



## **COUNCIL MEETING AGENDA**

**Tuesday 20 May, 2025  
6:30 PM**

**Council Chamber  
Level 1  
Footscray Town Hall  
61 Napier St, Footscray**

### **MEMBERSHIP**

Councillor Pradeep Tiwari (Chair)  
Councillor Cuc Lam  
Councillor Samantha Meredith  
Councillor Mohamed Semra  
Councillor Bernadette Thomas  
Councillor Elena Pereyra  
Councillor Susan Yengi

## TABLE OF CONTENTS

Item	Title	Page
1.	<b>Commencement of Meeting and Welcome</b>	
2.	<b>Apologies</b>	
3.	<b>Leave of Absence</b>	
4.	<b>Disclosures of Conflicts of Interest</b>	
5.	<b>Public Question Time</b>	
6.	<b>Confirmation of Minutes</b>	
6.1	Confirmation of Minutes - 15 April 2025	3
7.	<b>Reports from Committees</b>	
8.	<b>Petitions</b>	
8.1	Petition: Implementing Permit-Only Parking on White Street	28
8.2	Petition: Public Toilet - Beaton Reserve Yarraville	44
9.	<b>Officer Reports</b>	
9.1	Quarterly Performance and Financial Report - Period ending 31 March 2025	51
9.2	Naming Proposal for the Community Park - Civic Precinct and Community Hub	110
9.3	Community Grants Program 2025/2026 Initiation Report	117
9.4	Governance Report - April 2025	138
9.5	Council Support and Expenses Report - January 2025 to March 2025	150
10.	<b>Notices of Motion</b>	
10.1	Notice Of Motion 2025/05: Public Transport Interchange Investment for Footscray CBD	154
11.	<b>Councillor Question Time</b>	
12.	<b>Urgent Business</b>	
13.	<b>Confidential Business</b>	161
13.1	Chief Executive Officer - Interim Performance Review	
14.	<b>Meeting Closure</b>	

**Agenda Item 6.1**

**CONFIRMATION OF MINUTES - 15 APRIL 2025**

**Director:** Lucas Gosling  
Acting Director Corporate Services

**Author:** Phil McQue  
Manager Governance and Commercial Services

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**PURPOSE**

To confirm the minutes of the Council Meeting held on 15 April 2025.

**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 Council Meeting 15 April, 2025 [↓](#) 

**OFFICER RECOMMENDATION**

**That Council confirms the minutes of the Council Meeting, 15 April 2025.**

## **Agenda Item 6.1**

### **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 2021-2025 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**

Nil.

#### **4. Resources**

Nil.

#### **5. Environment**

Nil.

### **CONCLUSION**

The unconfirmed minutes of the Council Meeting held on 15 April 2025 are presented for confirmation.



**Agenda Item 6.1 - Attachment 1**

**U N C O N F I R M E D   M I N U T E S**



**COUNCIL MEETING MINUTES**

**Tuesday 15 April, 2025  
6:30 PM**

**Council Chamber  
Level 1  
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**MEMBERSHIP**

Councillor Pradeep Tiwari (Chair)  
Councillor Cuc Lam  
Councillor Samantha Meredith  
Councillor Mohamed Semra  
Councillor Bernadette Thomas  
Councillor Elena Pereyra  
Councillor Susan Yengi

To be confirmed at the Council Meeting  
to be held on 20 May, 2025

**Agenda Item 6.1 - Attachment 1**

**U N C O N F I R M E D   M I N U T E S**

**TABLE OF CONTENTS**

<b>1. Commencement of Meeting and Welcome .....</b>	<b>3</b>
<b>2. Apologies.....</b>	<b>3</b>
<b>3. Leave of Absence.....</b>	<b>3</b>
<b>4. Disclosures of Conflicts of Interest.....</b>	<b>3</b>
<b>5. Public Question Time.....</b>	<b>3</b>
<b>6. Confirmation of Minutes .....</b>	<b>12</b>
6.1. Confirmation of Minutes - 18 March 2025 .....	12
<b>7. Reports from Committees .....</b>	<b>12</b>
7.1. Noting Confirmed Minutes of the Audit and Risk Committee - 3 December 2024.....	12
<b>8. Petitions .....</b>	<b>13</b>
8.1. Petition: Shipping Containers at 2 Anglers Way, Maribyrnong.....	13
8.2. Petition: Create Green Open Space in Footscray - Urge Government to Buy Little Saigon Market site.....	13
<b>9. Officer Reports .....</b>	<b>14</b>
9.1. Revenue and Rating Plan 2025-2029 .....	14
9.2. Consideration of the Proposed Budget 2025/2026 .....	14
9.3. New Horizons: Creative Maribyrnong 2030 .....	15
9.4. Geographic Naming Proposal - Recognition of Sarah Carter .....	15
9.5. Consideration of Planning Permit Application at 70-100 Ballarat Road, Footscray – Victoria University, Footscray Park (Ministerial Referral) .....	16
9.6. Governance Report - March 2025 .....	17
<b>10. Notices of Motion .....</b>	<b>18</b>
10.1. Notice Of Motion: 2025/03 - Ventilation Stacks.....	18
10.2. Notice Of Motion: 2025/04 - Les Twentyman.....	20
<b>11. Councillor Question Time.....</b>	<b>21</b>
<b>12. Urgent Business.....</b>	<b>23</b>
<b>13. Confidential Business.....</b>	<b>23</b>
<b>14. Meeting Closure .....</b>	<b>23</b>

## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D M I N U T E S

#### 1. COMMENCEMENT OF MEETING AND WELCOME

The meeting commenced at 6:35pm.

The Chair, Cr Pradeep Tiwari made the following acknowledgement statement:

*"Maribyrnong City Council acknowledges the Traditional Custodians of the land, the Wurundjeri Woi Wurrung and Boon Wurrung Bunurong Peoples of the Kulin Nation and pays its respects to their Elders, past, present and emerging".*

#### PRESENT

Councillor Pradeep Tiwari (Chair)  
Councillor Cuc Lam  
Councillor Samantha Meredith  
Councillor Mohamed Semra  
Councillor Susan Yengi  
Councillor Bernadette Thomas (online)  
Councillor Elena Pereyra (online)

#### IN ATTENDANCE

Chief Executive Officer, Celia Haddock  
Director Community Services, Lucas Gosling  
Director Corporate Services, Lisa King  
Director Planning and Environment, Mike McIntosh  
Acting Director Infrastructure Services, Tarryn Gillies  
Manager Governance and Commercial Services, Phil McQue  
Manager Finance, Mark Connor  
Governance Officer, Michelle McCulloch

#### 2. APOLOGIES

Nil.

#### 3. LEAVE OF ABSENCE

Nil.

#### 4. DISCLOSURES OF CONFLICTS OF INTEREST

Nil.

#### 5. PUBLIC QUESTION TIME

Public Question Time commenced at 6:42pm and 24 questions were received.

## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D M I N U T E S

**Sevi Skiathitis asked the following questions:**

1. In regards to TP53/2021(1), will the Mayor ensure that external lawyers (including a barrister) are briefed to represent Council at VCAT to avoid a conflict of interest for officers involved in preparing, reviewing or approving that Officer's Report?

**Response:**

*The Director Planning and Environment Services advised that operational decisions, such as whether to engage legal representation regarding a particular matter, are the responsibility of the relevant Director. In this instance Council will be engaging a solicitor for legal representation at the upcoming hearing.*

2. In regards to TP53/2021(1), does any Councillor accept as accurate the Steel Cement's air quality, traffic and noise reports provided to Council - or will Councillors be obtaining a second opinion?

**Response:**

*The Chief Executive Officer advised that Council officers have briefed solicitors regarding this matter and have asked for a peer review of the technical reports submitted as part of the application. The decision to engage experts will be based on the outcomes of this peer review process.*

*Cr Samantha Meredith further noted that additional data evidence would be received with interest.*

3. In regards to TP53/2021(1), a compulsory conference has been scheduled for 17 April where it is expected that Council will be asked what conditions on the grant of a permit, if any, could be agreed. Does the Mayor think there are any conditions that could be imposed that would make the development acceptable, and if so, can the Mayor confirm they will have the final say on and be accountable for any conditions that are agreed at that conference?

**Response:**

*The Director Planning and Environment Services advised the report which was presented to the City Development Delegated Committee in December 2024 contained a range of conditions suggested by Council Officers to control and mitigate any offsite amenity impacts of the proposal.*

*These conditions would form the basis of discussions at the upcoming Compulsory Conference on 17 April 2025. Settlement of the matter on the day would require all parties, including any original objectors to the application who have been joined as a party to the proceeding, to agree to the conditions. Council Officers, through the Manager City Development, have delegation to settle the matter only where all parties agree.*

## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D M I N U T E S

**Jen Chivilo asked the following questions:**

1. As part of the recent planning permit objection for the Anglers Tavern to store five shipping containers in its carpark, council advised residents that there were only 19 signatures on the petition whereas in actual fact there were more than 70. How has Council allocated these numbers?

**Response:**

*The Chief Executive Officer advised there are two separate petitions relating to the Anglers Tavern development. The first petition, which is the one referred to in the Delegate's Report and circulated to all parties on Thursday 10 April 2025, was submitted as part of the public notification period for the planning permit application. This petition was submitted on Monday 17 March 2025 and contained 19 signatures over three pages.*

*The second petition is the one referred to in item 8.1 of this evening's agenda and is noted as containing 64 signatures. The grounds of each petition are the same and have been considered by Council's Delegate in deciding to refuse to grant an amended planning permit. A copy of the refusal notice has been sent to the lead petitioner, which is the same person for both petitions.*

**Rosie Goethel asked the following questions:**

1. Could someone from the Inclusive Communities or Recreation and Open Space teams please meet with RecWest members to plan a temporary home for members and groups there, which includes disability groups?

**Response:**

*The Chief Executive Officer advised Council Officers have been proactively working with user groups of Shorten Reserve and RecWest to develop transition plans for when the proposed construction commences. Officers have held monthly user group meetings and recently held the first quarterly meeting with the broader community. Officers would welcome further discussions to confirm your group's needs and possible temporary locations in collaboration with YMCA as the centre operator.*

2. Will it be possible for current RecWest members and groups to have representation on a community advisory group to inform the reconstruction of RecWest, after its demolition?

**Response:**

*The Chief Executive Officer reiterated that Council Officers will be in contact and welcomes your groups involvement within the user group meetings for discussions on the future design of RecWest.*

## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D M I N U T E S

**Brian Sanderson asked the following questions:**

1. I reviewed the Governance report for the last month or so and noted that some Councillors attended briefing sessions online up to two thirds of the time. Given Councillors are paid representatives, does the Mayor believe that online attendance is acceptable as a regular practice?

**Response:**

*The Chair, Cr Pradeep Tiwari responded by advising Councillors attending meetings online are considered an acceptable and contemporary practice and is permitted under the Local Government Act 2020.*

2. Could the Council publish the times for briefing sessions, including start, finish and any break times? This is crucial for transparency.

**Response:**

*The Chief Executive Officer advised that this suggestion will be taken into consideration in the compilation of future Governance Reports.*

3. Could you please advise of any rules that may be in place for Councillors attending briefings and Council meetings online?

**Response:**

*The Chief Executive Officer responded by advising that the Local Government Act 2020 was amended in 2022 to prescribe that a Council's Governance Rules must allow for Councillor's to participate virtually in Council meetings and Delegated Committee meetings.*

*Maribyrnong Council's Governance Rules provide that if a Council Meeting is to be conducted wholly in person a Councillor may request to attend virtually provided the request is made in writing to the Chief Executive Officer no later than 10am on the day of the relevant meeting, specifying the reasons why the Councillor is unable to or not wishing to attend the meeting in person.*

*There are no prescribed requirements for Briefing Sessions, however the same principles and practices apply.*

**Edward Merrifield asked the following questions:**

1. In respect to Footscray Park, corporate logos have been painted on lawn at Footscray Park. Can Council advise how much money Fox Sports paid for rate payers and if not who allowed this decision or permit to go through?

**Response:**

*The Chief Executive Officer advised there was no commercial arrangement in place regarding the logos on Western Lawn. The painted logos are temporary and are scheduled for removal later this week.*

## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D M I N U T E S

2. I was recently at the Shorten Reserve consultation held on 27 March 2025 and residents were informed that club rooms on the ground are receiving \$600,000 from the projected \$40 million project which includes \$10 million through our Member for Footscray Katie Hall MP. Can Council provide why the club rooms are now being short changed to refurbishment, when the original master plan included complete rebuild of club rooms. Why?

**Response:**

*The Chief Executive Officer responded by advising the Shorten and Barrett Reserves Master Plan 2024 includes improvements to the existing pavilion. Officers have met with Shorten Reserve user groups and are working through a design solution for the existing pavilion that meets contemporary sporting facility guidelines and the clubs needs into the future.*

3. On 20th August 2024, in ground parking sensors were commissioned to be installed at cost of \$2,840,409.00. Where have council had these sensors installed and when will they be turning the parking meters on, if there are meters in those locations?

**Response:**

*The Chief Executive Officer advised that on 20 August 2024, Council awarded the contract for the Supply and Installation of In-Ground Parking Sensors. This contract is effectively for any replacements and installation as well as ongoing management and maintenance and the sensors.*

*There are around 3,500 in ground sensors already installed across six suburbs including Braybrook, Footscray, Maribyrnong, Seddon, West Footscray and Yarraville. The majority, almost 2,500, are installed in and around the Footscray CBD.*

*Some sensors operate in partnership with operating parking meters whilst others operate independent of parking meters. The effective operation of parking sensors is not mutually exclusive of the operation of parking meters.*

*Any future decision to turn on parking meters would be made in accordance with Councils Parking Policy.*

**Sara Puhar asked the following questions:**

1. Will Council provide residents concerned with the Steel Cement expansion application the opportunity to meet with Director Planning and Environment Services, the Mayor, and other key people to ensure alignment on this serious issue?

## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D M I N U T E S

2. Can a town hall be called regarding the major issue of the Steel Cement factory expansion which hundreds, if not thousands of residents are highly concerned about? Community concern is growing and not enough people feel they have had a chance to share this concern. How can council support this?

**Response:**

*The Chief Executive Officer responded by advising the application for the Steel Cement expansion was broadly notified within the community, including direct mail to almost 300 property owner/occupiers, signs on site and notices in the Star Weekly. 109 objections were received indicating a good level of community awareness. Council considered the application at the City Development Delegated Committee Meeting in December 2024 and resolved to issue a Notice of Refusal to Grant a Planning Permit. The permit applicant has since lodged a review at VCAT regarding this decision.*

*As the matter is now before VCAT, Council must remain independent of other parties and will defend its position accordingly. Councillors and Council officers would be willing to meet residents to discuss the VCAT process, but are not able to discuss the merits of the proposal given the current proceedings. VCAT is unlikely to accept further objections at this stage in the process, with only those who originally objected being able to raise their concerns with VCAT.*

The Chief Executive Officer noted during Public Question Time that the livestream was not working, however the recording would be placed on line as soon as possible.

**Greg Ashton asked the following questions:**

1. In regards to the improvements planned for Robert Barrett Reserve, I do not see that there is anything wrong with the playground, tables and chairs as they are, as they are only a few years old. Why do they need to be replaced?

**Response:**

*The Chief Executive Officer responded by advising the first phase of community engagement to inform a master plan for Robert Barrett Reserve has recently concluded. All of the feedback received during that phase is being considered and will guide a draft master plan that will be shared with the community later in the year. Your comments in this question are noted and will be included as part of the feedback. Councils Asset Plan considers condition ratings of existing assets and guides future asset renewal and investment.*

2. It would be advantageous to address the lighting, and include the installation of a concrete pad and basketball ring – have these been considered as part of the improvement?

With the consent of Councillors, the Chair, Cr Pradeep Tiwari extended Public Question Time by 15 minutes at 6:59pm.



## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D M I N U T E S

**Response:**

*The Chief Executive Officer advised this will be considered for inclusion in the draft master plan along with all other feedback.*

**Fletcher Bubb asked the following questions:**

1. In the interest of financial transparency and good public communications can the CEO please confirm who performed the cost estimates (of \$100 million dollars), and the date of estimates for the Creative West Project which was used in the Federal Government Urban Planning Precincts Grants Stream?

**Response:**

*The Chief Executive Officer advised SGS Economics and Planning developed the most recent Investment Case for Creative West which was finalised in January 2024. They were engaged to refine the case for investment and to assess the benefits delivered by the project, which has been adjusted to account for expected inflation. This included inputs provided by Council including forecast revenue, expenditure and visitation. Inputs were drawn from a range of sources including trend data based on current use of Council venues, benchmark data for similar facilities, scaled analysis by specialist consultants engaged for earlier project concepts, contracted quantity surveyors and economic analysis by SGS. The name of the quantity surveyors is not publicly available information. As we have already indicated in the previous responses, the project cost estimates are only indicative and will be refined and released once the detailed design is finalised over the next two years. Council has not committed any funds to the project beyond the current design phase.*

2. Could Council please provide an update on the \$4 million pledged by the Victorian State Government in 2022 for the Maribyrnong Aquatic Centre splash park and water slides, including how much of the funding has been used to date, and how the remaining budget will be managed given the revised project timeline following the liquidation of the original contractor?

**Response:**

*The Chief Executive Officer advised the \$4 million funding contribution from the state government has not been used to date. The funds will be used once a new contractor has been appointed which is anticipated to be later in the year.*

3. Regarding the Fox Media spray-painted logos on the Western Lawn in Footscray Park over the weekend, (assuming these are unsanctioned), could Council advise what legal or regulatory action it intends to pursue including preventative measures towards Fox against using any commercialised media from this situation, and confirm that no costs associated with clean-up or remediation will be borne by residents?

## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D M I N U T E S

**Response:**

*The Chief Executive Officer noted that Council Officers were aware of the logos being placed on the Western Lawn. There was no commercial arrangement put in place. The six logos are temporary and will be removed later this week. Council will be seeking reimbursement from Fox Media for any costs involved with remediation works.*

**Glen Yates asked the following questions:**

1. Given the fact that Steel Cement is taking the City of Maribyrnong to VCAT which will most likely gain media interest and the fact that the council officers recommended that the planning permit be approved contrary to our councillors unanimously voting against the recommendation, can council please confirm that they have engaged with an external law firm and let residents know who that law firm is?

**Response:**

*The Director Planning and Environment confirmed Council will be engaging an external law firm. The details of who have not yet been determined at this stage.*

2. If VCAT decides in Steel Cements favour will the City of Maribyrnong proceed with counter legal action in support of the councillors decision from the December 2024 CDDC meeting and uphold the health emergency motion carried by councillors in May 2023?

**Response:**

*The Chief Executive Officer advised VCAT decisions can only be appealed to the Supreme Court on a point of law. Council will explore all reasonable options available should this scenario eventuate.*

**Thomas Foreman asked the following questions, which were taken on notice and a response provided below:**

1. In 2023, draft targets were set based on the Victorian Housing Statement. The Maribyrnong municipality is set to increase by 49,000 residents by 2050. This is substantially more than the population forecast in the 2020 Open Space Strategy (that is due to be renewed this year). Footscray has previously been identified as a priority area, as population growth far exceeds open space assets.

What existing open space targets are in place to meet the forecast growth and will they be sufficient to accommodate the draft target of +49,000 new residents?

## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D M I N U T E S

**Response:**

*Council's Open Space Strategy provides for the strategic direction for the future planning, provision, design and management of open space in the City of Maribyrnong from 2013 to 2031.*

*Implementation of the actions in the Strategy has to date resulted in an additional 4.4 hectares of public open space being added to the network since 2014, increasing the proportion of the total land area that is open space within Maribyrnong to 10.04%.*

*Council will continue to explore opportunities for further additions of open space to accommodate the needs of the current and forecast population in the municipality.*

2. The derelict Saigon Market site (that's been vacant since 2016) is now for sale and I've led a petition for its acquisition (to be discussed in agenda item 8.2).

Given the former Saigon Market site's centrality (in Footscray CBD) and long-standing vacancy (and amenity impacts caused by the land banking), does Council acknowledge the reputational and community cost of inaction on this once-in-a-lifetime-opportunity?

**Response:**

*Council acknowledges the significance of this site, however is required to take a balanced City-wide approach towards open space within the municipality. Council also needs to take into consideration the potential for the strategic redevelopment of Council's own land holdings within the Footscray CBD.*

3. In 2023, our state MP for Footscray, Katie Hall, petitioned for the derelict Saigon Market site (that she referred to in her speech to parliament as a 'bomb site') to be cleared, so that it could be activated by the Council for the benefit of the community (such as a park). I assume this would require consent of the site-owner or a leasing arrangement.

Given that the 2020 Open Space Strategy identified the need for local level and neighbourhood level open space in Footscray, what discussions have taken place between Council and the Labor State Government to fulfil Katie Hall MP's plan for this site?

**Response:**

*Council has not had recent formal discussions with the State Government in relation to the former Little Saigon site.*

The Chair, Cr Pradeep Tiwari, declared Public Question Time closed at 7:07pm.

**Agenda Item 6.1 - Attachment 1**

**U N C O N F I R M E D   M I N U T E S**

**6. CONFIRMATION OF MINUTES**

**6.1. Confirmation of Minutes - 18 March 2025**

To present the minutes of the Council Meeting held on 18 March 2025 for confirmation.

**Council Resolution**

*That Council confirms the minutes of the Council Meeting held on 18 March 2025.*

Moved: Cr Cuc Lam  
Seconded: Cr Mohamed Semra

**CARRIED**

**7. REPORTS FROM COMMITTEES**

**7.1. Noting Confirmed Minutes of the Audit and Risk Committee - 3 December 2024**

To present for noting the confirmed minutes of the 3 December 2024 Audit and Risk Committee meeting.

**Council Resolution**

*That Council notes the confirmed minutes of the Audit and Risk Committee meeting, 3 December 2024.*

Moved: Cr Susan Yengi  
Seconded: Cr Samantha Meredith

**CARRIED**

**Agenda Item 6.1 - Attachment 1**

**U N C O N F I R M E D   M I N U T E S**

**8. PETITIONS**

**8.1. Petition: Shipping Containers at 2 Anglers Way, Maribyrnong**

The purpose of this report is to table a petition received in relation to shipping containers at 2 Anglers Way in Maribyrnong.

**Council Resolution**

*That Council:*

1. *Receives and notes Petition: Shipping Containers at 2 Anglers Way, Maribyrnong;*
2. *Note that with Planning Application TP329/2023(2) (Anglers Tavern Shipping Containers being Refused under Officer Delegation in April 2025, the Chief Executive Officer is unable to consider or respond to this petition at a future meeting as required by Clause 54.14 of Council's Governance Rules and therefore note that no further action is required by the Chief Executive Officer.*

Moved: Cr Susan Yengi  
Seconded: Cr Samantha Meredith

**CARRIED**

**8.2. Petition: Create Green Open Space in Footscray - Urge Government to Buy Little Saigon Market site**

The purpose of this report is to table a petition relating to the vacant Little Saigon Market site in Footscray.

**Council Resolution**

*That Council:*

1. *Receives and notes Petition: Create Green Open Space in Footscray - Urge Government to Buy Little Saigon Market site; and*
2. *Requests the Chief Executive Officer to consider the petition and determine the appropriate response.*

Moved: Cr Mohamed Semra  
Seconded: Cr Samantha Meredith

**CARRIED**

## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D M I N U T E S

#### 9. OFFICER REPORTS

##### 9.1. Revenue and Rating Plan 2025-2029

To present the reviewed Revenue and Rating Plan 2025-2029 (the Plan) for consideration by Council prior to being released for community engagement.

##### Council Resolution

*That Council endorse the release of the reviewed Revenue and Rating Plan 2025-2029, as shown in Attachment 1, for the purpose of community engagement.*

Moved: Cr Susan Yengi  
Seconded: Cr Samantha Meredith

**CARRIED**

##### 9.2. Consideration of the Proposed Budget 2025/2026

To present the Proposed Budget 2025/2026 (the Budget) for consideration by Council prior to releasing for community engagement.

##### Council Resolution

*That Council:*

1. *Approve in principle the Proposed Budget 2025/2026.*
2. *Exhibits the Proposed Budget 2025/2026, invites feedback on the Proposed Budget and hears any person who has requested to be heard in support of their formal feedback on the Proposed Budget, at a meeting to be held on 26 May 2025, at the Town hall, corner Napier and Hyde Street Footscray.*
3. *Note that the Proposed Budget 2025/2026 includes:*
  - a) *Passing through the rate cap of 3 percent which is set by the Victorian Government;*
  - b) *A Municipal Charge of \$20.00 for each rateable property for the rating period;*
  - c) *No increase in waste service charge;*
  - d) *An increase to the Council's Pensioner rate rebate of \$6.70;*
  - e) *Draw down of \$7.028 million from the Open Space Reserve for Open Space improvements; and*
  - f) *New Capital and Asset improvement investment of \$46.139 million to maintain, redevelop and improve services and assets.*
4. *Note a report on public submissions and recommendations to adopt the Proposed Budget will be considered at the Council Meeting on 17 June 2025.*

Moved: Cr Mohamed Semra  
Seconded: Cr Cuc Lam

**CARRIED**

## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D   M I N U T E S

#### 9.3. New Horizons: Creative Maribyrnong 2030

To inform Council on the key findings from the second phase of community engagement undertaken and to seek endorsement for Council's new creativity strategy, New Horizons: Creative Maribyrnong 2030.

##### Council Resolution

*That Council:*

1. *Notes the feedback from community and stakeholders on its draft creativity strategy; and*
2. *Endorses the Maribyrnong City Council's creativity strategy - New Horizons: Creative Maribyrnong 2030, shown at Attachment 2.*

Moved: Cr Cuc Lam  
Seconded: Cr Samantha Meredith

**CARRIED**

#### 9.4. Geographic Naming Proposal - Recognition of Sarah Carter

The purpose of this report is to seek in principle approval from Council to commence community engagement on the proposed naming of 'Sarah Carter Kindergarten' for the newly developed kindergarten, which forms part of the Maribyrnong Community Centre, 9 Randall Street, Maribyrnong.

##### Council Resolution

*That Council:*

1. *Approves in-principle the proposed naming of the 'Sarah Carter Kindergarten' for the newly developed kindergarten, which forms part of the Maribyrnong Community Centre, 9 Randall Street, Maribyrnong;*
2. *Endorses the commencement of community engagement which will include publication in a local newspaper, a notice on Council's website, a survey on Council's online community engagement site Your City Your Voice, and a survey sent to surrounding properties;*
3. *Following completion of the community engagement process and subject to no objections being received, formally endorses the proposed name 'Sarah Carter Kindergarten' and authorises the Chief Executive Officer to submit the proposed name to Geographic Names Victoria for registration; and*
4. *Notes that if one or more objections are received following the completion of the community engagement process, a further report will be presented to Council outlining objections and recommending next steps.*

Moved: Cr Cuc Lam  
Seconded: Cr Mohamed Semra

**CARRIED**

**Agenda Item 6.1 - Attachment 1**

**U N C O N F I R M E D   M I N U T E S**

**9.5. Consideration of Planning Permit Application at 70-100 Ballarat Road, Footscray – Victoria University, Footscray Park Campus (Ministerial Referral)**

To present for consideration a planning application which has been lodged with the Minister for Planning, as the Responsible Authority, under Clause 53.22 of the Maribyrnong Planning Scheme for Victoria University (Footscray Park Campus) at 70-100 Ballarat Road, Footscray.

**Council Resolution**

*That Council:*

1. *Advise the Minister for Planning that it supports the planning permit application PA2403450 for buildings and works associated with construction of an education centre (Clinical Health Teaching Facility) and new campus gateway with associated signage at 70-100 Ballarat Road, Footscray, subject to recommended planning permit conditions outlined in Attachment 1.*
2. *Advise the Minister for Planning that it supports, in principle, an Amendment to the Maribyrnong Planning Scheme to enable consideration of a future planning permit application for signage at Victoria University, Footscray Park Campus.*
3. *Note that that the Manager City Development will forward this decision and relevant internal referral comments to the Minister for Planning via the Department of Transport and Planning; and*
4. *Delegate to the Manager City Development the ability to provide comment on any revised or updated plans regarding this proposal to the Minister for Planning via the Department of Transport and Planning, provided these comments do not fundamentally alter Council's position.*
5. *Request the Chief Executive Officer write to Victoria Universities Vice-Chancellor seeking a meeting to discuss initiatives to increase public and active transport usage and management of car parking.*

Moved: Cr Susan Yengi  
Seconded: Cr Mohamed Semra

**CARRIED**



**Agenda Item 6.1 - Attachment 1**

**U N C O N F I R M E D   M I N U T E S**

**9.6. Governance Report - March 2025**

Maribyrnong Council's Governance Report is a monthly standing report which provides a single reporting platform for a range of statutory compliance, transparency, and governance related matters.

**Council Resolution**

*That Council note the March 2025 Governance Report.*

Moved:                      Cr Cuc Lam  
Seconded:                Cr Bernadette Thomas

**CARRIED**

## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D   M I N U T E S

#### 10. NOTICES OF MOTION

##### 10.1. Notice Of Motion: 2025/03 - Ventilation Stacks

In May 2023, Council declared a Health Emergency in response to the ongoing negative health impacts of the thousands of trucks running through the streets and neighbourhoods of Maribyrnong.

The West Gate Tunnel is scheduled to open in late 2025, with two ventilation stacks in Yarraville and South Kingsville. The stacks will not include filtration infrastructure to control the air pollution produced by the thousands of vehicles each day predicted to use the tunnel.

“When the tunnel was initially approved, the advisory committee recommended installation of air pollution control in the tunnel ventilation systems. It also recommended pollution control equipment be installed on the tunnel ventilation system. This has not happened.

Instead, when the EPA gave its approval for road tunnel ventilation systems in 2017, it did not insist on air filtration systems at the outset, but only that the tunnel ventilation system plans show ‘conceptual provision for future pollution control equipment’.

Since the EPA’s approval, Victoria’s environmental laws have been replaced with a new scheme focussed on preventing – rather than responding to – harm.<sup>1</sup>

Maribyrnong residents continue to experience some of the worst rates of asthmas, lung cancer, stroke, and heart disease in Australia. Installing air pollution control equipment in the ventilation stacks before the West Gate Tunnel is opened will reduce the impacts of the tunnel vehicles on Maribyrnong and inner west residents, respond adequately to the government’s own General Environmental Duty, and protect our residents from worsening health and environmental impacts.

<sup>1</sup> [West Gate Tunnel to expose local residents to toxic fumes - Environmental Justice Australia](#) (accessed 26 March 2025).

**Agenda Item 6.1 - Attachment 1**

**U N C O N F I R M E D   M I N U T E S**

**Council Resolution**

*That Council:*

1. *Acknowledges that residents of Maribyrnong and the inner west, have a right to breathe clean air and, as such, Council declared a Health Emergency in May 2023;*
2. *Reaffirms its position that the State Government must install air pollution control equipment on the West Gate Tunnel ventilation stacks to protect the health and wellbeing of all Maribyrnong and inner west residents, from day one of its operations; and*
3. *Writes to the Minister for Environment asking him to:*
  - a. *direct the Environment Protection Authority to set up a 'Conference of Interested Persons' to allow residents and air pollution/health experts to present new evidence on why the West Gate Tunnel Project's ventilation stacks should be filtered. This should happen before the EPA issues an operating licence to tunnel operator Transurban; and*
  - b. *direct the EPA to comply with the Environment Protection Act's 2021, General Environmental Duty and take a prevention-based approach to protect environmental and public health by using available technology to reduce harmful ventilation stack emissions.*

Moved: Cr Bernadette Thomas  
Seconded: Cr Mohamed Semra

**CARRIED**

**Agenda Item 6.1 - Attachment 1**

**U N C O N F I R M E D   M I N U T E S**

**10.2. Notice Of Motion: 2025/04 - Les Twentyman**

Les was raised in the western suburbs of Melbourne. He dedicated his life to helping young Australians find a positive future and remains Australia's best-known youth worker and social justice advocate. Les was also a passionate supporter of the Western Bulldogs football club and played a significant role in rallying community support to ensure the club's survival during its potential merger with Fitzroy in 1989.

Les will be remembered as one of the greatest Australians, having helped thousands of young Victorians to a better life. Through his decades of experience working on the streets, Les developed expertise in a range of community issues, including:

- Youth homelessness
- Drug abuse
- Prison reform
- School refusal
- Keeping kids in classrooms and out of courtrooms
- Social justice issues

He gave a voice to the voiceless for more than 40 years. Les passed away on 30 March 2024 and was farewelled at a State Funeral on 16 April 2024. Following his death the Les Twentyman Foundation maintains his vision and legacy and continues his work with young people for at risk and disadvantaged backgrounds.

**Council Resolution**

*That Council considers naming a meeting room at the Civic and Community Hub in honour of the late Les Twentyman OAM, in recognition of his enduring contributions to our community.*

Moved: Cr Cuc Lam  
Seconded: Cr Mohamed Semra

**CARRIED**

Cr Lam called for a **DIVISION**.

Councillors Pradeep Tiwari, Cuc Lam, Mohamed Semra and Susan Yengi voted **FOR** the motion.

Councillors Samantha Meredith, Bernadette Thomas and Elena Pereyra voted **AGAINST** the motion.

**CARRIED**

## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D M I N U T E S

#### 11. COUNCILLOR QUESTION TIME

Councillor Question Time commenced at 8:06pm.

**Cr Samantha Meredith asked the following questions:**

1. What advocacy has been taken to address safety concerns regarding vehicle speeding along Hopkins street? Specifically, has Council:
  1. Advocated for speed enforcement measures such as red-light cameras;  
or
  2. Considered the use of vehicle activated signage (VAS)?

**Response:**

*The Chief Executive Officer advised that as part of the Active Transport Advocacy Strategy, Council has advocated for the delivery of improved pedestrian, bicycle and public transport infrastructure along Hopkins Street.*

*In July 2024, as a result of Council and the communities ongoing advocacy, the Minister for Roads and Road Safety announced a speed reduction between Moore Street and Hopetoun Bridge to 40km/h.*

*Additionally, Dynon Road between Kensington Road and just east of Dock Link Road was reduced to 60km/h.*

*Council continues to engage with relevant stakeholders including the Department of Transport and Planning and Victoria Police to assess potential speed enforcement options.*

*Council has used speed radar signs successfully in other locations across the City to help manage speeding. Due to the high traffic volumes in this location, the effectiveness of these types of initiatives is limited.*

*Council will continue to explore alternative solutions with the State Government as the responsible road authority for Hopkins Street to improve road safety for users.*

2. Land banking in central Footscray remains a significant barrier to the areas revitalisation and liveability. With 22 key sites sitting vacant, some for well over a decade, these long-term neglected properties have become eyesores, discouraging economic investment, and diminishing the quality and function of the public realm.

*Some of these properties appear to be used primarily as financial leverage, through negative gearing, to fund development elsewhere, rather than contributing to the regeneration of Footscray. Developers have chosen to retain these sites as capital, while allowing them to deteriorate within the heart of our community.*

## Agenda Item 6.1 - Attachment 1

### U N C O N F I R M E D M I N U T E S

- a) Is Council investigating ways to activate these sites, including the use of local laws?
- b) Has Council engaged with landowners to encourage development and/or interim activation?
- c) What advocacy has Council undertaken to the State Government to address long-term land banking?

**Response:**

*The Chief Executive Officer advised Council continues to proactively work with key landholders of a number of vacant sites to facilitate action. This includes the successful Creative Spaces pilot program, which saw underutilised commercial properties in the Footscray CBD turned into affordable creative spaces and galleries to activate the CBD.*

*In August 2024, Council raised the issue of Vacant Land Sites at the M9 Parliamentary Event, attended by MPs from all parties and the Chief Executive Officers of HomesVic, Development Victoria, Sustainability Victoria. Maribyrnong's submission raised the issue of several large underutilised lots of land containing unsafe or derelict buildings and their impact on local housing growth and city amenity.*

*It was noted that many of these sites have approved planning permits for housing and commercial uses, but despite this have not been acted on. Council had previously opted not to extend these permits, but was overridden by VCAT, ensuring these sites remain vacant for many more years,*

*In May 2023, Council wrote to the Minister Planning regarding land banking. Points raised, included VCAT appeal rights preventing the revocation of permits, consideration of increased land taxes for vacant properties, consideration of new regulations in the planning scheme covering safety concerns with derelict sites.*

*One of Maribyrnong's biggest vacant areas is the 128-hectare Maribyrnong Defence Site. Council has a bespoke advocacy strategy for this land to be activated, which requests for the State and Federal Government to ensure the planning and development of this site includes new homes, jobs, open space and community facilities. This issue has been raised on several occasions in letters and meetings with relevant State and Federal Government ministers.*

*Most recently, in February 2025 the Mayor and Chief Executive Officer met with the Minister for Planning regarding a range of planning issues facing our City, with land banking being one of the discussion points. The Minister showed an understanding of our issues in regards to land banking.*

*In February 2025, Council wrote to all major land owners within Central Footscray with active planning permits reminding them of their obligations under the General Purpose Local Law 2015 and to offer assistance in temporarily activating their sites until the substantive development allowed by their permits is to commence.*

**Agenda Item 6.1 - Attachment 1**

**U N C O N F I R M E D M I N U T E S**

**Cr Bernadette Thomas asked the following questions:**

1. Council received a letter from Boroondara Council about supporting how trees are pruned and managed around power lines so that we can stop what appears to be an extreme pruning of trees, which is a huge issue for our community, particularly in reducing urban heat island and providing cool shade to our streets. Could you advise how will respond to that letter?

**Response:**

*The Chief Executive Officer advised that the Mayor has asked Council Officers to prepare a response to the letter. This Boroondara initiative is one that Council has supported previously in terms of our climate emergency and our tree canopy. Correspondence is being prepared from the Mayor in response, outlining Council's support.*

**12. URGENT BUSINESS**

Nil.

**13. CONFIDENTIAL BUSINESS**

Nil

**14. MEETING CLOSURE**

Acknowledgement by the Mayor and Councillors

*Councillors, before we conclude tonight's meeting, there is a special acknowledgement that I would like to make on behalf of Council.*

*I would like to farewell Lisa King, Director Corporate Services.*

*This is Lisa's final Council Meeting, and I would like to acknowledge her 21 year contribution to Maribyrnong City Council and wish her well in the future.*

*Cr Bernadette Thomas and Cr Cuc Lam also separately thanked and acknowledged Lisa's contribution to Maribyrnong City Council.*

The Chair, Cr Pradeep Tiwari, declared the meeting closed at 8:18pm.

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To be confirmed at the Council Meeting  
to be held on 20 May, 2025.

Chair, Cr Pradeep Tiwari

## Agenda Item 8.1

### PETITION: IMPLEMENTING PERMIT-ONLY PARKING ON WHITE STREET

**Director:** Lucas Gosling  
Acting Director Corporate Services

**Author:** Phil McQue  
Manager Governance and Commercial Services

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#### PURPOSE

The purpose of this report is to table a petition relating to a request to install permit-only parking restrictions on White Street, Footscray.

#### ISSUES SUMMARY


- A petition has been submitted to Council containing 12 signatures
- The petition text is as follows:  
*“As many of you are aware, the ongoing construction of the new hospital has significantly increased parking issues on our street. This situation has brought an influx of vehicles from tradespeople and soon from hospital workers and visitors. To address this, we are proposing to request the Maribyrnong Council to implement permit-only parking on White Street for all days of the week. This measure will ensure that parking is reserved primarily for residents and their visitors.*

*The construction activities have already led to an increased in non-resident vehicles parking on White Street. Once the hospital is completed, it is fair to assume that our street will face even greater parking pressures from hospital staff and visitors looking for parking. It’s worth noting that the Maribyrnong Council has already implemented permit-only parking on nearby Shepherd Street to manage similar issues, which has proven effective.*

*We propose that the Maribyrnong Council introduce a permit-only parking system on White Street that is effective seven days a week, to reserve parking for residents and limit the availability to non-residents.*

#### Benefits of Permit-Only parking:

1. *Guaranteed Parking Access: Ensures that residents have reliable access to parking near their homes every day.*
2. *Reduced Congestion: Limits the influx of non-residential traffic, making our street safer and quieter.*
3. *Enhanced Safety: Facilitates easier access for emergency vehicles and improves pedestrian safety by reducing traffic volume.”*

1. Petition: Implementing Permit-Only Parking on White Street [↓](#) 



**Agenda Item 8.1**

**OFFICER RECOMMENDATION**

**That Council:**

- 1. Receives and notes the Petition: Implementing Permit-Only Parking on White Street; and**
- 2. Requests the Chief Executive Officer to consider the petition and determine the appropriate response.**

**Agenda Item 8.1 - Attachment 1**

7 May 2025

Coordinator Transport & Parking  
Maribyrnong City Council  
PO Box 58  
West Footscray VIC 3012



Cc: [email@maribyrnong.vic.gov.au](mailto:email@maribyrnong.vic.gov.au), [Cr.Semra@maribyrnong.vic.gov.au](mailto:Cr.Semra@maribyrnong.vic.gov.au)

**Subject: Request for Permit-Only Parking Restrictions – White Street, Footscray**

Dear Coordinator,

I write on behalf of the residents of White Street to request that Council introduce residential permit-only parking along our street.

**1. Demonstrated community support**

Enclosed is a petition signed by 12 households, representing 41 % of all properties in the street—well above Council's 10 % trigger for a parking-study request.

**2. Acknowledgements (per Council policy)**

- Permit fees: Residents accept the annual fee schedule for resident and visitor permits.
- No net gain of bays: We understand signage changes alone will not create extra parking.

**3. Restriction requested**

Permit Zone – Permit Holders Only – 24 hours, 7 days

This removes all general-public time-limited parking and reserves the kerbside exclusively for permit-holding residents and their authorised visitors.

**4. Recent Council engagement and key facts**

- Traffic-engineer visit (29 April 2025) - Council's engineer advised several residents that the current 2 hour parking 9am to 9pm Monday–Friday limit may change to 1 hour 7 days.
- He noted the construction-trade influx "will soon be gone" but conceded hospital staff and visitors will quickly replace that demand.
- Shepherd Street precedent - The engineer indicated Council may scale back Shepherd Street's permit-only status, signalling reluctance to expand restrictions – something residents of White Street find difficult to believe
- Residential character - White Street has no retail frontage and a high proportion of homes with no off-street parking, leaving residents competing directly with hospital commuters and visitors.

## Agenda Item 8.1 - Attachment 1

- Enforcement gap - Tradespeople routinely shuffle vehicles or remove chalk marks to avoid infringement. Despite multiple complaints, inspectors attend only intermittently (1–2 days at a time). Unionised workers receive a ~\$50/day travel allowance, so one or two \$98 fines per week barely impact the incentive to park all day.

### 5. Why permit-only parking is the fairest solution

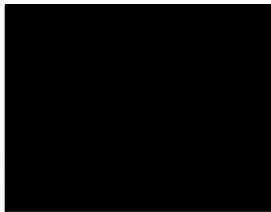
1. Protects ratepayers' amenity - Residents regain a reasonable chance to park near their homes.
2. Prevents spill-over from policy shifts - If Shepherd Street loses its permit status or White Street is reduced to 1-hour limits, adjoining streets will be overwhelmed unless a consistent permit framework exists.
3. Supports Council policy goals - Discouraging long-stay commuter parking aligns with the Resident Parking Permit Policy objective of prioritising residents' access.
4. Reduces unnecessary traffic circulation and emissions from drivers circling to find a space.

### 6. Requested next steps

1. Undertake an occupancy survey of White Street at peak daytime periods.
2. If occupancy exceeds the 85% benchmark, progress to full community consultation.
3. Subject to ≥60 % resident support, install permit-only signage and notify residents so they can apply for permits.

Thank you for considering this request. I am available to meet or supply further evidence (photographs, traffic counts, or inspector-attendance logs) at your convenience.

Yours sincerely,



Enclosures:

- Petition signature sheets (12)

Agenda Item 8.1 - Attachment 1

## Petition for Implementing Permit-Only Parking on White Street

Dear Neighbours,

As many of you are aware, the ongoing construction of the new hospital nearby has significantly increased parking issues on our street. This situation has brought an influx of vehicles from tradespeople and soon from hospital workers and visitors. To address this, we are proposing to request the Maribyrnong Council to implement permit-only parking on White Street for all days of the week. This measure will ensure that parking is reserved primarily for residents and their visitors.

### The Issue:

The construction activities have already led to an increase in non-resident vehicles parking on White Street. Once the hospital is completed, it is fair to assume that our street will face even greater parking pressures from hospital staff and visitors looking for parking. It's worth noting that the Maribyrnong Council has already implemented permit-only parking on nearby Shepherd Street to manage similar issues, which has proven effective.

### Proposal:

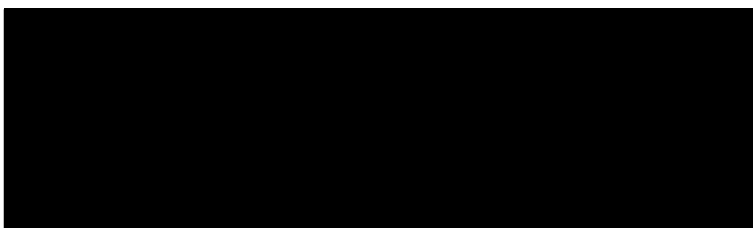
We propose that the Maribyrnong Council introduce a permit-only parking system on White Street that is effective seven days a week, to reserve parking for residents and limit the availability to non-residents.

### Benefits of Permit-Only Parking:

1. **Guaranteed Parking Access:** Ensures that residents have reliable access to parking near their homes every day.
2. **Reduced Congestion:** Limits the influx of non-residential traffic, making our street safer and quieter.
3. **Enhanced Safety:** Facilitates easier access for emergency vehicles and improves pedestrian safety by reducing traffic volume.

### Action Required:

Your support is crucial in advocating for this change. Please join us by signing this petition, which we intend to submit to the Maribyrnong Council. Let's show that our community stands together in favour of making White Street a safer and more convenient place for its residents.



(GREAT INITIATIVE!)

Thank you for your participation and support. Together, we can achieve a positive change for our community.

Please return via mailbox at 

Best regards,



**Agenda Item 8.1 - Attachment 1**

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### **Proposal:**

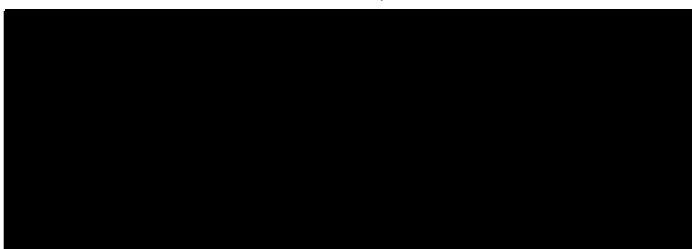
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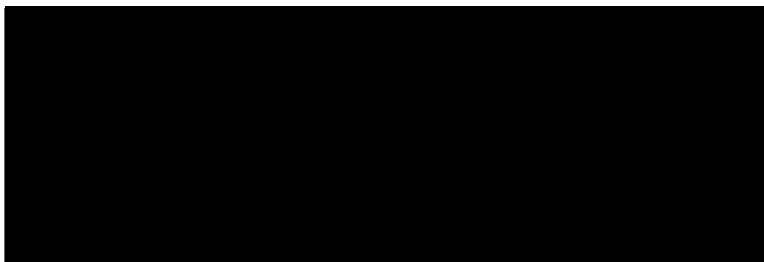
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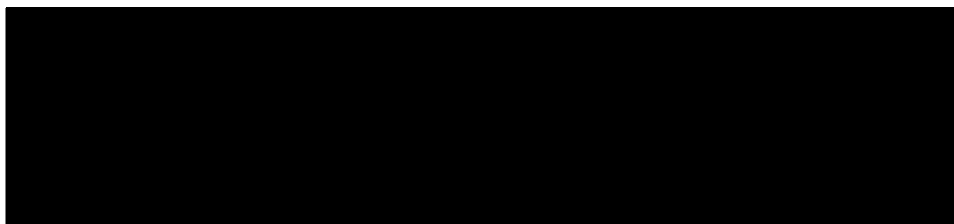
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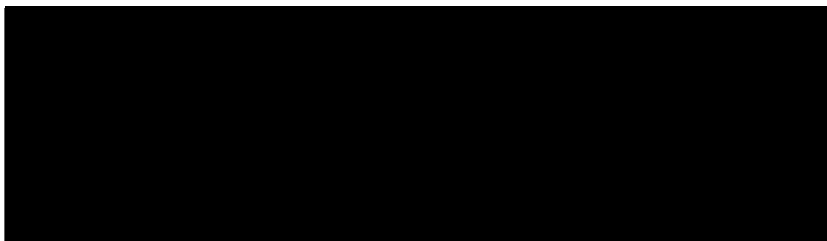
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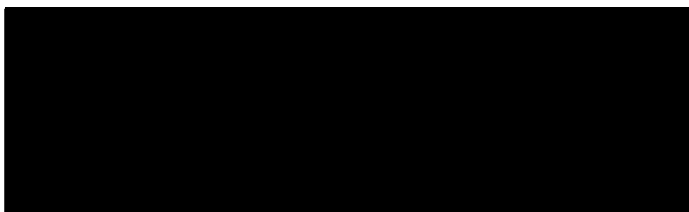
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**The Issue:**

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**Proposal:**

We propose that the Maribyrnong Council introduce a permit-only parking system on White Street that is effective seven days a week, to reserve parking for residents and limit the availability to non-residents.

**Benefits of Permit-Only Parking:**

1. **Guaranteed Parking Access:** Ensures that residents have reliable access to parking near their homes every day.
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**Agenda Item 8.1 - Attachment 1**

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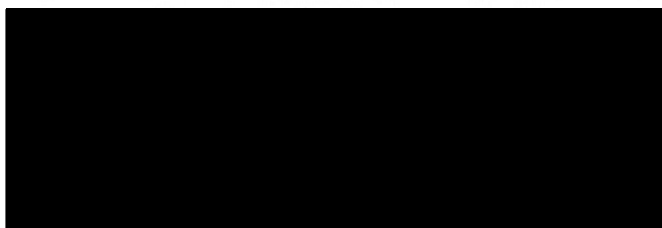
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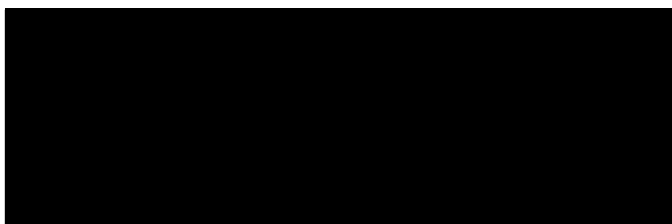
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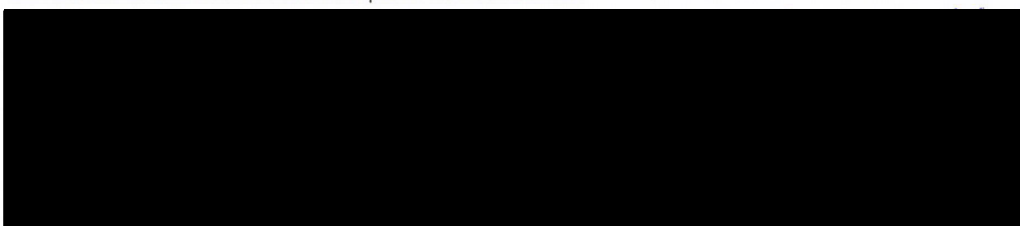
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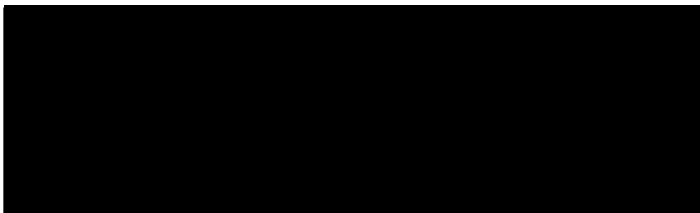
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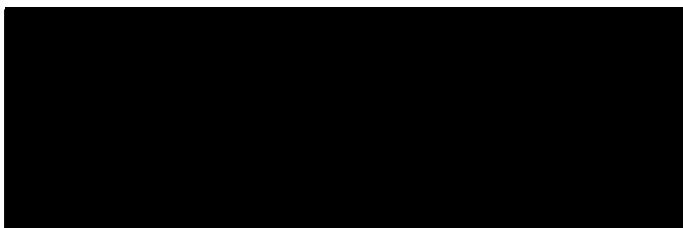
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## Agenda Item 8.2

### PETITION: PUBLIC TOILET - BEATON RESERVE YARRAVILLE

**Director:** Lucas Gosling  
Acting Director Corporate Services

**Author:** Phil McQue  
Manager Governance and Commercial Services

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#### PURPOSE

The purpose of this report is to table a petition relating to a request to install a public toilet in Beaton Reserve, Yarraville.

#### ISSUES SUMMARY

- A petition has been submitted to Council containing 87 signatures.
- The petition text is as follows:  
*"We would like a public toilet installed in Beaton Reserve, Yarraville. The park is used by many members of the community particularly families with young children. The nearest toilet is at Yarraville Railway Station. It is challenging for families spending time at the park when the only option is a long walk of 10 minutes which is very convenient. A public toilet would make the park much more user friendly for the residents of Yarraville."*

#### ATTACHMENTS

1. Petition: Public Toilet - Beaton Reserve Yarraville [!\[\]\(4decd7f4d36b8b21e9f05326cc7983ef\_img.jpg\)](#) 

#### OFFICER RECOMMENDATION

**That Council:**

1. **Receives and notes the petition requesting Petition: Public Toilet - Beaton Reserve Yarraville**
2. **Requests the Chief Executive Officer to consider the petition and determine the appropriate response.**



**Agenda Item 8.2 - Attachment 1**

PETITION

To: Maribyrnong Council

We would like a public toilet installed in Beaton Reserve, Yarraville. The park is used by many members of the community particularly families with young children. The nearest toilet is at Yarraville Railway Station. It is challenging for families spending time at the park when the only option is a long walk of 10 minutes which is very inconvenient. A public toilet would make the park much more user friendly for the residents of Yarraville.

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Signature: \_\_\_\_\_

Lead Petitioners Details

Details of petitioners

Name	Address	Signature
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Signature:

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**Agenda Item 9.1****QUARTERLY PERFORMANCE AND FINANCIAL REPORT - PERIOD ENDING 31 MARCH 2025**

**Director:** Lucas Gosling  
Acting Director Corporate Services

**Author:** Mark Connor  
Manager Finance

---


**PURPOSE**

The purpose of this report is to present the Quarterly Performance and Financial Report for the period ending 31 March 2025 to Council for noting.

**ISSUES SUMMARY**

- The Quarterly Report, shown at Attachment 1, provides Council with the most up to date estimate of the year end result.
- At the conclusion of each quarter, a forecast is prepared which compares the 2024/2025 year to date results against the full year budget in order to identify expected variations. Based on the review conducted, variances have been identified across some revenue and expenditure categories, forecasting a favourable underlying operating result of \$1,089,437 at an aggregate level.
- This is predominantly due to an unfavourable forecast in materials and services.
- The favourable position in employee costs is offset by the unfavourable forecast in agency contractors.
- Of the 61 Council Plan actions at Q3, 17 (27.87 percent) have been completed, 32 (52.46 percent) are progressing to target and 12 (19.67 percent) are progressing but are delayed.
- Total actual capital expenditure at the end of this reporting period was \$44.04 million, with purchase commitments adding a further \$22.92 million to a total of \$66.96 million year to date, representing 84 percent to annual budget (\$80.13 million) and 91 percent to annual forecast (\$73.28 million).
- Of the Capital and Assets Improvement Program actual expenditure of \$44.04 million, \$8.96 million corresponds to the carried forward budget from 2023/2024.

**ATTACHMENTS**

- 1.Attachment 1 - Quarterly Performance and Financial Report - 31 March 2025 [↓](#) 

**Agenda Item 9.1**

**OFFICER RECOMMENDATION**

**That Council notes the Quarterly Performance and Financial Report for the period ending 31 March 2025, shown at Attachment 1.**



**Agenda Item 9.1****BACKGROUND**

The Performance and Financial Report is a regular and ongoing mechanism for Council to be accountable to its community. Reports are provided to Council in accordance with section 97 of the *Local Government Act 2020*.

The report provides an overview of Council's financial results while also providing a forecast outlook for the 2024/2025 financial year. This is compared against the full year budget in order to identify the expected variations, which are recorded as forecast changes from Council's adopted annual budget.

**DISCUSSION/KEY ISSUES****1. Key Issues****Annual Council Plan Actions**

The progress of the 61 annual Council Plan actions as at 31 March 2025 are as follows:

- 27.87 percent (17 of 61) are completed.
- 19.67 percent (12 of 61) are progressing but are delayed.
- 52.46 percent (32 of 61) are in progressed to target.

Section 3 and Appendix 1 of Attachment 1 illustrates the status of the annual Council Plan actions.

**Financial Operations**

At the end of each quarter, a forecast is prepared which compares the 2024/2025 year to date results against the full year budget in order to identify the expected variations from Council's original annual expectations. Based on the review conducted, variances have been identified across some revenue and expenditure categories, forecasting an unfavourable underlying operating result of \$1,089,437 at an aggregate level.

This is predominantly due to a favourable variance in additional revenue in operating recurrent and non-recurrent grants, noting that there may be an increase in materials and contracts as a result. The favourable position in employee costs is offset by the unfavourable forecast in agency contractors.

The Finance and Performance Report for the reporting period ending 31 December 2024 provides Council with the most up to date estimate of the year end result. All significant operating variances are identified with variances shown in the year-to-date section as a result of timing differences.

Section 4 of Attachment 1 illustrates variances to the original adopted budget.

**Agenda Item 9.1****Capital Works and Improvement Program**

Throughout the year, Council's capital program is influenced by a number of factors which were unforeseen at the time of budget development. For example, factors impacting upon Council's ability to deliver the capital program as planned include third party approvals, slower than expected responses to tenders and procurement, supply chain disruptions arising from global events, and latent weather conditions.

Section 5 of Attachment 1 highlights variances to the adopted budget.

**Consideration of a Revised Budget**

Section 97(3) of the *Local Government Act 2020*, requires the Chief Executive Officer to include a statement in this report as to whether a revised budget is, or may be, required. The Chief Executive Officer considers a revised budget is not required.

**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 changing City using strategic foresight, innovation, transparent decision making & well-planned & effective collaboration & community engagement to support community & economic growth.

**Legislation**

*Local Government Act 1989*  
*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**

The 2024/2025 Annual Budget was developed in consultation with the community.

**4. Resources**

Resourcing implications are addressed in Attachment 1 to this report.

**Agenda Item 9.1****5. Environment**

Nil.

**CONCLUSION**

At the end of this quarter, Council's financial forecast reflects an overall slightly favourable position against budget, made up of a number of variances, both favourable and unfavourable, across Council's operational services. These variances will continue to be monitored for the remainder of the financial year with ongoing review of project progress, project savings and project delivery.

**Agenda Item 9.1 - Attachment 1**

Quarterly Performance and Financial Report  
Quarter 3 for the Period Ending 31 March 2025



## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

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### Contents

1.	Introduction.....	3
2.	Overview of 2024/2025.....	3
3.	Annual Council Plan Action 2024/2025.....	4
4.	Financial Operations.....	8
5.	Capital Works and Improvement Program.....	16
6.	Financial Statements .....	21
7.	Additional Information .....	28
8.	Appendix 1 - Council Action Plan 2024/2025 Progress Status Report Q3.....	29

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

---

### 1. Introduction

The Performance and Financial Report is a regular and ongoing mechanism for Council to be accountable to the community.

The report provides an update on progress of Council Plan Actions, budget commentary, including a comparison of the actual and budgeted results to date and an explanation of any material variations. A summary of the implementation of the annual Capital Works and Improvement Program is also included.

### 2. Overview of 2024/2025

#### Progress to date

- The Quarterly Report attached provides Council with the most up to date estimate of the year end result.
- At the end of each quarter, a forecast is prepared which compares the 2024/2025 year to date results against the full year budget in order to identify the expected variations from Council's original annual expectations. Based on the review conducted, variances have been identified across some revenue and expenditure categories, forecasting a favourable operating result of \$1,089,437 at an aggregate level.
- This is predominantly due to a favourable forecast in employee costs and supplementary rates.
- The favourable position in employee costs is offset by the unfavourable forecast in agency contractors.
- Of the 61 Council Plan actions at Q3, 17 (27.87%) have been completed, 32 (52.46%) are progressing to target and 12 (19.67%) are progressing but are delayed.
- Total actual capital expenditure at the end of this reporting period was \$44.04 million, with purchase commitments adding a further \$22.92 million to a total of \$66.96 million year to date, representing 84% to annual budget (\$80.13 million) and 91% to annual forecast (\$73.28 million).
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## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

### 3. Annual Council Plan Action 2024/2025

#### Background

Council adopted the Council Plan 2021-2025 and integrated Municipal Public Health and Wellbeing Plan on 15 June 2021.

The Council Plan guides the planning, development, resourcing and provision of services to the community over a four-year period.

Five strategic objectives underpin a framework that drives operational performance, and supports the achievement of community and organisational outcomes. These strategic objectives are:

1. Safe climate and healthy environment
2. Liveable neighbourhoods
3. A place for all
4. Future focused
5. Ethical leadership

To support the delivery of the Council Plan, a four-year implementation plan was developed. For the final year of the current Council Plan, 61 actions have been established. Actions are funded through the operational and capital works budget.

The 61 actions include:

- 6 Major Initiatives and 55 Initiatives. Major Initiatives are marked by **bold** text.
- 57 out of 61 are Municipal Public Health and Wellbeing actions. These are marked by a blue *HW* in the Appendix.

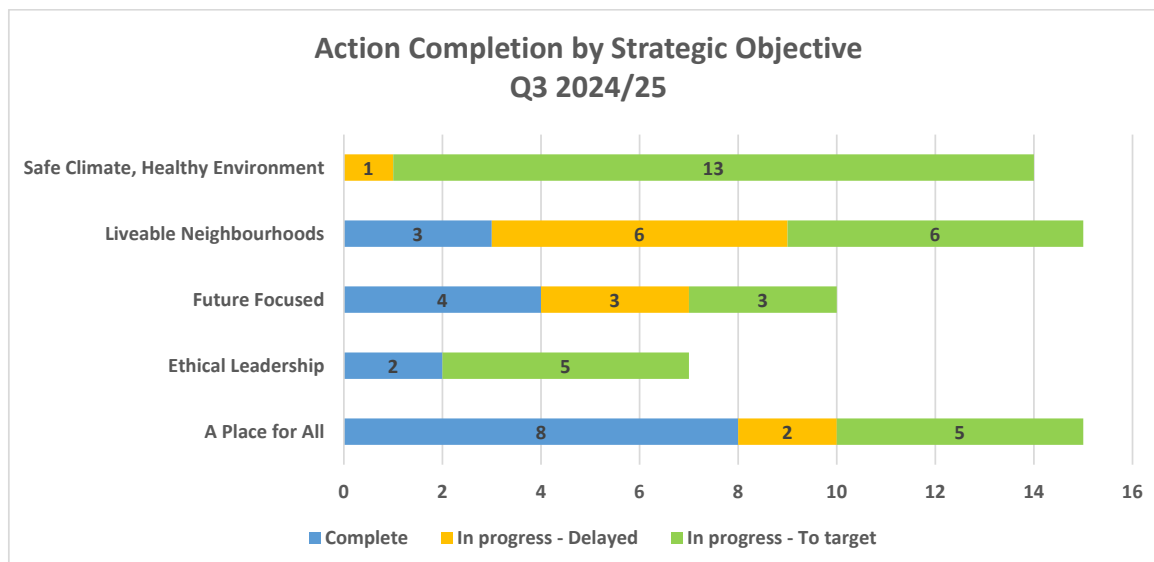
#### Status this quarter

The status of the Council Plan actions as of 31 March 2025 are:

- 27.87% (17 of 61) are completed.
- 19.67% (12 of 61) are progressing but are delayed.
- 52.46% (32 of 61) are in progressed to target.

The table below indicates the progress of the actions according to the five strategic objectives of the Council Plan.

Appendix 1 provides the status of each Council Plan action.



## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

#### Delayed actions

At the end of March 2025, 12 of 61 actions are delayed. The following table includes the progress comments for each delayed action:

Action	Due Date	Measure	Comment
1.3.2 Develop and implement the Biodiversity Plan and Action Plan	30 June 2025	Annual progress report to Council	Council's Nature Plan (formerly the Biodiversity Plan) is still under development. Recent progress included consultation with Traditional Owners and local community groups to incorporate their feedback into the Plan.  The final draft of the Plan is set to be presented to Council in late 2025.
2.2.2 Implement the Healthy and Active Framework 2021-2025	31 December 2024	Annual progress report to Council	This Action has been re-scoped to include a review of Active Maribyrnong via the development of a Physical Activity Strategy.  Consultation with VicHealth, Sport and Recreation Victoria and the Australian Sports Commission has taken place.  Council continues to implement a series of initiatives targeted at providing and promoting opportunities for the community to be active.
2.2.3 Develop and implement the Aquatic Strategy 2021-2025	31 December 2024	Annual progress report to Council	The Maribyrnong Aquatic Centre Master Plan is progressing, with stage one now completed.  However, stage two, which involves the construction of the water slides and splash park, has been delayed due to the builder entering liquidation. The final documentation is being prepared and is expected to be released for tender by late April.  In quarter three, Council secured a \$2.5M Community Energy Upgrades Project grant from the Federal Government. This grant will help convert the Maribyrnong Aquatic Centre from a gas-powered facility to a fully electric one.
2.2.5 Implement the Outdoor Sport and Recreation Facilities Future Directions Plan 2021-2025	31 December 2024	Annual progress report to Council	In the third quarter, Council continued developing plans for outdoor sport and recreation facilities.  These plans are expected to be finalised in quarter four, with an annual progress report to follow.
2.2.7 Develop and consult on a Walking Strategy (within the Active Transport Framework)	31 October 2024	Annual progress report to Council	Council's Walking Strategy was endorsed in 2023.  Progress on a number of key actions has been paused as plans are underway to integrate it with the new Maribyrnong Integrated Transport Strategy.  Council continues to deliver the footpath renewal program across the municipality, as part of the 2024/25 capital works program.



## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Action	Due Date	Measure	Comment
2.3.1 Continue to deliver objectives of the Maribyrnong Tourism and Visitation Strategy and Action Plan	31 December 2024	Review the Maribyrnong Tourism and Visitation Strategy and Action Plan	<p>The Maribyrnong Tourism and Visitation Strategy is currently under review as part of the development of the Creativity Strategy.</p> <p>The Creativity Strategy will focus on boosting visitation and supporting local economies.</p>
2.5.1 Implement Maribyrnong Bicycle Strategy *	31 August 2024	Annual progress report to Council	<p>The Maribyrnong Bicycle Strategy is set to be integrated with the new Maribyrnong Integrated Transport Strategy.</p> <p>Key projects have been rolled out, including:</p> <ul style="list-style-type: none"> <li>• The Lacy St shared user path</li> <li>• Upgraded bicycle lanes on Somerville Road, Rosamond Road, Pickett St and Mitchell St (west of Rosamond Road).</li> </ul> <p>Additionally, work is also progressing on:</p> <ul style="list-style-type: none"> <li>• Churchill Road, Maidstone</li> <li>• Mitchell street (east of Rosamond Road), Maribyrnong</li> <li>• Mephan, Barkly, Bunbury and Moreland streets, and Geelong Service Road, Footscray</li> <li>• Dempster street, West Footscray</li> <li>• Pilgrim street and Bristow street, and Berry street Seddon</li> <li>• Seddon to Yarraville shared path</li> <li>• Bradmill Boulevard, Yarraville</li> </ul> <p>Council continues to collaborate with the Department of Transport and Planning on the Westgate Tunnel Project and connection with the municipality's existing cycling network.</p>
3.3.2 Explore partnership options to promote social and housing affordability	31 August 2024	Annual report to Council on social and affordable housing sector trends	<p>In the fourth quarter, a workshop will be held with stakeholders.</p>
3.4.2 Develop and implement new Arts and Culture Strategy 2025-2030	31 March 2025	Annual progress report to Council	<p>In quarter three, the draft Creativity Strategy was reviewed with sector stakeholders and the broader community.</p> <p>The updated strategy, 'New Horizons: Creative Maribyrnong 2030', will be presented to Council for adoption in April.</p> <p>Additionally, the 'Creative Places' pilot in central Footscray received positive feedback, with a major celebration planned for April.</p>
4.2.2 Secure funding for NeXT project and commence design and build	31 August 2024	Annual progress report to Council	<p>In quarter three, the Federal Minister for Infrastructure, Transport, Regional Development and Local Government announced a \$5 million commitment to support the design phase of Creative West. This Urban Precincts and Partnership Program grant will be matched by Council.</p>

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Action	Due Date	Measure	Comment
			Councillors were briefed on the status and intended outcomes of this project in February 2025. Work is underway to establish project governance before procuring an external consultant team.
4.2.3 Implement Early Years Infrastructure Plan 2041	31 March 2025	Annual progress report to Council	<p>Progress on this action has been delayed due to State and Federal Government reforms in the early years sector.</p> <p>In quarter four, work will continue on updating the Community Infrastructure Strategy, with completion planned for late 2025.</p>
4.2.4 Deliver Maribyrnong Reserve Project	31 May 2025	Annual progress report to Council	<p>In the fourth quarter, work will continue on updating the Community Infrastructure Strategy, with completion expected by late 2025.</p> <p>The Strategy will include provisions for multipurpose community hubs and will be finalised before work on the masterplan begins.</p>

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

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### 4. Financial Operations

This section provides a comparison of the forecast and budgeted results to date and an explanation of any material variations. It also provides a forecast of the financial position at 31 March 2025.

The third quarterly forecast is an operating favourable variance of \$1,089,437 to the budget and provides Council with the most up to date as of 31 March 2025. Any significant operating variances are listed under resource group table. The variances shown in the year-to-date section are the result of timing differences for example grants being received prior to the cost of the service delivery being incurred, planned activity did not occur when expected.

The report indicates that Council has a favourable forecast operating variance to Budget of \$1,089,437

**Agenda Item 9.1 - Attachment 1**

Quarterly Performance and Financial Report  
for the period ending 31 March 2025

**Operating & Initiative Service Summary by Functions**

Functions	Actual (\$,000)	YTD Budget (\$,000)	YTD Variance (\$,000)	Annual Adopted Budget (\$,000)	Carried Fwd from 2023/2024 (\$,000)	Annual Current Budget (\$,000)	Current Budget to Forecast Variance (\$,000)
Operating Expenses							
Community Services	15,747	15,971	224	21,228	-	21,858	(630)
Corporate Services	19,619	19,067	(552)	36,793	-	35,646	1,147
Infrastructure Services	33,078	31,867	(1,211)	42,146	-	42,997	(851)
Planning and Environment Services	27,311	29,466	2,155	40,236	-	40,854	(618)
Operating Expenses Total	95,755	96,371	616	140,403	-	141,355	(952)
Operating Income							
Community Services	4,310	3,216	1,094	4,320	-	4,761	441
Corporate Services	136,686	135,506	1,180	137,454	-	137,806	352
Infrastructure Services	7,934	5,286	2,648	9,668	-	10,281	613
Planning and Environment Services	15,301	14,143	1,158	19,421	-	20,056	635
Operating Income Total	164,231	158,151	6,080	170,863	-	172,904	2,041
Grand Total	-68,476	-61,780	6,696	-30,460	-	-31,549	1,089

Service/Functions	Net Current Budget to Forecast Variance (\$,000)
Community Services	(189)
Corporate Services	1,499
Infrastructure Services	(238)
Planning and Environment Services	17
Budget to Forecast Variance Total	1,089

**Agenda Item 9.1 - Attachment 1**

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Service Summary by Resource Group

By Resource group		YTD Actuals	YTD Current Budget	YTD Variance	Annual Adopted Budget	Carried Forward Grants	Annual Forecast	Forecast plus CFwd to Budget Variance
	Note							
Operating Revenue								
Contributions - cash	1	144	-	144	21	-	156	135
Grants – Operating (non-recurrent)	2	2,319	367	1,952	613	-	2,399	1,786
Grants – Operating (recurrent)	3	5,672	5,078	594	6,063	-	6,115	52
Internal Income		2,319	2,342	(23)	3,122	-	3,122	-
Investment Income		4,551	3,759	792	5,012	-	5,012	-
Other Revenues	4	1,719	1,166	553	1,593	-	1,706	113
Rates	5	128,888	128,481	407	128,684	-	129,031	347
Sale Proceeds		-	-	-	80	-	80	-
Statutory Charges	6	9,578	9,591	(13)	12,929	-	12,820	(109)
User Charges	7	9,041	7,367	1,674	12,747	-	12,464	(283)
Operating Revenue Total		164,231	158,151	6,080	170,864	0	172,905	2,041
Operating Expenditure								
Bad and doubtful debts	8	2,114	2,250	136	3,000	-	2,520	480
Borrowing costs		235	-	(235)	1,154	-	1,154	-
Contracts & Materials and services	9	41,217	39,427	(1,790)	52,808	-	57,566	(4,758)
Employee Costs	10	49,468	51,947	2,479	67,639	-	64,444	3,195
Internal Expenses	11	2,314	2,270	(44)	14,536	-	14,433	103
Other Expenses	12	407	477	70	1,267	-	1,239	28
Operating Expenditure Total		95,755	96,371	616	140,404	0	141,356	(952)
Net Total		-68,476	-61,780	6,696	-30,460	0	-31,549	1,089

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
for the period ending 31 March 2025

### Operating Summary by Resource Group - Comments

Note No. Q3	Resource Group Major Variance Analysis
Note 1 Contributions - Cash \$135,414 favourable	The favourable variance is primarily due to the following: <ul style="list-style-type: none"> <li>- \$130,414 contribution from participation councils for the My Smart Garden program and \$25,000 contribution to support for Business Sustainable event, forecasted to be expended under Material and Services Note 9.</li> <li>- Offset by a (\$20,000) reduction in external sponsorship for the New Year's Eve festival.</li> </ul>
Note 2 Grants - Operating (non-recurrent) \$1,785,414 Favourable	Grants non recurrent is favourable due to a number of one off external grants which is forecasted to be expended under Material and services (Note 9) below, they are comprised of: <ul style="list-style-type: none"> <li>- \$405,446 Community Recovery Hub</li> <li>- \$372,867 Council Flood Support Fund 2022-23</li> <li>- \$181,036 Maribyrnong River &amp; Stoney Creek Wildlife Protection &amp; Habitat Creation</li> <li>- \$171,055 Building Control Pathway to Cladding Remediation Partnership Program</li> <li>- \$127,348 High-risk Waste Sites Local Government Capacity Building Project</li> <li>- \$116,729 Community Recovery Officer Program - Maribyrnong Flood</li> <li>- \$71,928 Grant to support Flood recovery Permit applications</li> <li>- \$66,090 Local Planning and Change Management</li> <li>- \$60,000 Maternal Clinical Multicultural Story Time grant</li> <li>- \$55,000 Enhanced Home Visiting Services</li> <li>- \$44,600 Circular Economy Household Education (External Funding)</li> <li>- \$40,000 Play Well Participation</li> <li>- \$33,511 Reducing Harm from Alcohol Project (RHAP)_VicHealth</li> <li>- \$28,420 Workforce Planning Support Program - 3YO Kinder EYM</li> <li>- \$18,525 Module Implementation Funding - Building Active Communities</li> <li>- \$5,000 Change Our Game Community Activation Grants Program</li> <li>- \$1,500 Health and Wellbeing Planning</li> <li>- Offset reduction of (\$13,641) Culturally and Linguistically Diverse CALD Outreach.</li> </ul>
Note 3 Grants – Operating (recurrent) \$52,276 Favourable	The favourable variance consists of: <ul style="list-style-type: none"> <li>- \$387,080 total carried forward from the previous financial year to meet current year performance obligations</li> <li>- \$63,800 Culturally and Linguistically Diverse CALD Outreach</li> <li>- \$60,000 Digitising Planning and Building Permit Files</li> <li>- \$14,667 VicHealth funding for Youth Services to empower and enable women to get active through the local promotion of the 'This Girl Can - Victoria' program</li> <li>- \$12,301 increase CPI funding from Public Library grants</li> <li>- \$6,800 Vic Senior festival funding, \$700 Multicultural Story time grant and \$203 CPI increase for Tobacco Smoke grant. (\$30,579) reduction Victorian Grants Commission General Purpose Grant</li> <li>- (\$229,678) Assessment &amp; Care Management service has been stopped</li> <li>- (\$223,019) net total reduction funding in Commonwealth Home Support Program &amp; HACC</li> </ul>

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Note No. Q3	Resource Group Major Variance Analysis
Note 4 Other Revenues \$113,532 Favourable	<p>The favourable variance in other revenues is primarily due to the following:</p> <ul style="list-style-type: none"> <li>- \$112,854 salary recovered for staff on external secondment</li> <li>- \$24,435 in additional CPI income related to long-term facility hire</li> <li>- \$22,000 hoarding cost reimbursement</li> <li>- \$11,190 return of unspent portion of community grants</li> <li>- \$8,047 total net minor recover costs mainly related to utilities reimbursement</li> <li>- \$6,660 St Vincent De Paul Social Victoria Inc. rental</li> <li>- \$2,000 steal waste recover costs</li> <li>- \$1,346 total net minor variance mainly related to rebate/ commission from investment</li> </ul> <p>Offset unfavourable variance of:</p> <ul style="list-style-type: none"> <li>- (\$50,000) reduction in rental income due to 3 shops being vacant at the same time since July 2024</li> <li>- (\$20,000) adjustment for duplicate income recorded under the Café lease</li> <li>- (\$5,000) reduction in income from Birthday Parties program due to lack of resources.</li> </ul>
Note 5 Rates \$347,250 Favourable	<p>Rates showed a favourable variance, primarily due to the following factors:</p> <ul style="list-style-type: none"> <li>- \$313,981 additional Supplementary Rates</li> <li>- \$164,588 additional Waste Service Charge 2 - 3 Bin Users</li> <li>- \$80,000 additional Residential Vacant Land Rebate</li> <li>- \$4,500 additional Municipal Charge</li> </ul> <p>Offset unfavourable variance of:</p> <ul style="list-style-type: none"> <li>- (\$140,589) Rates Legal Costs Recovered</li> <li>- (\$40,230) Recreational and Culture 40% Discount</li> <li>- (\$35,000) Flood Rebate 50% 2nd Instalment</li> </ul>
Note 6 Statutory Charges (\$109,461) unfavourable	<p>Revenue from statutory charges category shows unfavourable variance, primarily due to:</p> <ul style="list-style-type: none"> <li>- (\$76,045) reduction in Town Planning infringements due to high compliance</li> <li>- (\$16,750) reduction in income related private planning scheme amendment was withdrawn</li> <li>- (\$12,000) reduction income in planning infringements</li> <li>- (\$3,000) reduction in income related to health infringements due to compliance has increased and official warning provided</li> <li>- (\$4,000) reduction income related to business registration refund</li> <li>- Offset \$2,334 additional income related to FOI requests.</li> </ul>
Note 7 User Charges (\$282,701) unfavourable	<p>The user fees and charges income is forecasted unfavourable, primarily due to:</p> <ul style="list-style-type: none"> <li>- (\$600,000) reduction in income from ticket machine fees</li> <li>- (\$66,257) reduction in renewal foods and health registration fees</li> <li>- (\$50,070) reduction income in MAC leisure centre fees</li> <li>- (\$50,000) reduction income in building permits due to reduction in number of building permit lodgement</li> <li>- (\$29,014) reduction in income from aged services fees</li> <li>- (\$2,316) reduction in income from fees generated through participants attending classes at Community Centre.</li> </ul>

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Note No. Q3	Resource Group Major Variance Analysis
	<ul style="list-style-type: none"> <li>- (\$10,333) reduction application fees income due to recent regulatory directive major development application requests be lodged directly to the State</li> <li>- (\$10,000) reduction in income related to at call hard waste services charge</li> </ul> <p>Offset favourable variance of:</p> <ul style="list-style-type: none"> <li>- \$285,405 significant increase in tree removal income, primarily driven by two major developments: Footscray Hospital and Bardmill.</li> <li>- \$91,002 total net increase in hire charge income</li> <li>- \$69,062 increase in income related to development fees</li> <li>- \$26,152 additional in income related to drainage plan approval fees</li> <li>- \$23,588 increase product sales income mainly related to sale of abandoned vehicles</li> <li>- \$21,816 increase income in registration and release fees paid through Lost Dog Home</li> <li>- \$12,764 increase in income related to photocopier charges at libraries services</li> <li>- \$5,500 increase event ticket sales from Arts &amp; Culture production.</li> </ul>
Note 8 Doubtful Debts \$480,117 favourable	<ul style="list-style-type: none"> <li>- \$500,000 favourable variance in doubtful debts, which is linked to reduced income from parking and other infringements (as noted in Note 7 above), resulting in a lower-than-budgeted provision for bad and doubtful debts.</li> <li>- This is offset by (\$19,883) bad debt write-off in leases with outstanding rental payments waived.</li> </ul>
Note 9 Materials and Services (Including Contracts Services) (\$4,758,810) unfavourable	<p>The Materials and Services category shows an unfavourable variance, primarily due to increased outgoing expenditures. This is partially offset by favourable variances outlined in Note 2 (Grants - Operating, non-recurrent) amounting to (\$1,785,414) and Note 3 (Grants - Operating, recurrent) totalling (\$52,276). The key items include:</p> <ul style="list-style-type: none"> <li>- (\$2,427,055) for agency temps, offset by favourable employee cost variances as outlined in Note 10 below</li> <li>- (\$309,152) increase contract price due to new sites added to the contract as for the consolidation of parks maintenance programs, including maintenance of priorities &amp; implementation of the integrated weed Management</li> <li>- (\$260,000) increase costs related to soccer oval turf replacement due to machinery breakdown</li> <li>- (\$80,000) unplanned service review for the Regulatory Services department</li> <li>- (\$76,846) New Year's Eve Festival</li> <li>- (\$75,000) Increased Lost Dogs fees due to a rise in contract prices</li> <li>- (\$60,304) increase costs related to software licenses mainly link to GISSA annual support and maintenance for stormwater drainage specifications</li> <li>- (\$60,000) unfavourable variance due to increased cleaning contract costs across the organization following the implementation of a new contract rate.</li> <li>- (\$60,000) rising costs primarily attributed to cataloguing community languages and processing library materials</li> <li>- (\$50,000) unplanned evaluation of the Development of Arts Culture and Creativity strategy</li> </ul>



## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Note No. Q3	Resource Group Major Variance Analysis
	<ul style="list-style-type: none"> <li>- (\$50,000) due to an increase in vehicle insurance premium renewals</li> <li>- (\$49,000) increased costs from wash bay servicing cleaning at the operations center</li> <li>- (\$45,400) unplanned consultant advise on assets plan</li> <li>- (\$45,000) additional services specialise in AI-powered solutions for aquatic safety and pool management</li> <li>- (\$40,000) increased in cleaning &amp; contract services to parks infrastructure maintenance due to additional toilets and BBQ added to the program</li> <li>- (\$38,906) unfavourable variance resulting from increased costs from membership &amp; subscriptions held throughout the organization</li> <li>- (\$38,500) increase costs related to centre Wi-Fi</li> <li>- (\$33,000) council sites on security network has increased</li> <li>- (\$21,340) due to higher general insurance premium renewals</li> <li>- (\$20,767) attributed to increased consultant advisory costs related to the asset plan</li> <li>- (\$20,000) for an additional printing costs of the CEO newsletter related to Council elections</li> <li>- (\$18,433) unbudgeted Arterial Roads Street Lighting operation and maintenance</li> <li>- (\$11,000) printing of rate instalment notices and reminders</li> <li>- (\$10,184) for the State Governance Levy under Section 69 of the Domestic Animals Act 1994, covering cat, dog, and domestic animal management and Fitzroy property management costs</li> </ul> <p>Offset favourable variance as below:</p> <ul style="list-style-type: none"> <li>- \$100,000 favourable variance in I.T Strategy, due to delays in the development and renewal of the I.T Strategy</li> <li>- \$112,752 related to favourable from Tipping &amp; Refuse Disposal</li> <li>- \$100,000 favourable variance from contract Services for Footpath Maintenance</li> <li>- \$80,000 for cardio equipment leasing is currently in the tender process and may not be required until the next financial year</li> <li>- \$75,720 favourable contract payments from meal deliveries, associated with a reduction in aged services fees as noted in point 7 above.</li> <li>- \$61,000 favourable in contract payment related to debt collection agency</li> <li>- \$96,000 Favourable variance due to reduced telephone and mobile costs following the transition to the Zoom platform</li> <li>- \$50,000 favourable due to delayed in landfill buffer review work</li> <li>- \$50,000 favourable from line marking program</li> <li>- \$50,000 favourable variance from road patching</li> <li>- \$65,000 favourable variance resulting from reduced costs from photocopying click charges and leasing held throughout the organization</li> <li>- \$10,000 favourable variance resulting from reduced costs from office supplies held throughout the organization</li> <li>- \$25,000 favourable variance from centralised uniforms and PPE associated safety equipment</li> <li>- \$20,000 favourable in contract services for Link Community Transport</li> <li>- \$19,750 favourable variance resulting from reduced costs from Advertising &amp; Gazetting held throughout the organization</li> </ul>

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Note No. Q3	Resource Group Major Variance Analysis
	<ul style="list-style-type: none"> <li>- \$15,000 decrease in expenses related to courier services</li> <li>- \$15,000 favourable in general printing costs due to a shift to e-parking and mobile app payments</li> <li>- \$10,100 favourable variance resulting from reduced costs from Bank Fees and Charges held throughout the organization</li> <li>- \$10,000 favourable variance from contract services for traffic management</li> <li>- \$10,000 favourable variance due to the cost of living research project and the human rights and social justice policy being completed in-house.</li> <li>- \$3,445 overall net favourable variance recorded across the entire organisation.</li> </ul>
Note 10 Employee Costs \$3,194,714 favourable	<p>The employee costs is attributed to a favourable variance of:</p> <ul style="list-style-type: none"> <li>- \$2,468,208 resulting from vacant positions held throughout the organization, plus \$741,951 favourable in Workers Compensation contribution and \$28,896 in training costs.</li> <li>- Offset (\$26,000) recruitment expenses, (\$13,341) in seminars and conferences including training cost and (\$5,000) Working with Children Check renewal across the organisation.</li> </ul>
Note 11 Internal Expenses \$102,894	Mainly related to transfer from Waste Reserve.
Note 12 Other Expenses \$28,798 favourable	<p>The favourable variance in other expenses is primarily due to:</p> <ul style="list-style-type: none"> <li>- \$30,998 favourable in voting infringement follow up costs</li> <li>- Offset by a (\$1,200) increase in investment platform fees</li> <li>- Additional (\$1,000) in other audit service costs.</li> </ul>

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

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### 5. Capital Works and Improvement Program

Council's Capital Works and Improvement Program consists of various projects including roads, footpaths, drainage works, transportation, parks and recreation, information technology and major redevelopment building projects.

This section provides an update on the delivery of the Program, identifies, and explains any variances to the adopted budget.

For 2024/2025, a budget of \$65.88 million was allocated to deliver new works, with projects carried forward from 2023/2024 of \$14.25 million giving a total of \$80.13 million (\$65.88 million + \$14.25 million). The adopted Capital and Asset Improvement Program for 2024/2025 comprises of 146 projects/programs. The funding for the Capital and Asset Improvement Program comprised \$7.22 million from grants, \$4.73 million from cash contribution, \$37.32 million from reserves, sale of assets \$0.40 million and \$30.46 million from rate revenue.

As Council's infrastructure assets continue to age and deteriorate, the challenge of managing and sustaining them becomes even greater. Officers undertake a detailed monthly review of all capital projects including financials, timelines, deliverables, risks and value management opportunities. This information is utilised in the compilation of this report.

Throughout the year, Council's capital program is influenced by a number of factors that were unforeseen at the time of budget development. For example, factors impacting upon Council's ability to deliver the capital program as planned include external factors such as delays in third party approvals, slower than expected responses to tenders and procurement, supply chain disruptions arising from global events, and latent weather conditions.

The total current budget of the following major projects amounts to \$48.04 million. Key project highlights in 2024/2025 FY are:

- Civic Precinct Redevelopment Year 3 (Town Hall & Civic Park) has incurred \$13.50 million against an annual forecast of \$13.96 million. Internal finishes and services have been completed as well as external works and Civic Park. Occupancy commenced in November.
- Waterslide and splash park project has a total budget of \$8 million inclusive of grants. The head contractor for this project went into liquidation which has resulted in project delays. Project is being re-scoped and further updates will be provided. Current year forecast expenditure is \$1 million with \$7 million to carry forward to FY2025-26.
- Joseph Road Public Realm works YTD expenditure is \$5.04 million. The annual budget for this project is \$6.45 million. Joseph Rd Public Realm works was advertised concurrently with the re-tendered Cowper Street works, aiming to attract more competitive submissions. The contract duration is 11 months.
- Works commenced on Cowper Street in April 2024 and the project is well underway. The annual adopted budget has been revised to \$6 million with actual expenditure of \$4.16 million to date.
- Quarry Park Landscape Upgrade and Capping has an annual budget of \$1.94 million including funding for soil remediation. The Contract was awarded on 21 May 2024 for \$2.35 million with completion expected in April 2025. The current year's forecast expenditure has been adjusted to \$2.82 million and incurred \$1.51 million to date.
- Hansen Reserve - Sports Field and Lighting design work is complete. The project has incurred \$1.29 million against annual budget of \$0.54 million. Current forecast is \$1.6 million. Construction of the soccer/multipurpose fields commenced in May 2024 and completed in December 2024. Lighting tenders were issued in the second quarter 2024/2025.

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

- RecWest Footscray and Shorten Reserve project has an annual forecast of \$0.25 million. Community consultation on Masterplan update completed and engagement report has been issued. Schematic design complete with updated master plan was endorsed by Council in Aug 2024. Detailed design and procurement strategy is now underway. A grant of \$10 million has been secured from the State government to fund the project.
- Roads renewal program YTD expenditure is \$2.37 million against budget of \$4.97 million. Current forecast is \$5.51 million.
- Roads resurfacing program YTD expenditure is \$0.16 million against annual budget of \$1.60 million for 16 projects that are all in progress.
- Bicycle Network upgrade program (Active Transport) including Sunshine Transport Precinct Activation has incurred \$0.31 million against annual budget of \$1.04 million. Forecast spend is \$.97 million.

### Capital Current Budget to Forecast Variance Summary

Capital Actual Vs Budget Variance Summary - March 2025	Amount \$000
Net Capital Budget 2024/2025	30,460
Net Forecast 2024/2025	26,942
Net Variance before carry forwards	3,518
Council Funds Carried forward to 2025/2026 (Note 13)	-3,049
Capital Improvement - Budget to Forecast Net surplus/ (Deficit) – after carry forwards	469

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

### Carried Forward Projects

Carried Forward to 2025/2026 (Note 13)	Council Funds	Grants	Carry Forward Capital & Improvement Reserve - Council Funds	Major Projects Reserve	Open Space Reserve	Total Carry- Forward
	\$000	\$000	\$000	\$000	\$000	\$000
Annual Early Years Facility Playground Upgrade Program - Angliss Childcare Centre	600	-	-	-	-	600
MAC - Waterslide and splash park (Y1 - detail design & part construction)	-	551	-	6,449	-	7,000
Footscray Trugo Club Pavilion - Detailed design	-	-	-	1,291	-	1,291
Pipemakers Park - Visitor Centre and Machine Shop	553	-	119	-	-	672
Road Renewal - Summerhill Road - West Footscray (Ballarat to Essex)	1,406	-	1,025	-	-	2,431
Yarraville Cricket Club - Multipurpose Nets	210	-	-	-	-	210
RecWest Footscray detail design FY 20/21	-	-	-	-	5,071	5,071
Kingsville - Internal refurbishment works	-	-	-	51	-	51
Pipemakers Park - Top Factory Decommissioning	-	-	-	190	-	190
Maribyrnong River Children`s Centre - Detailed Design – Includes Laundry, waste bin enclosure, gate	-	-	27	15	-	42
Yarraville Oval Pavilion - Concepts and Elevations	-	-	11	-	-	11
MAC Column Design and Rectification	280	-	-	-	-	280
<b>Total carry-forward to 2025/2026</b>	<b>3,049</b>	<b>551</b>	<b>1,182</b>	<b>7,996</b>	<b>5,071</b>	<b>17,849</b>

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

### Adjusted Capital Variance

	Amount
Reconciliation to Adjusted Capital Variance	\$000
Project Terminated (Note 14)	309
Projects under/over (Note 15)	160
Transfer from Reserve (Adjust existing projects by \$0.469 million)	469

	Amount
Terminated Project - (Note 14)	\$000
Phoenix Youth Centre - Stage 3 Building Works - Construction Phase	309
Total terminated project	309

Project Description - Under/Over (Note 15)	Asset Type	Amount \$000
Grant - RTR Roads to Recovery	Roads	-245
RD (Road) Improvement Program	Roads	425
CAP 2014/15 - New And Replacement Waste Bins	Waste Management	-167
Henry Turner North Reserve - Cricket Net Redevelopment	Sports Oval	204
Joseph Road Public Real Works - Detailed Design	Roads	-86
CAP145&147 - Cowper Street Design & Construction	Roads	-3043
Footscray Central Activity Area - Bunbury St Walk	Roads	870
Alice Street: Fehon St to Dead End	Roads	-463
Road Renewal - Summerhill Road - West Footscray (Ballarat to Essex)	Roads	312
Yarraville Cricket Club - Multipurpose Nets	Recreational, Leisure and Community Facilities	-200
CAP46 - Mclvor Reserve Sports Field Design	Recreational, Leisure and Community Facilities	150
CAP369 - Artwork Renewal Program	Parks, Open Space and Streetscapes	76
Hansen Reserve - Sports Playing Field and Lighting	Parks, Open Space and Streetscapes	-565
Open Space Minor Asset Renewal	Parks, Open Space and Streetscapes	150
Harris Reserve Master Plan Implementation - Landscaping, path renewal and shelter	Parks, Open Space and Streetscapes	90
Open space Strategy - 10 Year Review	Parks, Open Space and Streetscapes	100
Solar Carpark at Braybrook Community Hub - Design and Construction	Parks, Open Space and Streetscapes	350
Sports Lighting - Various	Other infrastructure	137
Ongoing Renewable Energy & Energy Efficiency Capital Program	Other infrastructure	200
CAP 2014/15 - Contamination Remediation Works	Land	100
Land Remediation - Asbestos Removal	Land	-162
Paisley Street Sink Hole Emergency Works	Footpath and Cycleways	-296
CAP1052 - Fleet Renewal Program	Fleet	100
Drainage and Bridge valuation	Drainage	79
IT Network - Infrastructure Renewals	Computers and Telecommunications	200

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Project Description - Under/Over (Note 15)	Asset Type	Amount \$000
IT - End User Device Renewals	Computers and Telecommunications	300
CAP62 - IT - Civic Precinct secondary data service	Computers and Telecommunications	200
Hansen Reserve Pavilion - schematic & detail design	Buildings	1247
Annual Early Years Facility Playground Upgrade Program (22/23 - Maribyrnong CC)	Buildings	151
MAC - HVAC	Buildings	-97
Waterside Metal Arts Studio - Design/Investigation	Buildings	169
Public Toilet Strategy 22/23 - Yarraville Garden Toilet	Buildings	-620
CAP13 - Footscray Library ( Light Refurbishment )	Buildings	77
CAP22 - Getting off Gas - Planning Yr 1 of 2	Buildings	400
CAP35 - Forward Planning and Design for Early Years Facilities	Buildings	250
Maidstone Child and Family Centre	Buildings	209
MAC Column Design and Rectification	Buildings	-290
CAP32-Phoenix Youth Centre - Building Works Upgrade - Design	Buildings	103
Little Saigon Lift Replacement	Buildings	-100
Footscray Wharf Public Toilet (WGTP co-funded)	Buildings	-468
Minor Variations of less than \$75k (18projects)		313
Total Project under/over budget		160

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

### 6. Financial Statements

Comprehensive Income Statement Q3 2024/2025 Financial Statements			
	2024/2025 Q3 Actuals \$'000	2024/2025 Annual Budget \$'000	2023/2024 Annual Actuals \$'000
Income			
Rates and charges	128,888	128,684	124,255
Statutory fees and fines	9,578	12,929	11,064
User fees	9,041	12,747	12,408
Grants - operating	7,991	7,276	5,294
Grants - capital	10,131	6,623	5,094
Contributions - monetary	3,814	3,561	3,679
Contributions - non monetary	208	-	2,541
Other income	6,331	6,605	9,217
<b>Total income</b>	<b>175,982</b>	<b>178,425</b>	<b>173,552</b>
Expenses			
Employee costs	49,468	67,639	58,917
Materials and services	46,226	68,602	66,762
Depreciation and amortisation	16,513	19,878	21,074
Amortisation - right of use assets	877	1,125	1,445
Bad and doubtful debts	2,114	3,000	1,994
Borrowing costs	235	282	122
Finance costs - leases	70	94	146
Net loss on disposal of property, infrastructure, plant and equipment	1,475	1,343	1,615
Other expenses	407	1,267	564
<b>Total expenses</b>	<b>117,385</b>	<b>163,230</b>	<b>152,639</b>
<b>Surplus/(deficit) for the year</b>	<b>58,597</b>	<b>15,195</b>	<b>20,913</b>
Other comprehensive income	-	-	-
Net asset revaluation increment/(decrement)	-	-	9,656
<b>Total comprehensive result</b>	<b>58,597</b>	<b>15,195</b>	<b>30,569</b>



**Agenda Item 9.1 - Attachment 1**

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Balance Sheet Q3 2024/2025 Financial Statements			
	2024/2025 Q3 Actuals \$'000	2024/2025 Annual Budget \$'000	2023/2024 Annual Actuals \$'000
<b>Assets</b>			
Current assets			
Cash and cash equivalents	8,539	35,860	23,777
Other financial assets	114,000	35,100	103,620
Trade and other receivables	47,151	15,772	19,226
Inventories	19	14	19
Prepayments	1,095	2,191	4,609
Non-current assets classified as "held for sale"	-	-	-
Other assets	2,329	1,819	1,674
<b>Total current assets</b>	<b>173,133</b>	<b>90,756</b>	<b>152,925</b>
Non-current assets			
Trade and other receivables	275	300	257
Property, infrastructure, plant and equipment	1,425,053	1,455,373	1,404,410
Right-of-use assets	1,914	1,854	2,791
Intangible asset	2,348	2,905	3,071
<b>Total non-current assets</b>	<b>1,429,590</b>	<b>1,460,432</b>	<b>1,410,529</b>
<b>Total assets</b>	<b>1,602,723</b>	<b>1,551,188</b>	<b>1,563,454</b>
<b>Liabilities</b>			
Current liabilities			
Trade and other payables	3,791	8,068	13,664
Trust funds and deposits	3,420	3,194	3,316
Unearned income	853	2,882	9,308
Provisions	14,598	14,965	14,097
Accrued interest	-	-	-
Interest-bearing liabilities	240	910	944
Lease liabilities	986	716	1,133
<b>Total current liabilities</b>	<b>23,888</b>	<b>30,735</b>	<b>42,462</b>
Non-current liabilities			
Provisions	1,533	900	1,533
Interest-bearing liabilities	8,681	7,697	8,681
Lease liabilities	1,083	1,266	1,837
<b>Total non-current liabilities</b>	<b>11,297</b>	<b>9,863</b>	<b>12,051</b>
<b>Total liabilities</b>	<b>35,185</b>	<b>40,598</b>	<b>54,513</b>
<b>Net assets</b>	<b>1,567,538</b>	<b>1,510,590</b>	<b>1,508,941</b>
<b>Equity</b>			
Accumulated surplus	512,733	503,062	454,136
Reserves	1,054,805	1,007,528	1,054,805
<b>Total Equity</b>	<b>1,567,538</b>	<b>1,510,590</b>	<b>1,508,941</b>

**Agenda Item 9.1 - Attachment 1**

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Statement of Changes in Equity Q3 2024/2025 Financial Statements				
	Total	Accumulated	Revaluation	Other
	\$'000	Surplus	Reserve	Reserves
		\$'000	\$'000	\$'000
Q3 Actuals 2024/2025				
Balance at beginning of the financial year	1,508,941	454,136	963,537	91,268
Surplus for the year	58,597	58,597	-	-
Net asset revaluation increment	-	-	-	-
Transfers to other reserves	-	-	-	-
Transfers from other reserves	-	-	-	-
Balance at end of Q2	1,567,538	512,733	963,537	91,268

Annual Budget 2024/2025				
	Total	Accumulated	Revaluation	Other
	\$'000	Surplus	Reserve	Reserves
		\$'000	\$'000	\$'000
Annual Budget 2024/2025				
Balance at beginning of the financial year	1,495,395	460,771	953,881	80,743
Surplus for the year	15,195	15,195	-	-
Net asset revaluation (decrement)	-	-	-	-
Transfers to other reserves	-	(11,414)	-	11,414
Transfers from other reserves	-	38,509	-	(38,509)
Balance at end of the financial year	1,510,590	503,061	953,881	53,648

Annual Actuals 2023/2024				
	Total	Accumulated	Revaluation	Other
	\$'000	Surplus	Reserve	Reserves
		\$'000	\$'000	\$'000
Annual Actuals 2023/2024				
Balance at beginning of the financial year	1,478,372	418,662	953,881	105,829
Surplus for the year	20,913	20,913	-	-
Net asset revaluation (decrement)	9,656	-	9,656	-
Transfers to other reserves	-	(27,890)	-	27,890
Transfers from other reserves	-	42,451	-	(42,451)
Balance at end of the financial year	1,508,941	454,136	963,537	91,268

**Agenda Item 9.1 - Attachment 1**

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Statement of Cash Flows Q3 2024/2025 Financial Statements			
	2024/2025 Q3 Actuals \$'000 Inflows/ (Outflows)	2024/2025 Annual Budget \$'000 Inflows/ (Outflows)	2023/2024 Annual Actuals \$'000 Inflows/ (Outflows)
Cash flows from operating activities			
Rates and charges	99,549	128,303	122,270
Statutory fees and fines	7,563	6,707	8,963
User fees	8,401	12,747	13,460
Grants - operating	5,781	7,282	5,249
Grants - capital	5,326	6,623	2,597
Contributions - monetary	3,814	3,561	3,728
Interest received	4,551	5,012	8,450
Trust funds and deposits taken	13,653	960	13,730
Other receipts	3,271	3,538	4,194
Net GST refund	7,830	-	11,315
Employee costs	(49,095)	(67,727)	(59,249)
Materials and services	(57,150)	(69,012)	(69,819)
Short-term, low value and variable lease payments	(121)	-	(110)
Trust funds and deposits repaid	(13,549)	(1,358)	(14,266)
Other payments	(5,072)	(1,267)	(7,209)
Net cash provided by/(used in) operating activities	34,752	35,369	43,303
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment	(38,057)	(64,338)	(61,037)
Proceeds from sale of property, infrastructure, plant and equipment	357	480	465
Payments for investments	(38,000)	-	(151,620)
Proceeds from sale of investments	27,620	22,000	119,100
Net cash provided by/(used in) investing activities	(48,080)	(41,858)	(93,092)
Cash flows from financing activities			
Finance Costs	(235)	(282)	(122)
Proceeds from borrowings	-	-	7,000
Repayment of borrowings	(704)	(883)	(375)
Interest paid - lease liability	(70)	(94)	(155)
Repayment of lease liabilities	(901)	(1,163)	(1,457)
Net cash provided (used in) financing activities	(1,910)	(2,422)	4,891
Net increase (decrease) in cash and cash equivalents	(15,238)	(8,911)	(44,898)
Cash & cash equivalents at the beginning of financial year	23,777	44,771	68,675
Cash and cash equivalents at the end of the financial year	8,539	35,860	23,777

**Agenda Item 9.1 - Attachment 1**

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Statement of Capital & Improvement Works Q3 2024/2025 Financial Statements			
	2024/2025 Q3 Actuals \$'000	2024/2025 Annual Budget \$'000	2023/2024 Annual Actuals \$'000
Property			
Land	-	-	1,921
Land improvements	-	-	-
Works in progress	1,514	-	46
Total land	1,514	-	1,967
Buildings	11,570	28,757	958
Works in progress	3,826	-	31,855
Total buildings	15,396	28,757	32,813
Total property	16,910	28,757	34,780
Plant and equipment			
Plant, Machinery and Equipment	416	1,500	2,018
Computers and Telecommunications	-	2,582	714
Library Books	-	920	545
Works in progress	1,763	-	-
Total plant and equipment	2,179	5,002	3,277
Infrastructure			
Roads	1,200	20,846	4,207
Bridges	-	300	4
Footpath and cycle ways	34	1,664	702
Drainage	21	-	415
Recreational, Leisure and Community Facilities	25	245	2,576
Waste management	-	-	145
Parks, Open Space and Streetscapes	3,707	6,426	1,206
Off street Carparks	-	350	-
Other Infrastructure	-	748	64
Works in progress	13,981	-	12,889
Total infrastructure	18,968	30,579	22,208
Total capital works expenditure	38,057	64,338	60,265
New	117	13,131	143
Renewal	2,342	14,073	12,340
Upgrade	14,514	-	2,993
Expansion	-	37,134	-
Works in progress	21,084	-	44,789
Total capital works expenditure	38,057	64,338	60,265

**Agenda Item 9.1 - Attachment 1**

Quarterly Performance and Financial Report  
for the period ending 31 March 2025

**Financial Summary**

Branch	YTD Actuals	YTD Current Budget	YTD Variance	Annual Adopted Budget	Annual Forecast Budget	Carried Forward	Budget plus CFwd to Forecast Variance
	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)
Operating Expenditure							
Community Services	15,690	15,971	281	21,178	21,796	-	(618)
Corporate Services	19,619	19,067	(552)	36,793	35,646	-	1,147
Infrastructure Services	33,078	31,867	(1,211)	42,146	42,997	-	(851)
Planning and Environment Services	27,311	29,466	2,155	40,236	40,854	-	(618)
Operating Expenditure Total	95,698	96,371	673	140,353	141,293	-	(940)
Initiatives Expenditure							
Community Services	57	-	(57)	50	62	-	(12)
Initiatives Expenditure Total	57	-	(57)	50	62	-	(12)
Capital Expenditure							
Community Services	849	1,013	164	1,691	1,340	-	351
Corporate Services	1,109	1,547	438	2,582	1,882	-	700
Infrastructure Services	40,882	44,197	3,315	59,886	67,087	13,873	6,672
Planning and Environment Services	1,203	1,258	55	1,720	2,967	380	(867)
Capital Expenditure Total	44,043	48,015	3,972	65,879	73,276	14,253	6,856
Expenditure Total	139,798	144,386	4,588	206,282	214,631	14,253	5,904
Operating Income							
Community Services	4,257	3,216	1,041	4,270	4,699	-	429
Corporate Services	136,686	135,506	1,180	137,454	137,806	-	352
Infrastructure Services	7,934	5,286	2,648	9,668	10,281	-	613
Planning and Environment Services	15,301	14,143	1,158	19,421	20,056	-	635
Operating Income Total	164,178	158,151	6,027	170,813	172,842	-	2,029
Initiative Income							
Community Services	53	-	53	50	62	-	12

**Agenda Item 9.1 - Attachment 1**

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Branch	YTD Actuals	YTD Current Budget	YTD Variance	Annual Adopted Budget	Annual Forecast Budget	Carried Forward	Budget plus CFwd to Forecast Variance
	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)
Initiative Income Total	53	-	53	50	62	-	12
Capital Income							
Community Services	100	-	100	-	21	-	21
Infrastructure Services	11,494	8,131	3,363	34,899	45,114	13,873	(3,658)
Planning and Environment Services	2,625	560	2,065	520	1,200	380	300
Capital Income Total	14,219	8,691	5,528	35,419	46,335	14,253	(3,337)
Revenue Total	178,450	166,842	11,608	206,282	219,239	14,253	(1,296)
Total	-38,652	-22,456	16,196	-	-4,608	-	4,608
Council Operation - Budget to Forecast Net surplus/ (Deficit)							1,089
Capital Improvement - Budget to Forecast Net surplus/ (Deficit)							3,519
Net adjusted Annual Budget to Forecast Variance Fav/(Unfav)							4,608

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
for the period ending 31 March 2025

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### 7. Additional Information

The following information is to demonstrate the following:

Appendix 1 - Council Action Plan 2024/2025 Progress Status Report Q3.

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

### 8. Appendix 1 - Council Action Plan 2024/2025 Progress Status Report Q3

The following information is to demonstrate the following:

Appendix 1 - Council Action Plan 2024/25 Progress Status Report Q3

- **Bold text** indicates Major Initiative
- **HW** indicates Health and Wellbeing Strategy/Actions

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
1.1 Delivery the climate emergency strategy outcomes <b>HW</b>	City Sustainability	1.1.1 Develop and implement Climate Emergency Action Plan (Years 1 – 4), noting zero emissions by 2030 *	Annual progress report to Council	30 June 2025	The development of the Climate Emergency Action Plan (Years 1 – 4) has been completed.  Key highlights for the quarter include: <ul style="list-style-type: none"> <li>• Ongoing progress on the Climate Emergency Adaptation Framework, with completion of the draft Framework expected by the end of quarter four</li> <li>• Community engagement efforts, focusing on raising awareness and promoting sustainable opportunities and information</li> <li>• Continued development and promotion of The Adaptation Game</li> </ul>	In progress – to target
		<b>1.1.2 Develop and implement a Climate Emergency Adaptation Framework</b>	Annual progress report to Council	30 June 2025	In quarter three, work continued on the development of the Climate Emergency Adaptation Framework, with expected delivery of the draft Framework in quarter four	In progress – to target



## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
		1.1.3 Support our community to understand and take action on climate emergency with a goal of zero community emissions by 2030	Annual progress report to Council	31 March 2025	<p>Ongoing engagement and education initiatives continue to be implemented.</p> <p>In quarter three, this included promoting sustainable opportunities and providing information on renewable energy opportunities through various channels such as the local newspaper, social media platforms and Council's sustainability newsletter, Possum Post.</p> <p>Council hosted 52 events which focussed on themes like as sustainability, My Smart Garden, and recycling and waste, reaching a total of 1,199 residents.</p> <p>The development and promotion of The Adaptation Game continues, with sessions held at the Climate Adaptation Fair, the launch of Library of Things and a game session with young people.</p> <p>Council also participated in a Community Leadership Meeting to present and discuss sustainability issues.</p>	In progress – to target
		1.1.4 Investigate renewable energy options and projects for Council and the community	Annual progress report to Council	30 June 2025	<p>In quarter three, the gas infrastructure in the Operations Centre North Building was removed, making the Operations Centre fully electric.</p> <p>The planning and design for renewable energy and battery storage projects continued progressing, with the request for quotation released for the Braybrook Community Hub Energy Upgrade and the Getting Off Gas projects.</p> <p>Council also continued to promote the Business Renewables Buying Group opportunities for local businesses, and the Solar Savers program for local residents.</p>	In progress – to target

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
1.2 Reduce waste production, increase diversion from landfill and improve recycling services <a href="#">HW</a>	City Sustainability	1.2.1 Deliver actions under the Towards Zero Waste Strategy 2019-2030, including diverting 45% of waste from landfill by 2025, and 60% by 2030 *	Annual progress report to Council	30 June 2025	<p>The implementation of the Towards Zero Waste Strategy continued in quarter three, with highlights including:</p> <ul style="list-style-type: none"> <li>Residents who schedule free hard waste collections will now receive SMS reminders, alongside the existing email reminders. These notifications aim to reduce missed collections by ensuring waste is placed out on time</li> <li>Council has responded to three fires in waste and recycling collection vehicles caused by improper disposal of e-waste in kerbside bins. As this continues to pose a risk to the Council, contractors and the community, educational materials are being created and distributed to local residents</li> <li>The implementation of Sustainability Victoria's grant is ongoing, with the 'Bin It Better' campaign continuing. In quarter three, the messaging focussed on encouraging residents to place food waste in Food Organics, Green Organics (FOGO) bins.</li> <li>In late March, a waste audit was carried out, evaluating the three waste streams (rubbish, recycling, and FOGO) from 300 households. The results, which provide a representative snapshot of local residents' disposal habits, will be available in mid-2025.</li> </ul> <p>A review of the Towards Zero Waste Strategy will be completed in 2025.</p>	In progress – to target

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
	Assets & Capital/ Engineering	1.2.4 Use recycled and low carbon materials in construction, infrastructure, renovation and maintenance projects.	Annual report to Council including quantity of recycled materials used in Council projects	30 April 2025	In quarter three, Council completed a review of the previous year's project and capital works program. This review informed the 2025/26 program.	In progress – to target
			Annual Project and Capital review	30 April 2025		
	City Sustainability	1.2.5 Develop and implement single use plastics Policy and Action Plan to support current programme	Annual progress report to Council	31 December 2024	<p>Council's first-ever Single-Use Plastic Policy was endorsed in 2021.</p> <p>This Policy will be reviewed as part of the Towards Zero Waste Strategy, with the review scheduled for completion in 2025.</p> <p>In quarter three, planning began for Council's involvement in and promotion of Plastic Free July.</p>	In progress – to target
1.3 Enhance the natural and urban environment, by planting more trees and protecting water ways <a href="#">HW</a>	City Sustainability	1.3.1 Develop and implement the Integrated Water Management Strategy and Action Plan	Annual progress report to Council	30 June 2025	<p>Council's Integrated Water Management Strategy and Action Plan was endorsed in 2024.</p> <p>Implementation of the Action Plan is ongoing, with key highlights from quarter three including:</p> <ul style="list-style-type: none"> <li>• Exploration of stormwater treatment and harvesting opportunities at Stony Creek.</li> <li>• Work began on developing guidelines for assessing water-sensitive urban design infrastructure.</li> </ul>	In progress – to target
		1.3.2 Develop and implement the Biodiversity Plan and Action Plan	Annual progress report to Council	30 June 2025	<p>Council's Nature Plan (formerly the Biodiversity Plan) is still under development. Recent progress included consultation with Traditional Owners and local community groups to incorporate their feedback into the Plan.</p> <p>The final draft of the Plan is set to be presented to Council in late 2025.</p>	In progress - delayed

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
	Recreation & Open Space	1.3.3 Update the Urban Forest Strategy and Action Plan	Annual progress report to Council	30 April 2025	<p>In quarter three, Council secured funding from the Victorian Government for Phase 5 of the More Trees for a Cooler, Greener West program.</p> <p>The funding will enable the planting of 12,500 young plants to boost biodiversity in open spaces, as well as 150 advanced trees to provide shade for local streets.</p> <p>This program will be delivered during the 2025 planting season.</p>	In progress – to target
		1.3.4 Implement Stony Creek Future Directions Plan 2020	Annual progress report to Council	31 May 2025	<p>Implementation for the Stony Creek Future Directions Plan 2020 is ongoing.</p> <p>In 2024, Council received funding from Sport and Recreation Victoria to support the design of a new pump track. The design brief was completed during quarter three.</p> <p>In quarter four, a consultant will be appointed and a progress report will be presented to Council.</p>	In progress – to target
		1.3.5 Include the "Stony Creek stormwater treatment and harvesting – Design Flow Report – May 2019" with the implementation of the Stony Creek Future Directions Plan	Annual progress report to Council	31 May 2025	<p>Council's Integrated Water Management Strategy was endorsed in 2024, which included the Design Flow report.</p> <p>The recommended actions from the Design Flow Report are currently under review, and the results of this review will be included in the annual progress report on the implementation of the Stony Creek Future Directions Plan.</p>	In progress – to target
1.4 Creating additional and accessible open space <a href="#">HW</a>	Recreation & Open Space	1.4.1 Implement the Open Space Strategy 2014-2032	Make annual improvements to Reserves as outlined in the Open Space Strategy	28 February 2025	In quarter three, a new open space was unveiled at Saltriver Place, created by converting the former car park.	In progress – to target

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
			Annual progress report to Council	30 June 2025	In March, community engagement activities were held to gather input for master plans at Robert Barrett Reserve, Dobson Reserve, and Bell and Beevers reserves.  Additionally, community feedback was collected on the concept plan for Bellairs Reserve ahead of its upcoming implementation.	In progress – to target
		<b>1.4.2 Implement the Hansen Reserve Masterplan</b>	Annual progress report to Council	30 June 2025	In quarter three, new sports fields were completed, and work began on the sports lighting upgrade project, which is expected to be finished by mid-2025.  This project is partially funded by Sport and Recreation Victoria.	In progress – to target

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
2.1 Promote and design, low carbon, green, safe, aesthetic and connected neighbourhoods <a href="#">HW</a>	Libraries Arts and Culture	2.1.1 Implement the Public Art Strategy 2019-2029	Annual progress report to Council	31 May 2025	<p>Work continues to progress on Council's Public Art Strategy.</p> <p>In quarter three, several public art projects were completed including:</p> <ul style="list-style-type: none"> <li>The installation of the Pride Mural at Footscray Library</li> <li>The new mural 'Flourish' at Maidstone Community Centre</li> </ul> <p>Other artworks are currently in development including a mural for the Community Bike Hub and an artwork treatment for a new basketball court in Madderly Square.</p> <p>Larger projects are in planning stages, including the development of a flood recovery public artwork in Coulson Gardens, Maribyrnong, as well as planning for a Photo 2026 installation. Final plans are being made for the relocation of several artworks, including the Arch for Reconciliation and the Reverend Hunter Goble Memorial statue.</p> <p>The Bunbury Street streetscape improvement project is underway, with designs expected soon.</p> <p>An annual progress report will be presented to Council in May.</p>	In progress – to target
	City Development	2.1.4 Develop medium density guidelines, which will include vegetation protection principles, to guide development for built form across the City	Annual progress report to Council	31 May 2025	<p>The Medium Density Design Guidelines were adopted by Council in 2023.</p> <p>These Guidelines will help shape the development of the Housing Strategy 2025, with a briefing for Councillors scheduled for May 2025.</p>	Completed

**Agenda Item 9.1 - Attachment 1**

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
2.2 Provide accessible opportunities for all our community to achieve physical, mental and social wellbeing <i>HW</i>	Community Services & Social Infrastructure Planning	2.2.1 Implement 0-25 Strategy for children, young people and their families 2030	Annual progress report to Council	31 December 2024	<p>The 2023/24 annual progress report was presented at the March Council briefing.</p> <p>In 2023/24:</p> <ul style="list-style-type: none"> <li>14,684 people attended programs at community hubs</li> <li>4,311 young people attended the Phoenix Youth Centre</li> <li>3,222 immunisations and vaccines administered</li> <li>397 families attended 32 new parent groups</li> <li>248 families attended weekly breast feeding sessions</li> <li>156 families attended 98 sleep and settling sessions</li> </ul>	Completed
	Recreation and Open Space	2.2.2 Implement the Healthy and Active Framework 2021-2025	Annual progress report to Council	31 December 2024	<p>This Action has been re-scoped to include a review of Active Maribyrnong via the development of a Physical Activity Strategy.</p> <p>Consultation with VicHealth, Sport and Recreation Victoria and the Australian Sports Commission has taken place.</p> <p>Council continues to implement a series of initiatives targeted at providing and promoting opportunities for the community to be active.</p>	In progress - delayed

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
	Recreation & Open Space	2.2.3 Develop and implement the Aquatic Strategy 2021-2025	Annual progress report to Council	31 December 2024	<p>The Maribyrnong Aquatic Centre Master Plan is progressing, with stage one now completed.</p> <p>However, stage two, which involves the construction of the water slides and splash park, has been delayed due to the builder entering liquidation. The final documentation is being prepared and is expected to be released for tender by late April.</p> <p>In quarter three, Council secured a \$2.5M Community Energy Upgrades Project grant from the Federal Government. This grant will help convert the Maribyrnong Aquatic Centre from a gas-powered facility to a fully electric one.</p>	In progress - delayed
		2.2.4 Implement the Indoor Stadium Strategy 2019	Annual progress report to Council	30 June 2025	<p>The implementation of the Indoor Stadium Strategy continued in quarter three.</p> <p>Key highlights include the progression of the Mclvor Reserve design and RecWest Footscray Schematic design.</p>	In progress – to target
		2.2.5 Implement the Outdoor Sport and Recreation Facilities Future Directions Plan 2021-2025	Annual progress report to Council	31 December 2024	<p>In the third quarter, Council continued developing plans for outdoor sport and recreation facilities.</p> <p>These plans are expected to be finalised in quarter four, with an annual progress report to follow.</p>	In progress - delayed
	Engineering Services	<b>2.2.7 Develop and consult on a Walking Strategy (within the Active Transport Framework)</b>	Annual progress report to Council	31 October 2024	<p>Council's Walking Strategy was endorsed in 2023.</p> <p>Progress on a number of key actions has been paused as plans are underway to integrate it with the new Maribyrnong Integrated Transport Strategy.</p> <p>Council continues to deliver the footpath renewal program across the municipality, as part of the 2024/25 capital works program.</p>	In progress - delayed



## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
2.3 Promote and partner with community to build resilient tourism, circular and local economies <i>HW</i>	City Futures	2.3.1 Continue to deliver objectives of the Maribyrnong Tourism and Visitation Strategy and Action Plan	Review the Maribyrnong Tourism and Visitation Strategy and Action Plan	31 December 2024	The Maribyrnong Tourism and Visitation Strategy is currently under review as part of the development of the Creativity Strategy.  The Creativity Strategy will focus on boosting visitation and supporting local economies.	In progress - delayed
			Annual progress report to Council	30 June 2025	The annual progress report will be presented at the Council meeting in June.	In progress – to target
		2.3.2 Investigate options to enhance and support night time tourism opportunities in local activity centres	Annual progress report to Council	30 June 2025	In quarter three, Council delivered a new night market in the heart of Footscray called Little Africa. Approximately 2,000 people attended and the newly established Little Africa Traders Association supported a large number of local businesses to be part of the market.  Council awarded six Night Time Diversification grants to local business and creatives for after-hours activations in key activity centres including the Finding Figaro DJ Residency in Footscray, Good Fest 4.0 in Nicholson Street Mall and Weird Out West live music in the Footscray Library courtyard.	In progress – to target
		2.3.3 Support the business community and actively promote the City for business	Annual progress report to Council	30 June 2025	In quarter three, the International Women's Day 'Women in Business' networking event was held at the Civic Precinct and Community Hub, in partnership with Hobsons Bay City Council. The event attracted over 180 guests and received positive feedback.  Additionally, in quarter three, the inaugural meeting of the Maribyrnong Business, Economic Development and Innovation Advisory Panel took place. The panel will meet quarterly to offer strategic advice and feedback to inform Council's Economic Development program.	In progress – to target

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
		2.3.4 Review and update the Festivals City Program and implement new, emerging and accessible festivals	Annual progress report to Council	30 April 2025	<p>Council continues to support new, emerging and accessible festivals through festival and activation grants.</p> <p>Council also continues to highlight and celebrate local precincts and communities.</p> <p>During this reporting period, Council supported the inaugural Little Africa Night Market on Nicholson Street, Footscray.</p>	In progress – to target
2.4 Reduce traffic and trucks on our local roads, to improve safety, air quality and health outcomes <a href="#">HW</a>	City Sustainability	2.4.1 Develop and implement the Air Quality Improvement Plan and Action Plan	Annual progress report to Council	31 August 2025	<p>Council's Air Quality Improvement Plan and Action Plan was endorsed in 2022.</p> <p>The implementation of the Plan is ongoing, with highlights from quarter three including:</p> <ul style="list-style-type: none"> <li>• Council's continued engagement with the Victorian Government to get best outcomes from the West Gate Tunnel project and Cycle Veloway including banning of large freight trucks on major roads in Maribyrnong and Hobsons Bay City Councils when the West Gate Tunnel opens.</li> <li>• Council representatives attended the March Brooklyn Community Representative Group meeting</li> <li>• Council continued working with the Department of Energy, Environment and Climate Action to inform and promote funding under the Victorian Government's Air Quality Improvement Precincts program to reduce the emission of common air polluting particles.</li> </ul>	In progress – to target

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
2.5 Improve active and green transport across the municipality <i>HW</i>	Engineering Services	2.5.1 Implement Maribyrnong Bicycle Strategy *	Annual progress report to Council	31 August 2024	<p>The Maribyrnong Bicycle Strategy is set to be integrated with the new Maribyrnong Integrated Transport Strategy.</p> <p>Key projects have been rolled out, including:</p> <ul style="list-style-type: none"> <li>• The Lacy St shared user path</li> <li>• Upgraded bicycle lanes on Somerville Road, Rosamond Road, Pickett St and Mitchell St (west of Rosamond Road).</li> </ul> <p>Additionally, work is also progressing on:</p> <ul style="list-style-type: none"> <li>• Churchill Road, Maidstone</li> <li>• Mitchell street (east of Rosamond Road), Maribyrnong</li> <li>• Mephan, Barkly, Bunbury and Moreland streets, and Geelong Service Road, Footscray</li> <li>• Dempster street, West Footscray</li> <li>• Pilgrim street and Bristow street, and Berry street Seddon</li> <li>• Seddon to Yarraville shared path</li> <li>• Bradmill Boulevard, Yarraville</li> </ul> <p>Council continues to collaborate with the Department of Transport and Planning on the Westgate Tunnel Project and connection with the municipality's existing cycling network.</p>	In progress - delayed
				31 December 2024	As part of the 2020/21 Victorian Budget, the Victorian Government allocated \$20 million for a three-year	

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
		2.5.2 Advocate for improved low emission public transport solutions	Progress report in the bi-annual Advocacy Report	30 June 2025	<p>state-wide trial of Zero Emission Buses (ZEBs). Launched in 2022, the trial involved six Victorian bus operators testing 52 ZEBs on existing routes across both metropolitan and regional bus networks in Victoria.</p> <p>The Victorian Government has also committed to ensuring that all new public transport buses purchased from 1 July 2025 will be ZEBs.</p>	Completed
3.1 Build upon our community strengths and assets, to enable community led activities <a href="#">HW</a>	Inclusive Communities	3.1.1 Implement the community grants program and extend training and support to all applicants, including First Nations and diverse Cultural Group applicants	Annual progress report to Council which includes a demographic breakdown of all applicants and successful applications	30 June 2025	<p>The annual Community Grants program for 2024/25 has been completed. Key highlights from this year's program include:</p> <ul style="list-style-type: none"> <li>A total of 70 eligible community grant applications were received, a 14.75% increase compared to the previous year</li> <li>The Independent Review Panel recommended funding 22 of these applications.</li> <li>Successful applicants share a grant pool of \$255,000, with recipients including U3A Maribyrnong, Queer-ways: Queer in Maribyrnong, Annecto and Intertwine's FUSE program.</li> </ul>	Completed

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
3.2 Strengthen inclusion and cohesion by removing barriers to participation in all aspects of community life <i>HW</i>	Inclusive Communities	<b>3.2.1 Develop and implement the LGBTIQ+ Strategy and Action Plan</b>	Annual progress report to Council	31 October .2024	<p>The LGBTIQ+ Strategy and Action Plan 2022-2026 was endorsed by Council in 2022. The 2023/24 LGBTIQ+ Community Report Card was presented at Council Briefing September 2024.</p> <p>The vision of the Strategy is for all LGBTIQ+ people to feel safe and healthy, with their diverse identities celebrated.</p> <p>Implementation of the LGBTIQ+ Strategy is ongoing, with key highlights in quarter three including:</p> <ul style="list-style-type: none"> <li>• The launch of the Footscray Library Pride Mural was held in January, installed by BE. Collective.</li> <li>• Council's participation in the 2025 Midsumma Pride March, with a record five Councillors attending including the Mayor and Deputy Mayor.</li> <li>• The installation of the 'Love Your West with Pride' banners across Maribyrnong. This new campaign, combining elements from Midsumma Westside and Love Your West, aims to promote inclusion.</li> </ul> <p>The 2024/25 Community Report Card will be presented to Council in the first quarter of the 2025/26 financial year.</p>	Completed

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
		3.2.2 Develop and implement the Disability Action Plan (DAP)	Annual progress report to Council	30 June 2025	<p>The Disability Action Plan (DAP) 2022-2026 was endorsed by Council in 2022. The 2023/24 Disability Action Plan Community Report Card was presented to Council in September.</p> <p>The Disability Action Plan aims to address and remove the physical, communication, social and attitudinal barriers faced by people with disabilities.</p> <p>Implementation of the Disability Action Plan is ongoing, with key highlights in quarter three including:</p> <ul style="list-style-type: none"> <li>• Council's 'Being an Ally' photography project, created for International Day for People with Disability, was displayed in Seddon from January to March.</li> <li>• Council's subscription to the Hidden Disabilities Sunflower program led to training opportunities being provided for Council staff</li> <li>• The first Disability Internal Working Group meeting of 2025 took place in March</li> </ul> <p>The 2024/25 Community Report Card will be presented to Council in the first quarter of the 2025/26 financial year.</p>	Completed

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
		3.2.3 Implement the Intercultural Maribyrnong Strategy and Action Plan	Annual progress report to Council	30 Sep 2024	<p>The 2023/24 annual report for the Intercultural Maribyrnong Strategy was presented to Council in March. The 2023/24 Intercultural Maribyrnong Community Report Card was presented to Council in September.</p> <p>Implementation of the Intercultural Maribyrnong Strategy is ongoing, with key highlights in quarter three including:</p> <ul style="list-style-type: none"> <li>• The coordination of a cross-Council team to organise events for Cultural Diversity Week</li> <li>• Continued engagement in industry networks such as the Victorian Local Government Multicultural Issues Network, Welcoming Cities Network, and collaboration with other local government municipalities.</li> </ul> <p>The 2024/25 Community Report Card will be presented to Council in the first quarter of the 2025/26 financial year.</p>	Completed

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

		3.2.4 Implement People and Participation Strategy 2021 and beyond, and Action Plan	Annual progress report to Council	30 Sep 2024	<p>The Maribyrnong People and Participation Strategy 2021-2026 was endorsed by Council in 2022. The 2023/24 People and Participation Community Report Card was presented to Council in September.</p> <p>The Maribyrnong People and Participation Strategy provides an ambitious vision for how Council supports, develops and empowers the community to build its social capital through a culture of active participation in community life.</p> <p>Implementation of the Maribyrnong People and Participation Strategy is ongoing, with key highlights in quarter three including</p> <ul style="list-style-type: none"> <li>• The Maribyrnong Community Leadership Gathering was held in March. Nine community leaders met with Council to explore how community leaders might contribute to Council's sustainability and climate resilience work. Attendees will be invited to collaborate on Council's Plastic Free July activities, with the first meeting occurring in April</li> <li>• Council partnered with the Park Ranger to support the establishment of a new litter clean up group for Yarraville. The Yarraville Love Our Street group, a place-based volunteer-led initiative, had their first clean up activity in March where they collected over 20kg of rubbish in 90 minutes</li> <li>• The establishment of the <u>Community Participation</u> page on Council's website. This page is designed to be a 'one stop shop' for volunteering and community participation</li> </ul> <p>The 2024/25 Community Report Card will be presented to Council in the first quarter of the 2025/26 financial year.</p>	Completed
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## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
	Libraries Arts and Culture	<b>3.2.5 Develop and implement the Maribyrnong Libraries Plan 2023-2027 and Action Plan</b>	Annual progress report to Council	30 June 2025	<p>In quarter three, Council continued to implement the Maribyrnong Libraries Plan.</p> <p>Key highlights for this quarter include:</p> <ul style="list-style-type: none"> <li>The launch of the 'Library of Things' collection, which offers items such as energy efficiency kits, karaoke machines, board games and health monitors.</li> <li>The Yarraville Library is set to relocate to the Bradmill Precinct in 2029. As part of the long-term transition, the Library hosted its first event at the Bradmill sales office to introduce the community to the upcoming location.</li> </ul> <p>An annual progress report will be provided to Council in May.</p>	In progress – to target
	City Futures	3.2.7 Implement the Footscray University Town (FUT) Plan 2020-25	Annual progress report to Council	30 June 2025	<p>The implementation of the Footscray University Town Plan continued in quarter three.</p> <p>In quarter three, a new project was launched to allow Victoria University students to leverage Council's Smart City technology and data for their 'Capstone' projects. This initiative provided students with access to real-world data from various Council sensors (including parking, air quality, and pedestrian counters) to help solve problems and support data analysis efforts.</p> <p>The final report is expected to be delivered by the end of 2025.</p>	In progress – to target
3.3 Advocate for improved social and affordable housing outcomes <i>HW</i>	Office of the CEO	3.3.1 Promote and facilitate partnerships to improve the quality, options and volume of social and housing affordability	Progress report submitted to Council as part of the bi-annual Advocacy Plan	31 December 2024	<p>Progress on this action has been delayed due to staffing changes.</p> <p>In the fourth quarter, an advocacy workshop will be held with Councillors to identify key advocacy priorities.</p>	In progress - to target
				30 June 2025		

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
	Community Services & Social Infrastructure Planning/City Development	3.3.2 Explore partnership options to promote social and housing affordability	Annual report to Council on social and affordable housing sector trends	31 August 2024	In the fourth quarter, a workshop will be held with stakeholders.	In progress - delayed
3.4 Build capacity for our diverse communities to thrive economically and culturally <i>HW</i>	Libraries Arts and Culture	3.4.1 Implement the Arts and Culture Strategy 2018-2023	Evaluates Strategy	31 March 2025	The evaluation of the Arts and Culture Strategy 2018-2023 was finalised in 2023/24.	Completed
		3.4.2 Develop and implement new Arts and Culture Strategy 2025-2030	Annual progress report to Council	31 March 2025	In quarter three, the draft Creativity Strategy was reviewed with sector stakeholders and the broader community.  The updated strategy, 'New Horizons: Creative Maribyrnong 2030', will be presented to Council for adoption in April.  Additionally, the 'Creative Places' pilot in central Footscray received positive feedback, with a major celebration planned for April.	In progress - delayed
	Inclusive Communities	3.4.3 Develop and implement the 'Leading and Participation' program and framework	Annual progress report to Council	31 May 2025	The Leading and Participation Framework, part of the Maribyrnong People & Participation Strategy program, has been completed.	Completed
3.5 Provide opportunities for lifelong learning <i>HW</i>	Libraries Arts and Culture	3.5.1 Deliver quality programming at Libraries and Community Centres	Undertake a needs analysis to identify gaps and opportunities	31 December 2024	This Action was completed in 2021. A service review was completed in 2024.	Completed

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
			Annual progress report to Council	31 May 2025	<p>In quarter three, 8,645 people participated in library programs.</p> <p>Key highlights from this quarter include:</p> <ul style="list-style-type: none"> <li>The successful delivery of Book Crush, a special event at Footscray Library celebrating reading with book-themed games and lively discussions. This event attracted a new audience to the library and fostered valuable social connections.</li> <li>West Footscray Library supported the inaugural West Footscray Writers Fest, which saw nearly 300 attendees across six sessions held at the library.</li> <li>A review of early years story time programming received positive feedback, with additional programming at the Maribyrnong branch seeing a notable increase in loans and visitation.</li> </ul> <p>An annual progress report will be provided to Council in May.</p>	In progress – to target
			Framework reviewed	31 May 2025	A review of the programming framework is currently underway.	In progress – to target
	Office of the CEO	3.5.2 Advocate for social and community infrastructure investments	Annual progress and advocacy report to Council	31 May 2025	In the fourth quarter, an advocacy workshop will be held with Councillors to identify key advocacy priorities.	In progress – to target
3.6 Take action to reduce family violence, respond to the needs of victims and promote gender equality <a href="#">HW</a>	Community Services & Social Infrastructure Planning	<b>3.6.1 Implement strategies to respond to family violence and promote gender equality through the Towards Gender Equity Strategy 2030*</b>	Annual progress report against indicators in the Towards Gender Equity 2030 Strategy delivered to Council	31 October 2024	<p>The Towards Gender Equity Strategy is supported by an annual Action Plan, which is submitted each year to the Commissioner for Gender Equality in the Public Sector.</p> <p>Key highlights for quarter three include:</p>	Completed

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
			All policies, programs and strategies developed or reviewed to include a gender impact assessment with an annual progress report to Council	31 October 2024	<ul style="list-style-type: none"> <li>72 Grade Six girls from four schools across Maribyrnong and Wyndham created artwork reflecting their vision of the future and what gender equality means to them</li> <li>A collaboration between the Western Bulldogs Community Foundation, Victoria University and Council, led to the March Forward: Women Breaking Barriers breakfast, celebrating International Women's Day.</li> <li>Council continued its partnership with the Preventing Violence Together network to develop a western region advocacy plan to raise awareness about technology-facilitated abuse</li> </ul> <p>In quarter three, seven Gender Impact Assessments were implemented.</p>	
4.1 Foster pride and identity by acknowledging our rich cultural heritage, and our First Nations People's history <a href="#">HW</a>	City Development	4.1.1 Protect, retain and enhance items of heritage significance in our community through statutory planning controls	Annual progress report to Council	30 June 2025	<p>The Heritage Strategy was adopted by Council in 2024. It outlines the management and protection of significant heritage places.</p> <p>In quarter three, an expression of interest was released for new members to join Council's Heritage Advisory Committee. The Committee will help develop an action plan for various initiatives outlined in the Strategy and support Council in heritage-related decision making. Nominations close on Wednesday 30 April</p>	In progress – to target

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
4.2 Advocate and deliver projects that support a growing community now and into the future <a href="#">HW</a>	City Futures	4.2.1 Develop and implement a Smart Cities Framework to make the best use of technologies for our community *	Annual progress report to Council	30 June 2025	The implementation of the Smart Cities Framework continues to progress.  A key highlight in quarter three was the installation and launch of new public electric vehicle chargers at Council's Civic Precinct and Community Hub. Three 150kw super chargers were installed, allowing up to six vehicles to be charged simultaneously.	In progress – to target
	Libraries Art and Culture	4.2.2 Secure funding for NeXT project and commence design and build	Annual progress report to Council	31 August 2024	In quarter three, the Federal Minister for Infrastructure, Transport, Regional Development and Local Government announced a \$5 million commitment to support the design phase of Creative West. This Urban Precincts and Partnership Program grant will be matched by Council.  Councillors were briefed on the status and intended outcomes of this project in February 2025. Work is underway to establish project governance before procuring an external consultant team.	In progress - delayed
	Community Services & Social Infrastructure Planning	4.2.3 Implement Early Years Infrastructure Plan 2041	Annual progress report to Council	31 March 2025	Progress on this action has been delayed due to State and Federal Government reforms in the early years sector.  In quarter four, work will continue on updating the Community Infrastructure Strategy, with completion planned for late 2025.	In progress - delayed
	Recreation & Open Space / Community Services & Social Infrastructure Planning	4.2.4 Deliver Maribyrnong Reserve Project	Annual progress report to Council	31 May 2025	In the fourth quarter, work will continue on updating the Community Infrastructure Strategy, with completion expected by late 2025.  The Strategy will include provisions for multipurpose community hubs and will be finalised before work on the masterplan begins.	In progress - delayed
	Office of CEO	4.2.5 Develop and implement Advocacy Plan 2021 and engage third party	Bi-annual Advocacy Plan delivered to Council	30 September 2024 31 March 2025	Council has successfully secured multiple grants including funding for Creative West and the electrification of the Maribyrnong Aquatic Centre.	Completed

## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
		funders to encourage their support of advocacy priorities	Review and update Plan Bi-annually	31 December 2024	Council's advocacy program continues to be rolled out	
				30 June 2025		
			Biannual progress report to Council, including successful grant applications, delivery of projects identified as advocacy priorities, and outcomes of third party meetings	31 December 2024		
				30 June 2025		
	Information Technology Services	<b>4.2.6 Single Customer View experience enabling digital delivery of services to our customers</b>	Annual progress report to Council	31 August 2024	Following on from the delivery of the MyMaribyrnong portal in 2022, and the successful implementation of the Salesforce Customer Relationship Management (CRM) component of the Single Customer view project, this Action is now completed.	Completed
	Major Projects and Strategic Relationships	4.2.7 Undertake and complete the detailed design phase of the Footscray Civic and Community Hub project	Annual progress report to Council as per project milestones	30 June 2025	Council staff returned to the completed Footscray Civic and Community Hub in November 2024.	Completed
	City Development	4.2.8 Advocate for redevelopment of old Footscray Hospital and Maribyrnong Defence site	Update included in the bi-annual Advocacy Plan and delivered to Council	31 December 2024	Council adopted the Current Footscray Hospital Advocacy Plan in 2024.  The Plan was sent to the Victorian Premier, the Minister for Health, the Minister for Planning and local MPs, with a meeting held in quarter three with the Minister for Planning.	Completed
				30 June 2025	Separately, Council met with Development Victoria to advance Council's position for the site.	

**Agenda Item 9.1 - Attachment 1**

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
	Assets and Capital	4.2.9 Develop and deliver 4-Year Capital Works Program	Annual progress report to Council as per projects milestones	30 June 2025	The draft Capital Works Program was presented to Councillors during several briefings in quarter three.  Community engagement on the Capital Works Program will begin in May, with the Program scheduled for adoption by July.	In progress – to target
5.1 Uphold our obligations to promote and protect Human Rights by demonstrating strong social responsibility across Council's operations <a href="#">HW</a>	Inclusive Communities	5.1.1 Implement the Reconciliation Action Plan (RAP)	Annual progress report to Council	31 August 2024	The annual progress report was presented to Council in June 2024.	Completed
			Review and evaluate Council's Reconciliation Action Plan	31 August 2025	In quarter three, work continued to progress on a new Reconciliation Action Plan.  Highlights from quarter three included: <ul style="list-style-type: none"> <li>Council's registration with Reconciliation Australia means Council has 12 months to develop a new Reconciliation Action Plan.</li> <li>Council establishing the new Reconciliation Action Plan working group. This cross-Council will commence meeting regularly from quarter four.</li> </ul>	In progress – to target
	Community Services & Social Infrastructure Planning	5.1.2 Report to Council on meeting statutory objectives and achievements for the community	Annually report to Council on the range of social policy and practice across Council	30 June 2025	Council has developed several social policies and practices to guide its response to and support for various social issues within the community.  These policies include: <ul style="list-style-type: none"> <li>Social Justice Framework</li> <li>Reducing Harm from Alcohol and Other Drugs Policy</li> <li>Reducing Harm from Gambling Policy</li> <li>Homelessness Protocol.</li> </ul> A progress report on these policies will be prepared for Council by mid-2025.	In progress – to target

## Agenda Item 9.1 - Attachment 1

### Quarterly Performance and Financial Report For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
5.2 Enhance breadth and depth of community engagement and encourage active civic participation <a href="#">HW</a>	Customer Engagement	5.2.1 Implement the Engagement Policy 2021, including the use of tools and methods to support enhanced engagement with hard to reach communities	Annual progress report to Council	31 August 2024	In November 2022, Council re-engaged with the community to gather feedback on their preferred method of engagement. This consultation confirmed that a hybrid approach was the community's preferred option, which is now being implemented across all Council engagements.  Additionally, Council has incorporated the UserWays accessibility tool into both the digital engagement portal and the website.  A progress update was included in the Annual Report, which was endorsed by Council in October 2024.	Completed
5.3 Build and model a safer, healthier, diverse and more equitable organisation	Community Services and Social Infrastructure Planning	5.3.1 Develop and implement Gender Equality Action Plan to support implementation of the Gender Equity 2030 Strategy	Report on progress and workplace gender equality indicators every two years	31 October 2024	The Gender Equality Action Plan is aligned with the Towards Gender Equity 2030 Strategy, which provides the framework for its implementation.  Key highlights for quarter three include: <ul style="list-style-type: none"> <li>The International Women's Day 'Women in Business' networking event was held at the Civic Precinct and Community Hub, in partnership with Hobsons Bay City Council. The event attracted over 180 guests and received positive feedback.</li> <li>Council staff participated in training on gender equality and gender impact assessments.</li> </ul>	Completed
5.4 Ensure Council sustainability, transparency and accountability	Finance	5.4.1 Budget, Financial Plan, Revenue and Rating Plan, and the Asset Plan adopted in line with statutory obligations	Annual Budget adopted by Council	30 June 2025	In quarter three, the annual budget process progressing Phase 2 engagement commenced, with Councillor briefings occurring throughout February, March and April.	In progress – on track
			Audit Report	31 October 2024	The Victorian Auditor General Office (VAGO) audit report was included in the Annual Report. This was presented to Council in October 2024	



## Agenda Item 9.1 - Attachment 1

Quarterly Performance and Financial Report  
For the period ending 31 March 2025

Strategy	Department	Action	Measure	Due Date	Comment on Progress	Status
	People & Capability	5.4.2 Implement Workforce Plan in line with statutory obligations	Annual progress report to Council	31 December 2024	<p>The Workforce Plan encompasses initiatives that align with the follow key strategic plans:</p> <ul style="list-style-type: none"> <li>• Gender Equality Action Plan</li> <li>• Reconciliation Action Plan</li> <li>• Disability Action Plan</li> </ul> <p>In quarter four, work will commence on the 2025/26 Workforce Plan Action Plan.</p>	In progress – on track
	Finance	5.4.4 Manage performance and finances in line with income and regulation	Quarterly reporting to Council on performance and financial report and to the Audit and Risk Committee	30 September 2024, 31 December 2024, 31 March 2025, 30 June 2025	Quarterly performance and financial reporting to Council on performance and financial report and to the Audit and Risk Committee is ongoing and occurs quarterly.	In progress – on track

**Agenda Item 9.2**

**NAMING PROPOSAL FOR THE COMMUNITY PARK - CIVIC PRECINCT AND COMMUNITY HUB**

**Director:** Lucas Gosling  
Acting Director Corporate Services

**Author:** Phil McQue  
Manager Governance and Commercial Services

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**PURPOSE**

The purpose of this report is to seek in principle approval to commence community engagement on the proposed name 'balit bargoongagat banhul' for the newly developed community park within Maribyrnong City Council's Civic Precinct and Community Hub, 61 Napier Street, Footscray.

**ISSUES SUMMARY**

- Maribyrnong City Council recently completed the redevelopment of its Civic Precinct and Community Hub (CPACH) at 61 Napier Street, Footscray, which includes a new community park fronting Hyde Street.
- The new park site is within the declared area of the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation (Wurundjeri).
- Council sought naming recommendations from Wurundjeri, with the name 'balit bargoongagat banhul' proposed.
- balit bargoongagat translates to strong people linked together (community) and banhul translates to park in Woi-wurrung language.
- It is now proposed to undertake community engagement in accordance with the Naming Rules.

**ATTACHMENTS**

1. Aerial Map - New Community Park at CPACH [↓](#) 

**Agenda Item 9.2**

**OFFICER RECOMMENDATION**

**That Council:**

- 1. Approves in-principle the proposed name 'balit bargoongagat banhul' for the new community park within the Civic Precinct and Community Hub, 61 Napier Street, Footscray.**
- 2. Endorses the commencement of community engagement which includes publication in a local newspaper, a notice on Council's website, a survey via Council's website, and a survey sent to surrounding properties;**
- 3. Following completion of the community engagement process and subject to no objections being received, formally endorses the proposed name 'balit bargoongagat banhul' and authorises the Chief Executive Officer or their delegate to submit the proposed name to Geographic Names Victoria for registration; and**
- 4. Notes that if one or more objections are received following the completion of the community engagement process, a further report will be presented to Council outlining the objections and recommending next steps for consideration.**

## Agenda Item 9.2

### BACKGROUND

Under the *Geographic Place Names Act 1998* (the Act), Maribyrnong Council is a naming authority and responsible for naming places within the municipality.

Geographic naming processes must be conducted in accordance with the State Government Naming Rules for Places in Victoria (the Naming Rules) which provide principles for naming, the process and consultation elements to be followed and definitions for what should be named.

Maribyrnong City Council's Geographic Naming Policy requires naming proposals to achieve a balanced representation of Indigenous Australia, local historical events or figures and the present multi-cultural community.

### DISCUSSION/KEY ISSUES

#### 1. Key Issues

##### The Site

The new community park is located on the Hyde Street frontage of the new Civic Precinct and Community Hub (CPACH) at 61 Napier Street, Footscray, shown outlined in Attachment 1.

##### Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation

The new community park site is within the declared area of the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation (Wurundjeri).

Wurundjeri were involved throughout the redevelopment process of the new precinct to include cultural links in the design, including Indigenous cultural and historical values.

Council sought naming recommendations from Wurundjeri, with the name 'balit bargoongagat banhul' proposed, balit bargoongagat translating to strong people linked together (community) and banhul translating to park in Woi-wurrung language.

##### Naming Principles

The naming proposal has been considered against all principles set out in Section 2 of the Naming Rules and conforms as follows:

Principles	Comments
<b>Principle A – Ensuring public safety</b> Must not risk public and operational safety	Naming of the park does not risk public safety.
<b>Principle B – Recognising the public interest</b> Regard to be given to the long-term consequences and effects upon the wider community	Providing a name as a distinct identifier will benefit the community as it will provide a clear reference point.
<b>Principle C – Linking the name to place</b> Place names should be relevant to the local area	The name has a strong link to the local area and wider community.

## Agenda Item 9.2

<p><b>Principle D – Ensuring names are not duplicated</b> Place names must not be duplicated. Duplicates are considered to be two (or more) names within close proximity (within 5km metropolitan) and those which are identical or have similar spelling or pronunciation</p>	<p>The name is not duplicated.</p>
<p><b>Principle E – Recognition and use of Traditional Owner languages</b> The use of Traditional Owner languages are encouraged subject to agreement from the relevant Traditional Owners</p>	<p>The proposal uses a Traditional Owner language which has been provided by the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation.</p>
<p><b>Principle F – Names must not discriminate or be offensive</b> Place names must not discriminate or cause offence</p>	<p>The naming proposal is not discriminatory and does not cause offence.</p>
<p><b>Principle G – Gender equality</b> Gender equality in naming is encouraged</p>	<p>This proposal aligns with Principle G and Council's Indigenous Australia naming theme.</p>
<p><b>Principle H – Dual names</b> Use of dual names is a way of recognising the names given to places by different enduring cultural and language groups</p>	<p>This proposal does not have a dual name.</p>
<p><b>Principle I – Using commemorative names</b> Naming often commemorates a person. Commemorative names of a deceased person should be applied no less than two years posthumously. Consent must be obtained from family members</p>	<p>This proposal does not use a commemorative name.</p>
<p><b>Principle J – Using commercial and business names</b> Places should not be named after commercial businesses, trade names, not-for-profit organisations and estate names as community attitudes and opinions can change over time.</p>	<p>Commercial or business names are not used in this proposal.</p>
<p><b>Principle K – Language</b> The use of Australian English, Traditional Owner names and names from other languages need to be given careful consideration.</p>	<p>This proposal is using a Traditional Owner language.</p>
<p><b>Principle L – Directional names to be avoided</b> Cardinal directions (north, south, east and west) must be avoided</p>	<p>No cardinal directions are associated with the proposal.</p>

## Agenda Item 9.2

<b>Principle M – Assigning extent to a road, feature or locality</b> The area and/or extent to which the name will apply must be clearly defined	The area is clearly defined in Attachment 1.
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### Feature Requirements

The naming proposal has been considered against all feature requirements set out in Section 4 of the Naming Rules and conforms as follows:

Feature Requirements	Comments
<b>4.2.1 – Feature type</b> The feature type should be included in a feature's name and located after the unique feature name	This naming proposal includes the feature type in a Traditional Owner language after the unique feature name.
<b>4.2.2 – Waterways</b> Naming authorities must describe in the exact detail the full extent of any waterway it is proposing to name or rename	This requirement does not apply to this naming proposal.
<b>4.2.3 – Locational names</b> The names of neighbourhoods, residential estates and subdivisions should not be applied to a feature	This proposal does not contain the name of a neighbourhood, residential estate or subdivision.
<b>4.2.4 – Base names</b> Features named under private sponsorship contracts should be assigned a base name	This feature is not being named under a private sponsorship contract.

## 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 Objectives
  - 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

- *Geographic Places Names Act 1998*
- *Local Government Act 2020*
- Maribyrnong City Council's Geographic Naming Policy
- State Government Naming Rules for Places in Victoria

## **Agenda Item 9.2**

### **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**

As the naming authority, Council is required to consult in accordance with the Naming Rules. The Naming Rules set out the consultation process and require consultation for a period of 30 days.

Community engagement will include a publication in a local newspaper, a notice on Council's website, a survey on Council's website and a survey sent to surrounding properties.

Following completion of the community engagement process and subject to no objections being received, the Chief Executive Officer will then formally endorse the proposed name 'balit bargoongagat banhul' and submit the proposed name to Geographic Names Victoria for registration.

In the event that one or more objections are received following the completion of the community engagement process, a further report will be presented to Council outlining all objections and recommending next steps.

### **4. Resources**

Nil.

### **5. Environment**

Nil.

### **CONCLUSION**

It is recommended that Council endorse consultation engagement in accordance with the Naming Rules to determine community support for the naming proposal.



Agenda Item 9.2 - Attachment 1



Map Scale: 1:1,250 at A4  
Meters  
0 12.5 25 50

Aerial Map - New Community Park at CPACH

Author:

Date Printed: 9/04/2025

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**Agenda Item 9.3**

**COMMUNITY GRANTS PROGRAM 2025/2026 INITIATION REPORT**

**Director:** Francesca O'Brien  
Acting Director Community Life

**Author:** Melissa Eastwood  
Manager Inclusive Communities

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**PURPOSE**




To inform Council of the initiation of the 2025-2026 Community Grants Program and seek endorsement of the 2025-2026 Community Grants Program Guidelines.

**ISSUES SUMMARY**

- The annual Community Grants Program is an action of the Council Plan, seeking to support projects that will benefit the Maribyrnong community.
- The budget for the 2025-2026 Community Grants Program is \$255,000.
- The 2025-2026 Community Grants Program is scheduled to open for applications on Tuesday 8 July and close on Tuesday 19 August.
- Eligible applications are assessed against the criteria identified in the 2025-2026 Community Grants Program Guidelines.
- Frequently Asked Questions (FAQ) document has been updated to support potential applicants regarding project suitability and address the most common questions.
- The Community Grants Program undertakes a two stage assessment process. Stage one of the assessment is conducted by an internal panel comprising Council Officers representing a mix of disciplines. At stage two the Independent Review Panel (IRP) review applications and assessments and determine the recommendations to be presented to Council for endorsement.
- The IRP was endorsed by Council in 2023 and comprises three community representatives appointed through a public Expression of Interest (EOI) process and subject to previously endorsed IRP Terms of Reference (ToR).
- Currently each of Councils grants programs undertakes its own expression of interest processes and manages discrete external review/assessment panels. Taking a continuous improvement approach, Officers have identified the opportunity to consider revised models that better serve Councils Programs and improve community outcomes.
- Proposed options for a possible revised model for review/assessment panels will be developed and presented to Council in the next financial year. Whilst this work is undertaken existing membership for both Council's Community Grants Independent Review Panel and the Festivals and Visitation Advisory Panel will be extended for one year.

## Agenda Item 9.3

### ATTACHMENTS

1. Guidelines 2025-2026 - Community Grants Program DRAFT [↓](#) 
2. Independent Review Panel - Terms Of Reference - Community Grants Program [↓](#) 
3. Frequently Asked Questions 2025-2026 - Community Grants Program DRAFT [↓](#) 

### OFFICER RECOMMENDATION

**That Council:**

1. **Note the initiation of the 2025-2026 Community Grants Program;**
2. **Endorse the Community Grants Program Guidelines 2025-2026, shown at Attachment 1; and**
3. **Note that the current membership of Council's Community Grants Program Independent Review Panel and its Festivals and Visitations Advisory Panel will be extended for a further year.**

## Agenda Item 9.3

### BACKGROUND

The Maribyrnong City Council Community Grants Program was established in 1996 and funds projects that will benefit the Maribyrnong community. The delivery of the Program is an identified action of the Council Plan. The annual Community Grants Program moves through the stages outlined below:

<b>Promote</b> <ul style="list-style-type: none"> <li>• Communications Plan developed with Communications and Engagement</li> </ul>	<b>Support</b> <ul style="list-style-type: none"> <li>• One on One Support</li> <li>• Community Information Session/s</li> <li>• Grant Writing Workshop/s</li> <li>• Frequently Asked Questions document</li> <li>• Welcome Meeting (Medium &amp; Large)</li> </ul>	<b>Applications</b> <ul style="list-style-type: none"> <li>• Accepted via SmartyGrants</li> <li>• Round Opens - 8 July</li> <li>• Round Closes - 19 August</li> </ul>	<b>Access &amp; Decide</b> <ul style="list-style-type: none"> <li>• Eligibility Checks</li> <li>• Assessment via SmartyGrants</li> <li>• Independent Review Panel</li> <li>• Recommendations presented to Manager and Director</li> <li>• Recommendations presented to Council</li> </ul>
<b>Notify</b> <ul style="list-style-type: none"> <li>• Decision communicated to all applicants</li> <li>• Outcomes publicly announced</li> <li>• Unsuccessful applicants offered the opportunity for feedback</li> </ul>	<b>Agreements &amp; Payments</b> <ul style="list-style-type: none"> <li>• Funding Agreement</li> <li>• Child Safe Checklist and Declaration</li> <li>• EFT Form</li> <li>• Payments</li> </ul>	<b>Monitor</b> <ul style="list-style-type: none"> <li>• Monitoring requirements outlined in Guidelines and Funding Agreement</li> <li>• Proportionate to funding amount</li> <li>• Welcome Meeting (Medium &amp; Large)</li> <li>• Project Update Meeting (Large)</li> </ul>	<b>Acquittals</b> <ul style="list-style-type: none"> <li>• Accepted via SmartyGrants</li> <li>• Acquittal requirements outlined in Guidelines and Funding Agreement</li> <li>• Proportionate to funding amount</li> </ul>

### DISCUSSION/KEY ISSUES

#### 1. Key Issues

The Maribyrnong City Council Community Grants Program is conducted in line with sector best practice maximising transparency and minimising risk. Applications, assessments and acquittals are completed via the online grants management system, SmartyGrants. The Community Grants Program Guidelines, shown at Attachment 1, outline focus areas, priority communities, eligibility requirements, assessment criteria & process, requirements of successful applicants, available support and key dates.

#### Community Grant Program Project Focus Areas

The Community Grants Program funds projects that address the identified focus areas for the benefit of the Maribyrnong community. The Program does not provide organisational or ongoing funding. Focus areas for the 2025-2026 Community Grants Program are projects that:

- Encourage and remove barriers to participation in community life
- Build community resilience and/or organisational capacity and strengthen networks
- Support community connectedness and/or wellbeing
- Provide opportunities for intergenerational and/or intercultural connection

### Agenda Item 9.3

The following applications will be prioritised:

- First Nations led projects
- Projects from or developed in partnership with Councils identified priority communities being:
  - CALD communities
  - LGBTIQ+ people
  - Young people
  - Older people and/or
  - People living with disability

The Program funds a broad range of projects in each Round. Examples of funded projects from the 2024-2025 Round include:

- Cultural Exchange (U3A Maribyrnong): Working in partnership with Angliss Neighbourhood House and Australian Multicultural Community Services, U3A Maribyrnong will run two events aimed at identifying and removing barriers to the participation of local Vietnamese, Chinese and Tagalog/Filipino communities in U3A Maribyrnong.
- Supporting Aboriginal Connection through Yarning and Healthy Eating (CoHealth): Facilitated by Yakeen Tharn Team, CoHealth will provide culturally safe opportunities for connection to culture, Country and community alongside health education for Maribyrnong's Aboriginal community at a weekly breakfast event.
- Men's Tables in Maribyrnong (The Men's Table): Establishing a Men's Table in Braybrook enabling men to meet regularly over a meal with a view to addressing social isolation and loneliness and supporting mental, emotional and social well-being.

#### Budget

The 2025-2026 budget for the community grant program is \$255,000. Applications to the Community Grants Program are accepted in three categories:

- Small (Up to \$1,000)
- Medium (\$1,001 - \$15,000)
- Large (\$15,001 - \$25,000)

As per the Funding Agreement any unspent funds awarded are required to be returned to Council to be applied toward the next practicable Round.

The Program consistently receives a total funding request greater than the budget as follows:

	# of Eligible Applications	Funding Requested	# Applications Funded	Funding Allocated
2024-2025 Round	70	\$997,088	22	\$255,000
2023-2024 Round	61	\$843,005	24	\$255,000
2022-2023 Round	58	\$742,347	33	\$276,205

## **Agenda Item 9.3**

### **Eligibility**

Applicants must meet the following conditions in order to be eligible:

- Project addresses one of the identified focus areas
- Be a not-for-profit community group, community organisation, agency or certified social enterprise
- Be delivering the project/all funded activity takes place within the boundaries of the City of Maribyrnong
- Have an Australian Business Number (ABN)
- Have Public Liability Insurance cover of \$20 million
- Have no outstanding grant acquittals or debt owing to Council
- The majority of project participants live, work, study, or volunteer in the City of Maribyrnong

The following are not eligible for funding:

- Projects that do not align with Council policies and values
- Projects already funded by Council
- Projects that are the primary responsibility of other levels of Government
- Festivals
- Projects that duplicate existing projects/services
- Projects that replicate the core business of organisations applying
- Artists seeking funding for their own creative/professional practice
- Fundraisers and awards
- Capital works and facilities maintenance
- Projects with a religious or political focus
- Educational institutions unless working in partnership with an eligible organisation
- Projects that have already started or have been completed

### **Assessment Criteria**

Applications will be assessed against the following criteria:

- How does the project address the nominated focus area?
- Does the target community align with one or more of Councils identified priority communities?
- Is there evidence of community need and support for the project?
- What community benefit will the project provide and what are the expected outcomes?
- Has the applicant demonstrated capacity to deliver the project?
- To what extent have any project risks been identified and addressed?
- Is the project plan and budget detailed and realistic providing value for money?

### **Assessment Process**

The Community Grants Program employs a robust assessment process.

### Agenda Item 9.3

Eligibility	Assessment Stage 1	Assessment Stage 2	Independent Review Panel	Decision
<ul style="list-style-type: none"> <li>Grants Officer undertakes eligibility assessments</li> </ul>	<ul style="list-style-type: none"> <li>Internal assessors assess applications against selection criteria</li> <li>Assessment summaries are collated</li> </ul>	<ul style="list-style-type: none"> <li>IRP provided full access to applications and assessments</li> <li>IRP review assessment summaries</li> </ul>	<ul style="list-style-type: none"> <li>IRP meet to discuss applications and assessments and finalise recommendations to Council</li> </ul>	<ul style="list-style-type: none"> <li>Recommendations of IRP presented to Council for endorsement</li> </ul>

All eligible applications are assessed against the published criteria by an internal panel of Council Officers representing a mix of disciplines. Priority is given to applications that are from or show evidence of strong collaboration with Councils identified priority communities in the design and delivery of the proposed project.

To strengthen the integrity of the community grant assessment process an Independent Review Panel (IRP) was established and Terms of Reference (Attachment 2) endorsed in 2023. Following an open expression of interest process, three experienced community development professionals with an understanding of the community sector, current trends and grantmaking were selected.

The IRP process provides an additional level of scrutiny and transparency ensuring decisions are made impartially and with independent oversight. With assistance from Council officers the Panel will provide independent review of community grant assessments and finalise the recommendations to Council.

As the Program is oversubscribed, applications are in competition with each other and not all eligible applications that address a focus area and align with one or more of the priority communities can be funded.

#### **Review of Council's External Grants Review/Assessment Panels**

Currently each Department offering a grants programs undertakes its own expression of interest processes and manages discrete external review/assessment panels. Taking a continuous improvement approach, Officers have identified the opportunity to consider revised models that better serve Councils various grants Programs and improve outcomes. Possible revised model/s will be developed with the intention of presenting options together with updated Terms of Reference to Council in the next financial year. Whilst this work is undertaken, existing membership for both Council's Community Grants Independent Review Panel and the Festivals and Visitations Advisory Panel will be extended for one year, each subject to existing Terms of Reference.

#### **Monitoring and Reporting**

Successful applicants to the Community Grants Program are subject to monitoring and reporting requirements proportionate to the level of funding as shown on the table below.

**Agenda Item 9.3**

<b>Requirement</b>	<b>Small</b>	<b>Medium</b>	<b>Large</b>
Attend successful applicant meeting	Optional	Yes	Yes
Attend project update meeting	No	No	Yes
Share participant survey	Yes	Yes	Yes
Submit acquittal (including Financial Declaration)	Yes	Yes	Yes

**Communications Plan**

A Communications Plan will be developed in partnership with Communications and Engagement to promote the Program, engage community and encourage applications. The Program will be promoted through Council channels including media release, website, social media and newsletters.

**Support to Applicants**

A range of support is extended to potential applicants including First Nations and CALD groups:

- Community Grants Information Session (in person and online)
- Grant Writing Workshop (in person and online)
- Frequently Asked Questions document (Attachment 3)
- One-on-one support (in person, online and phone)

**Frequently Asked Questions**

Frequently Asked Questions (FAQ) document (shown at Attachment 3) aims to assist potential applicants regarding project suitability and address the most common queries.

The updated FAQs document includes more detailed information regarding:

- Projects with sustainability or First Nations themes
- Projects from Seniors Clubs and artists
- First Nations consultation
- Child Safe compliance
- Auspice arrangements
- Certification requirements for Social Enterprise
- Insurance
- Permits and permissions

## Agenda Item 9.3

### Key Dates

Community Grant Program Milestone Activity	Date Range
Community Grant Program opens	Tuesday 8 July
Community grant promotion and engagement commences	July/August
Community Grant Information Sessions x 2	July/August (Dates TBC)
Community Grant Program closes	Tuesday 19 August
Eligibility & Assessment	August/September
Council Recommendations Report	November
Notifications & Promotion	November

### Next Steps

A report regarding Community Grants Program Acquittal Reporting 2023 is currently scheduled to be presented in June. Outcome of the Community Grants Program 2025-26 and recommendations of the Independent Review Panel are scheduled to be presented to Council for endorsement in November. Proposed options for a possible revised model for review/assessment panels will be developed over the coming months, with the intention of presenting updated Terms of Reference to Council in the next financial year.

## 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 Objectives
  - 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.



## **Agenda Item 9.3**

### **Human Rights Consideration**

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

### **3. Engagement**

A Communications Plan will be developed in partnership with Communications and Engagement to promote the Program, engage community and encourage applications. A range of support is extended to potential applicants including First Nations and CALD groups including workshops, information sessions and one-on-one support.

### **4. Resources**

The annual budget for the Program is \$255,000. Resource requirements for the Program and associated costs for community capacity building and panel honorariums are met within the Annual Budget.

### **5. Environment**

Nil.

### **CONCLUSION**

The Maribyrnong City Council Community Grants Program is conducted annually and is designed in line with sector best practice to ensure integrity and transparency. The Program provides an opportunity for the Maribyrnong community to offer solutions that address community priorities reflected in the focus areas. The Program is an effective way for community to engage with Council, build capacity and develop local networks.

## Agenda Item 9.3 - Attachment 1

### COMMUNITY GRANTS PROGRAM 2025

#### Guidelines

*Maribyrnong City Council acknowledges the Traditional Custodians of the land, the Wurundjeri Woi Wurrung and Boon Wurrung Bunurong Peoples of the Kulin Nation and pays its respects to their Elders, past, present and emerging.*

The Maribyrnong City Council Community Grant Program provides funding to support projects that will benefit the Maribyrnong community.

The delivery of the Community Grants Program is an identified action in the Council Plan.

The focus for the Community Grants Program 2025-26 is to support projects that address the following focus areas:

- Encourage and remove barriers to participation in community life
- Build community resilience and/or organisational capacity and strengthen networks
- Support community connectedness and/or wellbeing
- Provide opportunities for intergenerational and/or intercultural connection

#### FUNDING

A total of \$255,000 is available across three categories:

Category	Funding
Small Grants	Up to \$1,000
Medium Grants	\$1,001 to \$15,000
Large Grants	\$15,001 to \$25,000

#### ELIGIBILITY

In order to be eligible applicants must meet **all** of the following criteria:

- Project addresses one of the identified focus areas
- Be a not-for-profit community group, community organisation, agency or certified social enterprise
- Be delivering the project /all funded activity takes place within the boundaries of the City of Maribyrnong
- Have an Australian Business Number (ABN)
- Have Public Liability Insurance cover of \$20 million
- Have no outstanding grant acquittals or debt owing to Council
- The majority of project participants live, work, study, or volunteer in the City of Maribyrnong.

## Agenda Item 9.3 - Attachment 1

*\* If you do not have not-for profit status,  
ABN number or Public Liability Insurance  
you may still be eligible to apply via an  
auspice organisation*

*\* Social enterprises must provide evidence  
of current certification by Social Traders*

*\* First Nations focused projects should be  
First Nations led*

*\*You can make one application to the Program per year*

Not eligible for funding:

- Projects that do not align with Council policies and values
- Projects already funded or partly funded by any Council funding program
- Festivals
- Projects that are the primary responsibility of other levels of Government
- Projects that duplicate existing projects/ services
- Projects that replicate the core business of organisations applying
- Artists seeking funding for their own creative/professional practice
- Fundraisers and awards
- Capital works and facilities maintenance
- Projects with a religious or political focus
- Educational institutions unless working in partnership with an eligible organisation
- Projects that have already started or have been completed.

### ASSESSMENT PROCESS

Many more applications are made to the program than Council is able to fund, and applications are in competition with each other.

Eligible applications will be assessed by a panel who will score each application against the criteria outlined in the Guidelines. Assessments are reviewed and recommendations finalised by an Independent Review Panel before being presented to Council for endorsement.

### ASSESSMENT CRITERIA

Each application will be assessed against the following criteria:

- How does the project address the nominated focus area?

## Agenda Item 9.3 - Attachment 1

- Does the target community align with one or more of Councils identified priority communities?
- Is there evidence of community need and support for the project?
- What community benefit will the project provide and what are the expected outcomes?
- Has the applicant demonstrated capacity to deliver the project?
- To what extent have any project risks been identified and addressed?
- Is the project plan and budget detailed and realistic providing value for money?

Council has a commitment to social justice and equity. The following applications will be prioritised:

- First Nations led projects
- Projects from or developed in partnership with one or more of Councils identified priority communities:

- ° CALD communities
- ° LGBTIQ+ people
- ° Young people (12-25)
- ° Older people (60+)
- ° People living with disability

### REQUIREMENTS OF SUCCESSFUL APPLICANTS

Successful applicants will be required to:

- Sign and return Funding Agreement
- Provide EFT details and an invoice
- Meet requirements of any relevant permits and permissions
- Hold \$20M public liability insurance cover for the duration of the grant
- Complete a Child Safe Compliance Assessment and Declaration
- Meet monitoring and reporting requirements
- Complete the project during the 2026 calendar year

Monitoring and reporting requirements:

	Small	Medium	Large
Attend successful applicant meeting	Optional	Yes	Yes
Attend project update meeting	No	No	Yes
Share participant survey	Yes	Yes	Yes

## Agenda Item 9.3 - Attachment 1

Submit acquittal (including Financial Declaration)	Yes	Yes	Yes
--	-----	-----	-----

Acquittal requirements:

- Outline work undertaken and the benefit of the project
- Identify primary beneficiary/ies
- Participation numbers
- Challenges & Learnings
- Financial Report (including budget)
- Financial Declaration

### HOW TO APPLY

Applications are submitted online via [maribyrnong.smartygrants.com.au](https://maribyrnong.smartygrants.com.au)

For technical support see SmartyGrants Help Guide or SmartyGrants FAQ.

### ASSISTANCE WITH APPLICATIONS

The Community Grants Officer can provide guidance and support for individuals and organisations submitting an application. A community information session and grant writing workshop are provided to assist applicants. Registrations can be made via the website [maribyrnong.vic.gov.au/communitygrants](https://maribyrnong.vic.gov.au/communitygrants)

Copies of guidelines can be made available in community languages if required.

### KEY DATES

Tuesday 8 July	Applications open
TBC	Community Grants Program Information Session (In Person)
TBC	Community Grants Program Information Session (Online)
TBC	Successful Grant Writing Workshop (In Person)
TBC	Successful Grant Writing Workshop (Online)
Tuesday 19 August	Applications close
End November	Grant outcomes announced
2026	Projects delivered

### QUERIES

Community Grants Officer 9688 0223

[grants@maribyrnong.vic.gov.au](mailto:grants@maribyrnong.vic.gov.au)  
[maribyrnong.vic.gov.au/communitygrants](https://maribyrnong.vic.gov.au/communitygrants)

## Agenda Item 9.3 - Attachment 2

### Independent Review Panel: Community Grants Program Terms of Reference



<b>Name</b>	Independent Review Panel (IRP) – Community Grants Program
<b>Approved by</b>	Council
<b>Date Approved</b>	Tuesday 16 May 2023
<b>Last reviewed</b>	Tuesday 16 May 2023

#### 1. Purpose

The purpose of the Maribyrnong Community Grants Program IRP is to provide support to Maribyrnong City Council regarding its Community Grants Program. The IRP has no decision making authority, but provides recommendations to Council for the endorsement of community grants program applications.

#### 2. Responsibility

Members of the Maribyrnong Community Grants Program IRP will:

- Provide independent review and finalise recommendations to Council in relation to the Community Grants Program.
- Confirm that guidelines and assessment criteria have been applied consistently and fairly.

The Council will:

- Provide secretarial support to the IRP.
- Provide induction and training as required.
- Provide all relevant documentation including Terms of Reference and agenda.
- Pay an honorarium of up to \$1500 per panel member.

#### 3. Composition

##### 3.1 Membership and Attendance

Membership of the IRP will consist of three (3) community representatives. Where possible, panel members will reflect the diversity of the City of Maribyrnong.

A Review Panel member shall endeavor to advise the relevant Council Officer of non-attendance at the scheduled Panel meeting at least 48 hours in advance.

A member may resign from the IRP by advising the relevant Council Officer in writing.

Council Officers may attend the panel meeting to provide advice, expertise and document panel discussion.

##### 3.2 Terms and method of appointment

- 3.2.1 Council shall undertake an open Expression of Interest (EOI) calling for applications.
- 3.2.2 The EOI will be promoted via Council's website, social media and relevant networks. Applications will be accepted via the online grants management platform Smartygrants.

## Agenda Item 9.3 - Attachment 2

### Independent Review Panel: Community Grants Program Terms of Reference



- 3.2.3 Appointments to the IRP will be undertaken by a selection panel made up of the Coordinator Access and Participation and up to two (2) Council Officers. Selection will be based on the following selection criteria:
- 3.2.3.1 Have relevant proven experience, skills and qualifications in community development, health promotion, and/or community services.
  - 3.2.3.2 Have an understanding and experience of community grant making processes.
  - 3.2.3.3 Be familiar and have an understanding of the issues that priority communities may experience.
  - 3.2.3.4 Live, work or be able to demonstrate another affiliation with Maribyrnong.
  - 3.2.3.5 Where possible, panel members will reflect the diversity of the City of Maribyrnong.
- 3.2.4 The period of appointment for Review Panel members shall be aligned with the life of the current Council Plan and cover the grant rounds of 2023-2024 and 2024-2025.
- 3.2.6 If a vacancy occurs during the term, an expression of interest will be sought through the process identified in 3.2.1 to fill the vacant position for the remainder of the current term.

### 3.3 Requirements of members

Members are required to:

- Follow the general consensus principle when determining the preferred position of the Panel.
- Declare any interest, pecuniary interest or conflict of interest.
- Prepare for and actively participate in Panel Meetings.
- Act in a courteous manner, respecting others views and opinions. All members should respect the decision of the consensus view as adjudicated by the Chair.
- Treat information with sensitivity.
- Not make public comment on behalf of the group nor seek to advocate on the needs of individual organisations.
- Provide a valid Tax Invoice to Council for payment of honorarium.

### 3.4 Chair

- The Chair is responsible for presiding over the meeting.
- Panel Meetings will be chaired by the Manager Community Development Positive Age and Inclusion or delegate.
- The Chair will conduct the meeting in an orderly and efficient manner including opening and closing meetings.
- The Chair will support the Panel Members with their deliberations with advice and information, but does not have any voting rights with respect to determining grant recommendations.

## Agenda Item 9.3 - Attachment 2

### Independent Review Panel: Community Grants Program Terms of Reference



#### 4. Operating Procedures

##### 4.1 Quorum and Decision Making

All three independent panel members are required to be attend recommendation meetings to form a quorum. Panel members are requested to advise Council at least 48 hours before the scheduled IRP if they are unable to attend. Wherever possible, the Panel will seek to reach consensus on recommendations. If consensus cannot be reached, a majority vote will be taken to determine the outcome.

##### 4.2 Meetings

- The IRP is an annual process with a minimum of one (1) meeting for the purposes of making recommendations
- Additional meetings may occur to either induct Panel members on process and responsibilities, and/or in the case where further information/clarity on applications may need to be sought in order to reach final decisions.
- Timing of the IRP shall be set by Council and Panelists notified at least 2 weeks before.
- Meetings shall be held at the Council Office located at Central West or an appropriate alternative location, including the use of online video conference platforms.

##### 4.3 Reports

- Agenda and relevant reading materials will be delivered by email to each member seven (7) days prior to the IRP meeting.

##### 4.4 Confidentiality

- Information discussed, received, used or created by the IRP is confidential, unless otherwise stated by the Chairperson.
- A Member must not disclose, discuss or make public confidential information, unless authorised by Council Officers.
- A Member must not permit any person who is not a member of the IRP to view, read, and photocopy or make notes of or in any way record confidential information, unless authorised by Council Officers.

##### 4.5 Conflict of Interest

Members must disclose a Conflict of Interest in accordance with the Local Government Act 2020. In the event of a Conflict of Interest arising the Member:

- Must disclose the interest and clearly state the nature of the interest at the meeting before the matter is considered.
- Must leave the room and not participate in any discussion and/or decision.
- The disclosure must be recorded in the meeting minutes.

##### 4.6 Operations

The IRP has no budgetary responsibilities, decision-making powers or delegated authority, it only serves to make recommendations for Council's consideration. Members will not publicly comment on behalf of the Panel.



## Agenda Item 9.3 - Attachment 2

### Independent Review Panel: Community Grants Program Terms of Reference



The Council will provide the necessary support to assist the IRP to function effectively including:

- Maintaining contacts details of members.
- Preparing and distributing agendas and prior reading materials.

#### 4.7 Evaluation and Review

A review of the role, function, membership and productivity of the IRP will be conducted prior to the development of the new Council Plan following the conduct of the grants rounds for the years 2023-2024 and 2024-2025 or as required to ensure currency, effectiveness and stakeholder engagement.

Council retains the right to:

- Review, amend or alter the operations and membership of this Review Panel as it deems appropriate and necessary.
- Revoke these Terms of Reference at any time.

## Agenda Item 9.3 - Attachment 3

Community Grants Program 2025-26

Frequently Asked Questions

### **Can I talk to someone about my eligibility and my project idea?**

Yes. You are encouraged to discuss your eligibility and project idea with the Community Grants Officer. Contact the Community Grants Officer as early as possible as they may not be available on or very close to the closing date.

### **My project idea doesn't seem to fit with the focus areas outlined in the Guidelines – what should I do?**

You can discuss your project idea with the Community Grants Officer. Contact the Community Grants Officer as early as possible as they may not be available on or very close to the closing date.

### **I have an idea for a Sustainability project, can I apply?**

You are encouraged to discuss your eligibility and project idea with the Community Grants Officer. It is likely that the 'Build community resilience and/or organisational capacity and strengthen networks' or 'Support community connectedness and/or wellbeing' focus areas would be most suitable for projects with sustainability themes.

### **I don't have an ABN, Public Liability Insurance or Incorporation, can I apply?**

You can apply through an auspice.

### **What is an auspice organisation?**

An auspice is an organisation who manages grant funds on your behalf.

### **How do I find an auspice organisation?**

Approach a non-profit community organisation you think might be interested in supporting your project. It is likely that this would be an organisation working to achieve similar outcomes locally.

Common auspicings organisations include Neighbourhood Houses, Multicultural Associations and so on.

A formal agreement should be in place between the project and the auspicings organisation. Applicants applying via an auspice must provide a copy of the auspice agreement. Auspicings organisations will have requirements of you and sometimes charge a fee which you will need to factor into your project budget. Council is not able to auspice projects.

### **I'm a social enterprise, can I apply?**

We are able to accept applications for not-for-profit projects from social enterprises certified by Social Traders. Social enterprises must provide a copy of their certificate of certification from Social Traders.

### **How many applications can I submit?**

You can make one application to the Program per year.

### **How much insurance do I need?**

## Agenda Item 9.3 - Attachment 3

Applicants must hold \$20 million worth of Public Liability Insurance for the duration of the grant. If you do not have Public Liability Insurance, you may still be eligible to apply via an auspice organisation.

### **What is a Certificate of Currency and how do I get one?**

A Certificate of Currency is a document provided by your insurance company that shows your insurance cover. You can get a current copy of your Certificate of Currency by calling your insurance company and requesting they email it to you. An insurance quote, invoice or receipt are not accepted.

### **What about permits and permissions?**

It is your responsibility to research and identify permits and/or permissions relevant to your project and factor them into your project plan and budget. You can include any additional detail regarding permits and permissions as an attachment in the 'Upload any other support material:' section. It is important to take particular care here if your project involves an event or takes place in public space.

### **What documents am I required to include in my application?**

Applicants are required to provide Certificate of Currency and Incorporation Certificate or other evidence confirming your organisations entity status.

Applicants applying via an auspice must provide a copy of the Auspice Agreement. Social enterprises must provide a copy of their Certificate of Certification from Social Traders.

If you are applying in partnership with another organisation you must provide a copy of your Partnership Agreement.

Where relevant, copies of any permits and permissions should also be included. Incomplete applications and applications submitted with unsatisfactory supporting documentation will not be accepted.

### **Do you need to be a First Nations person, community group or organisation to apply for a project with a First Nations focus?**

First Nations led projects will be prioritised.

Applications for projects aiming to benefit First Nations people should demonstrate that the project is initiated and led by First Nations people.

Applications for projects with Reconciliation themes do not have to be First Nations led but would be strengthened by a demonstrable level of cultural competency.

### **My project involves working with the Aboriginal and Torres Strait Islander community, do I need to consult?**

Yes. For projects that relate to or involve working with the Aboriginal and Torres Strait Islander community, consultation should occur *before* applying for grant funding. Leave plenty of time to consult and note that there will most likely be costs involved. Council recognises the Wurundjeri Woi Wurrung and Bunurong People as the Traditional Owners of the land that is known as Maribyrnong. Cultural consultation requests should be directed to:

Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation  
[www.wurundjeri.com.au](http://www.wurundjeri.com.au)

## Agenda Item 9.3 - Attachment 3

Bunurong Land Council Aboriginal Corporation

[www.bunuronglc.org](http://www.bunuronglc.org)

**I would like to include a Welcome to Country, Smoking Ceremony or Cultural Awareness Training as part of my project, what should I do?**

Council recognises the Wurundjeri Woi Wurrung and Bunurong People as the Traditional Owners of the land that is known as Maribyrnong. Include any costs in your project budget. Cultural requests (such as Welcome to Country, Smoking Ceremony or Cultural Awareness Training) should be directed to:

Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation

[www.wurundjeri.com.au](http://www.wurundjeri.com.au)

Bunurong Land Council Aboriginal Corporation

[www.bunuronglc.org](http://www.bunuronglc.org)

**Does my project addressing the 'Provide opportunities for intergenerational and/or intercultural connection' focus area have to be both intergenerational AND intercultural?**

Projects addressing the 'Provide opportunities for intergenerational and/or intercultural connection' focus area can be either intergenerational OR intercultural in nature OR both intergenerational AND intercultural.

**I'm an artist, can I apply?**

Funding is not available to artists for their own creative/professional practice. Artists may be eligible if working in community engaged practice within a community development framework.

**Why do successful applicants need to complete a Child Safe Compliance Assessment and Declaration?**

Maribyrnong City Council is committed to being a child safe organisation. Funded projects must comply with all Victorian law relating to child safety. The Child Safe Compliance Assessment and Declaration enable successful applicants to demonstrate their child safe obligations.

**Can I apply for my Seniors Group activities?**

You are encouraged to discuss your eligibility and project idea with the Community Grants Officer. It is likely that the small grants category will be most suitable for Seniors Clubs addressing the 'Support community connectedness and/or wellbeing' focus area. The program does not fund core business however Seniors Clubs can apply for project funding.

**Does the Community Grants Program fund salaries?**

The program does not fund core business, including ongoing salaries. However, it can fund wages/fees for project staff.

**Will projects that have been funded previously be funded again?**

No. The Community Grants Program offers one off project funding and is not recurrent. Projects must be new.

## Agenda Item 9.3 - Attachment 3

Projects that have already received funding through another Maribyrnong City Council funding program (such as its Business Improvement District Grants or Love your West Grants Program) will not be funded.

### **Why is demonstrating the community need for my project important?**

Demonstrating the community need for your project is crucial because it helps ensure that funding is directed toward initiatives that will have the most impact. A well-supported case for need shows that your project is responding to a genuine issue, gap, or opportunity within the community. This strengthens your application by providing clear evidence that your project is not only relevant but also necessary. Assessors want to see that your project aligns with community priorities and that it will make a meaningful difference to the people or groups it aims to support.

### **How can I demonstrate the community need for my project?**

There are several ways to effectively demonstrate need in your application. Use data, such as community surveys, research reports, or statistics, to highlight the issue your project seeks to address. Community consultation and engagement can also be powerful—letters of support, testimonials, or feedback from local organizations or community members can show that there is demand for your project. If you have run a similar initiative before, provide insights from past participants or evaluations to illustrate ongoing need. Clearly explaining the problem and backing it up with evidence will help assessors understand why your project is essential.

### **How are applications assessed?**

Many more applications are made to the program than Council is able to fund, and applications are in competition with each other. Not all applications that meet the assessment criteria can be funded.

Eligible applications will be assessed by a panel who will score each application against the criteria outlined in the Guidelines. Generally, those applications recommended for funding are those scored highest. Applications and assessments are reviewed and recommendations finalised by an Independent Review Panel before being presented to Council for endorsement.

### **What is the Independent Review Panel?**

The Maribyrnong Community Grants Program Independent Review Panel (IRP) reviews applications and assessments and finalises recommendations to Council. The IRP provides an additional level of scrutiny and transparency to ensure that recommendations are made impartially and with independent oversight. The Panel is made up of three experienced community members with an understanding of the community sector, current trends and grant making were recruited via an open Expression of Interest process. Terms of Reference for the IRP are available by emailing [grants@maribyrnong.vic.gov.au](mailto:grants@maribyrnong.vic.gov.au)

### **I have more questions, who can I speak to?**

Community Grants Officer

(Tuesday – Thursday)

9688 0223 or [grants@maribyrnong.vic.gov.au](mailto:grants@maribyrnong.vic.gov.au)

## Agenda Item 9.4

### GOVERNANCE REPORT - APRIL 2025

**Director:** Lucas Gosling  
Acting Director Corporate Services

**Author:** Phil McQue  
Manager Governance and Commercial Services

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#### PURPOSE






Maribyrnong City Council's Governance Report is a monthly standing report which provides a single reporting platform for a range of statutory compliance, transparency, and governance related matters.

#### ISSUES SUMMARY

The April 2025 Governance Report includes:

- A summary of Informal Meetings for April 2025;
- A summary of Advisory Committees for April 2025;
- A summary of Councillor Professional Development Training Sessions for April 2025;
- Notice of Motion status update; and
- Petition status update.

#### ATTACHMENTS

1. Informal Meeting of Councillors, 01 April 2025 [↓](#) 
2. Informal Meeting of Councillors, 08 April 2025 [↓](#) 
3. Footscray Park Master Plan Advisory Committee - 10 April 2025 [↓](#) 
4. Disability Advisory Committee - 10 April 2025 [↓](#) 
5. Youth Advisory Committee - 16 April 2025 [↓](#) 

#### OFFICER RECOMMENDATION

**That Council note the April 2025 Governance Report.**

## Agenda Item 9.4

### BACKGROUND

The Governance Report is a monthly report to Council providing a range of statutory compliance, transparency, and governance related matters. This monthly report ensures compliance with the requirements of the *Local Government Act 2020* and Council's Governance Rules.

### DISCUSSION/KEY ISSUES

#### 1. Key Issues

##### Summary of Informal Meetings

Chapter Six of Council's Governance Rules requires a summary of informal meetings to be reported to Council at the next Council Meeting.

The following Informal Meetings of Councillors were held during April 2025, shown at Attachments 1 and 2.

- Informal Meeting of Councillors, 01 April 2025
- Informal Meeting of Councillors, 08 April 2025

##### Summary of Advisory Committees

Council has a number of Advisory Committees to facilitate participation by interested parties and affected stakeholders to provide advice to Council in making decisions that incorporate the interests and concerns of the community.

The purpose of Advisory Committees are to provide advice on the development, implementation, monitoring and review of programs or services specified in the Council Plan 2021-2025.

The following Advisory Committee meetings were held during April 2025, shown at Attachments 3, 4 and 5.

- Disability Advisory Committee, 10 April 2025
- Footscray Park Master Plan Advisory Committee, 10 April 2025
- Youth Advisory Committee, 16 April 2025

##### Councillor Delegate Reports

Councillors represent Council on a number of external committees. This representation is an important part of effective governance, advocacy and stakeholder relationship.

There are no Councillor Delegate Reports for April 2025.

##### Status Update on Notice of Motions

Division 4 of Council's Governance Rules provides for a Councillor to submit a Notice of Motion in the prescribed manner for consideration by Council. The following is a status of Notice of Motions currently in progress.

## Agenda Item 9.4

- Notice of Motion 2025/02: Enhancing Community Safety and Wellbeing in Maribyrnong

Update: Officers have prepared correspondence to the Premier, the Minister for Health and the Minister for Mental Health and Wellbeing as outlined in the Notice of Motion.

The feasibility of a Community Safety and Well-being Action Plan is being considered by Officers, with a report to be tabled at a future Council Meeting.

- Notice of Motion 2025/03: Ventilation Stacks

Update: Officers have prepared correspondence to the Minister for Environment, to be sent in May 2025.

- Notice of Motion 2025/04: Les Twentyman

Update: Officers are presently preparing a further item for Council's consideration, inclusive of Council's intent to name a 'Les Twentyman room'.

### **Local Government Amendment (Governance and Integrity) Act 2024 - Councillor Training**

The *Local Government Amendment (Governance and Integrity) Act 2024* introduced a number of mandated training components for the Mayor, Deputy Mayor and Councillors. Further professional development training sessions may also be scheduled to support Councillors in fulfilling their respective roles.

The following professional development training session was held in April 2025:

- Councillor Professional Development Training, Conflicts of Interest Training - Maddocks, 09 April 2025

### **Responses to Councillor Question Time Taken on Notice**

Division 8 of Council's Governance Rules provides for Councillors to ask questions of management in the prescribed manner during a fixed meeting of Council. In some instances, questions may be required to be taken on notice by management where further research or information is required.

- No Councillor questions were taken on notice for the April 2025 Council Meeting.

### **Status Update on Petitions**

Division 9 of Council's Governance Rules provides for members of the community to submit a petition in the prescribed manner to Council for consideration.

The tabling of petitions is considered procedural and do not warrant deliberations at the time of tabling, as they are referred to the Chief Executive Officer to consider and determine the most appropriate response.



## Agenda Item 9.4

- Petition: Food Program at Nicholson Street Mall

Update: Council Officers working with the Monday Evening Food Program on appropriate processes and rectifying identified challenges noted in the petition.

Officers are also currently reviewing viable and appropriate options for potential re-location of the program, noting this program is a highly valued and needed food relief program for vulnerable community members across the municipality.

- Petition: Create Green Open Space in Footscray – Urge Government to Buy Little Saigon Market Site.

Update:

Council in considering any strategic land acquisition is bound by *the Local Government Act 2020*, Council's Property Sale, Transfer and Acquisition Policy and Council's Community Engagement Policy.

There are also numerous matters to consider, inclusive of best practice and legislative requirements, transparency and community engagement requirements, certified market valuations, best value principles and the financing of any proposed acquisition.

Council is also guided by its Council Plan 2021- 2025, Annual Budget 2024/25, and 10 Year Financial Plan 2021/22 to 2030/31 in considering strategic matters. It is noted that this specific site is not referenced in Council's planning documents for a potential strategic acquisition.

Council acknowledges the significance of this site, however is required to take a balanced economic, social and sustainable City-wide approach towards open space within the municipality.

Council also needs to take into consideration the potential for the strategic redevelopment of Council's own land holdings within the Footscray Central Business District.

Council is not proposing to take any further action in relation to this petition at this time.

## 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:

- 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.

**Agenda Item 9.4**

**Legislation**

*Local Government Act 2020*  
Maribyrnong City Council Governance Rules

**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*.

**CONCLUSION**

The April 2025 Governance Report is provided for noting by Council.

## Agenda Item 9.4 - Attachment 1



### Informal Meeting of Councillors Record

*Chapter 6 of Maribyrnong City Council's Governance Rules requires written records for informal meeting of Councillors.*

<b>Meeting Title</b>	<b>Councillor Strategic Briefing Session</b>	<b>Date</b>	1 April 2025
<b>Venue</b>	Council Chamber, 61 Napier Street Footscray	<b>Time</b>	6:30pm
<b>Councillors in Attendance</b>	<ul style="list-style-type: none"> <li>• Councillor Pradeep Tiwari</li> <li>• Councillor Bernadette Thomas</li> <li>• Councillor Cuc Lam</li> <li>• Councillor Samantha Meredith</li> <li>• Councillor Mohamed Semra</li> <li>• Councillor Elena Pereyra</li> <li>• Councillor Susan Yengi</li> <li>•</li> </ul>		
<b>Council Officers in Attendance</b>	<ul style="list-style-type: none"> <li>• Celia Haddock, Chief Executive Officer</li> <li>• Lisa King, Director Corporate Services</li> <li>• Mike McIntosh, Director Planning and Environment Services</li> <li>• Patrick jess, Director Infrastructure Services</li> <li>• Lucas Gosling, Director Community Services</li> <li>• Alix Massina, Manager Libraries, Arts and Culture</li> <li>• Ashley Minniti, Manager City Development</li> <li>• Melissa Eastwood, Manager Inclusive Communities</li> <li>• Francesca O'Brien, Manager City Futures</li> <li>•</li> </ul>		
<b>External Participants</b>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>		

Agenda Item	Conflict of Interest Disclosures
Days of Significance	
Anglers Tavern Planning Permit Application TP329/2023(2)	
New Horizons: Creative Maribyrnong 2030	
Consideration of Planning Permit Application at 70-100 Ballarat Road, Footscray – Victoria University, Footscray Park Campus (Ministerial Referral)	
Seddon Neighbourhood Plan (Amendment C188)	
Governance Report - March 2025	

**Agenda Item 9.4 - Attachment 1**



**Informal Meeting of Councillors Record**

Agenda Item	Conflict of Interest Disclosures
Noting of the Confirmed Minutes of the Audit and Risk Committee - 3 December 2024	
Confirmation of Minutes - 18 March 2025	
63-67 Nicholson Street, Footscray	

## Agenda Item 9.4 - Attachment 2



### Informal Meeting of Councillors Record

*Chapter 6 of Maribyrnong City Council's Governance Rules requires written records for informal meeting of Councillors.*

<b>Meeting Title</b>	<b>Councillor Strategic Briefing Session</b>	<b>Date</b>	8 April 2025
<b>sVenue</b>	Council Chamber, 61 Napier Street Footscray	<b>Time</b>	6:30pm
<b>Councillors in Attendance</b>	<ul style="list-style-type: none"> <li>• Councillor Pradeep Tiwari</li> <li>• Councillor Bernadette Thomas (Online)</li> <li>• Councillor Cuc Lam</li> <li>• Councillor Samantha Meredith</li> <li>• Councillor Mohamed Semra</li> <li>• Councillor Elena Pereyra</li> <li>• Councillor Susan Yengi</li> <li>•</li> </ul>		
<b>Council Officers in Attendance</b>	<ul style="list-style-type: none"> <li>• Celia Haddock, Chief Executive Officer</li> <li>• Lisa King, Director Corporate Services</li> <li>• Mike McIntosh, Director Planning and Environment Services</li> <li>• Patrick Jess, Director Infrastructure Services</li> <li>• Alix Massina, Acting Director Community Services</li> <li>• Mark Connor, Manager Finance</li> <li>• Amit Sharma, Coordinator Management Accounting</li> <li>• Sonya Rangi, Coordinator Revenue Services</li> <li>•</li> </ul>		
<b>External Participants</b>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>		

Agenda Item	Conflict of Interest Disclosures
Consideration of the Proposed Budget 2025/2026 and Subsequent 3 Financial Years	
Revenue and Rating Plan 2025-2029	
Geographic Naming Proposal - Recognition of Sarah Carter	
General Business	

## Agenda Item 9.4 - Attachment 3



### Informal Meeting of Councillors Record

*Chapter 6 of Maribyrnong City Council's Governance Rules requires written records for informal meeting of Councillors.*

<b>Meeting Title</b>	Footscray Park Advisory Committee Meeting	<b>Date</b>	10 April 2025
<b>Venue</b>	CPACH Forum Room	<b>Time</b>	5:30pm – 7:00pm
<b>Councillors in Attendance</b>	<ul style="list-style-type: none"> <li>• Cr Mohammed Semra</li> <li>• Cr Samantha Meredith</li> </ul>		
<b>Council Officers in Attendance</b>	<ul style="list-style-type: none"> <li>• Rod Clark – Acting Manager, Recreation and Open Space</li> <li>• Grant Smethurst – Coordinator, Policy and Strategy</li> <li>• Max Phillips – Acting Recreation Planner</li> </ul>		
<b>External Participants</b>	<ul style="list-style-type: none"> <li>• Members of the Footscray Park Advisory Committee</li> </ul>		

Agenda Item	Conflict of Interest Disclosures
Footscray Park Master Plan Review Consultancy Brief	None
Community Engagement	None
Update on Current Projects in Footscray Park	None

## Agenda Item 9.4 - Attachment 4



### Informal Meeting of Councillors Record

*Chapter 6 of Maribyrnong City Council's Governance Rules requires written records for informal meeting of Councillors.*

<b>Meeting Title</b>	<b>Disability Advisory Committee</b>	<b>Date</b>	10 April 2025
<b>Venue</b>	Hybrid: Forum Room 2, Civic Precinct and Community Hub & Zoom	<b>Time</b>	3-5pm
<b>Councillors in Attendance</b>	<ul style="list-style-type: none"> <li>Councillor Mohamed Semra</li> </ul>		
<b>Council Officers in Attendance</b>	<ul style="list-style-type: none"> <li>Lucas Gosling, Director Community Services</li> <li>Melissa Eastwood, Manager Inclusive Communities</li> <li>Catherine Dwyer, Coordinator Access and Participation</li> <li>Lillian Santoro-Woolmer, Access &amp; Participation Lead</li> <li>Lisa Sacco, Inclusive Communities Support Officer</li> <li>Haley Zilberberg, Disability Planner</li> </ul>		
<b>External Participants</b>	<ul style="list-style-type: none"> <li>Kathleen May Hitchins</li> <li>Ricki Spencer</li> <li>Helen Marie Farquhar</li> <li>Kerrie Forber</li> <li>Andy Nornor</li> <li>Lola Nicolouleas</li> <li>Natasha Jones</li> </ul>		

Agenda Item	Conflict of Interest Disclosures
Acknowledgement of Country Welcome and Apologies	
Advisory Committee Review	
Confirmation of previous committee meeting	
Discussion about International Day of People with Disability (IDPwD)	
Hidden Disabilities Sunflower (HDS)	
Officer update	
Items from the DAC	

This form is kept in accordance with the Privacy and Data Protection Act 2014 and Council's Privacy Policy as found on Council's Website.

**Agenda Item 9.4 - Attachment 4**



**Informal Meeting of Councillors Record**

Agenda Item	Conflict of Interest Disclosures
Meeting Close, next meeting	



## Agenda Item 9.4 - Attachment 5



### Informal Meeting of Councillors Record

*Chapter 6 of Maribyrnong City Council's Governance Rules requires written records for informal meeting of Councillors.*

<b>Meeting Title</b>	Maribyrnong Youth Advisory Committee	<b>Date</b>	16/04/2025
<b>Venue</b>	Phoenix Youth Centre	<b>Time</b>	5:30pm – 7:00pm
<b>Councillors in Attendance</b>	<ul style="list-style-type: none"> <li>• Cr Mohamed Semra</li> </ul>		
<b>Council Officers in Attendance</b>	<ul style="list-style-type: none"> <li>• Youth Development Lead – Caitlyn Mesiti</li> <li>• Coordinator Youth Services and Partnerships - Katie Camilleri</li> </ul>		
<b>External Participants</b>	<ul style="list-style-type: none"> <li>• Ed Le (MYAC member)</li> <li>• Anna Dao (MYAC member)</li> <li>• Ava Lutton (MYAC member)</li> <li>• Taihan Rahman (MYAC member)</li> <li>• Viv Phung (MYAC member)</li> <li>• Stevie Windebank (MYAC member)</li> <li>• Tony Nguyen (MYAC member)</li> <li>• Arleigh Ruddick (MYAC member)</li> <li>• Phoebe Zulkifli (MYAC member)</li> </ul>		

Agenda Item	Conflict of Interest Disclosures
Welcome and Acknowledgement	
Councillor Updates	
General Updates	
Project Planning	

**Agenda Item 9.5**

**COUNCIL SUPPORT AND EXPENSES REPORT - JANUARY 2025 TO MARCH 2025**

**Director:** Celia Haddock  
Chief Executive Officer

**Author:** Elle Schreiber  
Coordinator, Chief Executive Office

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**PURPOSE**

To present the Councillor Support and Expenses Report for the period January 2025 to March 2025.

**ISSUES SUMMARY**

- Council's Council Support, Expenses and Reimbursement Policy requires details of Councillors support and expenses to be reported to Council, and to be made available on Council's website for the term of the Council.
- This reporting period is for January 2025 to March 2025.

**ATTACHMENTS**

1. Council Support and Expenses for January 2025 to March 2025 [!\[\]\(b6d55d0b173caf9b2505126db01e6158\_img.jpg\) !\[\]\(12811766810e4126d2bed4d8c0808e60\_img.jpg\)](#)

**OFFICER RECOMMENDATION**

**That Council notes the Councillor Support and Expenses Report for the January 2025 to March 2025 period, shown at Attachment 1, to be made available on Council's website for the term of Council.**

## Agenda Item 9.5

### BACKGROUND

As part of Council's commitment to open and transparent governance, Council's 'Support, Expenses and Reimbursement Policy 2020' requires details of Councillors' expenses to be reported to Council.

### DISCUSSION/KEY ISSUES

#### 1. Key Issues

Under the *Local Government Act 2020*, Councillors are entitled to resources and facilities support and reimbursements of expenses, related to their duties as a Councillor.

In carrying out civic and statutory functions, Councillors are required to attend both statutory committee and sector-based meetings, attend seminars, functions and other information meetings, in order to be kept informed of issues facing the municipality, wards, and local government in general.

Details of Councillor Support and expenses in relation to the following support items are reported to Council on a quarterly basis:

- Councillor Development/Training
- Conferences/Seminars
- Events
- Memberships
- Child/Family Care
- Photocopy use
- Mobile/Data
- Travel

#### 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 Objectives
  - 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.

##### Legislation

This report is presented in accordance with the requirements of the *Local Government Act 2020*, the Councillor Support, Expenses and Reimbursement Policy 2020 and the Council Plan 2021-2025.

**Agenda Item 9.5**

**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**

Nil.

**4. Resources**

Nil.

**5. Environment**

Nil.

**CONCLUSION**

The Councillor Support and Expenses for the January 2025 to March 2025 period are presented for noting.

**Agenda Item 9.5 - Attachment 1**

	Jan	Feb	Mar	Grand Total
<b>Cr Cuc Lam</b>				
Information and Communications	\$58.00	\$58.00	\$58.00	\$174.00
Conferences and Training			\$2,674.00	\$2,674.00
Memberships				\$0.00
Travel and Car Mileage			\$232.46	\$232.46
Events				\$0.00
<b>Cr Cuc Lam Total</b>	<b>\$58.00</b>	<b>\$58.00</b>	<b>\$2,964.46</b>	<b>\$3,080.46</b>
<b>Cr Samantha Meredith</b>				
Information and Communications	\$58.00	\$58.00	\$58.00	\$174.00
Conferences and Training		\$110.00		\$110.00
Memberships				\$0.00
Travel and Car Mileage				\$0.00
Events				\$0.00
<b>Cr Samantha Meredith Total</b>	<b>\$58.00</b>	<b>\$168.00</b>	<b>\$58.00</b>	<b>\$284.00</b>
<b>Cr Elena Pereyra</b>				
Information and Communications	\$58.00	\$58.00	\$58.00	\$174.00
Conferences and Training		\$110.00		\$110.00
Memberships				\$0.00
Travel and Car Mileage				\$0.00
Events				\$0.00
<b>Cr Elena Pereyra Total</b>	<b>\$58.00</b>	<b>\$168.00</b>	<b>\$58.00</b>	<b>\$284.00</b>
<b>Cr Mohamed Semra</b>				
Information and Communications	\$58.00	\$58.00	\$58.00	\$174.00
Conferences and Training				\$0.00
Memberships				\$0.00
Travel and Car Mileage				\$0.00
Events				\$0.00
<b>Cr Mohamed Semra Total</b>	<b>\$58.00</b>	<b>\$58.00</b>	<b>\$58.00</b>	<b>\$174.00</b>
<b>Cr Bernadette Thomas</b>				
Information and Communications	\$58.00	\$58.00	\$58.00	\$174.00
Conferences and Training				\$0.00
Memberships				\$0.00
Travel and Car Mileage				\$0.00
Events				\$0.00
<b>Cr Bernadette Thomas Total</b>	<b>\$58.00</b>	<b>\$58.00</b>	<b>\$58.00</b>	<b>\$174.00</b>
<b>Cr Pradeep Tiwari</b>				
Information and Communications	\$58.00	\$58.00	\$58.00	\$174.00
Conferences and Training		\$110.00		\$110.00
Memberships				\$0.00
Travel and Car Mileage				\$0.00
Events				\$0.00
<b>Cr Pradeep Tiwari Total</b>	<b>\$58.00</b>	<b>\$168.00</b>	<b>\$58.00</b>	<b>\$284.00</b>
<b>Cr Susan Yengi</b>				
Information and Communications	\$58.00	\$58.00	\$58.00	\$174.00
Conferences and Training			\$2,674.00	\$2,674.00
Memberships				\$0.00
Travel and Car Mileage				\$0.00
Events				\$0.00
<b>Cr Susan Yengi Total</b>	<b>\$58.00</b>	<b>\$58.00</b>	<b>\$2,732.00</b>	<b>\$2,848.00</b>
<b>Grand Total (excl GST)</b>	<b>\$406.00</b>	<b>\$736.00</b>	<b>\$5,986.46</b>	<b>\$7,128.46</b>

**Agenda Item 10.1**

**NOTICE OF MOTION 2025/05: PUBLIC TRANSPORT INTERCHANGE INVESTMENT FOR FOOTSCRAY CBD**

**Notice of Motion No: 2025/05**

**Councillor: Cr Elena Pereyra**

**BACKGROUND**

Investment in Footscray's public transport interchange is not just about mobility, it's about creating economic opportunity, safer and more vibrant public spaces, and inclusive access to employment, education, and civic and cultural life.

The Footscray City Edge Masterplan (2012) identified the delivery of a high-quality transport interchange as a key transformative project, essential for improving pedestrian connectivity, reducing car dependency, and supporting higher density, mixed-use development in the heart of Footscray.

Work to date includes:

- Footscray City Edge Masterplan (2012)
- The Footscray Structure Plan (2014),
- "State government agency Transport for Victoria (TfV) prepared a concept plan for a centralised transport hub in Irving Street in 2016,"<sup>1</sup>
- Feasibility study: Footscray Station Bus Interchange
- Agenda Item 6.3. Paisley Street and Footscray Transport Interchange, tabled at the City Development Special Committee - 26 February 2019

Footscray Station is one of Melbourne's busiest and most significant transport hubs, but its patronage isn't translated into a consistently vibrant or well-integrated activity centre. That disconnect highlights the urgent need for investment in infrastructure like a public transport interchange.

- Footscray is a major junction for several train lines, including the Sunbury, Werribee, and Williamstown lines, and it's also served by regional V/Line services to Geelong, Ballarat, Bendigo, and beyond.
- It consistently ranks among the top 10 most used stations outside the CBD. "Footscray is already Melbourne's busiest suburban train station, as well as the second busiest for bus movements."<sup>2</sup>
- Footscray also has multiple bus routes, but they're poorly integrated, with scattered stops and inadequate passenger facilities.
- Despite this high patronage, there is no coherent, functional public transport interchange.

While thousands of people pass through Footscray each day, the lack of an integrated interchange means:

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<sup>1</sup> <https://maribyrnonghobsonsbay.starweekly.com.au/news/transport-hub-holds-key-to-footscray-facelift/>

<sup>2</sup> <https://maribyrnonghobsonsbay.starweekly.com.au/news/transport-hub-holds-key-to-footscray-facelift/>

## Agenda Item 10.1

- Many commuters don't linger, shop, or engage in the local economy.
- Pedestrian movement is fragmented, and connections between modes (train, bus, cycling, walking) are disjointed and poorly signposted.
- There's limited shelter, poor accessibility, and minimal activation of public space.

With proper investment:


- A well-designed interchange could boost foot traffic into local businesses and cultural venues.
- It could improve safety, accessibility, and civic pride, making Footscray not just a transit point, but a true destination.
- Like Sunshine and Preston, Footscray has the bones of a thriving activity centre, it simply needs the public infrastructure to match its potential.

In short, Footscray is busy, but it's not bustling. That gap is a direct result of underinvestment in the infrastructure that connects people to place, and fixing that should be a priority for the State.

Enhancing Footscray's transport network, through improved capacity, integration, and safety, will help to reduce car dependency, ease congestion, improve air quality, and provide better health outcomes. Global best practice demonstrates that well-integrated transport systems enhance quality of life, promote social inclusion, and support long-term sustainability.

By transforming Footscray into a modern, accessible, and well-connected transport hub, the community will be better positioned to meet the needs of a growing population. Investment into the public transport interchange will allow Council to commence essential urban renewal through public realm investment, urban greening, water sensitive urban design, and placemaking, which can motivate private investment and generate civic participation, enlivening the local economy and fostering a thriving community.

## ATTACHMENTS

1. Notice of Motion 2025/05: Public Transport Interchange Investment for Footscray CBD [!\[\]\(dce81645e0100714e86d66fe4d06ecba\_img.jpg\)](#) 

**Agenda Item 10.1**

**MOTION**

**That Council:**

- 1. Acknowledges Footscray, as a long-established activity centre and major transport hub in Melbourne's west, is long overdue for commensurate investment in a quality public transport interchange, integrating train, tram, and bus infrastructure, to unlock Footscray's full potential and serve its rapidly growing community.**
- 2. Notes the long-standing failure to deliver a dedicated public transport interchange in Footscray is compromising other investment opportunities and liveability.**
- 3. Recognises that the absence of a coordinated interchange continues to negatively impact commuters, wayfinding and accessibility, active transport links, and transport connectivity across the Western Metro region, and that the absence of a well-integrated interchange continues to cause:**
  - a. Poor multimodal transport integration;**
  - b. Unsafe and disconnected pedestrian and cycling links;**
  - c. Increased traffic congestion and reliance on private vehicles and parking;**
  - d. Inequitable access to employment, education, and essential services for communities within Maribyrnong and those who come from elsewhere; and**
  - e. Poor public transport connectivity to the new Footscray Hospital and poor integration across the Footscray Learning Precinct.**
- 4. Calls on the Victorian State Government and relevant Ministers to:**
  - a. Urgently prioritise and commit new funding to deliver the Footscray Public Transport Interchange;**
  - b. Review the state government's existing project feasibility for the bus interchange and progress with design and community consultation, to commence implementation in 2026-2027;**
  - c. Provide a clear timeline to Council for consultation, planning, and construction; and**
  - d. Engage with Council, local stakeholders, and community members in the design process to ensure the project meets the needs of all users.**
- 5. Writes to all local Members of Parliament, State and Federal, and the Minister for Public and Active Transport, requesting urgent action and collaboration to ensure this vital infrastructure is delivered without further delay.**



**Agenda Item 10.1 - Attachment 1**



**NOTICE OF MOTION**

**under Chapter 2, Division 4, Rule 22 of the  
Maribyrnong City Council  
Governance Rules**

It is my intention to move at the Council meeting on 20 May 2025, a motion which reads:

**MOTION**

**Public Transport Interchange Investment for Footscray CBD**

**That Council:**

1. **Acknowledges Footscray, as a long-established activity centre and major transport hub in Melbourne's west, is long overdue for commensurate investment in a quality public transport interchange, integrating train, tram, and bus infrastructure, to unlock Footscray's full potential and serve its rapidly growing community.**
2. **Notes the long-standing failure to deliver a dedicated public transport interchange in Footscray is compromising other investment opportunities and liveability.**
3. **Recognises that the absence of a coordinated interchange continues to negatively impact commuters, wayfinding and accessibility, active transport links, and transport connectivity across the Western Metro region, and that the absence of a well-integrated interchange continues to cause:**
  - a. **Poor multimodal transport integration;**
  - b. **Unsafe and disconnected pedestrian and cycling links;**
  - c. **Increased traffic congestion and reliance on private vehicles and parking;**
  - d. **Inequitable access to employment, education, and essential services for communities within Maribyrnong and those who come from elsewhere.**
  - e. **Poor public transport connectivity to the new Footscray Hospital and poor integration across the Footscray Learning Precinct.**
4. **Calls on the Victorian State Government and relevant Ministers to:**
  - a. **Urgently prioritise and commit new funding to deliver the Footscray Public Transport Interchange;**
  - b. **Review the state government's existing project feasibility for the bus interchange and progress with design and community consultation, to commence implementation in 2026-2027;**

**Agenda Item 10.1 - Attachment 1**



**Maribyrnong**  
CITY COUNCIL

- c. **Provide a clear timeline to Council for consultation, planning, and construction;**
  - d. **Engage with Council, local stakeholders, and community members in the design process to ensure the project meets the needs of all users;**
- 5. Writes to all local Members of Parliament, State and Federal, and the Minister for Public and Active Transport, requesting urgent action and collaboration to ensure this vital infrastructure is delivered without further delay.**

**Councillor: Elena Pereyra**

**Signature:**

**Date: 14 May 2025**

## Agenda Item 10.1 - Attachment 1



### Background

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<sup>1</sup> <https://maribyrnonghobsonsby.starweekly.com.au/news/transport-hub-holds-key-to-footscray-facelift/>

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## Agenda Item 10.1 - Attachment 1



- A well-designed interchange could boost foot traffic into local businesses and cultural venues.
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- Like Sunshine and Preston, Footscray has the bones of a thriving activity centre, it simply needs the public infrastructure to match its potential.

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By transforming Footscray into a modern, accessible, and well-connected transport hub, the community will be better positioned to meet the needs of a growing population. Investment into the public transport interchange will allow Council to commence essential urban renewal through public realm investment, urban greening, water sensitive urban design, and placemaking, which can motivate private investment and generate civic participation, enlivening the local economy and fostering a thriving community.

## **CONFIDENTIAL BUSINESS**

### **Closure of Meeting to Public**

#### **Recommendation**

**That Council resolve to close the meeting to the public pursuant to Section 66(5) of the Local Government Act 2020 to discuss Item 13.1 Chief Executive Officer – Interim Performance Review.**

#### **Confidential Agenda Item 13.1, Chief Executive Officer - Interim Performance Review**

*Confidential Agenda Item 13.1 is considered confidential under section 66(2)(a) of the Local Government Act 2020 as it contains information relating to:*

- (f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs..