family violence, physical and mental health impacts, financial hardship, social isolation, and drug and alcohol addiction (Browne Et Al, 2017).

Maribyrnong City Council plays a direct role in assessing the social and economic impacts of electronic gaming machines (EGMs) applications through the *Gambling Regulation Act 2003* and the Gaming Policy at Clause 22.06 of the Maribyrnong Planning Scheme.

Council also plays an in important role in advocating for changes to the regulation and management of all forms of gambling including EGMs) online gambling/sports betting, racing, keno, lotteries and the Melbourne Casino.

Council's approach to managing the impacts of gambling harm is based a social justice and harm prevention and minimisation approach. Social justice is the pursuit of equal rights and equal opportunity for all people in our community. Social justice seeks to redress the impact that social and economic inequalities have on both the people experiencing it and the wider community.

The harm prevention and minimisation approach to managing gambling harm is based on the key determinants of health. The determinants of health include gender, income and social status, education, physical environment, social support networks and access to health services. (World Health Organisation 2021).

This model states that the context of people's lives determine their health, and so blaming individuals for having poor health or crediting them for good health is inappropriate. Individuals are unlikely to be able to directly control many of the determinants of health (World Health Organisation 2021).

Council's approach aligns with the Council Plan 2021-2025, which incorporates the Health and Wellbeing Plan, and the Human Rights and Social Justice Framework 2017-2021. This framework provides a foundation for Council's commitment and actions to protect human rights and promote social justice in the City of Maribyrnong.

Council's approach further aligns with the Gender Equity Strategy 2030. The vision of Towards Gender Equity 2030 is that all people in Maribyrnong flourish and live free from violence and discrimination and have equal status, rights, opportunities, representation and respect regardless of their gender.

Information about the impact of gambling in the City of Maribyrnong is contained in the Gambling Fact Sheets attached to this policy.

Scope
The scope of this draft policy includes the following types of gambling which are legal in Victoria:

- Electronic Gaming Machines
- Online Gambling/Sports Betting
- Keno
- Lotteries
- Racing
- Gambling at Crown Casino

Purpose
The purpose of this draft policy is to prevent and minimise harm from gambling in the City of Maribyrnong community.

Objectives
- Assess the social and economic impacts of EGM applications in the City of Maribyrnong through the *Gambling Regulation Act 2003* and the Gaming Policy at Clause 22.06 of the Maribyrnong Planning Scheme.
- Advocate for a reduction in harm caused by gambling in the City of Maribyrnong community through key partnerships with the Alliance for Gambling Reform, the MAV and the VLGA.
- Encourage alternative activities to gambling through Council owned facilities including libraries, community centres, open space and indoor and outdoor sport and recreation facilities.

Legislation
Council's approach to gambling is informed by the following key legislation and planning regulation:

- Gambling Regulation Act 2003
- Clause 22.06 Gaming Policy, Maribyrnong Planning Scheme
- Gambling Regulations 2015
- Gambling Regulation (Pre-commitment and Loyalty Scheme) Regulations 2014
- Interactive Gambling Act 2001
- Casino Act 1991
- Local Government Act 2020.
- Public Health and Wellbeing Act 2008.
- Victorian Charter for Human Rights and Responsibilities 2006.
- Family Violence Protection Act 2008.

Further details of this legislation and regulation are outlined in Appendix 2.

Principles and Actions
Principle 1: Assess the Social and Economic Impacts of Gaming Applications

Actions

- Under the requirements for local government outlined in the *Gambling Regulation Act 2003*, undertake a social impact assessment of applications to the VCGLR for an increase in electronic gaming machines at new and existing venues in the City of Maribyrnong.

- Assess planning applications for gaming venues under the Gaming Policy outlined in the Maribyrnong Planning Scheme.

Principle 2: Partner and Advocate

Partnerships

Council is a member of the Alliance for Gambling Reform which is a national advocacy organisation that works to prevent and minimise the caused from gambling. The Alliance undertakes a number of campaigns. 21 other Victorian Councils are members of the Alliance.

Council is also a member of the VLGA Local Government Working Group on Gambling and the MAV Gambling and Alcohol network.

Actions

- Support Alliance for Gambling Reform campaigns for minimising harm from gambling in Victorian communities.

- Work with MAV and VLGA to develop submissions and advocate to the State Government for gambling industry reform.

Advocacy

Through the advocacy networks and directly Council will undertake the following advocacy actions in three key areas:

- Electronic Gaming Machines;
- Sports Betting; and
- Gambling Harm Research

Electronic Gaming Machines

Actions:

Council will advocate for the following in relation to the regulation of EGMs:

- Reduce the current cap of 471 EGMs in the City of Maribyrnong.
- Increase the ratio of the number of adults per 10 EGMs, under municipal caps. This will reduce the likelihood of an increase in EGM numbers in capped regions, as the population increases. (The current EGM cap ratio is 10 machines per 1000 adults in capped municipalities, such as the City of Maribyrnong. Current municipal limits were calculated using the 2017 Victorian adult population).
- Reduce the number of EGMs in locations with high levels of social and economic disadvantage including Braybrook and Maidstone.
- Reduce the number of EGMs in venues in convenient locations including shopping centres, shopping strips and close to public transport.
- Reduce the operating hours in gaming venues to include a mandatory 12am to 10am shutdown, in line with the Alliance for Gambling Reform position. (In Victoria, gaming venues are allowed to remain open for 20 hours a day, up to 5am).
- Introduce a ban on incentives to encourage residents to enter gaming venues such as free or discounted meal for adults and children, give aways and prizes.
- Introduce $1 maximum bet per spin on all EGMs in Victoria to reduce the amount of money gamblers can lose each time they press a button and slow the rate of losses.
- Introduce mandatory pre-commitment for players of EGMs, as part of the Your Play Victorian Government's Gambling Pre-commitment Scheme. (Your Play currently allows for EGM players to voluntarily set limits on time and money spent and track their play across Victoria. An evaluation of Your Play found the program had a low take up with players of EGMs in Victoria (Victorian Department of Justice and Community Safety 2019).
- Change the definition of what is classified as community benefit, under the Gambling Regulation Act, to genuine philanthropic organisations or charities as defined by tax deductable status or grass roots activities.
- Increase the timeframe for Councils' to respond to gaming applications from 60 days to 90 days to allow appropriate time to assess the social and economic impacts.

Sports betting

Actions:

- Advocate for a ban on sports betting advertising on television and live stream services in Victoria in alignment with the Alliance for Gambling Reform position.

Gambling Harm Research

Actions:

- Advocate for increased investment in research on the social and economic impacts of gambling on individuals, their families and local communities.

- Advocate for increased investment in research on the health and wellbeing impacts of gambling including research into family violence, mental and physical health impacts.

Principle 3: Promote community services and programs that provide an alternatives to gambling.

Actions:

- Continue to invest in Council's owned community infrastructure and services.

- Support local programs that promote gambling alternatives.

Appendix 1: Glossary

Term	Glossary
Crown Casino	Crown Casino is regulated under separate legislation to clubs and hotels in Victoria under the *Casino Act 1991.*
EGMs	Electronic Gaming Machines
Keno	A rapid-draw game in which a set of numbers is drawn through a random number generator from a pool of numbers. The numbers are then posted electronically in venues
LGWGOG	Local Government Working Group on Gambling
Lotteries	A lottery is a rapid draw game where a set of numbers is drawn through a random number generator.
MAV	Municipal Association of Victoria
Online Gambling	Online gambling comprises of a wide range of different forms of gambling that can be provided in an online format i.e. accessed and played via the internet. This can include forms of poker, casinos (blackjack, roulette etc.), sports betting, bingo, lotteries, betting on horse racing.
Sports Betting	Sports betting is a form of gambling that involves placing a bet or wagering on a sporting activity. Bets can be placed in person with a bookmaker or online using an account that accepts debit and credit cards. Popular sports on which Australians can bet include AFL, rugby league, soccer, cricket, tennis, motorbike racing and basketball.
Racing	In Victoria, wagering on horse and greyhound races is offered on-course, by bookmakers at a racetrack, and off-course by Tabcorp Wagering and TAB agencies.
VCGLR	Victorian Commission for Gambling and Liquor Regulation
VLGA	Victorian Local Government Association
Your Play	Your Play is a gambling pre-commitment scheme which allows EGM players to voluntarily set limits of time or money spent and track their gaming machine play across Victoria.

Appendix 2: Legislative and Policy Context

Gambling Regulation Act 2003

The *Gambling Regulation Act 2003* regulates the conduct of gambling in Victoria, with the exception of the Melbourne Casino. This includes regulating the management of and distribution of EGMs including the following:

- Caps on the maximum number of EGMs allowed in individual municipalities
- The operation of gaming venues including the provision of responsible gambling services.
- The lodgement of annual Community Benefit Statements by each venue

Community Benefit Statements

Under Section 3.6.9 of the *Gambling Regulation Act 2003*, all hotel and club operators are required to lodge an audited community benefit statement with the Victorian Commission for Gambling and Liquor Regulation on an annual basis.

A Community Benefit Statement requires hotels and clubs which operate EGMs to provide an indication of what support they are providing to their local community to offset the losses from EGMs. The purpose of these statements is to mitigate the impacts of problem gambling on local communities.

Community Support Fund

Under section 3.6.6(2) of the *Gambling Regulation Act 2003*, net gaming revenues from hotel venues are subject to an additional tax of 8.33 per cent which is paid into the Community Support Fund. The Community Support Fund was established in 1991 and is a trust fund governed by the *Gambling Regulation Act 2003* to direct a portion of gaming revenues back into the community.

The Community Support Fund provides funding for the following:

- Addressing problem gambling
- Drug education, treatment and rehabilitation
- Financial counselling support for families in crisis
- Youth programs
- Sport and recreation
- Arts and Tourism
- Advancement of the community as determined by the Minister
- Costs Associated with administering the Community Support Fund

Assessment of Gaming Applications under the Gambling Regulation Act

Under the Gambling Regulation Act, Councils' can assess the social and economic impacts of a gaming application in their municipality and respond to applications in adjoining municipalities.

Under the Act, councils are empowered to make submissions in response to applications for gaming approval. These submissions must address, as relevant:

- The social and economic impact of the proposal for approval on the well-being of the community of the municipal district; and
- Take into account the impact of the proposal on the surrounding municipal districts.

Any submission by Council must be lodged with the VCGLR within 60 days after Council receives notice of the application (or a copy of the amended application).

Clause 22.06 Gaming Policy, Maribyrnong Planning Scheme

Under clause 52.28 of the Maribyrnong Planning Scheme a planning permit is required to install or use EGMs.

To assist decision makers in the exercise of discretion to grant a permit under clause 52.28, Council has developed and implemented clause 22.06, Council's local policy on gaming.

This policy applies to all planning applications to install or use a gaming machine or use of land for gaming. It sets out appropriate areas and sites where EGMs should be located and where they are discouraged from location together with planning permit application requirements (Maribyrnong Planning Scheme 2021).

However, under the Clause 52.28-4, a permit is only required to install or use an EGM if:

- the EGM is in an approved venue under the Gambling Regulation Act 2003 on 18 October 2006 and
- The maximum number of EGMs for the approved venue on 18 October 2006 is not exceeded.

This means that Clause 22.06 will only apply to new venues in the City of Maribyrnong as the existing venues were approved prior to 2006 (Victorian Planning Provisions, Planning Scheme 2021, p 654).

Gambling Regulations 2015

The *Gambling Regulation Act 2015* Prescribe detailed regulations on the operation of different forms of gambling, including gaming machines, wagering and betting, trade promotion lotteries, raffles and bingo. This includes the following:

- Display information on EGMs;
- Signage and advertising in gaming areas, and
- Cashless Gaming.

Gambling Regulation (Pre-commitment and Loyalty Scheme) Regulations 2014

The Gambling Regulation (Pre-commitment and Loyalty Scheme) Regulations 2014 prescribe matters in relation to pre-commitment and the conduct of loyalty schemes at gaming machine venues, including the casino.

Under these regulations, the Victorian Government has established Your Play – Victoria's Pre-commitment scheme which allows EGM Players to voluntarily set limits of time or money spent and track their gaming machine play across Victoria.

In 2019, the Victorian Department of Justice and Community Safety commissioned an evaluation of Your Play, which was undertaken by the South Australian Centre for Economic Studies.

The evaluation report found that the usage of Your Play in venues with EGMs, was very low. The report found that in 2017/18 YourPlay cards were used in sessions amounting to 0.01% of gaming machine turnover in Victorian hotels and clubs (Department of Justice and Community Safety 2019).

Interactive Gambling Act 2001

The *Interactive Gambling Act 2001* regulates online sports betting and online wagering in Australia from licensed providers. However, it prohibits the provision of other forms of online gambling such as gaming machines and casino games.

The Act defines online gambling as any gambling that is conducted using digital technology to engage in gambling with a remote provider.

Casino Control Act 1991

Crown Casino is regulated under the *Casino Control Act 1991.* Crown Casino is also regulated under the following Acts and Regulations

- Gambling Regulation Act 2003
- Casino (Management Agreement) Act 1993
- Gambling Regulation (Pre-commitment and Loyalty Scheme) Regulations 2014
- Gambling Regulations 2015
- Gambling Regulation (Premium Customer) Regulations 2011
- Casino Control (Fees) Regulations 2015
- Liquor Control Reform Act 1998

Local Government Act 2020

The Local Government Act 2020 outlines overarching governance principles and supporting principles, which are follows:

1. A Council must in the performance of its role give effect to the overarching governance principles.

2. The following are the overarching governance principles:

a. Council decisions are to be made and actions taken in accordance with the relevant law;

b. priority is to be given to achieving the best outcomes for the municipal community, including future generations;

c. the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;

d. the municipal community is to be engaged in strategic planning and strategic decision making;

e. innovation and continuous improvement is to be pursued;

f. collaboration with other Councils and Governments and statutory bodies is to be sought;

g. the ongoing financial viability of the Council is to be ensured;

Public Health and Wellbeing Act 2008

Under this Act, the function of a Council is to seek to protect, improve and promote public health and wellbeing within the municipal district and to apply the 'precautionary principle' to preventing and controlling public health risk.

Council Plan 2021-2025 (Incorporating the Municipal Public Health and Wellbeing Plan)

The Council Plan 2021-2025 guides the planning, development, resourcing and provision of services to the community over a four year period. Reviewed annually, to consider emerging community needs, this Council Plan aims to ensure the organisation is progressive, dynamic and committed to the City of Maribyrnong.

Strategic Objectives

Safe Climate and Healthy Environment - Council will proactively identify opportunities to support a return to a safe climate and healthy environment and work with our community to respond to climate emergency challenges.

Liveable Neighbourhoods - Council will partner with its community to provide and advocate for integrated built and natural environments with access to open spaces that are well maintained, accessible and respectful of the community and neighbourhoods.

A Place for All - Council will provide well-planned neighbourhoods and a strong local economy, delivering services that are inclusive and accessible to the whole community, and that support wellbeing, healthy and safe living, connection to the community, and cultural interaction.

Future Focussed - Council will plan and advocate for new infrastructure and safe, sustainable and effective transport networks and a smart innovative city that encourages and supports new generations to thrive.

Ethical Leadership - Council will proactively lead our changing City using strategic foresight, innovation, transparent decision making and well-planned and effective collaboration and community engagement to support community and economic growth during the ongoing challenges of the pandemic and beyond.

Human Rights and Social Justice Framework 2017-2021

The purpose of the Human Rights and Social Justice Framework is to provide a foundation for Council's commitment and actions to protect human rights and promote social justice in the City of Maribyrnong community. It aligns with the vision, principles and values of the Council Plan 2017-2021 and will apply to all of Council's laws, policies, programs and services.

The framework has four key pillars:

1. **Compliance**
   Upholding the Charter of Human Rights and Responsibilities Act 2006 and other legislation relating to human rights.

2. **Culture**
   Developing a culture of understanding of human rights and social justice across Council to support local communities.

3. **Advocacy**
   Advocating to reduce discrimination and disadvantage, and improve health and wellbeing in the municipality.

4. **Practice**
   Promoting equity of access to the municipality's services and public places.

Charter of Human Rights and Responsibilities Act 2006

The *Charter of Human Rights and Responsibilities Act 2006* (the Charter) is a law that sets out the basic rights, freedoms and responsibilities of all people in Victoria. It is about the relationship between government and the people it serves.

The Charter lets the Victorian community know about which rights the Victorian Government will protect, how it intends to do this, and what the consequences are for failing to do so. It gives public authorities rules and a framework within which to operate, and the community a language and principles with which to engage public authorities.

Public authorities such as Councils, police, hospitals and public schools must consider these rights when making decisions, creating laws, setting policies and providing services. The Charter provides a framework to assess actions by a public authority that may limit human rights.

Gender Equity Strategy – Towards Gender Equity 2030

The vision of Towards Gender Equity 2030 is that all people in Maribyrnong flourish and live free from violence and discrimination and have equal status, rights, opportunities, representation and respect regardless of their gender.

The strategy has six objectives:

1. Ensure that our services are equipped to respond effectively to violence against women and family violence.
2. Work alongside the community to prevent gender based violence and normalise gender equality in public and private life.
3. Increase women's independence and role in decision making.
4. Ensure that the development of policy and programs and services considers the specific impacts of gender inequity on health, wellbeing and safety.
5. Increase the number of safe-equitable facilities and public environments to facilitate equal participation in community and civic life.
6. Take steps to be a safer and more gender equitable organisation.

Family Violence Protection Act 2008

The Act includes a range of initiatives to better protect those subject to family violence, usually women and children, and to make perpetrators accountable for their actions.

Appendix 3: References

Browne, M., Greer, N., Armstrong, T., Doran, C., Kinchin, I., Langham, E., et al. (2017), The Social Cost of Gambling to Victoria. Melbourne: Victorian Responsible Gambling Foundation.

Gambling Regulation Act 2003, Victorian Parliament (2021), https://www.legislation.vic.gov.au/in-force/acts/gambling-regulation-act-2003/084

Maribyrnong Planning Scheme (2021), https://www.planning.vic.gov.au/schemes-and-amendments/browse-planning-scheme/planning-scheme?f.Scheme%7CplanningSchemeName=maribyrnong

Victorian Department of Justice and Community Safety (2019), Evaluation of Your Play Final Report, Commissioned by the South Australian Centre for Economic Studies, University of Adelaide.

Victorian Planning Provisions, Planning Scheme 2021, https://www.planning.vic.gov.au/schemes-and-amendments/browse-planning-scheme/planning-scheme?f.Scheme%7CplanningSchemeName=VPPS

World Health Organisation Key Concepts (2021), https://www.who.int/news-room/q-a-detail/social-determinants-of-health-key-concepts

Factsheet 1: Gambling Harm

What is gambling harm?

The Victorian Responsible Gambling Foundation considers gambling harm to be any negative consequence or side effect that comes from gambling,

Categories of gambling harm include:

- Relationship difficulties
- Family violence
- Physical and mental health issues
- Financial problems such as bankruptcy
- Work or study performance issues
- Criminal activity.

Gambling harm is a community issue

Gambling harm can be experienced by the person who gambles, but also their family, friends, colleagues, and others in the community. Gambling behaviour can be influenced by: the characteristics of the individual; family and friends; social and cultural norms; the gambling environment; and the policy and legislative environment governing gambling activities.

To some extent, the opportunity cost of a proportion of gambling losses is also a community impact, given this money could have been spent on other activities. Within the City of Maribyrnong, this equates to tens of millions of dollars each year, which could fund a range of services. Across Victoria, net gambling losses were at least $5.5 billion in 2018/19 (Australian Gambling Statistics, 36th ed.).

For these reasons, gambling and gambling harm are community issues and communities can contribute to preventing and minimising gambling harm. This approach goes beyond only targeting problem gambling or "problem gamblers". It is a whole-of-community approach to preventing and minimising the negative impacts of gambling on those experiencing impacts – all of us.

Gambling harm in Victoria

The likelihood of experiencing severe gambling harm increases for those whose gambling behaviour is considered to be higher-risk gambling[1].

However, in terms of absolute numbers, a recent study found that around 50% of people in Victoria who experience severe gambling harm[2] are not considered problem gamblers (Victorian Population Gambling and Health Study 2018-19). And, around 70% of Victorians who experience any form of gambling harm[3], were not considered problem gamblers. These findings support the focus on broad harm minimisation, beyond a focus only on minimising problem gambling.

Men were more likely to experience gambling harm than women according to the study, even though there was equal participation in gambling activities by gender (around 70% gambling participation for men, and 68% for women). Men were also more likely to be involved in problem gambling (1.0% compared to 0.5% of women).

Strategies for preventing and minimising gambling harm

The Victorian Responsible Gambling Foundation identifies a range of strategies for preventing and minimising gambling harm. These strategies are included below with some adjustment:

Individual and the community:

- Disseminating factual gambling information and research
- Community awareness campaigns, for example, identifying the signs of problem gambling, how to seek help, promoting services, etc.
- Campaigns and activities that influence community attitudes towards gambling and social norms
- Supporting development of community networks and activities offering gambling alternatives

Gambling environment:

- Collaborating with industry, for example, training of staff, etc.
- Displaying information within venues
- Design of venues and gambling areas

Physical or built environment:

- Policies/legislation governing location and density of venues
- Hours of operation, the number of available gambling formats, etc.
- Types and format of advertising

Health and welfare/support system:

- Supporting access to treatment/support services
- Support for a skilled and resourced workforce, including in allied services
- Providing information to assist peers, friends and family members of gamblers.

[1] Problem gambling is defined according to the experience of gambling harm.
[2] Severe gambling harm included: spending less on essentials; significant relationship conflict; family violence; and not attending to children's needs specifically due to gambling.
[3] Experiencing at least one of: a loss of spending money, savings, or increased debt; regrets, feeling ashamed or feeling like a failure; spending less on recreation or less time with loved ones; or selling personal items.

Factsheet 2: Gambling in Victoria[4]

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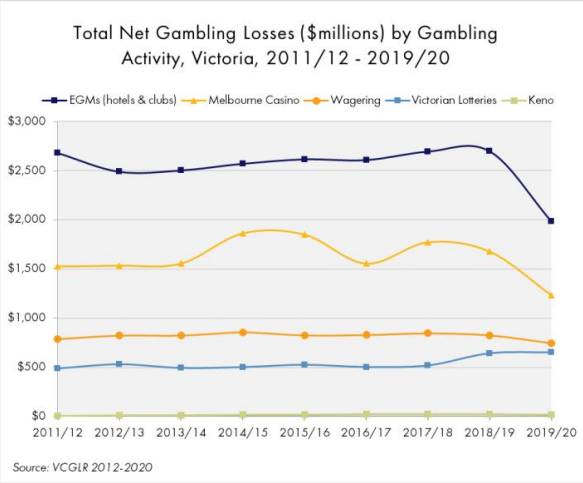
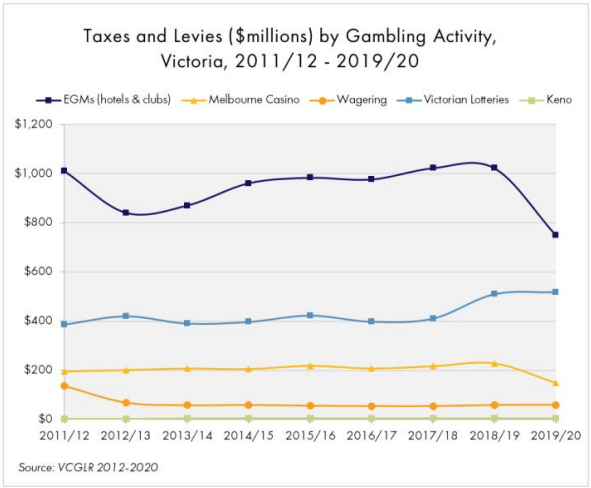
$1.99 billion EGMs at hotels and clubs	$1.24 billion Melbourne Casino	$4.6 billion Net Gambling Losses in Victoria

- Total net gambling losses[2] in Victoria were $4.6 billion in the 2019-20 financial year. This included:
  - $1.99 billion on electronic gaming machines (EGMs) in hotels and clubs
  - $1.24 billion on Melbourne Casino EGMs and table games
  - $747 million on wagering including racing, trackside and sports betting (excluding where bookmakers / organisations are licensed outside Victoria)
  - $652 million on Victorian lotteries
  - $16 million on Keno.
- Gambling activity in 2019-20 was impacted by restrictions related to the COVID-19 pandemic, and therefore total net gambling losses were lower than the previous year (total of $5.87 billion in 2018-19)[3]. The reduction was mostly for gambling through EGMs and at Melbourne Casino (see chart below), with losses on wagering, lotteries and Keno relatively steady compared to the previous year. Online wagering may have increased during the pandemic, however this may not be captured in these Victorian figures as many of the betting companies are not based in Victoria.
- Taxes and levies collected from gambling also decreased in 2019/20 to $1.48 billion. The largest contributors to taxes and levies were EGMs at $749 million and Victorian lotteries at $518 million. In 2018-19, taxes and levies collected from gambling were $1.83 billion.





Notes: Not adjusted for population change or inflation.

[4] As betting has shifted online, gambling statistics for Victoria have been distorted. This is because gambling expenditure is captured by governments as they levy taxes, and these taxes have been based on where gambling businesses are located. Most state governments have now introduced point-of-consumption taxes and this will allow state-based analysis in future years.
[2] Net gambling losses (net gambling expenditure) is the total amount lost by players minus total winnings.
[3] Not adjusted for inflation.

Factsheet 3: Electronic Gaming Machines (EGMs)[1]

Who uses EGMs in Victoria?

14.1% of total population	15.5% of men 12.7% of women	18.6% of young adults (18-24 years)

A recent Victorian study, found that an estimated 14.1% of Victorians had used EGMs in the preceding 12-month period (Victorian Population Gambling and Health Study 2018-19). EGM participation was:

- More likely amongst men compared to women. This is true based on the total population of each gender (15.5% of men had used EGMs in the preceding 12-month period, and 12.7% of women), and for those who had gambled in any form in the preceding 12-month period (22.2% of male gamblers, and 18.7% of female gamblers).
- Highest amongst young people (18-24 years of age) (18.6% of all young adults, and 35.5% of all young adult gamblers). This may reflect the relative ease of participation for young people, in terms of venues they frequently attend and compared to other forms of gambling.
- Higher amongst gamblers experiencing higher levels of gambling harm. In fact, nearly 70% of "problem gamblers" had used EGMs in the preceding 12-month period (this group participated in multiple types of gambling activities, but EGM participation was second only to lotteries).
- Highest amongst those earning low to middle incomes ($20,800-$41,600 and $41,600-$78,000 per year) (around 16%), and lower for lower and higher income groups.
- Decreasing overall, with EGM participation at 21.5% ten years ago (compared to the current 14.1%).

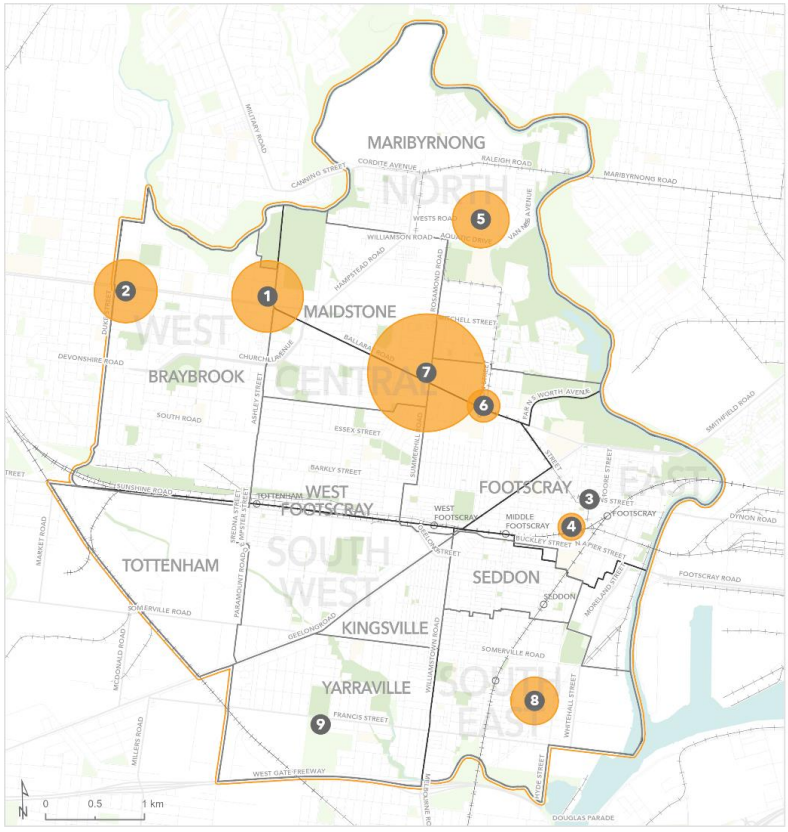
Arguably, EGMs are the form of gambling that local governments have the most influence over (for venues located within their boundaries). The assessment and licensing of EGM venues is also regulated by other agencies.

EGMs, venues and net losses in the City of Maribyrnong

471 EGMs 9 venues	2019 $58,205,122[2] net EGM losses	2020[3] $19,803,535 net EGM losses

- There are 471 EGMs located across 9 venues in the City of Maribyrnong. The 9 EGM venues are shown in the figure below.
- Under the *Gambling Regulation Act 2003*, the maximum permissible number of EGM entitlements for the City of Maribyrnong is 471 machines. This cap was last updated in 2017 and may be increased as the population increases.
- The largest EGM venues are the Yarraville Club (103 EGMs), Yarraville Club Cricket Club – The Palms (76 EGMs) and Highpoint Hotel (70 EGMs).
- EGM net losses were well below average in 2020 due to venue closures during the COVID-19 pandemic. EGM net losses were nearly $20m in 2020, significantly lower than nearly $60m the previous year. Even when looking at daily losses, excluding periods when EGM venues were closed, losses were lower in 2020 compared to 2019 (~$145,000 per day in 2020, compared to ~$160,000 per day in 2019). This is most likely because certain restrictions were in place even on days when venues were open in 2020. Data for the 2019 calendar year is used in the rest of this section to remove the unprecedented impacts of the pandemic restrictions on EGM activity.
- The Yarraville Club Cricket Club – The Palms had the highest EGM net losses of any venue in 2019, at $14m (or $185,000 per EGM). This was almost double the net losses of any other club.
- Some of these venues may close in the future, and this may trigger the reallocation of their EGM entitlements. This may mean the transfer of entitlements from current low-yielding to higher-yielding venues and would result in higher overall losses, even within the same capped number of machines.

[1] Electronic Gaming Machines (EGMs), known colloquially as "pokies".
[2] The net EGM losses is the total amount lost by players minus total winnings.
[3] Impacted by COVID-19 restrictions.



EGM Gambling Venues

City of Maribyrnong

ıt 2

Legend

Venue Name, EGMs and Net Losses 2019

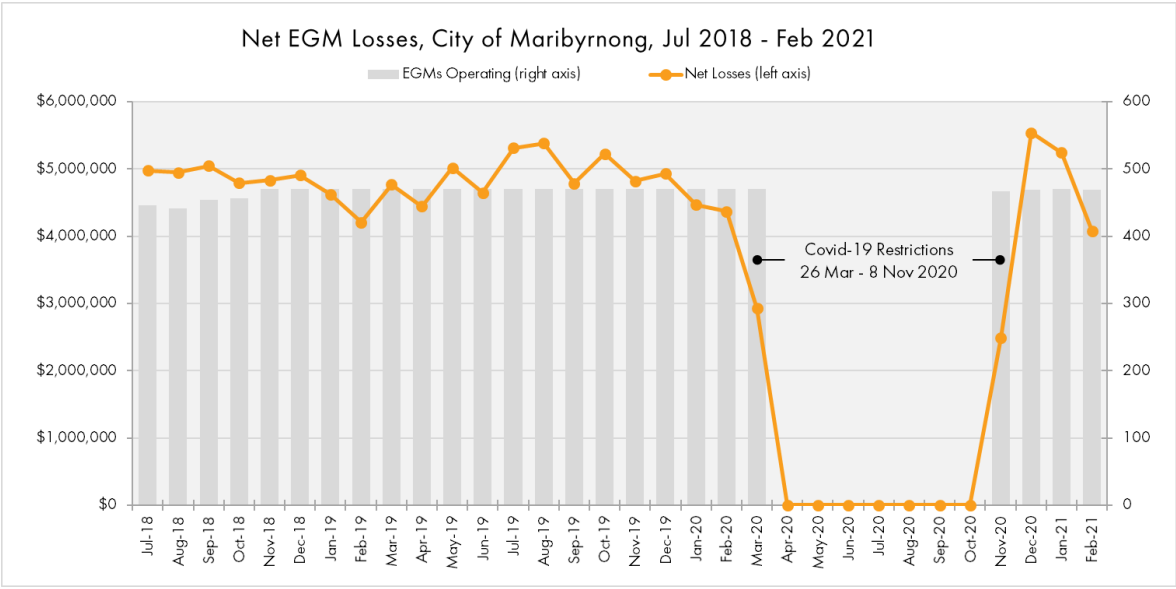
1. Ashley Hotel, 50 EGMs, ($8,869,594 total, $177,000 per EGM)
2. Braybrook Hotel, 45 EGMs, ($7,882,449 total, $175,000 per EGM)
3. Club Leeds, 30 EGMs, ($1,792,538 total, $60,000 per EGM)
4. Court House Hotel, 21 EGMs, ($3,808,536 total, $181,000 per EGM)
5. Highpoint Hotel, 70 EGMs, ($7,167,588 total, $102,000 per EGM)
6. Powell Hotel, 47 EGMs, ($4,429,402 total, $94,000 per EGM)
7. Yarraville Club Cricket Club- The Palms, 76 EGMs, ($14,035,573 total, $484,000 per EGM)
8. Yarraville Club, 103 EGMs, ($6,158,725 total, $60,000 per EGM)
9. Yarraville-Footscray Bowling Club, 29 EGMs, ($2,142,895 total, $28,000 per EGM)

Net Expenditure 2019 ($)

1,000,000
2,500,000
5,000,000
10,000,000

The chart below, shows the number of EGMs operating and net losses in the City of Maribyrnong each month over the past two years. It clearly demonstrates the impact of the closure of EGM venues during the COVID-19 pandemic. After reopening in mid-November, net losses increased (in December and January) to be higher than average, but in February, returned to average (or slightly below).

It would be useful to investigate whether other forms of gambling increased during the COVID-19 restrictions, for example, online gambling. However, such detailed monthly data on other forms of gambling is generally not available.



How does Maribyrnong compare to other council areas?

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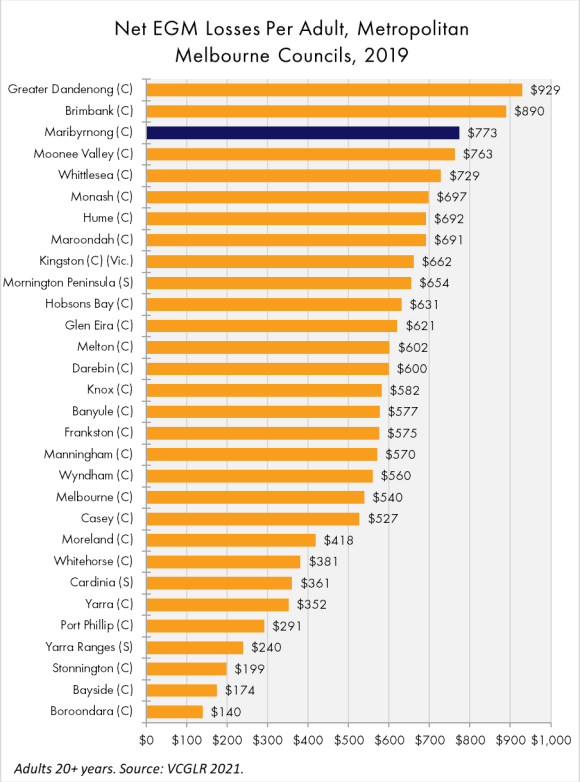
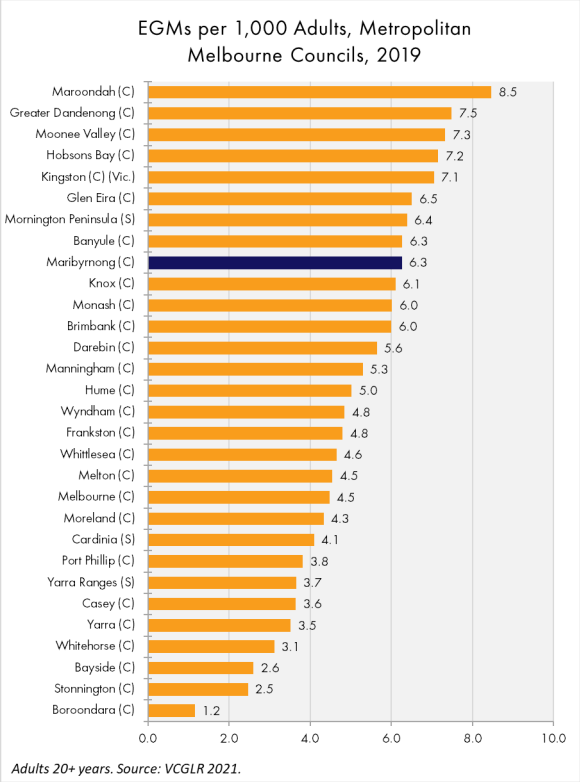
- In 2019, net EGM losses were $773 per adult in the City of Maribyrnong[10]. This was one of the highest figures for local government areas within Metropolitan Melbourne, with only the City of Greater Dandenong ($929 per adult) and City of Brimbank ($890 per adult) having higher losses (see chart below).
- Within the City of Maribyrnong, net EGM losses per adult were highest in Braybrook SA2 (the suburbs of Braybrook and Maidstone) at $1,913 per adult. Two of the three EGM venues in the Braybrook SA2 are located close to the boundaries of the area and would therefore attract gamblers from outside the area as well and this may distort these figures. However, this rate of losses was significantly higher than the City of Maribyrnong average (as above, $773 per adult) and other areas within the city (the next highest was Yarraville SA2 at $645 per adult).
- There were 6.3 EGMs in the City of Maribyrnong per 1,000 adults[7]. The state government uses a maximum municipal limit of 10 EGMs per 1,000 adults when assessing EGM caps. This was the ninth highest rate in Metropolitan Melbourne, with higher rates in neighbouring City of Moonee Valley (7.3 per 1,000 adults) and City of Hobsons Bay (7.2 per 1,000 adults) (see chart below). There were 13.9 EGMs in the Yarraville SA2 for every 1,000 adults. This was a much higher rate than for the city (as above, 6.3 machines per 1,000 adults), and even the Braybrook SA2 (with 7.7 machines per 1,000 adults).
- This data suggests that although Yarraville SA2 has more EGMs and more EGMs per adult than any of the other SA2s, net losses per machine and per adult is much lower, with potentially lower gambling harm as a result. In contrast, although Braybrook SA2 (Braybrook and Maidstone suburbs) has fewer EGMs and fewer EGMs per adult than Yarraville SA2, net losses per machine and per adult is significantly higher, resulting in potentially higher gambling harm.





[10] This data is based on the number of adults (20 years and older) at 30 June 2019. Data for 18 years and older was not as reliable.

Factsheet 4: Sports Betting (and Online Gambling)

Local governments can contribute to preventing and minimising gambling harm related to sports betting through advocacy, providing information and supporting activities, but has limited regulatory role given the proportion of sports betting occurring online.

Growth in sports betting

Sports betting has been growing rapidly in recent years. And a growing proportion of this type of gambling is occurring online through websites and apps – more than half of net gambling losses on sports betting is estimated to now be occurring online. However, total sports gambling is still significantly less than for electronic gambling machines (EGMs), and other "gaming" activities, such as casino and lottery gambling, etc. (see chart below) (Australian Gambling Statistics, 36th ed.).

As betting has shifted online, statistics for local areas, or even for states and territories, has been distorted. This is because gambling statistics are captured by governments as they levy taxes, and these taxes have been based on where gambling businesses are located. The chart below therefore shows data for the whole of Australia to capture the online operators based in the Northern Territory. Most state governments have now introduced point-of-consumption taxes and this will allow state-based analysis in future years.

Notes: This data has a range of limitations and gaps, and these should be considered when interpreting this data. It is shown as a general indication of loss by gambling type only.

Who bets on sport in Victoria?

5.8% of total population	9.7% of men 2.0% of women	11.5% of young adults (18-24 years)

The Victorian Population Gambling and Health Study found that an estimated 5.8% of Victorians had gambled on sports events in the preceding 12-month period (Victorian Population Gambling and Health Study 2018-19). This was less than half the proportion who had gambling using EGMs (14.1%). Sports betting participation was:

- More likely amongst men compared to women – 9.7% of men had bet on sport in the preceding 12-month period, compared to just 2.0% of women.
- Highest amongst young people (18-24 years of age) (11.5% of all young adults). This may reflect the high proportion of sports betting undertaken online, as participation decreases substantially with age.
- Mostly online, with 71.7% of people who bet on sports, nominating websites and apps as the location they most often use (this is a different measure to national online gambling losses referred to above).
- Highest amongst those on high personal incomes, with participation increasing progressively with personal income (up to 10.3% for people earning over $156,000 per year).

Factsheet 5: Community Benefits

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Community benefits from clubs with EGMs

$32 million in "community benefits" over the last 6 years	This represented 23% of gambling losses during this period	"Direct community benefits" made up ~$8.7 million

Club operators of EGMs are required to lodge an audited community benefit statement (CBS) with the Victorian Commission for Gambling and Liquor Regulation (VCGLR) each year. This statement ensures that investments in community benefits by each club are at least 8.33% of net EGM revenue (net gambling losses). There are 4 clubs in the City of Maribyrnong: Club Leeds, Yarraville - Footscray Bowling Club, Yarraville Club and Yarraville Club Cricket Club (The Palms). This factsheet focuses on summarising the community benefits associated with these clubs, as the data for hotel venues is not publically available.

"Community benefits" under the *Gambling Regulation Act 2003* include:

- Class A: Direct community benefits such as:
  - Donations, gifts and sponsorships for any philanthropic or benevolent purpose (such as education, health care, problem gambling, drug and alcohol addiction, veterans support, sporting or recreational activities, etc.)
  - Provision and maintenance of sporting facilities for club members.
  - Goods and services subsidies (excluding alcohol), including food vouchers and discounts for patrons.
  - Volunteer services provided by members and staff of the club to other organisations.
  - Veterans support where club is a sub-branch of the RSL.
- Class B: Indirect community benefits (according to additional criteria) such as:
  - Capital expenditure.
  - Cost of finance (including principal and interest).
  - Retained earnings.
  - Investments in buildings, plant or equipment, excluding gambling equipment.
  - Operating costs of the venue.

  Only a proportion of Class B costs are counted.
- Class C: Miscellaneous items such as:
  - Responsible gambling measures not required by law.
  - Reimbursement of volunteer expenses.
  - The cost of the preparation of the annual community benefit statement.

Community benefits from hotels with EGMs

Hotel venues are not required to lodge community benefit statements, as instead, they pay a similar rate of tax on EGM revenue (ultimately) into the Community Support Fund which is administered by State Government departments. Grants are offered to organisations through departments, including for state-wide programs and services. Data is therefore not available on grants by local government area.

In 2018/19 (the most recent year data is available), 59% of funding was allocated to programs for drug and alcohol treatment and rehabilitation (~$85 million) and 27% for problem gambling programs (~$38 million). These are the top two priorities for the fund. No individual programs were identified within the City of Maribyrnong in the last few years (2015/16-2018/19).

Community benefits from City of Maribyrnong club venues

The chart below shows that the total value of community benefits (provided by club venues) has been increasing over the past 6 years. From around $5 million per year to $6 million per year. The majority of community benefits are the operating costs of the venue, accounting for around 70% of the total community benefits claimed in the annual community benefit statements. These include staffing costs, management fees, electricity, rent, etc. The closure of venues due to COVID-19 restrictions may have partially impacted the data for the 2019/20 financial year.

On average, club venues have provided 22.7% of net EGM revenue (net gambling losses) over the past six years as community benefits (2014/15-2019/20). This is well above the required 8.33%. However, this varies markedly by venue: Club Leeds (45%), Yarraville - Footscray Bowling Club (40%), Yarraville Club (20%) and Yarraville Club Cricket Club (The Palms) (15%).

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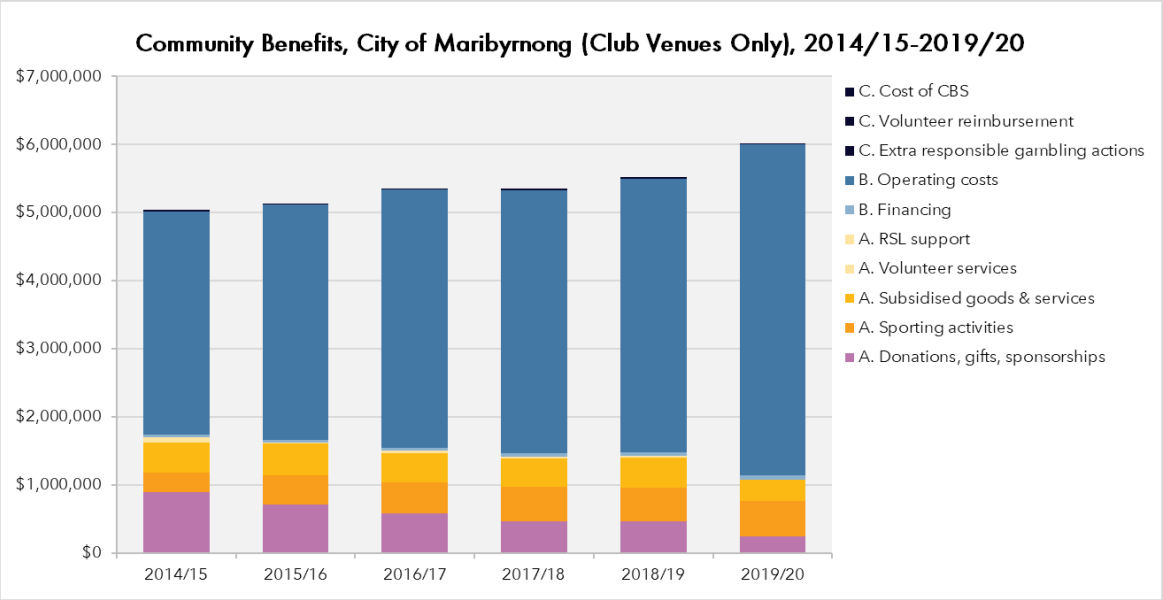
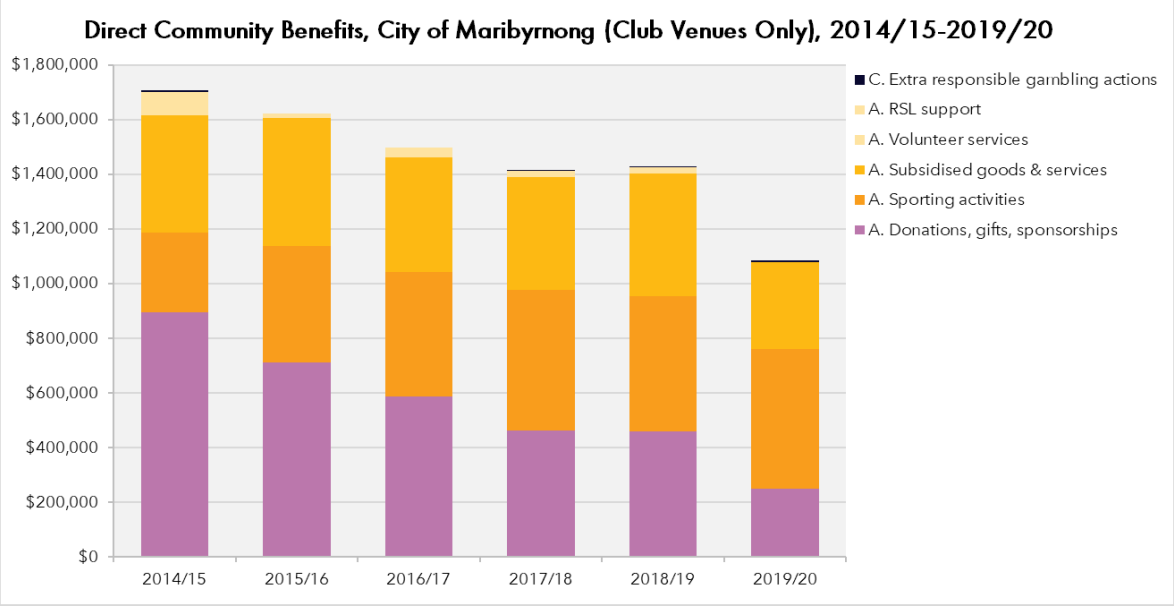


Direct community benefits (including responsible gaming actions) from City of Maribyrnong club venues

The following chart focuses only on the bottom section of the previous chart – the direct community benefits (Class A benefits), as well as responsible gambling actions (from Class C). These amounts are much lower (less than $2 million per year) and have been declining in recent years.

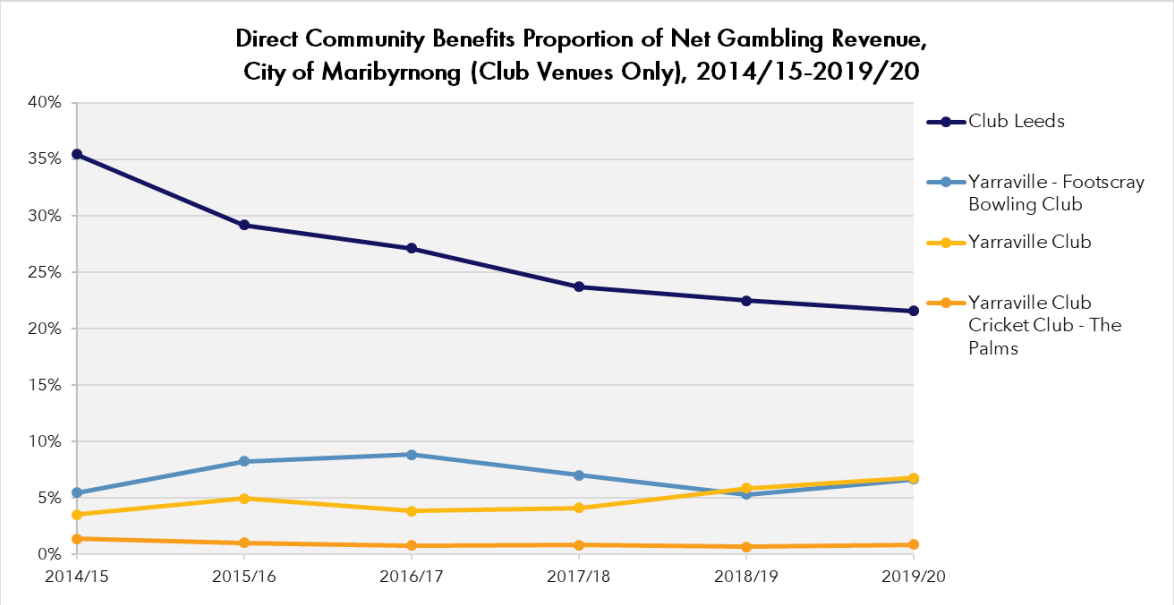
There is no obligation for clubs to provide a certain amount or proportion of direct community benefits.



On average, club venues have provided 6.1% of net EGM revenue (net gambling losses) over the past six years as direct community benefits (including responsible gambling actions) (2014/15-2019/20). However, this varies significantly by venue. On average, over the past six years (2014/15-2019/20), the clubs have invested the following in direct community benefits (including responsible gambling actions): Club Leeds (26.7%), Yarraville - Footscray Bowling Club (6.9%), Yarraville Club (4.8%) and Yarraville Club Cricket Club (The Palms) (0.9%).

These proportions have varied over the years (shown in the chart below). But, Club Leeds has always provided over 20% of net revenue as direct community benefits, while other venues have always contributed less than 10%.

Club Leeds was previously owned by the Western Bulldogs, but was divested in 2020, and this higher rate of direct community support may therefore change in the future. This would significantly reduce the overall direct community benefit amount overall in the City of Maribyrnong by around 40% (despite their relatively small number of EGMs – only 13% of EGMs in club venues).



Agenda Item 9.5

COMMUNITY GRANTS REDESIGN PROJECT

Director: **Clem Gillings**
Director Community Services

Author: **Bridget Monro-Hobbs**
Manager Community Development, Positive Ageing and Inclusion

PURPOSE

To present the findings of the community grants redesign project and recommend options for implementation of a redesigned community development granting program.

ISSUES SUMMARY

- Since Maribyrnong City Council introduced the Community Grants program in 1996, there has been a four-fold increase in the total dollar amount requested[1].
- The community grant program is valued by community and seen to support critical community assets and to kick start a diversity of community projects.
- In 2011 Council adopted an online grants administration system (SmartyGrants). This was a major improvement with potential to evolve the grantmaking process.
- In 2019 Council commenced a community grants redesign project to determine how to achieve genuine impact for community and link to a community development framework.
- There is an opportunity now to introduce a refreshed community grants program that takes account of project findings and keeps pace with developments in the sector.
- The COVID-19 crisis highlighted that grantmaking is an effective mechanism to respond to immediate community issues.
- Council support and resourcing to Maribyrnong communities comes in many formats. Grants are one form of investment into community. The grant redesign will integrate the grant opportunities into a more dynamic process where the funding transaction is one element of a suite of the diverse supports to grantseekers.
- The redesign timeline is consistent with Council Planning timelines and will align with those aspirations.

ATTACHMENTS

Not applicable

[1] The community grants budget in 1996 was $30,100 and the total requested was $199,000. In 2019/2020, the budget was $170,000 with $497,343 requested.

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OFFICER RECOMMENDATION

That Council endorse Option 2 and commence the phased implementation of a redesigned community grant program, commencing Phase 1 in September 2021 and concluding Phase 3 in 2025.

Agenda Item 9.5

BACKGROUND

Community aspirations and expectations have changed considerably since Maribyrnong City Council introduced the community grants program in 1996. Grant making has also transformed, becoming more professionalised and competitive. Demand has increased significantly, with the total grant amount requested having risen by 75% since 2012.[2]

Throughout this period of change, service reviews[3] have informed improvements including the introduction of SmartyGrants[4] in 2011 and additional work has commenced into social impact grantmaking in 2016. There is an opportunity now to introduce further improvements to the community grants program, process and budget

DISCUSSION/KEY ISSUES

1. Key Issues

The Community Development Team commenced the community grants redesign project in August 2019. The project came about in response to applicant feedback and significant change occurring in the local government and community grant sectors.

The project challenged the current model and proposed a program consistent with contemporary practice, one which both responds to changing community needs and aspirations in an equitable way, and maximises impact in the local community in a constrained resource environment

The aims of a redesigned grant making process are to:

- Align the community grants program with community development principles,
- Reduce unnecessary administration,
- Streamline application and assessment processes in proportion to size and scope of the application,
- Enable applicants to measure and communicate their impact more effectively.

The project methodology included:

- A desktop review of key documentation including current application, assessment and acquittal forms and the Community Grants Program information and guidelines,
- Individual face-to-face interviews with council staff experienced in community grants,
- Two half-day design workshops on how community grantmaking supports better community development including participants from local government, community and philanthropic sectors,
- Analysis of workshop findings proposing options for further action.

[2] In 2012/2013, the total grant amount requested was $283,827, and in 2019/20, it was $497,343.
[3] Service reviews were conducted in 2008 and 2011.
[4] SmartyGrants is a cloud based grants administration system managed by Our Community.

I. Findings

The grants redesign project found that it is timely to reposition the community grants program to ensure it adds value for both Council and community.

The redesign project findings concluded that a contemporary community grant program would be characterised by the following elements:

Community development approach – an important part of redesign is to locate community grants in the practice of community development. Community development has at its heart a commitment to growing strong communities that are enabled to participate, contribute and engage in community life. This process has to be explicitly stated, visible and legible to the community. With articulated principles to underpin and enable deeper community engagement, more opportunities and partnerships will be leveraged to build the capacity and networks of grantseekers and their neighbourhoods. There is a place for transactional grantmaking, but in community grants, which intend to develop and build community capacity, the challenge is to meet governance demands and provide high quality support.

Outcome focussed - the current community grants program is input and output focused with a passive link to Council Plan priorities. The redesign proposes that Council shift to an outcomes focussed approach. Applications would be required to explicitly align project proposals with Council priorities and identify project impacts. Shifting to an outcomes approach will capture stories of change for people, organisations, community and Council will be able to report and monitor impact over time.

Support suite - integrate the community grants into a more dynamic model of community development where the funding transaction is one element of a suite of the diverse supports that Council offers to community organisations and applicants. These supports become part of the eco-system that connects community to all available resources.

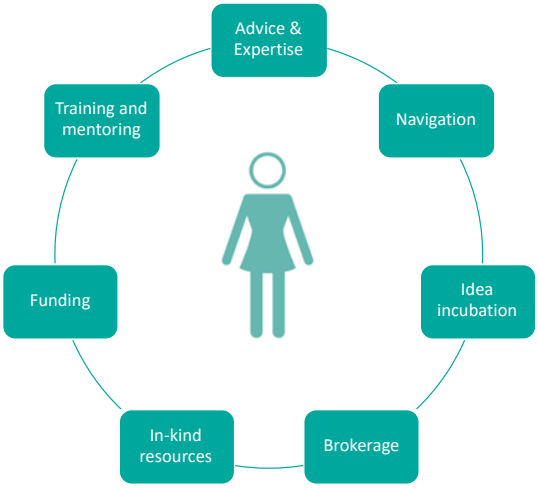


Figure 1: Support suite

Streamlined - maximise the functionality of the online platform to streamline and right-size all processes. Feedback about Council's community grant program while consistently positive, is qualified with requests for the application and reporting demands of grantmaking to be commensurate with the financial support.

Centralised – there are a number of grant programs across Council using a variety of processes and systems. Centralising the administration of grants would be an important step in developing a more streamlined and better coordinated process (1 applicant record across all programs), whilst maximising efficiencies that would flow from centralised grants administration[5].

Transparency and fairness - grants are highly scrutinised and balance needs to be applied with meeting accountability requirements against the 'value' of the grant and the 'cost of administration'. Administration demands need to support grantmaking so it is transparent, responsive and fair and not place unnecessary demands on applicant organisations. Council resources should be organised to deliver high quality administration that supports equitable grantmaking and balances with human centred practices that enable grants to develop the capacity of applicants for the benefit of community.

Resourced - grantmaking has become a highly specialised area of practice and online systems provide comprehensive and efficient ways to monitor, track, and audit data. Resourcing and support for technical expertise needs to be balanced with a system that is flexible and relevant for users.

II. Grants Redesign and COVID-19

The impact of COVID-19 on community organisations, is similar to that experienced by other sectors. Small and emerging community organisations, volunteer led and reliant organisations have experienced extreme stresses. Those organisations relying on grants and fundraising are facing uncertain and complicated issues to maintain business. The challenge for community grants is to respond with appropriate funding opportunities and understand that the scale of the issues are multi-dimensional and that funding needs to be part of integrated responses to support rebuilding. The weakening of the economy and the consequent impacts on our social fabric need to be factored into our future grant programs

Local governments during the pandemic have been a key supplier of responsive grants across the sectors including business, arts and community. The grants redesign slowed during the COVID-19 pandemic, but concentrated awareness for flexible and responsive grantmaking and highlighted the need for Council to be adaptive and agile to meet community needs and demands during critical circumstances.

COVID-19 emphasised the need to integrate support beyond the financial transaction. Our grantseekers appreciate and may need financial support but they also want connection to expertise, networks, policy context and professional development.

III. Recommended Actions

The community grant redesign project recommends four inter-linked actions:

- Embed community grantmaking in a community development approach,
- Integrate community grantmaking into the broader suite of support that is offered to community organisations,

[5] All granting undertaken via the online system and including those related to Festivals, Arts Funding, Economic Development. A discovery discussion would be held with relevant teams to develop the scope for centralisation of administration.

- Develop an outcomes focused approach to community grantmaking with an explicit focus on identified organisation priorities,
- Utilise online platforms more effectively to streamline processes and centralise administration.

IV. The Options

The redesign project identified an opportunity to maximise the benefits of community grants and proposes two options:

Option 1

Dissolve the formal annual community grant program and absorb the funding into a series of organised community conversations that identify support needs of community organisations and project opportunities. Funding opportunities would be built into various stages of the conversations and applicants would complete an Expression of Interest pitch for funding through public conversations to compete for the funds available.

Option 2

Adapt the existing annual community grants program to sit within a community development framework and implement in a three phased model that establishes a contemporary community grantmaking practice which maintains a conventional application process adopting an outcomes focused approach. This includes elements of Option 1 such as 'pitching' and granting conversations as part of the grantmaking refresh to build familiarity with the concepts and to develop the skills for future work.

V. Recommendation

Option 2 is the preferred option with a recommendation to take a phased approach when implementing the new model of community grants programming.

- Option 1 could favour certain applicants and exclude less resourced and emerging groups. This model would demand a high level of skill of applicant and staff and potentially not create immediate gains. A switch away from the traditional method brings a high level of risk and given the level of expectation that our community has to grants any changes need to be undertaken in collaboration with community. Given the current disruption caused by COVID-19 maintaining certainty suggests significant change could damage the grants brand.

- Option 2 provides an opportunity to adapt the traditional model without removing the possibility of there being a regular funding round. More streamlined processes will assist community applicants, and centralised data will assist Council to make better use of data and report on the impact of grant programs more effectively. Option 2 acknowledges that Council is a complex organisation offering many forms of support, with grants being one form of investment into community.

VI. Next Steps

The redesign project recognised that a flexible approach would be needed to shift thinking to implement changes, thus supporting Option 2. It would require upskilling for staff to adapt to the new eco-system and leadership commitment to champion change.

A phased approach is recommended to allow time to create a more agile and flexible program, develop the structural framework, build expertise and skills, and gather support from internal and external stakeholders. The pandemic asserts pressure to provide continuity to our grantseekers and the phasing process will mean that coming adaptions will be flagged in the 2021 grant round, however the Program will be status with previous years.

Phase One: Introduction to internal stakeholders – September 2021 - 2022

- Maintain the existing community development grant round in 2021 and signpost future changes,
- Collaborate and design model outlining principles and practice – Community Development Leading & Participation linking to actions:
    - Design and conduct a comprehensive audit of how Council currenty supports community groups and organisations,
    - Establish a process to map community assets to build this ‘intelligence’ into community development processes,
    - Establish the community development model and upskill staff to promote and practice the new model with internal and external stakeholders,
    - Initiate training and development, and support visibility and understanding through a comprehensive engagement process,
    - Maximise functionality of the online system (SmartyGrants) to create streamlined granting processes across all granting streams,
    - Establish and centralise grants administration.

By the end of Phase One, a new community development approach should be more understood by the community and staff. The eco-system to deliver an integrated grant program would be established and staff upskilled. Internal mechanisms would be supported to deliver the new style of granting. The process will include the output of a: ‘Leading and Participation - Community Development Statement and Guidelines.’ This statement will connect granting with other mechanisms to build community capacity and social capital.

Phase Two: introduction to external stakeholders 2022- 2023

- Develop an outcomes framework, with refreshed program guidelines and templates
- Guidelines and processes trialled and tested during Phase 1 would be introduced to external stakeholders and program implementation monitored.
- Align new approach with new Council Plan objectives.

Phase Three: reflect and refine – 2024 - 2025

- Reflect on the new model and evaluate and refine as appropriate
- Update to align with new Council Plan and priorities.

2. Council Policy/Legislation

Council Plan 2021-2025

This report contributes to Council's strategic objectives contained in the Council Plan 2021-2025, by considering:

- Strategic Objective:
  - A place for all **-** Council will provide well-planned neighbourhoods and a strong local economy, delivering services that are inclusive and accessible to the whole community, and that support wellbeing, healthy and safe living, connection to the community, and cultural interaction.

Legislation

Not applicable

Conflicts of Interest

No officer responsible for, or contributing to, this report has declared a direct or indirect interest in relation to this report.

Human Rights Consideration

This report complies with the rights listed in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

3. Engagement

Community grants are an active form of engagement with our community. Feedback is gathered from applicants through online processes and informs each program. The grant redesign project was a response to consistent feedback provided by user groups that regard community grants as a positive mechanism to support community initiatives, but need to be more fully integrated into other support and development mechanisms. The project invited grantmaking and community development experts in structured workshops to discuss ways to build a more dynamic community grantmaking program integrated into a community development framework.
The process included:

- Review of key documentation including review documents, current application, assessment and acquittal forms, Community Grant Program information and guidelines
- Individual face-to-face interviews with staff.
- Two half-day design workshops with 25 participants including staff from MCC, staff from other councils working in community development, philanthropic funders and community organisations.

4. Resources

The current budget for Community Grants is $170,000. The program is currently administered by a part-time .6 Grants Officer.

The change process implementation will require additional resources to realign practice with a new grants model. Additional consultation and training are required, and the strengthening and centralisation of the grants management system will require some additional software upgrades, plus additional expertise for effective delivery and administration of the proposed redesign.

The roles and FTE requirements are outlined in the proposed phase two restructure of the Community Development, Positive Ageing and Inclusion Department, and will be reflected in upcoming Budgets.

5. Environment

No negative impacts are created for the environment through the grant process. Community Grants are a direct link with community and enable opportunities for the instigation of programs that support capacity building to mobilise around issues such as climate emergency.

CONCLUSION

Community development empowers and creates stronger and more connected communities and community grants can be an effective mechanism to support this process. The community grant program is valued by community, which has been confirmed consistently through successive community grant reviews and now through the redesign project both by feedback internally and externally.

To be genuinely impactful, the grants redesign process will embed an integrated approach connecting grantmaking to capacity building activity across our programming in community development. The outcome being to build and strengthen community. The centralising of administration is a pragmatic action to streamline and maximise resources, presenting a seamless granting approach to community users. The adoption of Option 2 as a phased process will ensure that the community grants program is a deliberative process connecting to Council priorities, which will maintain a commitment to equity and ensuring funding is responsive, relevant and flexible.

Agenda Item 9.6

FESTIVAL CITY GRANTS PROGRAM 2021/22 FUNDING RECOMMENDATIONS

Director: **Clem Gillings**
Director Community Services

Author: **Francesca O'Brien**
Manager City Futures

PURPOSE

To seek Council endorsement of the 2021/22 Festival City Grants Program Funding Recommendations.

ISSUES SUMMARY

- The 2021/22 Festival City Grants Program was open from 1 to 31 May 2021 and Council received 15 applications.
- The Festivals and Visitation Advisory Panel (the Panel) met in July to discuss their individual assessments and make consolidated recommendations.
- The Panel recommend 13 applications receive 2021/22 Festival City funding, with support for associated risk, waste and environmental management services.
- Work has commenced on the Festival City Policy review and includes a comprehensive consultation process.

ATTACHMENTS

1. Festival City Grants Program 2021 22 - Funding Recommendations ⇩

Agenda Item 9.6

OFFICER RECOMMENDATION

That Council:

1. **Endorse the recommendations of Maribyrnong City Council's Festivals and Visitation Advisory Panel for the 2021/22 Festival City Grants Program as follows:**
   a) **East Meets West Lunar New Year Festival 2022**
   b) **Festival of Lights – Diwali**
   c) **Floral Festival 2021 Bathukamma**
   d) **HRAFF Westside**
   e) **Melbourne Pasifika Festival**
   f) **NEIGHBOURHOOD: Feast**
   g) **Quang Minh Tet Festival**
   h) **Seddon Christmas Fair**
   i) **Setting Sun Film Festival**
   j) **Stargazed Festival**
   k) **Stony Creek Music Festival**
   l) **Two Steps Presents**
   m) **Yarraville Festival 2022**
2. **Note the recommendation of Maribyrnong City Council's Festivals and Visitation Advisory Panel that $54,449 be allocated for Council to support funded festivals with associated risk, waste and environmental management services.**
3. **Note that all applicants will be advised in writing of the outcome of their application on 18 August 2021.**
4. **Note that the Festival City Policy review has commenced.**

Agenda Item 9.6

BACKGROUND

Council launched the Festival City initiative in 2010, to increase the City's vibrancy and economic prosperity. Since then the Festival City program has significantly increased the size, value, number, profile and diversity of festivals in Maribyrnong.

The program is guided by Council's Festival City Policy (the Policy), which outlines a framework to attract, host and support festivals for the benefits of residents, businesses and visitors.

A major component of the Festival City Policy is the Festival City Grants Program (the Grants Program) which provides financial and in-kind support for festivals through a competitive grant round. Council's independent Festivals and Visitation Advisory Panel assess all applications and make funding recommendations to Council for endorsement. The current panel was appointed by Council in March 2021 following an Expression of Interest process.

Council's Festival City Policy has guided the strategic direction of our festivals program over the last 10 years. The Policy is regarded as a leading model for supporting a strong and vibrant festivals program but some ongoing challenges and areas for improvement have been noted in recent years. Additionally, with the City's current period of rapid growth and change, and the broad ranging impacts of COVID-19, it is now timely for the Festival City Policy to be reviewed. This proposed review was noted by Council at their meeting in December 2020.

DISCUSSION/KEY ISSUES

1. Key Issues

Application process

The 2021/22 Festival City Grants Program was open from 1 – 31 May 2021.

Similar to the 2020/21 Festival City Grants Program, adjustments were made to the Program's Eligibility and Criteria for 2021/22 in response to the COVID-19 environment, and to ensure funding helped support the economic recovery of the City:

- applications were accepted from businesses located within the City of Maribyrnong, in addition to not-for-profits
- preference was given for applications that best demonstrated benefits to local business, suppliers and contractors
- preference was given to applications which present contemporary experiences and would attract new visitation to the City's key activity centres.

15 applications were made through the Smartygrants online grant management system.

Funds available

The Festival City Grants Program 2021/22 has a total budget of $428,545.

A number of applicants funded through the 2020/21 Festival City Grants Program were unable to deliver their festivals last financial year due to factors beyond their control relating the COVID-19 pandemic. At the March 2021 Council meeting, Council endorsed that those festivals forced to postpone until this financial year receive 50% funding from the 2020/21 Festival City budget, and the remainder from the 2021/22 Festival City budget.

Nine funded festivals were postponed from financial year 2020/21 to financial year 2021/22. This equates to $76,000 being pre-allocated from the 2021/22 Festival City Grants budget.

$54,449 has been allocated for Council to support funded festivals with associated risk, waste and environmental management services.

The amount available for awarding 2021/22 Festival City Grant Funding is therefore $298,096.

Assessment Process

All applications were reviewed against the Funding Criteria outlined in the 2021/22 Grants Program Guidelines:

- demonstration of meeting the priorities of the Council Plan 2017 – 2021, the objectives of the Festival City Policy and Tourism Visitation Strategy
- evidence of a good track record and commitment to a professional and safe approach in festival or event planning and delivery
- demonstration of local need and community support for the festival
- festival directly benefits local business, local suppliers and contractors
- festival presents high quality, contemporary experiences which will attract new visitation to the City of Maribyrnong
- festival takes place in, or is in close proximity to, one of the City's identified key activity centres
- consideration for gender equity, inclusion and accessibility, including provisions for people with a disability, the elderly and the young (if appropriate) and includes activities for local residents at no cost
- evidence of effective marketing and promotional plan
- evidence of commitment to good sustainability practices and shows strategies to reduce the environmental impact of the festival
- clear, detailed and realistic festival budget including additional sources of funding.

After completing individual assessments in Smartygrants, Council's Festivals and Visitation Advisory Panel met on 16 July 2021 to discuss the assessments and to prepare consolidated recommendations.

Recommendations

The Panel recommends 13 applications for 2021/22 Festival City Grants Program funding as listed below. Attachment 1 contains a detailed summary.

1. East Meets West Lunar New Year Festival 2022
2. Festival of Lights – Diwali
3. Floral Festival 2021 Bathukamma
4. HRAFF Westside
5. Melbourne Pasifika Festival
6. NEIGHBOURHOOD: Feast
7. Quang Minh Tet Festival
8. Seddon Christmas Fair
9. Setting Sun Film Festival
10. Stargazed Festival
11. Stony Creek Music Festival
12. Two Steps Presents
13. Yarraville Festival 2022

In addition, the Festivals and Visitation Advisory Panel recommends $54,449 be allocated for Council to support funded festivals with associated risk, waste and environmental management services.

Two applications were not recommended for Festival City funding:

1. Keep It Together Festival
2. Light Bloom

Applicants will be advised in writing of the outcome of their application on 18 August 2021.

All applicants will be provided constructive feedback on their application.

Festival City Policy Review update

Work has commenced on the Festival City Policy review (as noted December 2020). The aim of the review is to develop a new strategy that will inform Council's decision-making and investment in the City's festivals and visitation experiences.

Following a competitive request for quote and assessment process, Randall Arts Management (RAM) have recently been engaged as consultant to assist Council's Festivals and Visitation team with the review.

RAM have successfully completed over 50 consultancy projects across a wide range of arts and culture-related operational and infrastructure matters for both Government and commercial organisations in Australia, New Zealand and beyond. The RAM team

includes strategy, evaluation, community consultation and stakeholder management specialists.

Council's Festivals and Visitation, Communications and Engagement teams have met with RAM to establish a detailed consultation process for the review, including with stakeholders such as Councillors and Council officers, Council's Festivals and Visitation Advisory Panel, Creative Victoria, Arts West, Victoria University, local festival organisers, artists and businesses, and the broader Maribyrnong community via *Your City Your Voice*.

A draft strategy will be presented to Council later in 2021, before being displayed for public exhibition and feedback.

2. Council Policy/Legislation

Council Plan 2021-2025

This report contributes to Council's strategic objectives contained in the Council Plan 2021-2025, by considering:

- Strategic Objective:
  - A place for all **-** Council will provide well-planned neighbourhoods and a strong local economy, delivering services that are inclusive and accessible to the whole community, and that support wellbeing, healthy and safe living, connection to the community, and cultural interaction.

Legislation

This report aligns with the Council Plan 2021-2025, Festival City Policy (2017), Maribyrnong Tourism Visitation Strategy (2017) and Community Engagement Policy (2020).

Conflicts of Interest

No officer responsible for, or contributing to, this report has declared a direct or indirect interest in relation to this report.

Human Rights Consideration

This report complies with the rights listed in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

3. Engagement

The 2021/22 Festival City Grants Program was promoted via Council's website and Facebook accounts, local newspaper advertisements, Arts Hub website, and targeted emails.

A broad range of internal and external stakeholders are being consulted as part of the Festival City Policy review. A draft of the new Strategy will be displayed for public exhibition and feedback.

4. Resources

Resource requirements are in accordance with the Council approved budgets.

5. Environment

Environmental consideration in the ongoing delivery of Festival City includes:

- Recognising environmental sustainability principles in the Festival City Policy
- Council requiring festival organisers to provide Environmental Sustainability and Waste Management Plans detailing strategies for reducing their environmental footprint
- Council providing information and professional development for festival organisers regarding environmental sustainability
- Implementing best practice sustainability measures for Council run festivals and events.

Actions relevant to Council's festivals and visitation programs are currently being drafted as part of Step 2 of Council's Climate Emergency Strategy. The Strategy and associated actions will inform environmental considerations as part of the Festival City Policy review.

CONCLUSION

The Festivals and Visitation Advisory Panel's funding recommendations support a lively range of celebrations and cultural activities being delivered across the Municipality. The recommendations facilitate Maribyrnong's commitment to supporting economically robust, socially inclusive and culturally rich festivals that will contribute to the economic recovery and vibrancy of the City.

A review of the Festival City Policy is underway with a comprehensive consultation process developed. This will ensure stakeholder and community feedback contributes to the development of a new strategy that will inform Council's decision-making and investment in the City's future festivals and visitation experiences.

Agenda Item 9.6 - Attachment 1

ATTACHMENT 1: FESTIVALS & VISITATION ADVISORY PANEL RECOMMENDATIONS
FESTIVAL CITY GRANTS PROGRAM 2021/22

Festival Title	Brief Description	Festival date/s	Festival time/s	Location/s	2021/22 Funding Recommendation
East Meets West Lunar New Year Festival 2022	Major cultural street festival celebrating Vietnamese Lunar New Year	16 January 2021	10am to 10pm	Central Footscray - Barkly St & Surrounds	**$ 60,000**
Festival of Lights - Diwali	Multicultural Festival celebrating light over darkness	6 November 2021	3pm - 9pm	Hansen Reserve, West Footscray	**$ 30,000**
Floral Festival 2021 Bathukamma	Cultural festival of India's Telangana people celebrating women and mother nature	2 October 2021	2-10pm	RecWest, Braybrook	**$ 12,000**
HRAFF Westside	Film and arts festival themed to explore Human Rights issues	29 April - 1 May 2022	various	The Sun Theatre, FCAC, Kindred Studios	**$ 18,000**
Keep It Together Festival	One-day outdoor music festival aiming to celebrate the community's resilience through the pandemic	30 October 2021	12pm-10pm	Yarraville Gardens and Kindred Studios	**not reccommended**
Light Bloom	A series of light/floral creative works which create kinetic lights movements	11-27 February 2022	Daytime & evenings (until 10pm)	Yarraville Village Precinct	**not reccommended**
Melbourne Pasifika Festival	Festival celebrating and showcasing Pasific Island culture and customs	4 December 2021	11am-4.30pm	Footscray Park	**$ 9,000**
NEIGHBOURHOOD: Feast	An immersive music and food experience for the opening night of the new NEIGHBOURHOOD Arts Festival	18 March 2022	6pm - 10pm	Nicholson Street Mall, Footscray	**$ 35,000**
Quang Minh Tet Festival	Asian cultural festival celebrating Lunar New Year	31 January 2022	6pm - 2am	Quang Minh Temple, Braybrook	**$ 10,000**
Seddon Christmas Fair	Trader-led community festival celebrating the festive season	5 December 2021	10am - 3pm	Seddon Village - Charles Street (between Victoria and Gamon Sts)	**$ 7,000**
Setting Sun Film Festival	Film festival showcasing programs of short films by local, national and international film makers	5-12 May 2022	various	Online and Sun Theatre and Kindred Studios, Yarraville	**$ 20,000**
Stargazed Festival	A dark immersive celebration of art, music, performance and ceremony	6-15 May 2022	Various	Various venues & locations across Footscray (& surrounds)	**$ 22,096**
Stony Creek Music Festival	One day local music festival celebrating the community's success in responding to the COVID-19 crisis	31 October 2021	11am-8pm	McNish Reserve, Yarraville	**$ 25,000**
Two Steps Presents	One day music and art festival featuring a line-up of diverse local dance music artists	23 October 2021	3-10pm	Footscray Community Arts Centre	**$ 10,000**
Yarraville Festival 2022	Trader and community festival focusing on local business and community	5-13 March 2022	Saturday 1pm - 9pm / Sunday 10am - 6pm	Yarraville Village Precinct	**$ 40,000**
				SUB-TOTAL	**$ 298,096**
				ALLOWANCE FOR RISK, WASTE, ENVIRO COSTS	**$ 54,449**
				PRE-ALLOCATED FOR POSTPONED FY20/21 FESTIVALS	**$ 76,000**
				TOTAL	**$428,545**

Agenda Item 9.7

PROPOSED LEASE OF THE FOOTSCRAY INTEGRATED EARLY LEARNING CENTRE (IELC) AT 10A HYDE STREET, FOOTSCRAY

Director: **Clem Gillings**
Director Community Services

Author: **Tara Frichitthavong**
Manager Community Services and Social Infrastructure Planning

PURPOSE

To seek Council's approval to commence the statutory procedures under the *Local Government Act 2020* (Act) for the proposed lease of the Footscray Integrated Early Learning Centre (IELC), (name to be confirmed) 10A Hyde St, Footscray to Sparkways Early Learning (TRY Australia Children's Services)

ISSUES SUMMARY

- This is a new $8 Million Integrated Early Learning Centre comprising long day education and care, three and four year old kindergarten and Maternal and Child Health services, built on the previous sites of the Hyde Street kindergarten and Yarraville Band Hall at 10A Hyde Street, Footscray.
- It is anticipated that construction will be completed early 2022 and services will commence operating in the early months of 2022.
- On 8 September 2020, Council resolved to commence an Expression of Interest (EOI) process to identify the early year's provider that will provide best value in operating the new site.
- Council Officers have undertaken a public EOI process to identify a service provider for the long day education and care, kindergarten and any other agreed early years services.
- A public EOI commenced on 7 May 2021 for one month, the EOI opportunity was advertised in the Age Newspaper, uploaded on Council's website, sent to all existing local service providers and other potential providers identified by Council Officers and the Department of Education and Training.
- Council's evaluation panel objectively assessed all applications received and identified Sparkways as the preferred applicant.
- The key terms of the lease meet the requirements of section 115 of the Act which require Council to complete a community engagement process in accordance with Council's Community Engagement Policy.

ATTACHMENTS

1. Footscray IELC Hyde St Floor Plan as per lease agreement ⇩

Agenda Item 9.7

OFFICER RECOMMENDATION

That Council:

1. **Acting under section 115 of the *Local Government Act 2020* (Act):**
   a. **Resolves that the required statutory procedures be commenced to consider entering into the lease.**
   b. **Directs that the community engagement process in accordance with Council's Community Engagement Policy required pursuant to section 115 of the Act involve a public notice of the proposed lease be given in a local newspaper, on Council's website and sent to surrounding properties.**
   c. **Resolves that the public notice to be given pursuant to section 115 of the Act should state the following proposed lease terms:**
      i. **Tenant: Try Australia Children's Services (trading as Sparkways Early Learning)**
      ii. **Premises: Footscray IELC, 10A Hyde St, Footscray 3011**
      iii. **Term: 5 years.**
      iv. **Rental: $150,000 plus GST per annum.**
      v. **Rental Increases: 3% increase per annum.**
      vi. **Permitted Use: Three (3) and Four (4) year old Kindergarten, long day care and any other early years' service or community activities approved in writing by Council.**
   d. **Authorises the Chief Executive Officer or their delegate to undertake the administrative procedures necessary to enable Council to carry out its functions required under section 115 of the Act in relation to this matter.**
   e. **Resolves that the public notice is to allow submissions for a minimum period of 28 days and provide the option for any submitters to request as part of their written submission to be heard by a committee consisting of the whole of Council on Tuesday 5 of October, 2021 at 6:30pm, if required.**
2. **Notes that once all submissions forming part of the community engagement process pursuant to section 115 of the Act have been considered, a further report will be presented to Council to decide whether or not to enter into the proposed lease.**

Agenda Item 9.7

BACKGROUND

Council and the Department of Education and Training have committed to an $8 million development for a 127 place licenced Early Learning Centre with 2 MCH consulting rooms (to be managed by Council). The service provider will manage all other services and programs other than MCH. The IELC will commence operating early in 2022.

On 8 September 2020, Council resolved to commence an Expression of Interest (EOI) process to identify the early years provider that will provide best value in operating the new site at 10A Hyde Street, Footscray. A public EOI went out on 7 May 2021 for one month, the EOI opportunity was advertised in the Age Newspaper, uploaded on Council's website, sent to all existing local service providers and other potential providers identified by Council Officers.

DISCUSSION/KEY ISSUES

1. Key Issues

Evaluation of Applications Received

At the conclusion of the public EOI process, two applications were received from organisations interested in leasing the IELC. The two applications were objectively assessed by an evaluation panel made up of Council Officers, a Department of Education representative and the Principal of Footscray City Primary School using pre-determined evaluation criteria.

The evaluation resulted in both applicants being shortlisted for the evaluation panel to interview. Following the completion of the interviews Sparkways Early Learning was objectively assessed as receiving the highest score against the evaluation criteria and is the preferred applicant.

The Key Terms of the Lease are:

- Tenant: Try Australia Children's Services (trading as Sparkways Early Learning)
- Premises: Footscray IELC, 10A Hyde St, Footscray 3011
- Rental: $150,000 plus GST per annum
- Term: 5 years
- Rental Increases: fixed 3% increase per annum
- Permitted Use: Long day education and care, three and four year old Kindergarten and any other early years' service or community activities approved in writing by Council.

2. Council Policy/Legislation

Council Plan 2021-2025

This report contributes to Council's strategic objectives contained in the Council Plan 2021-2025, by considering:

- Strategic Objective:

- A place for all **-** Council will provide well-planned neighbourhoods and a strong local economy, delivering services that are inclusive and accessible to the whole community, and that support wellbeing, healthy and safe living, connection to the community, and cultural interaction.

Legislation

Local Government Act 2020

Conflicts of Interest

No officer responsible for, or contributing to, this report has declared a direct or indirect interest in relation to this report.

Human Rights Consideration

This report complies with the rights listed in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

3. Engagement

If Council resolves to commence the required statutory procedures, Council must undertake a community engagement process in accordance with Council's Community Engagement Policy pursuant to section 115 of the Act.
The community engagement process will allow persons, within 28 days of the date of the public notice, lodge a written submission regarding the proposed lease. Where a person has made a written submission to Council requesting that he or she be heard in regard to the written submission, Council must permit that person to be heard before a meeting of Council or the Committee which has delegated authority to hear those submissions, giving reasonable notice of the date, time and place of the meeting. Following the completion of the public notice and after hearing any submissions made, the matter will be returned to Council to determine whether or not to enter into the proposed lease.

4. Resources

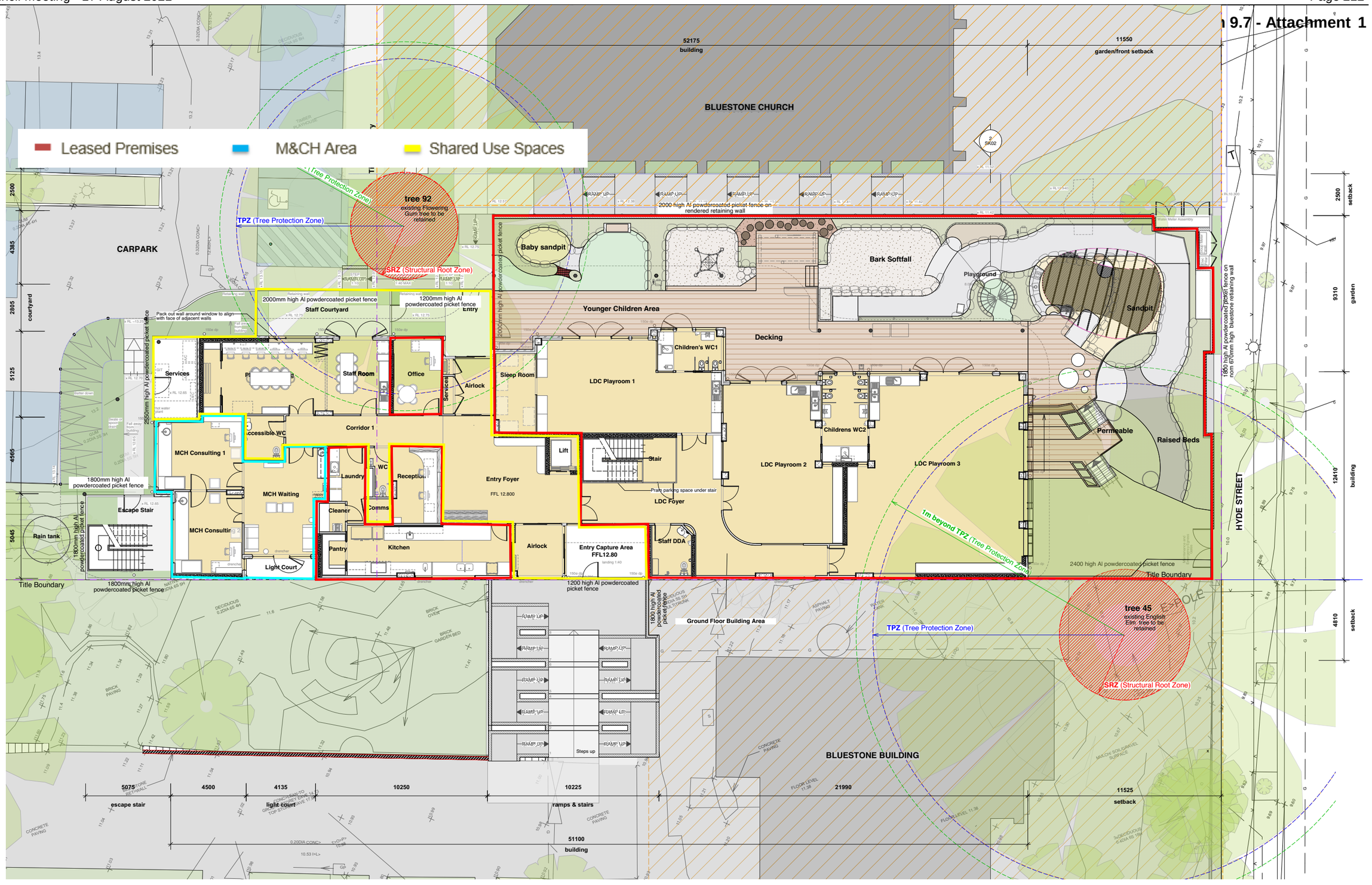
Not applicable

5. Environment

Not applicable

CONCLUSION

It is proposed that Council commence the statutory procedures pursuant to section 115 of the Act and publishes a public notice regarding the proposed lease of the Footscray IELC at 10A Hyde St, Footscray.



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Footscray Integrated Early Learning Centre
Victorian School Building Authority
10A Hyde Street, Footscray

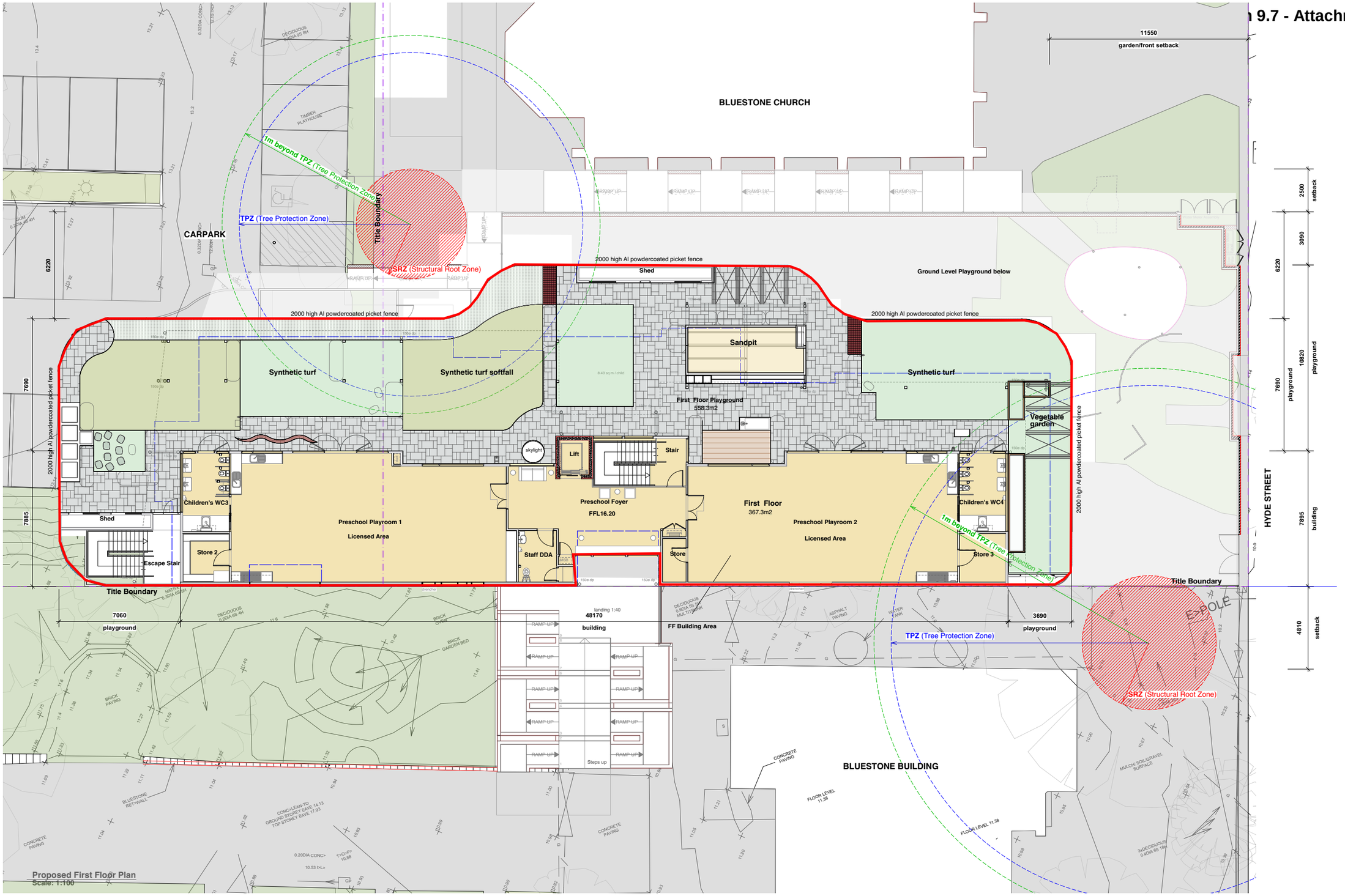
0 5.0 5.5 6.0 6.5 7.0 M

Drawing Scale: 1:100 at A1 or 50% at A3
Print Date: 26/11/20
File Name: VSBA FIELC-TP-PLANS.vwx

1 AMEND: 26/11/20 DATE: Western carpark and paths updated NOTE:

North

Proposed Ground Floor Plan
TP04
Amendment: T1



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Victorian School Building Authority
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Drawing Scale: 1:100 at A1 or 50% at A3
Print Date: 26/11/20
File Name: VSBA FIELC-TP-PLANS.vwx

2 AMEND: 26/11/20 DATE: Cupboard added to Staff DDA bathroom NOTE:

North

Proposed First Floor Plan
TP05
Amendment: T2

Agenda Item 9.8

PROPOSED DISCONTINUANCE AND SALE OF ROAD ABUTTING 18 AND 20 STEWART AND 69 HAMILTON STREETS, YARRAVILLE

Director: **Lisa King**
Acting Director Corporate Services

Author: **Danny Bilaver**
Acting Manager Governance and Commercial Services

PURPOSE

To seek Council's approval to commence the statutory procedures under the *Local Government Act 1989* (Vic) (Act) to consider discontinuing and selling the road abutting 18 and 20 Stewart and 69 Hamilton Streets, Yarraville (Road).

ISSUES SUMMARY

- The owners of 18 Stewart Street, Yarraville have expressed interest in discontinuing and purchasing the Road, which directly abuts their property (Proposal).
- A preliminary investigation has been conducted.
- Feedback from abutting owners during the preliminary investigation indicated that there is no objection to the Proposal.
- Local statutory authorities and utility companies have been contacted to determine whether there are any assets within the Road. City West Water have underground assets in the area and have requested for an easement to be maintained in their favour.
- A valuation obtained on 23 March 2021 has identified the market value of the Road to be $30,000 plus GST. The abutting owners of 18 Stewart Street, Yarraville have agreed to purchase the Road for its market value.

ATTACHMENTS

1. Attachment 1 - Aerial Map - Road abutting 18 and 20 Stewart and 69 Hamilton Streets Yarraville proposed to be discontinued and sold ⇩

Agenda Item 9.8

OFFICER RECOMMENDATION

That Council:

1. **Acting under clause 3 of Schedule 10 of the *Local Government Act* 1989 (Vic) (Act):**

    a. **Resolves that the required statutory procedures be commenced to consider discontinuing part of the road contained in certificate of title volume 11693 folio 847, shown outlined in blue in Attachment 1 (Road);**

    b. **Directs that public notice of the proposed discontinuance of the Road be given in a local newspaper in accordance with section 207A and 223 of the Act and on Council's website;**

    c. **Resolves that the public notice required to be given under sections 207 and 223 of the Act should state that if the Road is to be discontinued, Council is proposing to sell the Road to the owners of 18 Stewart Street, Yarraville for no less than $30,000 plus GST;**

    d. **Authorises the Acting Chief Executive Officer or their delegate to undertake the administrative procedures necessary to enable Council to carry out its functions under section 223 of the Act in relation to this matter;**

    e. **Resolves that any submissions received pursuant to section 223 of the Act be heard by a committee consisting of the whole of Council on Tuesday 5 of October, 2021 at 6:30pm, if required.**

2. **Notes that once all section 223 submissions have been considered, a further report will be presented to Council:**

    a. **Providing a summary of any submissions received pursuant to section 223 of the Act;**

    b. **Providing an Officer Recommendation as to whether or not Council should proceed with the proposed discontinuance and sale.**

Agenda Item 9.8

BACKGROUND

The owners of 18 Stewart Street, Yarraville have expressed interest in purchasing the Road adjoining their property (shown outlined in blue in Attachment 1).

Council officers have conducted a preliminary investigation regarding the proposal to discontinue and sell the Road, this included a letter and questionnaire sent to the owners of abutting properties. No objections have been received from abutting owners.

Statutory authorities and utility companies have been contacted to determine whether they have assets in the Road which should be saved under section 207C of the *Local Government Act 1989* (Vic) (Act). City West Water have underground assets in the area and have requested for an easement to be maintained in their favour.

DISCUSSION/KEY ISSUES

1. Key Issues

Local Government Act 1989 (Vic)

When considering this Proposal, Council is required to meet its obligations under sections of the *Local Government Act 1989* (Vic) (Act) which are continuing.

The sections of the Act which are relevant to this Proposal include:

- Clause 3 of Schedule 10 - Power to discontinue roads
- Section 207A – Submissions under section 223
- Section 207C – Sewers, pipes, wires etc. of public authorities not affected
- Section 223 - Right to make submission

Feedback from abutting owners

The owners of 18 Stewart Street, Yarraville (Applicants) reported having a conversation with their neighbour at 20 Stewart Street, Yarraville. As part of their initial expression of interest, the Applicants wrote to Council officers confirming that the owner of 20 Stewart Street, Yarraville does not have an interest in purchasing the Road themselves and does not have an objection with the Applicant purchasing the Road.

During the preliminary investigation, a questionnaire was sent to all abutting owners. A response was received from the owner of 20 Stewart Street, Yarraville confirming that they do not require access via the Road and do not have an objection to the Proposal. No objections were received from the owners at 69 Hamilton Street, Yarraville.

Reported future use by Applicants

The Applicants have reported that if they were able to purchase the Road, they intend to expand their existing backyard and grow a vegetable patch.

Road Status

The Road is identified as a road on Lot Plan 1639. The Road is not listed on Council's Register of Public Roads indicating that the Road has not been reasonably required for general public use.

Council has the power to consider discontinuing the Road under clause 3 of Schedule 10 of the Act.

Valuation

A valuation received on 23 March 2021 and reviewed on 19 May 2021 has identified the current market value of the Road which is 23.34 square metres to be $30,000 plus GST.

The Applicants have agreed to acquire the Road for its market value plus GST.

2. Council Policy/Legislation

Council Plan 2021-2025

This report contributes to Council's strategic objectives contained in the Council Plan 2021-2025, by considering:

- Strategic Objective:
  - A place for all **-** Council will provide well-planned neighbourhoods and a strong local economy, delivering services that are inclusive and accessible to the whole community, and that support wellbeing, healthy and safe living, connection to the community, and cultural interaction.

Legislation

Local Government Act 1989 (Vic)

Conflicts of Interest

No officer responsible for, or contributing to, this report has declared a direct or indirect interest in relation to this report.

Human Rights Consideration

This report complies with the rights listed in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

3. Engagement

If Council resolves to proceed with the Proposal, Council must give public notice of the proposed discontinuance and sale in accordance with section 223 of the Act. The Act provides that a person may, within 28 days of the date of the public notice, lodge a written submission regarding the proposed Road discontinuance and sale.

Where a person has made a written submission to Council requesting that he or she be heard in support of the written submission, Council must permit that person to be heard

before a meeting of Council or the Committee which has delegated authority to hear those submissions, giving reasonable notice of the date, time and place of the meeting.

Following the completion of the public notice and after hearing any submissions made, the matter will be returned to Council to determine whether or not the Road should be discontinued and sold.

4. Resources

The Applicants have agreed to acquire the Road for its market value plus GST.
In addition to the market value of the Road (plus GST), the Applicants have agreed to pay Council's professional costs and disbursements associated with the Proposal, including valuation fees, survey costs, advertising costs and Land Use Victoria lodgement fees.

5. Environment

Not applicable.

CONCLUSION

It is proposed that Council commence the statutory procedures pursuant to clause 3 of Schedule 10 of the Act to consider discontinuing and selling the Road abutting 18 and 20 Stewart and 69 Hamilton Streets, Yarraville to the owners of 18 Stewart Street, Yarraville.

Maribyrnong City Council

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Part of Road proposed to be discontinued and sold (outlined in blue)

24/03/2021

1:400

Agenda Item 9.9

GOVERNANCE REPORT - JULY 2021

Director: **Lisa King**
Acting Director Corporate Services

Author: **Danny Bilaver**
Acting Manager Governance and Commercial Services

PURPOSE

To receive and note the record of informal meetings of Councillors and Councillor delegates' for the period July 2021 as well as other statutory compliance and governance matters as they arise.

ISSUES SUMMARY

Details of informal meetings Councillors and Councillor Delegates' Reports are presented to a Council Meeting on a monthly basis. The reports will be made available on Council's website for the term of the current Council.

ATTACHMENTS

1. Governance Report - July 2021 ⇩

OFFICER RECOMMENDATION

That Council notes the Governance Report containing the record of informal meetings of Councillors and Councillor Delegates' Reports for July 2021 which will be made available on Council's website for the term of the current Council.

Agenda Item 9.9

BACKGROUND

It is considered good governance that written records of informal meetings of Councillors are, as soon as practicable, reported at a Council Meeting and incorporated in the minutes of that Council meeting. The Councillor delegates' reports demonstrate Council's commitment to open and transparent governance. Details of Councillor Delegates Reports are presented to a Council Meeting on a monthly basis, and made available on Council's website.

DISCUSSION/KEY ISSUES

1. Key Issues

Informal Meetings of Councillors
Chapter 6 of Council's Governance Rules state that if there is a meeting of Councillors that:

1.1 is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors;
1.2 is attended by at least one member of Council staff; and
1.3 is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting

the Chief Executive Officer must ensure that a summary of the matters discussed at the meeting are tabled at the next convenient Council meeting.

These do not include:
- A meeting of the Council
- A special committee of the Council
- An audit committee
- A club, association, peak body, political party or other organisation.

The attached record is reported to Council in accordance with this requirement.

Councillor Delegates' Reports
As part of their governance and representation obligations, individual Councillors represent Council on a range of committees. The committees operate outside of the section 63 and 64 (of the Local Government Act 2020) Committees established by Council.

Councillor participation in peak associations, local and regional forums and specific issues committees is an important part of effective governance and representation.

Attached are the Councillor delegates' reports for the period.

2. Council Policy/Legislation

Council Plan 2021-2025

This report contributes to Council's strategic objectives contained in the Council Plan 2020-2021 by considering:

- Ethical leadership - lead our changing city using strategic foresight, innovation, transparent decision making and well-planned, effective collaboration to support economic growth during the ongoing challenges of the pandemic and beyond.

Legislation

This report is presented in accordance with the requirements of the Local Government Act 2020.

Conflicts of Interest

No officer responsible for, or contributing to, this report has declared a direct or indirect interest in relation to this report.

Human Rights Consideration

This report complies with the rights listed in the Victorian Charter of Human Rights and Responsibilities Act 2006.

3. Engagement

There are no engagement implications associated with this report.

4. Resources

There are no resource implications associated with this report.

5. Environment

There are no environmental implications associated with this report.

CONCLUSION

The reporting of the Governance Report demonstrates Council’s commitment to open and transparent governance.

tachment 1

Governance Report – July 2021

Details of Informal Meetings of Councillors and Delegate Reports

Meeting and Date	Councillor Attendees	Council Staff Attendees	Matters Considered	Conflict of Interest Disclosures
Councillor Briefing 6 July 2021 Informal Meeting of Councillors	Cr Sarah Carter Cr Michael Clarke Cr Simon Crawford Cr Jorge Jorquera Cr Cuc Lam Cr Bernadette Thomas Cr Anthony Tran	Celia Haddock (Acting Chief Executive Officer) Frank Rog (Acting Director Corporate Services) Clem Gillings (Director Community Services) Steve Hamilton (Director Infrastructure Services) Adrian Havryluk (Manager Major Projects and Strategic Relationships) Ashley Minniti (Manager City Places)	• Reconciliation Action Plan Launch • Submission to Department of Education and Training – Building Blocks Grant Program • Gender Equality Act 2020 – Implications for Maribyrnong City Council • Maribyrnong Development Contributions Plan (Amendment C164) • LeadWest Joint Delegated Committee • Governance Report – June 2021 • Noting the Confirmed Minutes of the Audit & Risk Committee Meeting – 27 April 2021 • Confirmation of the Minutes of the Previous Council Meeting – 15 June 2021 • Noting of Confirmed Minutes of Delegated Committees	- Nil

Metropolitan Transport Forum
 	
7 July 2021
 	
Delegates Report
	Cr Bernadette Thomas		• Acceptance of Minutes of Previous Meeting
			• Presentations – Lauren Pearson, Zoe McMaster
			• Council Information Sharing
			• Regular Report
			  • Treasurers Report
			  • Upcoming events of interest
			  • MAV Update
			  • Administration
			  • Strategic Plan/Ambassador Update
			• Upcoming Meeting Topics
			• General Business
				- Nil

tachment 1

Governance Report – July 2021

Details of Informal Meetings of Councillors and Delegate Reports

Heritage Advisory Committee
 	
13 July 2021
 	
Delegates Report
	Cr Michael Clarke
	Cr Simon Crawford
		Nicola Vance (Visual and Public Arts Officer)
		Ashley Minniti (Manager City Places)
		Janelle McCallum (Senior Strategic Planner
			• Terms of Reference for the Committee and Protocols
			• Matters arising from the meeting February 2021
			• Confirmation meeting dates for 2021
			• Heritage Studies within City of Maribyrnong
			• Updates from member organisations
			  • Sunshine and District Historical Society
			  • Footscray Historical Society
			  • Inner West Branch of the National Trust
			  • Living Museum of the West
			• Heritage Plan
			• Other Business
				- Nil

Councillor Briefing 13 July 2021 Informal Meeting of Councillors	Cr Sarah Carter Cr Michael Clarke Cr Simon Crawford Cr Jorge Jorquera Cr Cuc Lam Cr Bernadette Thomas Cr Anthony Tran	Celia Haddock (Acting Chief Executive Officer) Frank Rog (Acting Director Corporate Services) Clem Gillings (Director Community Services) Steve Hamilton (Director Infrastructure Services) Adrian Havryluk (Manager Major Projects and Strategic Relationships) Ashley Minniti (Manager City Places) Craig Medcalf (Manager Operations and Maintenance)	• Civic Precinct Renewal Project Update • Braybrook Regeneration Project • Tree Planting and Management • 69 Buckley Street, Seddon (Subsequent Report) • 19-21 White Street, Maribyrnong • 4 Shelley Street, Footscray • Councillor Support and Expenses – April 2021 to June 2021	- Nil

tachment 1

Governance Report – July 2021

Details of Informal Meetings of Councillors and Delegate Reports

		Dan Thomas (Coordinator Contract Management) Francesca O'Brien (Manager City Futures) Lauren McKenzie (Manager Customer Engagement)		

Roadsafe Westgate Community Road Safety Council
 	
21 July 2021
 	
Delegates Report
	Cr Jorge Jorquera		• VicRoads Community Road Safety Grants Program
			• Minutes of the last meeting
			• Matters Arising
			• Treasurers Report
			  • Financial report
			  • Accounts for payment
			• Secretary's Report
			  • Correspondence
			  • Other Matters
			• Program Development/Information
			• Reports/Updates
			• DoT Update and Information
			• Council Reports
			• Program Reports
			• Police Report's
			• Advocacy
			• General Business
				- Nil

Maribyrnong Youth Advisory Committee 21 July 2021	Cr Anthony Tran Cr Jorge Jorquera	Mahamad Ahmed (Senior Youth Participation and Advocacy Officer) Caitlyn Mesiti (Youth Worker)	• Acknowledgement of Country • Welcome • Councillor Updates • Councillor Items, Consultation and Events • Updates • Consultations with topic experts feedback	- Nil

tachment 1

Governance Report – July 2021

Details of Informal Meetings of Councillors and Delegate Reports

Delegates Report		Kate Mastroianni (Youth Services Advocacy and Planning Stream Leader)	• MYAC photography project feedback • Project Proposal template – example • Action Planning • General Discussion • General Updates and Next Meeting	