

# A Proud Community Growing Together



Melton City Council  
Budget 2013/2014



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## **Mayor's Foreword**

### **Melton City Council Budget 2013/2014**

I am pleased to present Melton City Council's 2013/2014 Budget to you. The \$168.5 million budget aims to deliver timely services and infrastructure for our fast growing City.

We have been very mindful to keep rates as low as possible in the face of the increasing costs of living while still investing in our community for the future. The budget includes a 4% increase in the level of rates and charges, the lowest rate rise in a number of years. This means the average rates, including the municipal charge per property, will be \$1,502 for the 2013/2014 year.

Council provides over 100 services to the community across a range of areas and we believe we have developed a robust and well-balanced budget that will provide continued investment in these vital services and programs for the betterment of our community.

Capital works investment will continue to be a key area of focus over the next financial year, with a \$36.5 million investment in projects including \$8.9 million for road infrastructure, \$17.5 million for community buildings, and \$4.1 million for recreational assets.

Major projects include Botanica Springs Children's and Community Centre, Western BACE, Athletics Facility and Pavilion – Bridge Road Reserve (year 1), Atherstone Children's and Community Centre and Arnolds Creek Recreation Reserve and Pavilion.

Other key initiatives include Westwood Drive (year 2), Harkness Rd construction, street planting beautification program, At-Call Hard Waste Service, options for waste bins, Diggers Rest Bowling Club upgrade works, Thoroughbred Estate Archer Drive Reserve development, footpath and shared path program and development of a Men's Shed at Morton Homestead.

The Environmental Enhancement Rebate will continue with \$1.98 million committed to the program. In 2013/2014 Council will reinstate the EEP to land covered by approved Precinct Structure Plans (PSPs).

We believe the 2013/2014 Budget is responsive to our growing community's needs and will help us lead our residents into an exciting time of prosperity.

**Cr Kathy Majdlik**

**Mayor**

**Melton City Council**

## CHIEF EXECUTIVE'S SUMMARY

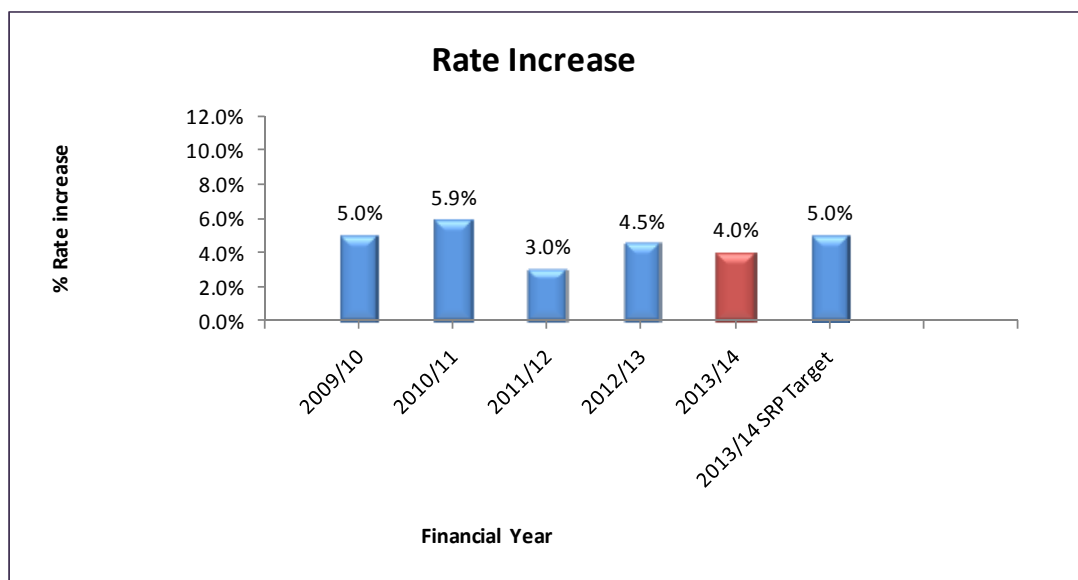
Council has prepared a Budget for the 2013/14 financial year, which seeks to balance the demand for services and infrastructure with the community's capacity to pay.

As part of delivering this 2013/14 budget the Council has also updated its Strategic Resource Plan for the planning period from 2013/14 to 2018/19. This Strategic document demonstrates the financial capacity of Council to continue to deliver high quality services and infrastructure to our community into the future. The Budget shows how Council provides the resources necessary to continue delivering services and, in particular, to achieve the vision and outcomes over the next 6 years of the Strategic Resource Plan.

The 2013/14 Budget has been framed in the face of increasing external financial pressures imposed by other levels of government, namely the introduction of the Federal Government Carbon Tax, and the Government Land Fill Levy, which are expected to add cost pressures to the operating expenditure in 2013/14 and the forward years. Notwithstanding these challenges the 2013/14 Budget shows the continued commitment to responsible and responsive governance. It demonstrates sound stewardship of the community's assets and aims to develop a sustainable Council which is responsive to community needs whilst providing value to all ratepayers.

In the following pages key budget information is provided on rate increase, underlying result, operating revenue and expenditure, cash and investments, capital works, financial position, and financial sustainability of the Council. Charts shown illustrate the 2012/13 forecast result, 2013/14 budget projections and the 3 year forward look from the Council's latest 2013/14 to 2016/17 Strategic Resource plan.

### 1. Rate Increase



Rates are Council's principle source of income; in 2013/14 they represent 69.8% of Melton City Council's operating revenue.

The rates and charges will be increased by 4.0 percent in the 2013/14 financial year. This level allows us to maintain existing service levels, fund a number of new initiatives and continue to allocate additional funds to renew the City's infrastructure.

The rate increase has been kept lower than the level foreshadowed in the Council's Strategic Resource Plan adopted in the previous year, despite a number of significant budget impacts including expected wage increases allowed at more than CPI levels, modest increase in



## Melton City Council – Budget 2013/14

Victorian Grants Commission funding and increases in the levy payable to the Victorian Government upon disposal of waste into landfill. Funding of the defined benefits superannuation call from accumulated reserve funds at the end of last year has also impacted on Council's financial position.

Council will raise \$79.0m in rates and charges after the environmental rebate of \$1.98m. The rate income budget includes supplementary rates of \$1.5m in 2013/14. It is worth noting that the overall rate and charges increase in 2013/14 represents an increase in dollar terms of 6.5% or \$4.8m above the forecast rate revenue and charges in 2012/13. However in distributing this rate burden over the various classes of rate payers the Council has applied equity and fairness principles.

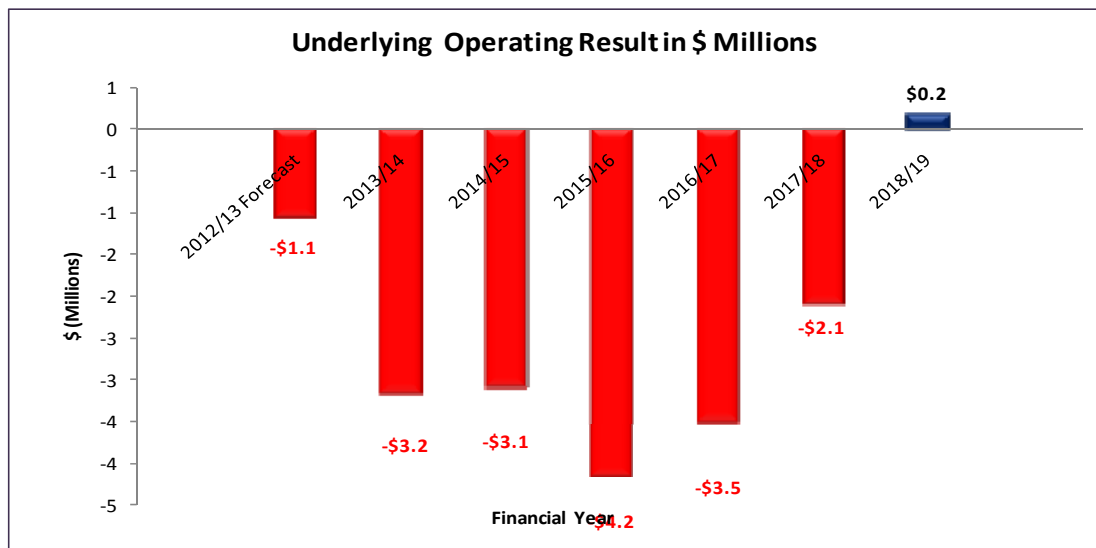
The 2013/14 budget provides for funding of \$36.5 million capital works in addition to maintaining and improving existing service levels. The draft 2013/14 budget also includes a \$5 increase in the Council rebate on rates for 'eligible' pensioners. Over 5,500 property owners will be eligible for this rebate.

The Budget provides for all Council services to be maintained, while in some areas services will be extended and capacity increased to meet growing demand.

## 2. Underlying Result

The underlying result is the net surplus or deficit for the year after adjusting for non operating items from Council's total revenue and expenditure. These include cash and non-cash developer contributions, gains or losses on disposal of assets sold and other items such as capital grants received during the year. The underlying result is a measure of financial sustainability, as it is not impacted by non-recurring or once-off items of revenues and expenses, which can often mask the operating result.

The operating result is shown as a surplus (or deficit) in million dollars.



The projected underlying result for 2013/14 is a deficit of \$3.18m and this is before accounting for cash and non-cash developer contributions for the year of \$51.1m. The non-cash developer contributions (i.e. Contributed Assets) are budgeted at \$45.0m per annum over the next 5 years. This is in line with the growth in property development expected to occur in the City during this time. Other items excluded from the underlying result in 2013/14 include gain on disposals of assets of \$1.5m and capital grants of \$13.3m.

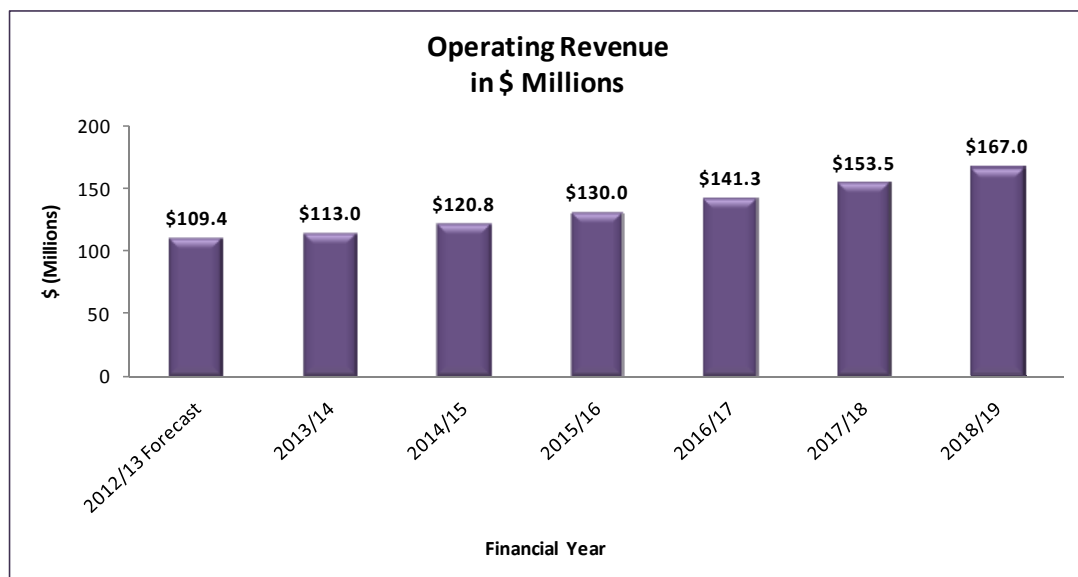
## Melton City Council – Budget 2013/14

The decline in the underlying results in 2013/14 compared to the 2012/13 forecast is largely due to the \$2.1m increase in operating expenditure over and above the increase in operating revenue.

A projected increase in revenue is mainly attributable to the \$4.8m increase in rate revenue as a result of the proposed 4% rate increase. This increase is offset by \$1.0m in operating government grants and a further \$560k in investment income, contributions and other revenue. The net increase in operating revenue of \$3.6m is offset by increase in operating expenditure of \$5.7m which is attributable to the increase in employee costs of \$4.7m and a \$2.7m increase in contract expenditure. Overall increase in operating expenditure is partly offset by some reduction in materials and services, finance costs, and depreciation and amortization costs.

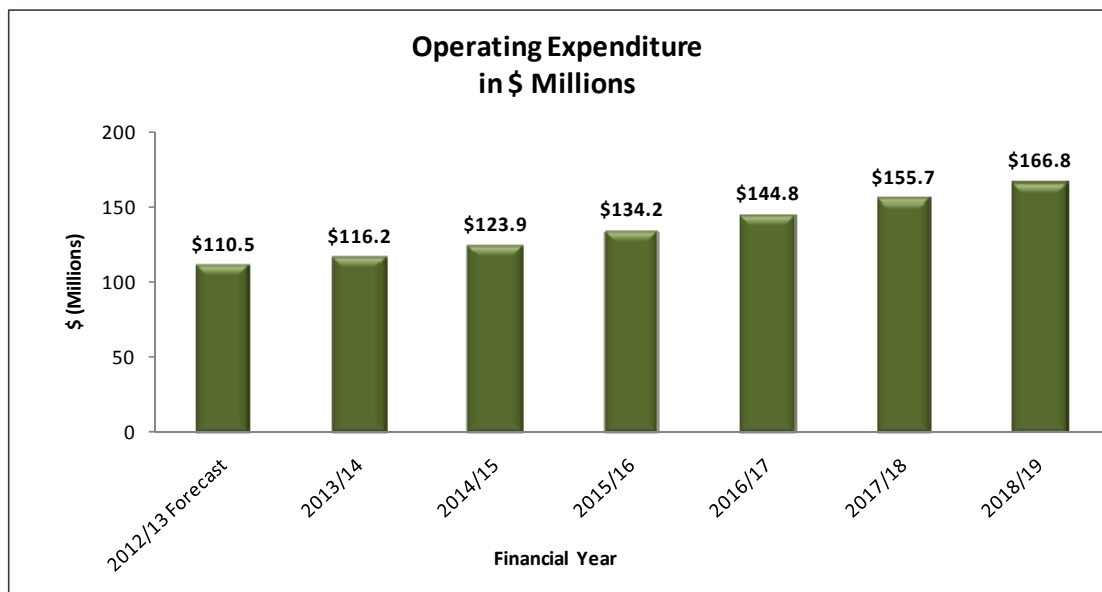
The net result however is that the increase in operating income due to the rate increase has not kept pace with the increasing operating expenditure required to maintain service levels thereby resulting in a decline in the underlying deficit by \$2.1m to \$3.18m in 2013/14.

### 3. Operating Revenue



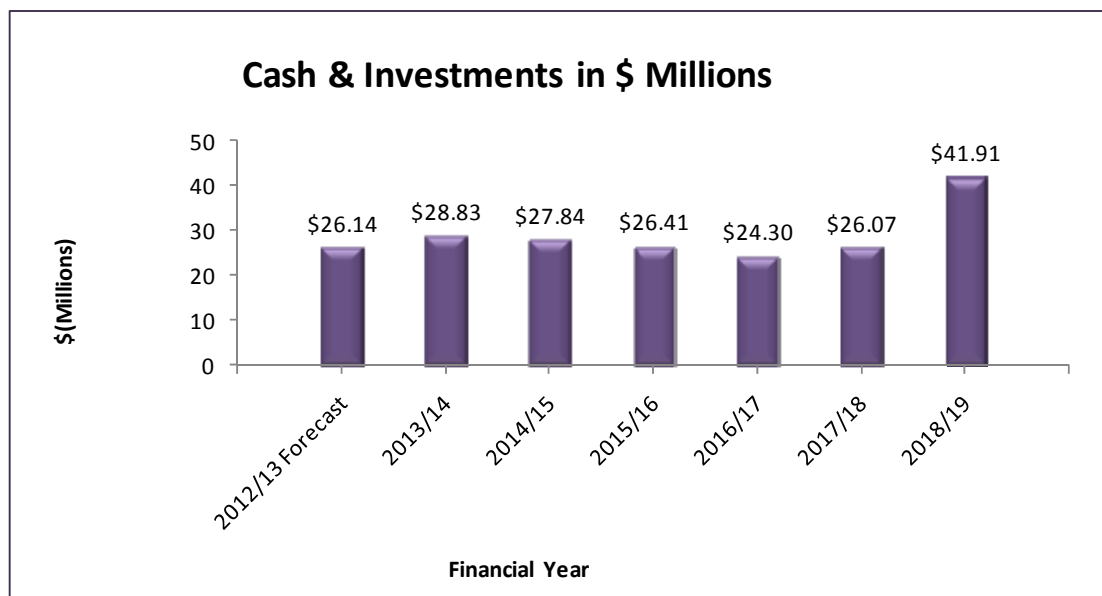
The total operating revenue budget in 2013/14 is \$113.0m. This includes rates & charges revenue of \$79.0m which represents 69.9% of total operating revenue, Operating grants of \$22.7m or 20.0%, user fees & charges of \$ 6.91m or 6.1%, interest income on investments of \$0.8m or 0.7% and contributions & other income of \$3.7m or 3.2%.

### 4. Operating Expenditure



The total operating expenditure budget in 2013/14 is \$116.2m. This includes employee costs of \$40.6m or 34.8% of total operating expenditure, Contract expenditure of \$32.1m or 27.5%, depreciation charges of \$20.8m or 17.9%, maintenance expenditure of \$4.8m or 4.2% and other expenditure of \$18.0m or 15.4%.

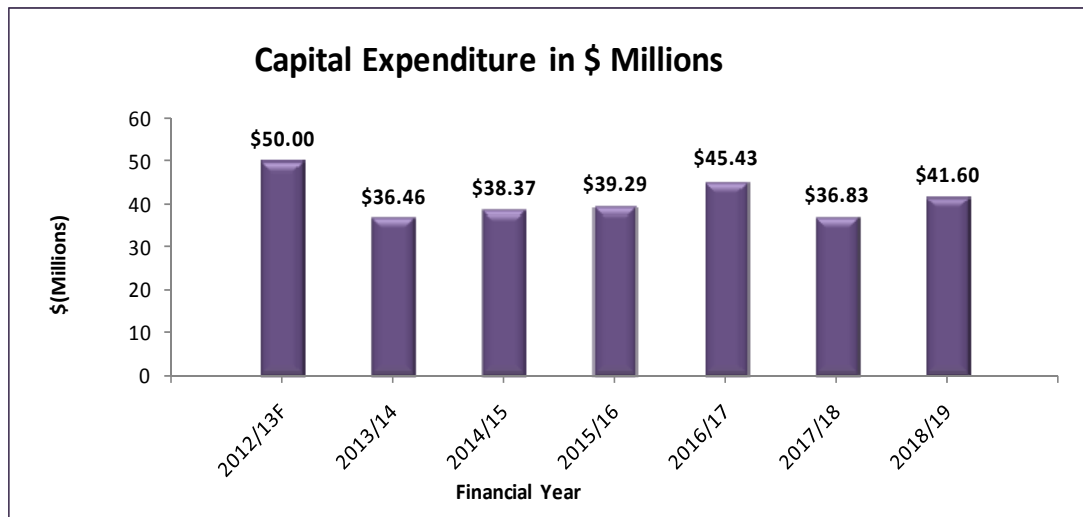
### 5. Cash and Investments



Cash and investments are budgeted at \$28.8m by the end of 2013/14, which is an increase of \$2.7m from the 2012/13 forecast of \$26.1m. This increase is attributable to the Council spending less funds on capital expenditure in 2013/14 and also due to capital grants received for the Western BACE program in 2012/13 and 2013/14, which will not entirely spent by the end of 2013/14 year. Hence there is a carry forward component of \$1.7m of BACE funding in the closing cash balance in 2013/14 for capital expenditure in 2015/16.

Cash and investment at year-end includes restricted investments representing statutory reserves of developer contributions, which must be applied in accordance with legislative and contractual requirements. The 2013/14 cash and investments figure of \$28.8m includes restricted investments of \$23.9m.

### 6. Capital Works



A substantial capital works program of \$36.5m has been planned for 2013/14. This is in addition to a considerably larger capital expenditure effort of \$50.0m in the 2013/14 forecast, to deliver much needed community infrastructure and other assets to the City.

Total funding for capital works is made up of \$20.5m or 56.3% from operations, \$13.3m or 36.4% from capital grants, and \$2.7m 7.3% from assets sales.

2013/14 capital works program includes a number of major projects including the following:

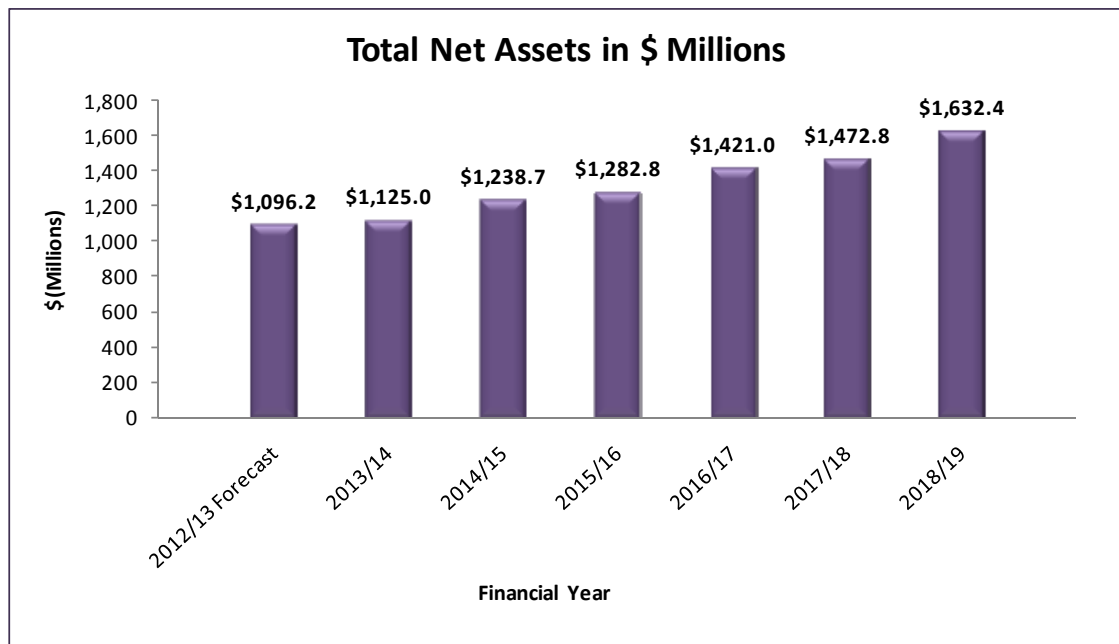
Western Business Accelerator and Centre of Excellence -	\$10.2m
Clarks Road Children and Community Centre-	\$3.4m
Westwood Drive Bridge Construction-	\$2.4m
Road Rehabilitation Program-	\$1.5m
Atherstone Recreation Res. Design of Athletic/Hockey Facility-	\$1.5m
Atherstone Hub 6 Multi Purpose Community Centre-Stage 1-	\$1.5m
Accelerated Road Sealing Program –Exford area-	\$1.0m
Annual Road Resurfacing and Periodic Reseals-	\$1.0m

A detailed listing of the 2013/14 capital works program is provided on pages 27 and 28 and also in the capital works schedules in appendix C.

The capital expenditure program has been set and prioritised based on a rigorous process of consultation. This has enabled Council to assess needs and develop sound business cases for each project.



### 7. Financial Position



The City's net assets (i.e net worth) will increase by \$28.8m from \$1.097 billion in 2012/13 to \$1.125 billion in 2013/14.

### 8. Financial sustainability

A high level Strategic Resource Plan for the years 2013/14 to 2018/19 has been developed to assist Council in adopting a budget within a longer term prudent financial framework. The key objective of the Plan is financial sustainability in the medium to long term, while still achieving the Council's strategic objectives as specified in the Council Plan. The latest Strategic Resource Plan projects that Council's underlying result will gradually improve over the term of this Strategic Resource Plan, with a modest underlying surplus result in 2018/19 which will improve in the years to come.

The Melton City Council has a strong track record in sound management of the fiscal and physical resources of the community of Melton. Council has a heavy responsibility for the stewardship and governance of the assets entrusted to it by the community. I believe that this 2013/14 Budget represents a continuation of those efforts.

**Kelvin Tori**  
Chief Executive Officer

## 1. Budget Processes

This section lists the budget processes to be undertaken in order to adopt the Budget in accordance with the Local Government Act 1989 (the Act) and the Local Government (Finance and Reporting) Regulations 2004 (the Regulations).

Under the Act, Council is required to prepare and adopt an annual budget for each financial year. The budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Regulations which support the Act.

The 2013/14 budget, which is included in this report, is for the year 1 July 2013 to 30 June 2014 and is prepared in accordance with the Act and Regulations. The budget includes standard statements being a Budgeted Income Statement, Balance Sheet, Cash Flows and Capital Works. These statements have been prepared for the year ended 30 June 2014 in accordance with the Act and Regulations, and consistent with the annual Financial Statements which are prepared in accordance with Accounting Standards. The budget also includes detailed information about the rates and charges to be levied, the capital works program to be undertaken and other financial information, which Council requires in order to make an informed decision about the adoption of the budget.

The preparation of the budget begins with officers preparing the operating and capital components of the annual budget during the January to March period. A draft-consolidated budget is then prepared and various iterations are considered by Council at informal briefings during April/May. A proposed budget is prepared in accordance with the Act and submitted to Council in May for approval 'in principle'. Council is then required to give 'public notice' that it intends to 'adopt' the budget. It must give a minimum of 28 days notice to receive submissions in accordance with Section 223 of the Act. The proposed budget is made available for inspection at its offices and on its web site. A person has a right to make a submission on any proposal contained in the budget and any submission must be considered before adoption of the budget by Council.

Melton has improved the 2013/14 Budget process to better engage with the ratepayers and stakeholders by convening a Community Engagement Process before the commencement of the budget process. This Community Engagement process was held at the Melton Community Hall on 2 February 2013. This event was widely publicised across the municipality with invitations sent to every household and community organisations. This new initiative by Council was well received and supported by the community who met the Councillors and officers and provided positive feedback and written submissions in person and through the Council website. These submissions were reviewed and considered in formulating this budget.

The final step is for Council to adopt the budget after receiving and considering any submissions from interested parties. The budget is required to be adopted and a copy submitted to the Minister by 31 August each year.

The key dates for the budget process are summarised below:

Budget process	Timing
1. Officers prepare operating and capital budgets	Jan-March 2013
2. Council considers draft budgets at informal briefings	March/April 2013
3. Proposed budget submitted to Council for approval	30 April 2013
4. Public notice advising intention to adopt budget	1 May 2013
5. Budget available for public inspection and comment	1 May to 30 May 2013
6. Community Information Session and presentations	N/A

## Melton City Council – Budget 2013/14

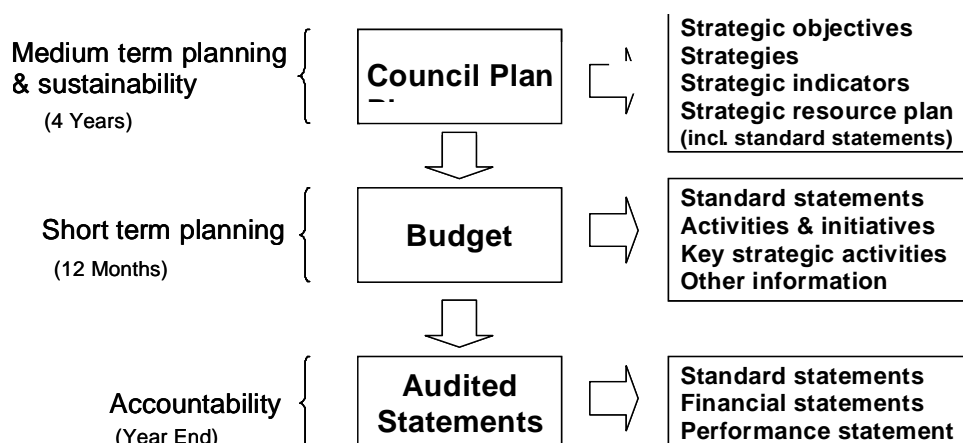
7. Submissions period closes (minimum 28 days)	30 May 2013
8. Submissions considered by Council	11 June 2013
9. Budget and outcome of submissions hearings presented to Council for Adoption	25 June 2013
10. Public notice of adoption of budget	24 June 2013
11. Council Adopted 2013/14 Budget and Strategic Resource Plan	25 June 2013
12. Copy of adopted budget submitted to the Minister	28 June 2013

### 1. Linkage to the Council Plan

This section describes how the Annual Budget links to the achievement of the Council Plan within an overall planning framework. This framework guides the Council in identifying community needs and aspirations over the medium term (Council Plan) and short term (Annual Budget) and then holding itself accountable (Audited Statements).

#### 1.1 Strategic planning framework

The Strategic Resource Plan, included in the Council Plan summarises the financial and non-financial impacts of the objectives and strategies and determines the sustainability of these objectives and strategies. The Annual Budget is then framed within the Strategic Resource Plan, taking into account the activities and initiatives included in the Annual Budget, which contribute to achieving the strategic objectives specified in the Council Plan. The diagram below depicts the strategic planning framework of Council.



The timing of each component of the planning framework is critical to the successful achievement of the planned outcomes. The Council Plan, including the Strategic Resource Plan, is required to be completed by 30 June following a general election and is reviewed each year by February to ensure that there is sufficient time for officers to develop their Activities and Initiatives and Key Strategic Activities in draft form prior to the commencement of the Annual Budget process in March. It also allows time for targets to be established during the Strategic Resource Planning process to guide the preparation of the Annual Budget.

#### 1.2 Performance statement

The Key Strategic Activities (KSA) which are elaborated in detail in the Council Plan, are summarised again in Appendix D. The KSA's, their performance measures, targets and results are audited at the end of the year and are included in the Performance Statement as required by section 132 of the Local Government Act 1989. The Annual Report for 2013/14 will include the audited Performance Statement which is presented to the Minister for Local Government and the local community.

### 2. Budget Influences

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

#### **Budget implications**

As a result of the City's demographic profile, there are a number of budget implications in the short and long term as follows:

- Significant population growth and dwelling growth has resulted in a high demand for the provision of social and physical infrastructure within the Municipality. Along with the need for new Infrastructure and increased demand for services, Council's geographic diversity and size presents a range of transport and land use planning issues that are central to the budget.
- Over 11.7% of ratepayers are entitled to the pensioner rebate. As pensioners are often asset rich but income poor, the adoption of significant rate increases has a real impact on the disposable income of a significant proportion of our community. Council has hardship provisions in place but these can impact on cash balances when large volumes of ratepayers are involved. In addition, Council has long waiting lists for services to older people such as 'Home Help' and 'Delivered Meals' but not the income to service this demand.
- The City has a relatively young population compared to the Melbourne average and high rates of Birth. This presents a varied range of issues that have a number of budget implications. Some of these issues range from the need to provide adequate services to keep up with growth (provision of kindergarten, maternal and child health and various other social support programs). Other considerations stem from the demand for a wide array of suitable infrastructure (new community centres, provision of passive / active recreation facilities etc) to meet the needs of the population.
- The City has large areas that are substantially developed. The budget implications arise in Council having to cope with replacement of infrastructure such as roads and footpaths which are at the end of their useful lives.

#### **2.1 External Influences**

In preparing the 2013/14 budget, a number of external influences have been taken into consideration, because they are likely to impact significantly on the services delivered by Council in the budget period. These include:

- Consumer Price Index (CPI) increases on goods and services for the 2013/14 year (Victorian Budget Papers 2013/14) is forecast to be 2.5%. The CPI index for March QTR 2012 to March QTR 2013 released on 24 March 2013, shows a movement of 2.5%. The Engineering Construction and Non-Residential Building Indices prepared by the Construction Forecasting Council are forecast at 2.4% and 3.8% respectively for 2013/14. Costs associated with building materials and constructions are forecast to increase by 4.0% and this is particularly salient in the local government environment.
- Australian Average Weekly Earnings (AWE) growth for Public Sector full-time adult ordinary time earnings in the 12 months to May 2012 was 3.6% (ABS release 16 August 2012). The wages price index in Victoria is projected to be 3.25% per annum in 2013/14 increasing to 3.50% in the subsequent two years (Victorian Budget Papers 2013/14).
- EBA increase has been built into the employee cost in 2013/14 at 3%. Council negotiated the last EBA in 2010/11 with wages growth linked to productivity at 4% per annum for a 3-year period. This agreement terminates on 30th June 2013. The EBA increase of 3% does not include the cost of progression of staff through the various levels of the relevant award, nor does it cover cost of new staff. Council must renegotiate a new Collective Agreement during the 2013/14 year for commencement on 1 July 2013.

## Melton City Council – Budget 2013/14

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- A new fire levy will apply to all private property owners – including persons and organisations who do not currently pay council rates, such as churches, charities, private schools and RSL's – from 1 July 2013. A number of Council properties will also be subject to the fire levy. Under new legislation, the Fire Services Property Levy Act 2012, introduced as a result of recommendations by the Victorian Bushfires Royal Commission (VBRC), the new Fire Services Property Levy (FSPL) will be collected by Council on behalf of the State Government, to fund the operations of the MFB and CFA.
- Receipt of significant capital works funding of \$13.3 million for various capital projects including \$8.9m for the construction of Western BACE facility in 2013/14.
- Increases of 10% (or \$4.84 per tonne) in the levy payable to the State Government upon disposal of waste into landfill, resulting in significant additional waste tipping costs. The levy has increased from \$9 per tonne in 2008/09 to \$53.24 per tonne in 2013/14 (591% increase in 5 years).
- Introduction of a carbon price by the Federal Government commencing at a fixed price of \$23 per tonne from 1 July 2012. This will have a sizable impact on the costs of waste disposal and other energy and general cost inputs in 2012/14. This has been conservatively estimated at \$500k.
- Updated Long Service Leave Regulations which provide for entitlement to long service leave on a pro-rata basis after 7 years (previously 10 years).
- Estimated increase of approximately \$944k or 8.3% from Victorian Grants Commission and Local Roads funding in 2013/14 compared to 2012/13.
- Council's apportioned share of the local authorities defined benefit liability was paid in full in June 2013 using internal reserves. This has resulted in significant reduction in investment income in the 2013/14 year.

### 2.2 Internal Influences

As well as external influences, there are also a number of internal influences, which are expected to have a significant impact on the preparation of the 2013/14 Budget. These matters have arisen from events occurring in the 2012/13 year resulting in variances between the forecast actual and budgeted results for that year and matters expected to arise in the 2013/14 year. These matters and their financial impact are set out below:

- Higher employee costs from the EBA increases resulting in additional ongoing employee costs of \$1.1m in 2013/14 and also the projected increase in staff numbers by approximately 8 EFT costing \$475k to support new initiative programs approved by Council in 2013/14. In addition there is also the full year staff cost impact in 2013/14 of 6.0 EFT positions budgeted in 2012/13 that were engaged in the middle of the year. The full year impact of this increase in 2013/14 is \$500k. Other increases in staff cost include, reclassification of existing staff positions, band increases and movements within bands during the 2013/14 year.
- The need to finance the increasing level of infrastructure needs of the growing population and the resultant impact this has on the operating costs in 2013/14 and future years.
- Total budgeted revenue includes a conservative estimate of receipts from land sales from development agreements entered into by Council. This is largely due to the current depressed housing market conditions. This is a significant reduction in revenue in 2013/14 from the outlook from previous years.

### 2.3 Budget Principles

In response to these influences, guidelines were prepared and distributed to all Council officers with budget responsibilities. The guidelines set out the key budget principles upon which the officers were to prepare their budgets. The principles included:

- Existing fees and charges to be increased by 3% in line with CPI or market levels.
- Grants to be based on confirmed funding levels.
- New revenue sources to be identified where possible.
- Service levels to be maintained at 2013/14 levels with the aim to use less resources with an emphasis on innovation and efficiency.
- Salaries and wages to be increased in line with anticipated Enterprise Bargaining Agreement (EBA).
- Contract labour to be minimised.
- Construction and material costs to increase in line with the Road Maintenance and Construction Index.
- New initiatives or new employee proposals which are not cost neutral to be justified through a business case.
- Real savings in expenditure and increases in revenue identified in 2012/13 to be preserved in 2013/14.
- Operating revenues and expenses arising from capital projects completed in 2012/13 to be included in the operating results in 2013/14.

### 2.4 Legislative Requirements

Under the Local Government Act 1989 (the Act), Council is required to prepare and adopt an annual budget for each financial year. The budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Local Government (Finance and Reporting) Regulations 2004 (the Regulations) which support the Act.

The budget includes consideration of a number of long term strategies to assist Council in considering the Budget in a proper financial management context. These include a Strategic Resource Plan for the years 2013/14 to 2018/19 (Attached to the Council Plan.), Rating Strategy (section 9.), Environmental Enhancement Policy, borrowings, infrastructure and service delivery.



### 3. Analysis of Operating Budget

Operating Statement for the Period	Notes	Forecast 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
<b>Operating Revenue</b>				
Rates & Charges	3.1.1	74,192	79,014	4,823
Operating Grants	3.1.2	23,705	22,674	-1,032
User Fees & Charges	3.1.3	5,116	5,259	144
Statutory Fees & fines	3.1.4	1,404	1,655	251
Contributions & Reimbursements	3.1.5	871	773	-98
Interest on Investments	3.1.6	1,131	765	-366
Other Revenue	3.1.7	2,991	2,895	-97
<b>Total Operating Revenue</b>		<b>109,410</b>	<b>113,035</b>	<b>3,625</b>
<b>Operating Expenditure</b>				
Employee Costs	3.2.1	35,797	40,551	-4,754
Utilities	3.2.2	2,823	2,994	-171
Contracts & Materials	3.2.3	29,348	32,064	-2,715
Maintenance Expenditure	3.2.4	4,910	4,856	54
Finance Costs	3.2.5	1,815	1,497	317
Depreciation and Amortisation	3.2.6	21,017	20,792	225
Other Materials & Services	3.2.7	14,767	13,459	1,308
<b>Total operating expenditure</b>		<b>110,478</b>	<b>116,214</b>	<b>-5,736</b>
<b>Underlying Result - Surplus/(Deficit)</b>		<b>-1,069</b>	<b>-3,179</b>	<b>-2,110</b>
<b>Adjust of Non Operating Items</b>				
<b>Net gain/Loss on Disposal of Assets</b>				
Proceeds from Sale of Assets	3.3.1	3,728	2,657	-1,071
Cost Of Assets Sold	3.3.2	-1,450	-1,150	300
<b>Total Net Gain/Loss on Disposal of Assets</b>		<b>2,278</b>	<b>1,507</b>	<b>-771</b>
<b>Other Non Operating Income Items</b>				
Developer Cash Contributions	3.4.1	9,342	6,081	-3,261
Developer Contributions- Non Monetary Assets	3.4.2	51,000	45,000	-6,000
Capital Grants & Contributions	3.4.3	10,800	13,302	2,503
<b>Total Non Operating Income</b>		<b>71,142</b>	<b>64,383</b>	<b>-6,759</b>
<b>Total Net Surplus/(Deficit)</b>		<b>72,351</b>	<b>62,711</b>	<b>-9,640</b>

## Melton City Council – Budget 2013/14

This section analyses the expected revenues and expenses of the Council for the 2013/14 year.

### 3.1 Operating Revenue

Operating Revenue Revenue Types	Note	Forecast 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
<b>Operating Revenue</b>				
Rates & Charges	3.1.1	74,192	79,014	4,823
Operating Grants	3.1.2	23,705	22,674	-1,032
User Fees & Charges	3.1.3	5,116	5,259	144
Statutory Fees & fines	3.1.4	1,404	1,655	251
Contributions & Reimbursements	3.1.5	871	773	-98
Interest on Investments	3.1.6	1,131	765	-366
Other Revenue	3.1.7	2,991	2,895	-97
<b>Total operating revenue</b>		<b>109,410</b>	<b>113,035</b>	<b>3,625</b>

#### 3.1.1 Rates and Charges (\$4.823m increase)

The financial resources required to fund the level of services and capital expenditure planned for delivery in 2013/14 determines the revenue required through Council's rates.

The rate and charges income in 2013/14 is budgeted to increase by \$4.8m over 2012/13 forecast of \$74.2m to \$79.0m. This represents an increase in overall dollar terms of 6.5% from the 2012/13 forecast. The Council's proposed rates increase in 2013/14 is 4.0%. This is an overall increase from the 2012/13 levels. The balance increase in rates is due to growth in the total number of rateable assessments, which is projected to increase from 47,100 at the end of 2012/13 to 48,513 in 2013/14. Supplementary rates in 2013/14 are budgeted at \$1.5m, which is \$100k lower than the current forecast of \$1.6m in 2012/13.

#### 3.1.2 Government Grants (\$1.032m decrease)

Operating grants include all funds received from State and Federal sources for the purposes of funding the delivery of Council's services.

In overall terms, the level of operating grants has decreased by 4.3% or \$1.0m compared to 2012/13 forecast. This reduction is mainly attributed to \$1.0m in grants received in 2012/13 for the Road to Recovery program. No Roads to Recovery funding is budgeted for in 2013/14.

#### 3.1.3 User Fees & Charges (\$144k increase)

User charges refer to the recovery of service delivery costs through the charging of fees to users of Council's services. These include use of leisure, entertainment and other community facilities and the provision of community services such as family day care and home help services. In setting the budget, the key principle for determining the level of user charges has been to ensure that increases do not exceed significantly over CPI or market levels.

User charges are projected to increase by \$144k or 2.8% over 2012/13 forecast. The main factors contributing to the increase are transfer station fees and charges, which are expected to increase by \$80k due to expected increases in the level of patronage, \$30k increase in animal registration and other minor fee increases across a number of programs. A detailed listing of fees and charges is available on Council's website and can also be inspected at Council's customer service centres.

### **3.1.4 Statutory Fees & Fines (\$251k increase)**

Statutory fees relate mainly to fees and fines levied in accordance with legislation and include animal registrations, Health Act registrations and parking fines. Increases in statutory fees are made in accordance with legislative requirements.

Statutory fees are forecast to increase by 17.8% or \$251k compared to the 2012/13 forecast. These refer to subdivision plan checking fees, which is expected to increase by \$200k compared to 2012/13. Other increases are attributable to parking fines and regulatory services income. The favourable variances in some charges are offset by a reduction in other areas.

A detailed listing of statutory fees and charges is available on Council's web site and can also be inspected at Council's customer service centres.

### **3.1.5 Contributions & reimbursements (\$98k decrease)**

The operating contributions & reimbursements exclude developer contributions. These relate to miscellaneous fees contribution for specific services such as new footpath construction and other cost reimbursement recovered through the sale of property and valuation related information to other agencies. Recoveries also include insurance claims and other miscellaneous recoveries such as debt collection, sale of valuation data to agencies and others.

Contribution and recoveries are projected to reduce by \$98k compared to 2012/13 forecast. This is attributable to the reduction in supplementary valuation income and building and property insurance recoveries. The overall increase is offset by a favourable variance in reimbursements from sale of valuation information and other revenue collection recoveries.

### **3.1.6 Interest on Investments (\$366k decrease)**

Income from Council's investments is expected to reduce by \$366k or 32.4% when compared to 2012/13 forecast. A number of factors have been taken into account in arriving at the level of cash reserves available for investment and these include the \$3.65m borrowing projected for 2012/13 (which will be drawn down at the end of the financial year in June 2013), the level of capital expenditure in 2012/13 and 2013/14. These factors have reduced the level of funds available for investment and in addition the Council's unfunded superannuation liability of \$4.5m, which was paid in full in June 2012 from accumulated reserves, has also had a significant impact on the funds available for investment. In arriving at the investment income it has been assumed that the significant portion of the capital works for 2013/14 will be completed and paid for by the end of the financial year.

The \$7.5m loan borrowing budgeted for the 2013/14 year is scheduled to be drawn down in June 2013, when the funds will be required so that the interest impact in 2013/14 is minimised.

### **3.1.7 Other Revenue (\$97k decrease)**

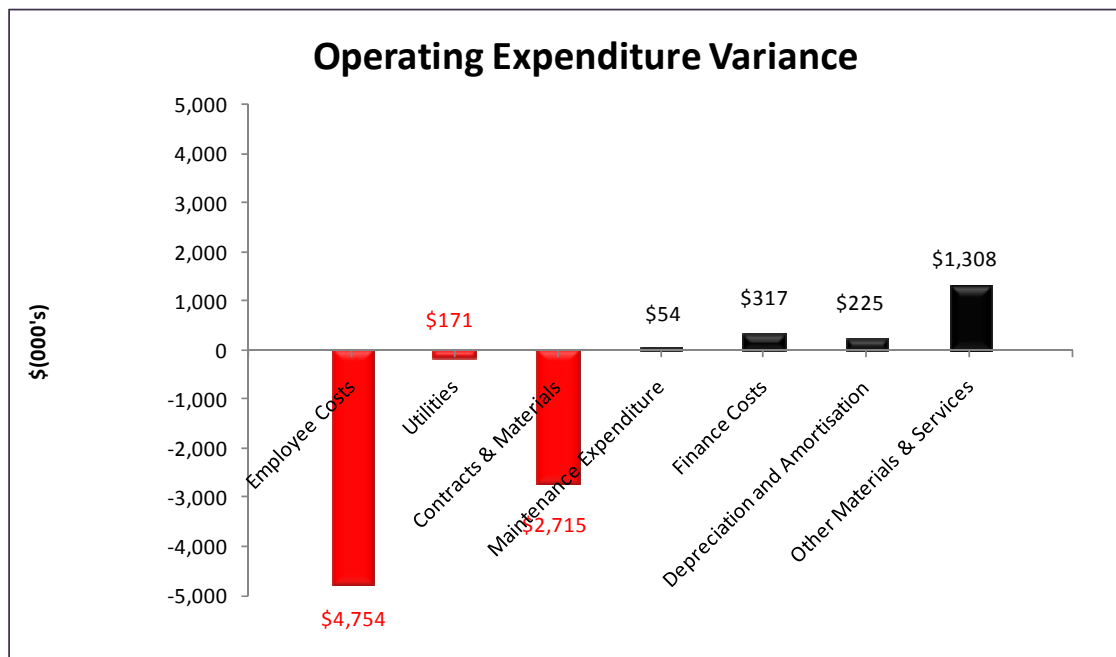
Other revenue relates to a range of items such as property hire, event sponsorship, sale of merchandise and other miscellaneous income items.

Other revenue has reduced by 3.2% or \$97k. The main contributing factor for this is the one-off Industrial land development contribution received in 2012/13 which is not matched by income in 2013/14.

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### 3.2 Operating Expenditure

Operating Expenditure Expenditure Types	Note	Forecast 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
Employee Costs	3.2.1	35,797	40,551	-4,754
Utilities	3.2.2	2,823	2,994	-171
Contracts & Materials	3.2.3	29,348	32,064	-2,715
Maintenance Expenditure	3.2.4	4,910	4,856	54
Finance Costs	3.2.5	1,815	1,497	317
Depreciation and Amortisation	3.2.6	21,017	20,792	225
Other Materials & Services	3.2.7	14,767	13,459	1,308
<b>Total operating expenditure</b>		<b>110,478</b>	<b>116,214</b>	<b>-5,736</b>



#### 3.2.1 Employee Benefits (\$4.754m increase)

Employee costs include all labor related expenditure such as wages and salaries and on-costs such as allowances, annual leave loading, long service leave and employer superannuation etc.

Employee costs are forecast to increase by 13.3% or \$4.8m compared to 2012/13 forecast result. The overall increase in employee costs in 2013/14 relates to a number of key factors:

- Part of the variance between the 2012/13 forecast and 2013/14 budget is attributable to the fact that a number of positions budgeted in 2012/13 were filled later than planned due to delays in the recruitment process. This has resulted in significant expenditure being incurred in contract and materials expenses due to engagement of contract agency staff to backfill vacancies.
- The projected Enterprise Bargaining Agreement (EBA) with wages growth at 3% is estimated to cost around \$1.15m in 2013/14.

## Melton City Council – Budget 2013/14

- Increases in staff numbers of 8.0 EFT have been budgeted in 2013/14 resulting largely from the number of new initiative programs approved by Council for implementation in 2013/14. The labour cost component of this increase to service delivery is budgeted at \$475k in 2013/14.
- The majority of the 6.0 EFT positions budgeted in 2012/13 were filled mid way during the year, hence the 2012/13 forecast only includes a part year cost for the increase in the employee costs. The full year employee costs of these positions created is expected to cost an additional \$500k in 2013/14.
- Reclassifications of existing staff positions, increased hours of service delivery costs, and band increases, end of band payments and movements within bands are expected to cost around \$900k or 2.5% of the total employee cost.
- Other employee cost increases in 2013/14 include \$640k for on-costs expenditure in terms of leave entitlements and superannuation expenses and workcover expenses.

The 2012/13 forecast and 2013/14 Budgeted Equivalent Full-time staff (EFT) numbers in summary are as follows:

Type of employment	Number of EFT's		
	2012/13 Forecast	2013/14 Budget	Variance
Full -Time Staff	319.0		
Part – Time Staff	106.3		
Temps	19.6		
<b>Total</b>	<b>444.9</b>	<b>452.9</b>	<b>8.00</b>

### 3.2.2 Utilities (\$171k increase)

Utility costs relate to telecommunications, including usage of telephones and other utilities such as water, gas and electricity. Utility costs are forecast to increase from \$2.82m to \$3.0m in 2013/14 which is an increase of 6.0% or \$171k compared to 2012/13. The overall increase is attributable to a significant increase in water and sewerage charges on parks maintenance, (\$150k) and gas and other charges in facilities maintenance.

### 3.2.3 Contractor Expenses (\$2.715m increase)

Contractor payment includes payments to contractors for the provision of services and also payments for short-term contract labour costs. Contractor payments for the provision of services such as parks scheduled works; waste and recyclable collection and disposal, streets and footpath sweeping are budgeted to increase from \$29.3m to \$32.0m, an increase of \$2.71m or \$9.3% in 2013/14.

Significant increases in expenditure in 2013/14 contributing to this variance include kerbside, collection and disposal (\$915k), levy payable to the State Government upon disposal of waste into landfill resulting in significant additional waste tipping costs. Another significant increase is in transfer station operations which are expected to cost an additional \$1.6m in 2013/14. This significant increase is mainly due to new contract arrangements in place incorporating increased landfill levy, enhanced service levels in terms of expanded opening hours and other measures including EPA compliance approved by Council. Other increases in 2013/14 include additional allocation of \$200k for facilities cleaning contracts and other CPI adjustment on contracts.

### 3.2.4 Maintenance Expenses (\$54k decrease)

The maintenance budget in 2013/14 is expected to decrease from \$4.9m to \$4.85m, which is a decrease of \$54k or 1% in 2013/14 compared to 2012/13.

### 3.2.5 Finance Costs (\$317k decrease)

Borrowing costs relate to interest charged by financial institutions on funds borrowed. The decrease in borrowing costs results from the borrowings of \$3.65m in 2012/13 and the full years financing cost being applicable for 2013/14. The \$7.5m borrowing planned in 2013/14 is expected to occur towards the end of the financial year and the interest cost of this loan will not be a factor in 2013/14.

### 3.2.6 Depreciation and Amortisation (\$225k decrease)

Depreciation is an accounting measure which attempts to measure the usage of Council's property, plant and equipment including infrastructure assets such as roads and drains. The increase of \$225k for 2013/14 is due mainly to the capitalised component of the 2012/13 capital works program and the full year effect of depreciation and amortisation on the completed capital works in 2012/13. The Council's property, plant & equipment including infrastructure asset values are increasing at a very significant rate each year, not only due to significant capital expenditure and the combined impact of revaluation but also due to the significant level of contributed assets transferred over to Council each year from completed development works in the City.

### 3.2.7 Materials & Services (\$1.308m decrease)

Materials & services costs include other program expenditure such as Council contributions, donations and sponsorship, printing stationery & postage, professional advisory services, legal expenses, insurance, publicity & promotions, minor asset purchases and other specific program related expenses.

Materials and services costs are expected to decrease by 8.9% or \$1.3m in 2013/14 when compared to 2012/13 forecast. The materials and services expenditure in 2012/13 includes \$1.6m of advance income carry forward expenditure, which is attributable to grants income received in advance in 2012/13 which have service delivery obligations in 2012/13. The corresponding advance income at the end of 2012/13 and service delivery obligation in 2013/14 has not been recognised in this 2013/14 draft budget. This will be recognised in July 2013 on the completion of the annual financial statements, where a determination will be made as to income that is received in advance in 2012/13 year needing to be carried forward to 2013/14 for service delivery obligations to be met. Excluding this expenditure results in an unfavourable variance of \$300k which is largely attributable to CPI increases in a range of administration and program expenses such as legal fees, annual licence fees, professional advisory services and others.

### 3.3 Net gain/Loss on Disposal of Assets

Net Gain/Loss on Disposals of Assets	Note	Forecast 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
Proceeds from Sale of Assets	3.3.1	3,728	2,657	-1,071
Cost Of Assets Sold	3.3.2	-1,450	-1,150	300
<b>Net Gain/(Loss) on Disposals of Assets</b>		<b>2,278</b>	<b>1,507</b>	<b>-771</b>



## Melton City Council – Budget 2013/14

### 3.3.1 Proceeds from Asset Sales (\$1.071m decrease)

Income from the sale of Council assets is forecast to decrease by \$771k compared to 2012/13 forecast. Asset sales planned in 2013/14 includes significant land sales as a result of developer agreements entered into by Council. The reduction in sales forecast is mainly attributable to the current depressed housing market.

### 3.3.2 Costs of Assets Sold (\$300k decrease)

The cost of assets sold represents the written down value of plant and properties including land assets held for resale budgeted to be sold in 2013/14.

## 3.4 Capital Grants & Developer Contributions

Capital Grants & Developer Contributions	Note	Forecast 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
Developer Cash Contributions	3.4.1	9,342	6,081	-3,261
Developer Contributions- Non Monetary Assets	3.4.2	51,000	45,000	-6,000
Capital Grants & Contributions	3.4.3	10,800	13,302	2,503
<b>Total operating expenditure</b>		<b>71,142</b>	<b>64,383</b>	<b>-6,759</b>

### 3.4.1 Developer Cash Contributions (\$3.261m decrease)

Developer contributions are projected to decrease from \$9.3m forecast in 2012/13 to \$6.1m in 2013/14, which is a decrease of \$3.3m or 34.9%. This reflects the conservative approach to income estimates taking into consideration the projected slow-down in construction activity in 2013/14.

### 3.4.2 Developer Contributed Assets -Non Cash Contributions (\$6.0m decrease)

The projected developer non cash contributions are based on the level of major property developments that are currently ongoing and are expected to be completed in 2012/13. Based on these estimates the non cash contributions are projected to decrease by \$6.0m in 2013/14 compared to 2012/13 forecast.

### 3.4.3 Capital Grants and Contribution (\$2.503k Increase)

Capital grants include all monies received from State, Federal and community sources for the purposes of funding the capital works program. Overall the level of capital grants in 2013/14 is \$13.302m which represents an increase of \$2.5m compared to 2012/13 forecast. This is largely attributable to a number of one-off capital grants expected to be received for major capital projects in 2013/14. These include the Western BACE Employment Hub (\$8.9m), Atherstone Hub 6 Community Centre (\$1.5m), Community Energy Efficiency Program (\$1.42m) Westwood Drive Kororoit Creek Bridge and road connection (\$600k), Mt Cottrell Recreation Reserve (\$500k), and a number of other Minor Works (400k).

### 4. Analysis of Budgeted Cash Position

This section analyses the expected cash flows from the operating, investing and financing activities of Council for the 2013/14 year. Budgeting cash flows for Council is a key factor in setting the level of rates and providing a guide to the level of capital expenditure that can be sustained with or without using existing cash reserves.

The analysis is based on three main categories of cash flows:

**Operating Activities** - Refers to the cash generated or used in the normal service delivery functions of Council. Cash remaining after paying for the provision of services to the community may be available for investment in capital works, or repayment of debt.

**Investing Activities** - Refers to cash generated or used in the enhancement or creation of infrastructure and other assets. These activities also include the acquisition and sale of other assets such as vehicles, property and equipment.

**Financing Activities** - Refers to cash generated or used in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to other organisations. These activities also include repayment of the principal component of loan for the year.

## Melton City Council – Budget 2013/14

### 4.1 Budgeted Cash Flow Statement

Cash Flow Statement	Forecast 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
<b>Cash flows from operating</b>			
<b>Receipts</b>			
General rates	74,222	78,822	4,601
Grants Income - Operating & Capital	34,505	35,976	1,471
Interest	1,135	760	-375
User charges	6,520	6,914	394
Contributions & Reimbursements	10,213	6,854	-3,359
Other revenue	2,943	3,162	219
<b>Total Receipts</b>	<b>129,537</b>	<b>132,488</b>	<b>2,951</b>
<b>Payments</b>			
Employee costs	-38,272	-40,551	-2,279
Contractor Payments	-25,448	-31,994	-6,545
Utilities, Materials & Services	-23,239	-22,588	651
Finance costs	-1,815	-1,497	317
<b>Total Payments</b>	<b>-88,774</b>	<b>-96,631</b>	<b>-7,857</b>
<b>Net cash provided by operating activities</b> 4.1.1	<b>40,763</b>	<b>35,858</b>	<b>-4,905</b>
<b>Cash flows from investing activities</b>			
Proceeds from sales of property, plant and equipment	3,728	2,657	-1,071
Payments for property, plant and equipment	-50,004	-36,457	13,547
<b>Net cash used in investing activities</b> 4.1.2	<b>-46,277</b>	<b>-33,800</b>	<b>12,477</b>
<b>Cash flows from financing activities</b>			
Proceeds from borrowings	3,650	7,500	3,850
Repayment of borrowings	-7,525	-6,867	658
<b>Net cash provided by (used in) financing activities</b> 4.1.3	<b>-3,875</b>	<b>633</b>	<b>4,508</b>
<b>Net decrease in cash &amp; cash equivalents</b>	<b>-9,388</b>	<b>2,691</b>	<b>12,079</b>
Cash & equivalents at beginning of year	35,530	26,142	-9,388
<b>Cash &amp; equivalents at 30 June</b> 4.1.4	<b>26,142</b>	<b>28,832</b>	<b>2,691</b>
<b>Represented by:</b>			
Restricted cash and investments			
Cash and Investments in Hand	1,500	1,500	0
- Statutory reserves	22,792	23,935	1,143
- Discretionary reserves	1,850	3,397	1,548
<b>Cash &amp; equivalents at 30 June</b>	<b>26,142</b>	<b>28,832</b>	<b>2,691</b>

#### 4.1.1 Operating Activities (\$4.90 decrease)

Cash flow from operating activities refers to the cash generated or used in the normal service delivery functions of Council. The 2013/14 budget for net cash provided by operating activities is \$4.90m lower than 2012/13 forecast. This represents an increase in cash receipts of \$2.95m offset by increase in operating expenditure of \$7.86m. Major increases in receipts represents cash collections from rates and charges of \$4.6m, grants income of \$1.47m, and user charges of \$394k and other income by \$219k. Collections from contributions and reimbursements are expected to f the current year forecast by \$3.4m and investment income

is expected fall below current year forecast by \$375k. This is due to lower levels of funds available for investment as a result of higher investing activities.

Operating expenditure was higher than 2012/13 forecast by \$7.86m and this is attributable to projected increases in employee costs of \$2.3m and contractor payments of \$6.5m. Disbursement for utilities, materials & services costs and other are expected to be lower than current year by \$651k and the finance cost is also expected to be lower by 317k due to significant debt redemption in 2012/13.

### **4.1.2 Investing Activities (\$12.48m increase)**

Investing activities refer to cash generated or used in the enhancement or creation of infrastructure and other assets. These activities also include the acquisition and sale of other assets such as vehicles, property, equipment, etc. Investing activities are projected to be favourable in 2013/14 by \$12.4m compared to 2012/13 forecast. The capital expenditure budgeted for 2013/14 at \$36.5m is lower than the 2012/13 forecast capital works of \$50.0m. The 2012/13 expenditure is significantly higher due to the expected completion of the Melton Library and Learning Hub. The favourable variance is partly offset by a reduction in proceeds from sale of property & plant & equipment which is projected to reduce by \$1.1m in 2013/14. This reduction is mainly attributable to the reduction in property sales, which is expected to fall below the revised forecast for current year due to the depressed housing market which is expected to continue in to 2013/14.

### **4.1.3 Financing Activities (\$4.51m Increase)**

Financing activities refer to cash generated or used in the financing of Council activities which include borrowings from financial institutions. These activities also include repayment of the principal component of loan repayments for the year. For 2013/14, the Council plans to borrow \$7.5m principally to repay debt maturing during the year of \$6.87m and a modest net increase in borrowings of \$658k. This compared with the higher net new borrowing of \$3.87m in 2012/13 (borrowings of \$3.65m and repayment of \$7.525m), results in a net increase in financing activity by \$4.51m.

For 2013/14 the total of debt servicing costs is \$8.409m which consists of \$6.842m principal repayment and finance charges for the year of \$1.547m.

### **4.1.4 Cash and Cash Equivalents at end of the year (\$2.69m increase)**

Overall, total cash and investments are forecast to increase by \$2.691m from \$26.142m at the end of 2012/13 to \$28.83m as at 30 June 2013. This reflects Council's strategy of using cash and investments to create new and enhance existing infrastructure while keeping the net borrowings to manageable levels. This is consistent with the funding strategy outlined in the Council's Strategic Resource Plan.

The Council's estimate of cash and investments of \$28.83m as at 30 June 2014 represents restricted and non-restricted funds as follows:

**Working Capital (\$1.5m)** Part of discretionary reserve is working capital which represents funds available to meet daily cash flow requirements and unexpected short term needs. A Working capital level of \$1.5m to \$2.0m is regarded as being minimum necessary to ensure that Council can meet its commitments as and when they fall due without borrowing further funds.

**Statutory Reserves (\$23.93)** - These funds must be applied for specified statutory purposes in accordance with various legislative and contractual requirements. Whilst these funds earn interest revenues for Council, they are not available for other purposes.

**Discretionary reserves (\$3.40m)** – The significant capital works program of \$36.5m planned in 2013/14 with net borrowing of 658k and modest rate increases of 4% has meant that in the short term the statutory reserve figures will be somewhat depleted. This is seen as a short term trend with discretionary reserves being replenished to normal levels as significant land sales revenue improves in future years. Discretionary reserves are available for

whatever purpose Council determines is their best use. In this case Council has made decisions regarding future use of these funds.

### 5. Analysis of Capital Budget

This section analyses the planned capital expenditure budget for the 2013/14 year and the sources of funding for the capital budget.

#### 5.1 Capital works

Capital Works	Note	Forecast 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
Roads	5.1.1	16,114	8,895	-7,219
Buildings	5.1.2	21,764	17,145	-4,619
Land	5.1.3	4,331	2,525	-1,806
Recreation/Open Space	5.1.4	4,710	4,111	-599
Drainage	5.1.5	1,011	190	-821
Plant & Motor Vehicles	5.1.6	1,028	850	-178
Furniture & Equipment	5.1.7	367	121	-246
Library Books	5.1.8	423	300	-123
Other assets	5.1.9	256	2,320	2,064
<b>Total Capital Works</b>		<b>50,004</b>	<b>36,457</b>	<b>-13,547</b>

A more detailed listing of the capital works program is included in Appendix 2.

##### 5.1.1 Roads (\$8.895m)

Roads include local roads, car parks, footpaths, bike paths, bridges and culverts, declared main roads, traffic devices, street lighting and traffic signals.

For the 2013/14 year, \$8.9m will be expended on road projects. The more significant projects include bridge works construction including Westwood Drive Bridge (\$2.45m), road rehabilitation program (\$1.5m). Annual resurfacing and periodic reseals (\$1.0m) Accelerated road sealing program-Exford area (1.0m), Road construction- Abbey Road stage 1 (\$750k), Major and minor traffic control works (\$500k) and Streetscape improvements (\$500k). Other road projects include new footpath construction, shared bicycle path construction, bus stop programs and others costing \$1.2m.

##### 5.1.2 Building Works (\$17.145m)

Building works budgeted in 2013/14 amount to \$17.5m. Significant new projects to be commenced in 2013/14 include the year 1 expenditure of \$10.2m towards the establishment of Western Business Accelerator and Centre for Excellence (Western BACE), Clarks Road Children and Community Centre (\$3.4m), Atherstone Hub 6 – Multipurpose Community Centre - year 1 expenditure (\$1.5m), additional expenditure on Melton Library and Learning Hub (\$150k) and various other building projects amounting to \$1.89m.

##### 5.1.3 Land Acquisition (\$2.525m)

Council will expend \$2.525m on land acquisitions in 2013/14.



### **5.1.4 Recreation -Open space (\$4.111m)**

Recreation – (Open space) works includes parks, playing surfaces, streetscapes, playground equipment, irrigation systems, trees and public art.

Recreation and open space works budgeted in 2013/14 amounts to \$4.1m. This includes Atherstone Recreation Reserve – Design of Athletic/Hockey facility (\$1.5m), Additional expenditure on Arnolds Creek Recreation Reserve (\$700k), Thoroughbred Estate – Archer Drive Reserve Development (\$500k), Mt Cottrell Recreation Reserve – Negative Vegetation (\$500k), Diggers Rest Bowling Club – (Stan Payne Reserve) upgrade (\$341k), Tennis Court upgrade (\$150) and various other recreation projects costing (\$420k).

### **5.1.5 Drains (\$190k)**

Drains include drains in road reserves, retarding basins and waterways. For the 2013/14 year \$190k will be expended on drainage works and these include Water Sensitive Urban design program –WSUD (\$150k), and Drainage culverts open channel (\$40k).

### **5.1.6 Plant, & Vehicle Fleet (\$850k)**

This program provides for the replacement of motor vehicles and buses in the Council's fleet in accordance with Councils motor vehicle policy. For the 2013/14 year, only \$850k will be expended on the ongoing cyclical replacement of the plant and vehicle fleet, this is lower than the last two years. This is due to new motor vehicle policy in effect from the 2011/12 financial year.

### **5.1.7 Furniture & IT Equipment (\$121k)**

Provision has been made for general replacement of furniture and equipment, and information technology equipment to the value of \$121k. These include office furniture and equipment upgrade (\$80k) and computer network management expenses (\$41k).

### **5.1.8 Library Books (\$300k)**

Allocation of \$300k has been made in 2013/14 for the upgrade of library book collection.

### **5.1.9 Other Assets (\$2.3m)**

Other assets include \$2.2m expenditure on Community Energy Efficiency Program (CEEP) and \$40k on Occupant Evacuation Systems.

### **Asset Renewal (\$5.5m), New Assets (\$26.8m), and Expansion/Upgrade (\$4.2m)**

A distinction is made between expenditure on new assets, asset renewal and expansion/upgrade. Asset renewals are expenditure on existing assets, which improves the service potential or the life of the asset. Expenditure on new assets does not have any element of expansion/upgrade of existing assets but will result in an additional burden for future operation, maintenance and capital renewal.

## 6. Analysis of Budgeted Financial Position

This section analyses the movements in assets, liabilities and equity between 2012/13 forecast and 2013/14 budget. It also considers a number of key performance indicators.

### 6.1 Budgeted Balance Sheet

Balance Sheet	Note	Forecast 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
<b>Current assets</b>				
Cash and cash equivalents		26,142	28,832	2,691
Trade and other receivables		8,429	7,440	-989
Prepayments		325	2,326	2,001
Other financial assets		336	2,008	1,672
Land held for resale		1,101	1,988	887
<b>Total current assets</b>	6.1.1	<b>36,333</b>	<b>42,594</b>	<b>6,261</b>
<b>Current liabilities</b>				
Trade and other payables		7,117	6,007	1,110
Interest-bearing loans and borrowings		6,867	3,926	2,941
Employee entitlements		7,532	7,107	425
Other current liabilities		1,783	1,608	175
<b>Total current liabilities</b>	6.1.2	<b>23,299</b>	<b>18,648</b>	<b>4,651</b>
<b>Net current assets</b>		<b>13,034</b>	<b>23,946</b>	<b>10,912</b>
<b>Non-current assets</b>				
Property Plant & Equipment		1,316,905	1,358,945	42,040
Accumulated depreciation		-211,000	-231,792	-20,792
<b>Total non-current assets</b>	6.1.3	<b>1,105,905</b>	<b>1,127,153</b>	<b>21,248</b>
<b>Non-current liabilities</b>				
Interest-bearing loans and borrowings		17,145	20,719	-3,574
Employee entitlements		2,202	2,227	-25
Other non current liabilities		3,404	3,190	214
<b>Total non current liabilities</b>	6.1.4	<b>22,751</b>	<b>26,136</b>	<b>-3,385</b>
<b>Net assets</b>		<b>1,096,188</b>	<b>1,124,963</b>	<b>28,775</b>
<b>Equity</b>				
Accumulated surplus		879,666	907,323	27,657
Asset revaluation reserve		195,932	195,932	0
Other reserves		20,590	21,708	1,118
<b>Total equity</b>	6.1.5	<b>1,096,188</b>	<b>1,124,963</b>	<b>28,775</b>

### 6.1.1 Total Current Assets (\$6.26m increase)

The current assets in 2013/14 are projected to increase by \$6.26m compared to 2012/13 forecast. This is mainly attributable to the increase in cash and equivalents of \$2.7m expected at the end of the 2013/14. Part of this increase is attributable to BACE carry forward funds of \$1.7m. Trade and other receivables are expected to reduce by \$989k due to rate and other debtor balances expected to be managed to acceptable levels by the end of 2013/14. Prepayments and other current assets are expected to increase by \$2.0m from the 2012/13 forecast levels. Land held for resale is also expected to increase by \$887k at the end of the financial year.

### 6.1.2 Total Current Liabilities (\$4.65m decrease)

The current liabilities (that is, obligations Council must pay within the next year) are expected to reduce by \$4.65m. Amounts owed to suppliers are expected to decrease by \$1.1m, with a further decrease in other current liabilities by \$175k. Employee entitlements are expected to decrease by \$425k due to more active management of entitlements. The liability of interest bearing loans is the principal repayment payable within the financial period ending 30 June 2014 and this is expected to reduce by \$2.94m.

### 6.1.3 Non Current Assets (\$21.25m increase)

The increase in non-current assets of \$42.0m is the net result of developer-contributed assets of \$51.0m and the projected capitalised component of the planned capital works program of \$50.0m in 2012/2013. This is offset by the depreciation of non-current assets for 2013/14 year of \$20.7m and written down value of assets disposed during the year through sale of property, plant and equipment.

### 6.1.4 Non Current Liabilities (\$3.38m decrease)

The decrease in non current liabilities (that is, obligations Council must pay beyond the next year) results mainly from the increase in loan borrowings of \$3.65m in 2012/13 and \$7.5m in 2013/14 net of principle repayments. Non current component of the employee entitlements is expected to increase by \$25k during the year. The other non-current liabilities refer to items such as maintenance bonds and pre-paid burial rights etc which are expected to reduce by \$214k.

### 6.1.5 Equity (\$28.8m increase)

Total equity always equals net assets and is made up of the following components:

- Accumulated surplus, which is the value of all net assets less reserves that have accumulated over time plus the increase in equity
- Asset revaluation reserve which represents the difference between the previously recorded value of assets and their current valuations.
- Other reserves that are funds that Council wishes to separately identify as being set aside to meet a specific purpose. This includes developer contributions reserves set aside for future capital works.

## 6.2 Key assumptions

In preparing the budgeted balance sheet for the year ended 30 June 2014, it was necessary to make a number of assumptions about assets, liabilities and equity balances. The key assumptions are as follows:

- A total of 96.0% of total rates and charges raised will be collected in 2013/14.
- Trade creditors will be based on total capital and operating expenditure less the written down value of assets sold, depreciation and employee costs.
- Debtors and creditors levels are expected to be improved over 2012/13 levels in 2013/14.
- Proceeds from the sale of property of \$2.657m will be received in full in the 2013/14 year.

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- Employee entitlements include increments from the Enterprise Bargaining Agreement plus the additional cost associated with the increase in employee numbers for new initiatives approved by Council.
- New Loan borrowing of \$7.5m, which will be drawn down at the end of the financial year and repayment of loan principal of \$6.842m in 2013/14.
- Total capital expenditure budgeted for 2013/14 is \$36.45m. Unspent portion of the 2012/13 capital works program, if any, below the projected total of \$50.0m will be carried forward to 2013/14 together with surplus funds to complete the works in 2013/14. This will be done on completion of the annual financial statements for 2012/13 in August 2013.

## 7. Key Financial Indicators

The following table highlights Council's current and projected performance across a range of key financial indicators (KPIs). KPIs provide a useful analysis of Council's financial position and performance and should be used in the context of the organisation's objectives.

Indicator		Forecast	Budget	Strategic Resource Plan		
		2012/13	2013/14	2014/15	2015/16	2016/17
		\$'000	\$'000	\$'000	\$'000	\$'000
<b>Financial performance</b>						
Underlying result/Underlying rev	1	-0.98%	-2.81%	-2.57%	-3.20%	-2.48%
Operating expenses/Assessment		\$2,346	\$2,396	\$2,478	\$2,577	\$2,648
Rate revenue/Underlying revenue	2	67.81%	69.90%	70.55%	71.43%	72.53%
Rate revenue/Assessment		\$1,575	\$1,629	\$1,707	\$1,792	\$1,886
Debt servicing/Total revenue		1.66%	1.32%	1.16%	1.11%	1.19%
Grants/Total revenue		21.67%	20.06%	19.71%	19.23%	18.58%
Fees & charges/Total revenue		5.96%	6.12%	5.89%	5.63%	5.34%
<b>Financial position</b>						
Indebtedness/Rate revenue	3	21.95%	21.80%	22.12%	24.32%	21.60%
Underlying result/Total assets		-0.09%	-0.27%	-0.24%	-0.31%	-0.24%
Current assets/Current liabilities	4	1.56	2.28	1.59	1.56	1.70
Total liabilities/Assessment		\$978	\$923	\$1,004	\$1,076	\$1,015
<b>Capital expenditure</b>						
Capital works		\$50,004	\$36,457	\$38,371	\$39,289	\$45,433
Capital Renewals		\$5,029	\$4,810	\$3,837	\$7,858	\$9,087
Capital- New Assets		\$44,975	\$31,647	\$34,534	\$31,431	\$36,346
Cash op act./Net capital outlays		81.52%	98.36%	79.13%	81.97%	97.36%
Capital works/Rate revenue		45.70%	32.25%	31.77%	30.22%	32.16%
Capital Renewals/Total deprec'n	5	23.93%	23.13%	17.09%	30.56%	31.99%

### Notes to Indicators

#### 1. Underlying Operating Result

Improvement in financial performance expected over the period although continued losses means reliance on Council's cash reserves or increased debt to maintain services.

This ratio refers to the operational outcome as assessed in the income statement adjusted for non-operational items such as capital income, contributed assets and the net gain/loss on sale of assets. The indicator for 2013/14 is lower than the 2012/13 forecast and the trend indicates the challenges faced by Council's in terms of maintaining recurrent service delivery year by year without relying on cash reserves or increased debt.

#### 2. Rate Revenue/Underlying Revenue

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

#### 3. Indebtedness/Rate Revenue

Although a moderate level of net borrowing is utilised to fund the increasing levels of Capital Expenditure, The level of borrowing is required to repay maturing debt. The indebtedness to rate revenue ratio is below in the medium term.

#### 4. Current Assets/Current Liabilities

Working capital is forecast to remain steady at an acceptable level in 2013/14 and the planning period.

### 5. Capital Renewals/Total Depreciation

This percentage indicates the extent of Council's asset renewals against its depreciation charge (representing the decline in value of its existing capital assets). A % greater than 100 indicates Council is renewing and maintaining its existing assets, whilst a % less than 100 means its assets are deteriorating faster than being renewed and will require future capital expenditure to renew assets back to their existing condition. The trend indicates Council's renewal expenditure is significantly lower than the total annual depreciation charge. While this is a useful indicator, given depreciation is an accounting measure and may not always represent asset consumption on an annual basis; care should be used in its interpretation.



# A Proud Community Growing Together



## Appendix 1 Budgeted Standard Statements



**APPENDIX 1 BUDGETED STANDARD STATEMENTS**

This appendix presents information in regard to the Budgeted Standard Statements. The budget information for the years 2013/14 to 2016/17 has been extracted from the Strategic Resource Plan.

The appendix includes the following budgeted information:

- Budgeted Standard Income Statement
- Budgeted Standard Balance Sheet
- Budgeted Standard Cash Flow Statement
- Budgeted Standard Capital Works Statement

**Budgeted Standard Income Statement**

For the years ending 30 June 2017

		Strategic Resource Plan			
Budgeted Standard Operating Statement	Forecast	Budget Projections			
	2012/13	2013/14	2014/15	2015/16	2016/17
Year Ended 30th June	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Operating Revenue</b>					
Rates & Charges	74,192	79,014	85,201	92,870	102,465
Operating Grants	23,705	22,674	23,807	24,998	26,247
User Fees & Charges	5,116	5,259	5,407	5,569	5,736
Statutory Fees & fines	1,404	1,655	1,701	1,752	1,805
Contributions & Reimbursements	871	773	796	831	868
Interest on Investments	1,131	765	852	869	886
Other Revenue	2,991	2,895	3,011	3,131	3,256
<b>TOTAL OPERATING REVENUE</b>	<b>109,410</b>	<b>113,035</b>	<b>120,775</b>	<b>130,019</b>	<b>141,263</b>
<b>Operating Expenses</b>					
Employee Costs	35,797	40,551	43,416	46,483	49,764
Utilities	2,823	2,994	3,174	3,364	3,566
Contracts & Materials	29,348	32,064	34,226	36,996	40,148
Maintenance Expenditure	4,910	4,856	5,342	5,876	6,464
Finance Costs	1,815	1,497	1,401	1,444	1,682
Depreciation and Amortisation	21,017	20,792	22,449	25,711	28,405
Other Materials & Services	14,767	13,459	13,873	14,300	14,741
<b>Total Operating Expenses</b>	<b>110,478</b>	<b>116,214</b>	<b>123,881</b>	<b>134,175</b>	<b>144,771</b>
<b>Underlying Operating Results</b>	<b>-1,069</b>	<b>-3,179</b>	<b>-3,106</b>	<b>-4,156</b>	<b>-3,508</b>
<b>Non Operating Income &amp; Expenditure</b>					
Proceeds from Sale of Assets	3,728	2,657	4,942	4,190	7,189
Costs of Assets Sold	-1,450	-1,150	-2,276	-1,996	-3,045
<b>Total Net Gain/(Loss) on Disposal of Assets</b>	<b>2,278</b>	<b>1,507</b>	<b>2,666</b>	<b>2,195</b>	<b>4,144</b>
<b>Other Cash &amp; Non Cash Contributions</b>					
Developer Cash Contributions	9,342	6,081	8,261	8,476	10,523
Developer Contributions- Non Monetary Assets	51,000	45,000	45,000	45,000	45,000
Capital Grants & Contributions	10,800	13,302	1,969	1,700	2,843
<b>Total Cash &amp; Non Cash Contr &amp; Other</b>	<b>71,142</b>	<b>64,383</b>	<b>55,230</b>	<b>55,176</b>	<b>58,366</b>
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>	<b>72,351</b>	<b>62,711</b>	<b>54,790</b>	<b>53,214</b>	<b>59,002</b>

## Budgeted Standard Balance Sheet

For the years ending 30 June 2017

Balance Sheet		Strategic Resource Plan			
As at 30 June	Forecast	Budget Projections			
	2012/13	2013/14	2014/15	2015/16	2016/17
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Current assets</b>					
Cash and cash equivalents	26,142	28,832	27,841	26,408	24,303
Trade and other receivables	8,429	7,440	6,387	7,291	7,863
Prepayments	325	2,326	2,326	2,326	2,326
Other financial assets	336	2,008	1,998	1,968	1,938
Land held for resale	1,101	1,988	2,488	2,988	3,488
<b>Total current assets</b>	<b>36,333</b>	<b>42,594</b>	<b>41,040</b>	<b>40,981</b>	<b>39,918</b>
<b>Current liabilities</b>					
Trade and other payables	7,117	6,007	6,597	6,737	6,619
Interest-bearing loans and borrowings	6,867	3,926	7,103	7,096	3,999
Employee entitlements	7,532	7,107	10,380	10,496	10,631
Other current liabilities	1,783	1,608	1,767	1,967	2,167
Total current liabilities	23,299	18,648	25,847	26,296	23,416
<b>Net current assets</b>	<b>13,034</b>	<b>23,946</b>	<b>15,193</b>	<b>14,685</b>	<b>16,502</b>
<b>Non-current assets</b>					
Property Plant & Equipment	1,316,905	1,358,945	1,502,082	1,577,496	1,744,589
Accumulated depreciation	-211,000	-231,792	-254,241	-279,952	-308,357
<b>Total non-current assets</b>	<b>1,105,905</b>	<b>1,127,153</b>	<b>1,247,841</b>	<b>1,297,545</b>	<b>1,436,232</b>
<b>Non-current liabilities</b>					
Interest-bearing loans and borrowings	17,145	20,719	19,616	24,519	26,520
Employee entitlements	2,202	2,227	2,073	2,145	2,198
Other non current liabilities	3,404	3,190	2,600	2,800	3,000
<b>Total non current liabilities</b>	<b>22,751</b>	<b>26,136</b>	<b>24,289</b>	<b>29,464</b>	<b>31,718</b>
<b>Net assets</b>	<b>1,096,188</b>	<b>1,124,963</b>	<b>1,238,745</b>	<b>1,282,766</b>	<b>1,421,016</b>
<b>Equity</b>					
Accumulated surplus	879,666	907,323	1,000,814	1,044,768	1,163,223
Asset revaluation reserve	195,932	195,932	215,525	215,525	237,078
Other reserves	20,590	21,708	22,406	22,473	20,715
<b>Total Equity</b>	<b>1,096,188</b>	<b>1,124,963</b>	<b>1,238,745</b>	<b>1,282,766</b>	<b>1,421,016</b>



**Budgeted Standard Cash Flow Statement**

For the years ending 30 June 2017

Cash Flow Statement As at 30 June	Strategic Resource Plan				
	Forecast	Budget Projections			
	2012/13 \$'000	2013/14 \$'000	2014/15 \$'000	2015/16 \$'000	2016/17 \$'000
<b>Cash flows from operating</b>					
<b>Receipts</b>					
General rates	74,222	78,822	84,604	92,563	102,309
Grants Income - Operating & Capital	34,505	35,976	25,776	26,698	29,090
Interest	1,135	760	852	869	886
User charges	6,520	6,914	7,108	7,321	7,541
Contributions & Reimbursements	10,213	6,854	9,057	9,307	11,891
Other revenue	2,943	3,162	2,658	2,443	1,972
<b>Total Receipts</b>	<b>129,537</b>	<b>132,488</b>	<b>130,055</b>	<b>139,200</b>	<b>153,689</b>
<b>Payments</b>					
Employee costs	-38,272	-40,551	-41,416	-45,897	-48,129
Contractor Payments	-25,448	-31,994	-33,518	-34,232	-38,390
Utilities, Materials & Services	-23,239	-22,588	-23,355	-28,858	-28,251
Finance costs	-1,815	-1,497	-1,401	-1,444	-1,682
<b>Total Payments</b>	<b>-88,774</b>	<b>-96,631</b>	<b>-99,690</b>	<b>-110,431</b>	<b>-116,452</b>
<b>Net cash provided by operating activities</b>	<b>40,763</b>	<b>35,858</b>	<b>30,365</b>	<b>28,769</b>	<b>37,236</b>
<b>Cash flows from investing activities</b>					
Proceeds from sales of property, plant and equipment	3,728	2,657	4,942	4,190	7,189
<b>Payments for property, plant and equipment</b>	<b>-50,004</b>	<b>-36,457</b>	<b>-38,371</b>	<b>-39,289</b>	<b>-45,433</b>
<b>Net cash used in investing activities</b>	<b>-46,277</b>	<b>-33,800</b>	<b>-33,429</b>	<b>-35,099</b>	<b>-38,244</b>
<b>Cash flows from financing activities</b>					
Proceeds from borrowings	3,650	7,500	6,000	12,000	6,000
Repayment of borrowings	-7,525	-6,867	-3,926	-7,103	-7,096
<b>Net cash provided by (used in) financing activities</b>	<b>-3,875</b>	<b>633</b>	<b>2,074</b>	<b>4,897</b>	<b>-1,096</b>
<b>Net decrease in cash &amp; cash equivalents</b>	<b>-9,388</b>	<b>2,691</b>	<b>-990</b>	<b>-1,433</b>	<b>-2,104</b>
<b>Cash &amp; equivalents at beginning of year</b>	<b>35,530</b>	<b>26,142</b>	<b>28,832</b>	<b>27,841</b>	<b>26,408</b>
<b>Cash &amp; equivalents at 30 June</b>	<b>26,142</b>	<b>28,832</b>	<b>27,841</b>	<b>26,408</b>	<b>24,303</b>

**Budgeted Standard Capital Works Statement**

For the years ending 30 June 2017

Capital Expenditure For the years ending 30th June	Forecast 2012/13 \$'000	Strategic Resource Plan Budget Projections			
		2013/14	2014/15	2015/16	2016/17
		\$'000	\$'000	\$'000	\$'000
<b>Capital works areas</b>					
Roads	16,114	8,895	10,983	10,852	11,873
Buildings	21,764	17,145	14,183	12,790	14,708
Land	4,331	2,525	3,500	4,500	4,500
Recreation/Open Space	4,710	4,111	6,958	8,067	11,022
Drainage	1,011	190	647	930	1,080
Plant & Motor Vehicles	1,028	850	1,250	1,250	1,250
Furniture & Equipment	367	121	400	450	500
Library Books	423	300	450	450	500
Other assets	256	2,320	0	0	0
<b>Total Capital Expenditure</b>	<b>50,004</b>	<b>36,457</b>	<b>38,371</b>	<b>39,289</b>	<b>45,433</b>

# A Proud Community Growing Together



## Appendix 2 Statutory Disclosures





## **Appendix 2**

### **Statutory disclosures**

This appendix presents information which the Act and the Regulations require to be disclosed in the Council's annual budget.

The appendix includes the following budgeted information:

- Borrowings
- Rates and charges
- Differential rates.

## Statutory disclosures

### 1. Borrowings

	2012/13	2013/14
	\$	\$
Borrowings	7,500,000	7,500,000
Debt redemption	7,525,051	6,841,680

### 2. Rates and charges

#### 2.1 The proposed rate in the dollar for each type of rate to be levied

Type of Property	2012/13 cents/\$CIV	2013/14 cents/\$CIV
General Rate	0.30797	0.32029
Vacant Land	0.46196	0.48044
Extractive Land	0.88696	0.92244
Commercial/Industrial Developed Land	0.49275	0.51246
Commercial/Industrial Vacant Land	0.61594	0.64058
Retirement Village Land	0.26177	0.27224
Rural Living Land	0.27717	0.28826
Rural Land	0.22174	0.23061
Urban Growth Land (Included in General Rate 2013/14)	0.30797	N/A
Development Land (Included in General Rate 2013/14)	0.30797	N/A

#### 2.2 The estimated amount to be raised by each type of rate to be levied

Type of Property	2012/13 \$	2013/14 \$
General Rate	42,306,057	49,644,344
Vacant Land	4,373,781	4,357,317
Extractive	358,241	372,573
Commercial/Industrial Developed Land	5,132,104	5,925,805
Commercial/Industrial Vacant Land	1,679,263	1,536,883
Retirement Village	484,416	503,496
Rural Living Land	408,263	412,315
Rural Land	1,713,712	1,631,570
Urban Growth Land (Included in General Rate 2013/14)	2,366,762	N/A
Development land (Included in General Rate 2013/14)	1,009,834	N/A
Sub-Total	59,832,433	64,384,303
Less EER Rebate	(1,860,761)	(1,982,288)
Less Pension Rebate	(216,000)	(250,000)
<b>Total amount to be raised</b>	<b>57,755,672</b>	<b>62,152,014</b>

### 2.3 The estimated total amount to be raised by rates

	2012/13	2013/14
	\$	\$
Total rates to be raised	57,755,672	62,152,014

### 2.4 The proposed percentage change in the rate in the dollar for each type of rate to be levied, compared to that of the previous financial year

Type of Property	2012/13 Change %	2013/14 Change %
General Rate	N/A	4.00
Vacant Land	N/A	4.00
Extractive	(5.26)	4.00
Commercial/Industrial Developed Land	(1.75)	4.00
Commercial/Industrial Vacant Land	5.27	4.00
Retirement Village	(8.67)	4.00
Rural Living Land	N/A	4.00
Rural Land	N/A	4.00
Urban Growth Land (Included in General Rate 2013/14)	N/A	N/A
Development Land (Included in General Rate 2013/14)	(45.82)	N/A

### 2.5 The number of assessments for each type of rate to be levied compared to the previous year

Type of Property	2012/13	2013/14
General Rate	37,907	39,805
Vacant Land	3,697	3,699
Extractive	7	7
Commercial/Industrial Developed Land	1,422	1,594
Commercial/Industrial Vacant Land	280	273
Retirement Village	548	549
Rural Living Land	226	219
Rural Land	588	555
Urban Growth Land (Included in General Rate 2013/14)	352	N/A
Development Land (Included in General Rate 2013/14)	93	N/A
<b>Total number of assessments</b>	<b>45,120</b>	<b>46,701</b>

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

**2.7 The estimated total value of land in respect of which each type of rate is to be levied compared with the previous year**

Type of Property	2012/13 \$	2013/14 \$
General Rate	13,737,070,800	15,499,868,700
Vacant Land	946,798,100	906,946,000
Extractive	40,390,000	40,390,000
Commercial/Industrial Developed Land	1,041,518,650	1,156,344,850
Commercial/Industrial Vacant Land	272,634,100	239,921,500
Retirement Village	185,051,000	184,945,000
Rural Living Land	147,295,500	143,037,500
Rural Land	772,853,200	707,502,900
Urban Growth Land (Included in General Rate 2013/14)	768,504,000	N/A
Development Land (Included in General Rate 2013/14)	327,900,000	N/A
<b>Total</b>	<b>18,240,015,350</b>	<b>18,878,956,450</b>

**2.8 The proposed unit amount to be levied for each type of charge under section 162 of the Local Government Act 1989**

Type of Charge	Per Rateable Property 2012/13 \$	Per Rateable Property 2013/14 \$
Municipal	118	123
<b>Total</b>	<b>118</b>	<b>123</b>

**2.8.1 The proposed unit amount to be levied for each type of charge under section 162 of the Local Government Act 1989**

Kerbside Collection Option	Garbage Service	Green Waste Service	Recycle Service	Per Rateable Property 2012/13 \$	Per Rateable Property 2013/14 \$
A	120 litre bin	240 litre bin	240 litre bin	268	279
B	80 litre bin	240 litre bin	240 litre bin	238	248
C	120 litre bin	120 litre bin	240 litre bin	230	239
D	80 litre bin	120 litre bin	240 litre bin	199	207
E	120 litre bin		240 litre bin	191	199
F	80 litre bin		240 litre bin	163	170
<b>Extra Bin</b>				<b>116</b>	<b>121</b>

**2.9 The estimated amounts to be raised for each type of charge to be levied compared to the previous year**

Type of Charge	2012/13 \$	2013/14 \$
Municipal	5,326,867	<b>5,744,223</b>
Kerbside collection –Option A	2,116,618	<b>2,455,778</b>
Kerbside collection –Option B	367,397	<b>420,329</b>
Kerbside collection –Option C	1,953,460	<b>2,142,023</b>
Kerbside collection –Option D	823,585	<b>895,113</b>
Kerbside collection –Option E	1,983,298	<b>2,055,060</b>
Kerbside collection –Option F	1,089,952	<b>1,184,570</b>
Kerbside collection –Extra bin service	136,758	<b>165,038</b>
<b>Total</b>	<b>13,797,936</b>	<b>15,062,134</b>

**2.10 The estimated total amount to be raised by rates and charges:**

	2012/13 \$	2013/14 \$
Rates and charges	71,553,607	<b>77,214,148</b>
Supplementary rates (including new kerbside collection)	2,300,000	<b>1,500,000</b>
<b>Total</b>	<b>73,853,607</b>	<b>78,714,148</b>

**2.11 There are no known significant changes, which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:**

- The making of supplementary valuations
- The variation of returned levels of value (e.g. valuation appeals)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa
- Changes of use of land such that residential land becomes business land and vice versa.

### 3. Differential rates

#### 3.1 Rates to be levied

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

Category	Rate %	Cents in the \$ value of C.I.V
General Rate	0.32029%	0.32029 cents in the dollar value of property
Vacant Land	0.48044%	0.48044 cents in the dollar value of property
Extractive Land	0.92244%	0.92244 cents in the dollar value of property
Commercial & Industrial Developed Land	0.51246%	0.51246 cents in the dollar value of property
Commercial & Industrial Vacant Land	0.64058%	0.64058 cents in the dollar value of property
Retirement Village Land	0.27224%	0.27224 cents in the dollar value of property
Rural Living Land	0.28826%	0.28826 cents in the dollar value of property
Rural Land	0.23061%	0.23061 cents in the dollar value of property

Each differential rate will be determined by multiplying the Capital Improved Value of each rateable land (categorised by the characteristics described below) by the relevant percentages indicated above.

Council considers that each differential rate will contribute to the equitable and efficient carrying out of council functions. Details of the objectives of each differential rate, the types of classes of land, which are subject to each differential rate and the uses of each differential rate, are set out below.

## **OUTLINE OF DIFFERENTIAL RATING CATEGORIES**

### *General Rate*

Any land which does not have the characteristics of:

1. Vacant Land;
2. Extractive Industry Land;
3. Commercial/Industrial Developed Land;
4. Commercial/Industrial Vacant Land;
5. Rural Living Land;
6. Rural Land; or
7. Retirement Village Land.

### *Vacant Land*

Any land:

1. on which no building with an approved occupancy permit is erected; and
2. which does not have the characteristics of:
  - 2.1 Commercial/Industrial Vacant Land;
  - 2.2 Rural Living Land; or
  - 2.3 Rural Land.

### *Extractive Industry Land*

Any land which is:

1. used primarily for the extraction or removal of stone, including the treatment of stone; and
2. located within a Special Use Zone 1 under the Melton Planning Scheme.

### *Commercial/Industrial Developed Land*



Any land which:

1. is used or adapted or designed to be used primarily for commercial purposes; or
2. is used or adapted or designed to be used primarily for industrial purposes; and
3. does not have the characteristics of Extractive Industry Land.

*Commercial/Industrial Vacant Land*

Any land:

1. on which no building with an approved occupancy permit is erected; and
2. which is located within:
  - 2.1 a Business 1 Zone;
  - 2.2 a Comprehensive Development Zone;
  - 2.3 a Mixed Use Zone;
  - 2.4 an Industrial Zone 1;
  - 2.5 an Industrial Zone 3;
  - 2.6 Special Use Zone 4;
  - 2.7 Special Use Zone 3
  - 2.8 Special Use Zone 6; or
  - 2.9 Special Use Zone 7under the Melton Planning Scheme.

### *Rural Living Land*

Any land which is:

1. more than two (2) hectares but less than ten (10) hectares in area; and
  2. located within:
    - 2.1 a Green Wedge A Zone;
    - 2.2 a Green Wedge Zone;
    - 2.3 a Rural Conservation Zone;
    - 2.4 a Farming Zone; or
    - 2.5 Special Use Zone 5.
- under the Melton Planning Scheme.

### *Rural Land*

Any land which is:

1. ten (10) hectares or more in area; and
  2. located within:
    - 2.1 a Green Wedge A Zone;
    - 2.2 a Green Wedge Zone;
    - 2.3 a Rural Conservation Zone;
    - 2.4 a Farming Zone; or
    - 2.5 Special Use Zone 5.
- under the Melton Planning Scheme.

### *Retirement Village*

Any land:

1. which is located within a retirement village.

## **SCHEDULE**

### **GENERAL RATE**

#### **Objective:**

To ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. Those include the -

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district.

#### **Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

#### **Use and Level of Differential Rate:**

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

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

#### **Geographic Location:**

Wherever located within the municipal district.

#### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

#### **Planning Scheme Zoning:**

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

#### **Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

## **SCHEDULE**

### **VACANT LAND**

#### **Objective:**

To encourage the development of land for non-commercial and non-industrial purposes, and ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. Those functions include –

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district; and
6. To discourage land banking, and ensure an adequate supply of residential zoned land to the market demand

#### **Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

#### **Use and Level of Differential Rate:**

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

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

#### **Geographic Location:**

Wherever located within the municipal district.

#### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

#### **Planning Scheme Zoning:**

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

## **SCHEDULE**

### **EXTRACTIVE INDUSTRY LAND**

#### **Objective:**

To ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, having regard to the capacity of such land to yield income. Those functions include the -

1. Implementation of good governance and sound financial stewardship: and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district.

#### **Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

#### **Use and Level of Differential Rate:**

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

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

#### **Geographic Location:**

Wherever located within the municipal district.

#### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

#### **Planning Scheme Zoning:**

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

#### **Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

## **SCHEDULE**

### **COMMERCIAL/INDUSTRIAL DEVELOPED LAND**

#### **Objective:**

To ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, having regard to the capacity of such land to be used to yield income and the demands such land make on Council's infrastructure. Those functions include the -

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district; and

#### **Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

#### **Use and Level of Differential Rate:**

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

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

#### **Geographic Location:**

Wherever located within the municipal district.

#### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

#### **Planning Scheme Zoning:**

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

#### **Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

## **SCHEDULE**

### **COMMERCIAL/INDUSTRIAL VACANT LAND**

#### **Objective:**

To encourage the commercial/industrial development and ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Implementation of good governance and sound financial stewardship: and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district.
6. To encourage land development for Commercial and Industrial uses to increase local employment opportunities and stimulate economic development.

#### **Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

#### **Use and Level of Differential Rate:**

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

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

#### **Geographic Location:**

Wherever located within the municipal district.

#### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

#### **Planning Scheme Zoning:**

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



## **SCHEDULE**

### **RURAL LIVING LAND**

#### **Objective:**

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

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district; and
6. To assist in the maintenance of rural properties.

#### **Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

#### **Use and Level of Differential Rate:**

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

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

#### **Geographic Location:**

Wherever located within the municipal district.

#### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

#### **Planning Scheme Zoning:**

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

#### **Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

## **SCHEDULE**

### **RURAL LAND**

#### **Objective:**

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

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district; and
6. To recognise the impact of urban land speculation on the valuation of farm land: and
7. To encourage agricultural activity.

#### **Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

#### **Use and Level of Differential Rate:**

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

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

#### **Geographic Location:**

Wherever located within the municipal district.

#### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

#### **Planning Scheme Zoning:**

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

#### **Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

## **SCHEDULE**

### **RETIREMENT VILLAGE LAND**

#### **Objective:**

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

1. Implementation of good governance and sound financial stewardship; and
2. Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
3. Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
4. Provision of strategic and economic management, town planning and general support services; and
5. Promotion of cultural, heritage and tourism aspects of Council's municipal district; and
6. Recognition of the services undertaken by the retirement village sector.

#### **Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

#### **Use and Level of Differential Rate:**

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

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

#### **Geographic Location:**

Wherever located within the municipal district.

#### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

#### **Planning Scheme Zoning:**

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

#### **Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

# A Proud Community Growing Together



## Appendix 3 Key Strategic Activities



## 2013-14 Performance Statement

**Note:** Key Strategic Activities due to be completed by 30 June 2014 unless otherwise stated.

KSA #	Key Strategic Activity	Performance Measure	How data is reported	Performance Target
<b>Outcome 1: A clear vision to connect and develop a sustainable City</b>				
<b>Objective 1.1</b> Strategically plan for a well designed and built City.				
1	Develop a Retail and Activity Areas Strategy.	<b>Cost:</b> Delivered within allocated budget <b>Quality:</b> Level of compliance with the contractual requirements.	Quarterly Reporting to Council Audit Committee.	≤\$80,000 100%
2	Develop a Green Wedge Management Plan for the City's Northern Green Wedge.	<b>Cost:</b> Delivered within allocated budget. <b>Quality:</b> Level of compliance with contractual requirements.	Quarterly Reporting to Council Audit Committee.	≤\$80,000 100%
3	Develop Housing Strategy.	<b>Cost:</b> Delivered within allocated budget. <b>Quality:</b> Level of compliance with the contractual requirements.	Quarterly Reporting to Council Audit Committee.	≤\$70,000 100%
<b>Objective 1.2</b> Build a sense of place through an engaging range of community facilities and shared open spaces.				
4	Deliver 2013-14 Capital Works Program.	<b>Quantity:</b> Number of capital works projects delivered. <b>Cost:</b> Amount of capital works budget expended. <b>Quality:</b> Percentage of projects delivered within agreed timeframes.	Quarterly Reporting to Council Audit Committee	33 ≤\$20,026,000 ≥90 %
<b>Objective 1.3</b> Generate an innovative local economy that stimulates opportunities for investment, business and training.				
5	Implement training and networking program for small businesses.	<b>Quantity:</b> Number of business training / development programs held. <b>Cost:</b> Training delivered within budget. <b>Quality:</b> Satisfaction level of participants.	Quarterly Reporting to Council Audit Committee.	≥15 ≤\$25,000 ≥80%
<b>Objective 1.4</b> Value and protect the natural environment for future generations.				
6	Support community to promote, enhance, conserve and protect local environments.	<b>Quantity:</b> Number of contacts with community members, environmental organisations and schools. <b>Cost:</b> Program delivered within budget. <b>Quality:</b> Satisfaction of clients with program standard.	Quarterly Reporting to Council Audit Committee	≥20 ≤\$ 17,500 ≥80%
<b>Outcome 2: Operating with innovation, transparency, accountability and sustainability</b>				
<b>Objective 2.1</b> Build community trust through socially responsible governance for long term sustainability.				
7	Develop Long Term Asset Management Plans for buildings, open space and drainage.	<b>Quantity:</b> Number of asset plans completed. <b>Cost:</b> Delivered within budget. <b>Quality:</b> Percentage of MAV Core maturity in asset management achieved.	Quarterly Reporting to Council Audit Committee	3 ≤\$72,000 100%



<b>Objective 2.4</b> Invest into a skilled, motivated, aligned and performing workforce.				
8	Administer staff performance management system to ensure human resources are effective and efficient.	<p><b>Quantity:</b> Percentage of permanent staff who have had an annual review completed within one month of the employee's anniversary date.</p> <p><b>Quantity:</b> Percentage of permanent staff who have a performance plan set up in Performance Evaluation System (PES) within 10 days of signing off their previous year's performance plan.</p> <p><b>Cost:</b> Annual PES licence fee.</p> <p><b>Quality:</b> Percentage of employees who have achieved a satisfactory or above level in their performance plans.</p>	Quarterly Reporting to Council Audit Committee.	<p>≥85%</p> <p>≥ 80%</p> <p>\$19,305</p> <p>≥%90</p>
<b>Objective 2.6</b> Ensure timely compliance with statutory and regulatory obligations.				
9	Implement Compliance enforcement service to ensure a safer community	<p><b>Quantity:</b> Number of local law enforcement hours delivered to the community</p> <p><b>Cost:</b> Service delivered within allocated budget.</p> <p><b>Quality:</b> Percentage of residents satisfied with local law enforcement service.</p>	Quarterly Reporting to Council Audit Committee.	<p>≥ 10,500 hours</p> <p>≤\$5,000,000</p> <p>≥%60</p>
<b>Outcome 3: A culturally rich, active, safe and connected City</b>				
<b>Objective 3.1</b> Provide an accessible range of services for all including children, young people, families and older adults				
10	Provide respite care at Melbacc House for frail aged and people with a disability.	<p><b>Quantity:</b> Number of respite hours provided to frail aged clients, and people with a disability.</p> <p><b>Cost:</b> Service delivered within allocated budget.</p> <p><b>Quality:</b> Percentage of clients satisfied with service.</p>	Dept of Human Services Quarter Data Collection and Department of Health and ageing acquittal report.	<p>≥20,000</p> <p>≤\$730,000</p> <p>≥ 80%</p>
11	Deliver Home and Community Care (HACC) service.	<p><b>Quantity:</b> Number of hours delivered for domestic assistance (24,028), personal care (12,983), respite care (8,529) and property maintenance (2,750).</p> <p><b>Cost:</b> Service delivered within allocated budget.</p> <p><b>Quality:</b> Percentage of clients satisfied with services.</p>	Dept of Health Quarter Data Reporting	<p>≥48,290</p> <p>≤\$1,900,000</p> <p>≥ 80%</p>
<b>Objective 3.2</b> Build resilient people and communities through opportunities to participate in community life.				
12	Deliver a Family Services Hardship Support Service, providing emergency financial relief to vulnerable residents.	<p><b>Quantity:</b> Number of available appointments per week.</p> <p><b>Cost:</b> Delivered within budget.</p> <p><b>Quality:</b> Percentage of funding distributed</p>	Department of Families, Housing and Community Services acquittal and evaluation report.	<p>≥ 36</p> <p>≤\$247,000</p> <p>100%</p>
13	Deliver the Private Rental Access Program supporting residents at risk of homelessness to find affordable accommodation.	<p><b>Quantity:</b> Number of client referrals per month.</p> <p><b>Cost:</b> Program delivered within allocated funding.</p> <p><b>Quality:</b> Percentage of clients successfully supported to find accommodation per month.</p>	Quarterly Reporting to Council Audit Committee.	<p>≥ 20</p> <p>≤\$56,000</p> <p>≥ 55%</p>
<b>Objective 3.3</b> Develop an environment that supports imagination, creative expression and engagement in cultural experiences.				
14	Deliver Australia Day event, Djerriwarrh	<b>Quantity:</b> Number of major events delivered.	Quarterly Reporting to	3

	Festival and Summersault Festival.	<b>Cost:</b> Australia Day (\$25k), Djerriwarrh Festival (\$95k), Somersault Festival (\$95k) events delivered within budget. <b>Quality:</b> Level of satisfaction from client event evaluation surveys.	Council Audit Committee.	≤\$215,000 ≥ 80%
15	Design and deliver Council's Arts program.	<b>Quantity:</b> Number of arts programs and events delivered. <b>Cost:</b> Arts program delivered within allocated budget. <b>Quality:</b> Level of satisfaction from client feedback forms.	Quarterly Reporting to Council Audit Committee.	≥ 15 ≤\$44,345 ≥ 80%
<b>Objective 3.4</b> Provide lifelong learning opportunities to build social connections and self development.				
16	Provide information and learning based resources to the community in a variety of formats including library collection services and e-services.	<b>Quantity:</b> Number of (physical) visits to Caroline Springs and Melton Branch Library's. <b>Cost:</b> Annual expenditure on library collections. <b>Quality:</b> Percentage of clients satisfied with Library Services.	Quarterly Reporting to Council Audit Committee.	≥ 500,000 ≥ \$350,000 ≥ 90%
<b>Objective 3.5</b> Build an inclusive community that embraces and values cultural diversity and celebrates our collective heritage.				
17	Deliver translated community safety brochures in community languages.	<b>Quantity:</b> Number of community languages the Community Safety brochure is translated into. <b>Cost:</b> Delivered within allocated budget.	Quarterly Reporting to Council Audit Committee.	≥10 ≤\$5,000
<b>Objective 3.6</b> Create a safer community through building a sense of belonging and community pride				
18	Implement the Community Safety Strategy.	<b>Quantity:</b> Number of Community Safety Forums, events and initiatives delivered. <b>Quantity:</b> Number of Community Safety Committee meetings held. <b>Cost:</b> Delivered within Community Safety budget. <b>Quality:</b> Level of community satisfaction with Community Safety Forums.	Quarterly Reporting to Council Audit Committee.	≥2 ≥6 ≤\$20,000 ≥ 75%
<b>Outcome 4 - A City of people leading healthy and happy lives</b>				
<b>Objective 4.2:</b> Address health inequalities in our community.				
19	Deliver a whole of organisation approach in community education through implementing the Take a Stand Preventing Violence Against Women Program.	<b>Time:</b> Delivered within allocated timeframe. <b>Quantity:</b> Number of Council staff trained. <b>Cost:</b> Program delivered within allocated budget.	Quarterly Reporting to Council Audit Committee.	≤31 - Dec-13 ≥ 400 ≤\$15,000
<b>Objective 4.3:</b> Encourage our community to be physically active and healthy.				
20	Deliver the Healthy Communities Program.	<b>Time:</b> Program delivered within allocated timeframe. <b>Quantity:</b> Number of programs delivered. <b>Cost:</b> Program delivered within allocated budget. <b>Quality:</b> Percentage of participants completing programs.	Dept .of Health and Ageing acquittal and evaluation report.	31- Mar-14 ≥ 90 ≤\$706,000 ≥70%



<b>Objective 4.4:</b> Minimise social harms caused by gambling, tobacco, alcohol and other drugs.				
<b>21</b>	Implement the 'Active Plus' smoking cessation program.	<b>Time:</b> Deliver within allocated timeframe. <b>Quantity:</b> Number of participants. <b>Cost:</b> Program delivered within allocated funding. <b>Quality:</b> Percentage of participants that cease smoking at the end of the program.	Dept. of Health and Ageing acquittal and evaluation report.	31-Oct -13 ≥ 40 ≤ \$20,000 ≥70%
<b>22</b>	Deliver the Saturday Nights Live and Freeza youth drug and alcohol free events.	<b>Quantity:</b> Number of youth drug and alcohol free events delivered. <b>Cost:</b> Program delivered within allocated budget. <b>Quality:</b> Level of satisfaction from events feedback forms.	Office for Youth and Department of Families, Housing and Community Services acquittal and evaluation reports.	≥ 43 ≤\$74,863 ≥ 75%

# A Proud Community Growing Together



## Appendix 3-1 Capital works Program



## 2013-14 Schedule of Capital Projects

ID/NI Ref	Project Name	Project Details	Total Project Cost \$	Funds for the Projects		Net Cost to Council - 2013/14	Capital Expenditure	Operating Expenditure
				Developer Contribution's \$	Grants and other Income \$			
2027	Western BACE (year 2)		10,215,000		8,878,000	1,337,000	10,215,000	
1764	Botanica Springs Children's & Community Centre	Project over 2 years (Year One Program) - Multipurpose Community Centre (with Early Years)	3,420,000	3,420,000	300,000	(300,000)	3,420,000	
104	Westwood Drive @ Kororoit Creek (Year 2)	Construct bridge and road connection	2,450,000		600,000	1,850,000	2,450,000	
803	Community Energy Efficiency Program (CEEP)		2,279,256		1,424,401	854,855	2,279,256	
184	Harkness Road Construction	High Street to Arnolds Creek Estate	1,700,000	400,000		1,300,000	1,700,000	
1570	Atherstone Hub 6 - Multipurpose Community Centre (Year 1)	Toolern (Bridge Rd) Multipurpose Community Centre. Purchase of land (0.8 hectares) and construction of the Childrens and Multipurpose Community Centre.	1,500,000		1,500,000	0	1,500,000	
2051	Athletics Facility and Pavilion - Bridge Road Reserve (Year 1)	Construction of an Athletics Facility and Pavilion at Bridge Road Reserve	1,500,000			1,500,000	1,500,000	
2053	Bridge Road extension (contribution to JV)	Councils contribution to the JV for the extension of Bridge Road from Blamey Drive to the Toolern Creek Bridge	750,000			750,000	750,000	
2054	Abey Road (Year 1 - Service Relocation and Native Veg Permits)	Relocation of Services and Native Vegetation Permits to allow construct bridge over Toolern Creek	750,000	750,000		0	750,000	
1950	Arnolds Creek Recreation Reserve (Year 2)	Construction of two sports fields	700,000			700,000	700,000	
1587	Arnolds Creek Recreation Reserve Community Pavilion (Year 1)	Community Leisure Pavilion	650,000			650,000	650,000	
1590	Thoroughbred Estate Archer Drive Reserve Development	Passive Open Space Development	500,000	500,000		0	500,000	
2059	Mt Cottrell Recreation Reserve - Native Vegetation Offset Works	Native Vegetation Offset Works as required by Federal Government	500,000		500,000	0	500,000	
1585	5 McKenzie Street Redevelopment Stage One (year 1)	Expansion of Aged Precinct development, including administration and community space. Project to impact upon Vietnam Veterans and Food Bank site	500,000			500,000	500,000	
1497	Melton Library construction - Year 3	3rd year of contract payment	150,000			150,000	150,000	
1497	Library Book Collection		300,000			300,000	300,000	
1984	Diggers Rest Bowling Club (Stan Payne Reserve) - Upgrade works	Diggers Rest Bowling Club (Stan Payne Reserve). Upgrade works, including synthetic playing surface and lighting.	341,551	341,551		0	341,551	
2025	Mens Shed - Morton Homestead	Construction of a Mens Shed at Morton Homestead	250,000			250,000	250,000	
1480	Boronia Drive Reserve - Public Toilet	New Public toilet to service Reserve and Dog Park	160,000			160,000	160,000	
1586	Combined Churches Relocation Costs/Contribution		80,000			80,000	80,000	
497	Bulmans Road	Land acquisition to allow future duplication (old Nursery)	75,000			75,000	75,000	
722	Federation Way (Year 2)	Construction of sealed carpark outside Brookside Childcare and shops	50,000			50,000	50,000	
2062	Network Switch Replacement		41,000			41,000	41,000	
2125	Caroline Springs Cricket Club Shelters		35,000			35,000	35,000	
2124	Exercise Stations in Parks		30,000			30,000	30,000	
2126	Botanic Gardens Improvements		30,000			30,000	30,000	
2076	Bridge Road Precinct Management Costs		20,000	20,000		0	20,000	
2077	Eynesbury Sports Precinct Management Costs		20,000	20,000		0	20,000	
1766	Road Rehabilitation Program	To be determined from Asset System	1,500,000			1,500,000	1,500,000	
17	Annual Sealed Road Resurfacing Program	Resurfacing of Various Sealed Roads across the shire	1,000,000			1,000,000	1,000,000	
1700	Accelerated Road Sealing Program	Sealing of low traffic gravel roads to reduce maintenance costs	1,000,000			1,000,000	1,000,000	
2071	Purchase of Plant & Machinery		850,000	500,000		350,000	850,000	



ID/NI Ref	Project Name	Project Details	Total Project Cost \$	Funds for the Projects		Net Cost to Council - 2013/14	Capital Expenditure	Operating Expenditure
				Developer Contribution's \$	Grants and other Income \$			
1685	Footpath Replacement Program	Replacement of footpaths across the municipality based on condition audits	500,000			500,000		\$500,000
1695	Streetscape Renewal Program	Renewal of Streetscapes in activity centres	500,000			500,000	500,000	
1690	Street Tree Planting Beautification Program	Planting and establishment of new street trees across the municipality.	400,000			400,000		\$400,000
1489	Traffic Management Devices Construction Program	Construction of Traffic Management Devices across the municipality	300,000			300,000	300,000	
1498	Shared Paths Construction Program	Construction of Shared Paths across the municipality	300,000			300,000	300,000	
1506	Footpath Construction Program	Construction of New Footpaths across the municipality	295,000			295,000	295,000	
1550	Major Traffic Management Upgrade Program	Construction of Major Traffic Management Devices across the Municipality	200,000			200,000	200,000	
1502	Pedestrian Bridge Construction Program	Construction of Pedestrian Bridges across the municipality	200,000			200,000	200,000	
1510	Water Sensitive Urban Design Construction Program	Construction of Water Sensitive Urban Design treatments across the municipality	150,000			150,000	150,000	
1729	Parks and Open Space Vegetation Renewal Program	Renewal of existing vegetation (garden beds, grasses) within passive open space reserves across the municipality based on condition audit	150,000			150,000		\$150,000
1772	Tennis Court Upgrade Program	Upgrades to renew surfaces and meet Aust Standards	150,000			150,000	150,000	
1704	Synthetic Field Maintenance Program	Renewal of Synthetic Fields	150,000			150,000		\$150,000
1676	Active Open Space Lighting Renewal/Maintenance Program	Year 2 Renewal and maintenance program of existing park (active recreational) lighting for sporting fields across the municipality based on condition audit	100,000			100,000		\$100,000
1518	Roadside Hazard/Safety Improvements Program	removal and protection of roadside hazards across the municipality	100,000			100,000	100,000	
1680	Irrigation System Renewal Program	Renewal of existing irrigation systems within parks and open spaces across the municipality based on hierarchy and condition audit	100,000			100,000		\$100,000
1533	Bus Stop Works Program	Construction of improvements to bus stops across the municipality	90,000			90,000	90,000	
1528	Bridge Rehabilitation Program	Rehabilitation works to Bridges across the municipality as identified through condition audits	80,000			80,000	80,000	
1522	Road Safety Around Schools Program	Construction of works to improve road safety around schools across the municipality	80,000			80,000	80,000	
2066	Office Furniture - Replacement		80,000			80,000	80,000	
1514	Public Lighting Improvement Program	Installation of new public lighting across the municipality	80,000			80,000		\$80,000
1754	Sports Facilities and Ground Lighting Program	Installation of new sports ground lighting to Aust Standards	60,000			60,000	60,000	
1749	Netball Court Upgrade Program	Netball Court Upgrade Program across the municipality	60,000			60,000	60,000	
1541	Underground Drainage/Flood Protection Works Program	Construction of Underground Drainage/Flood Protection Works across the municipality	60,000			60,000	60,000	
1744	Cricket Net and Run Up Refurbishment Program	Refurbishment of Cricket Nets and development of Run Up areas across the municipality	55,000			55,000	55,000	
1724	Parks and Open Space Structures Renewal Program	Renewal of existing building structures within parks and open spaces across the municipality based on condition audit	50,000			50,000	50,000	
1709	Playground Replacement Program	Replacement of existing playgrounds within parks and open spaces across the municipality based on condition audit	50,000			50,000		\$50,000
1719	Parks and Open Space Furniture Renewal Program	Renewal of existing furniture (benches, tables, BBQs, seats, bins) within parks and open spaces across the municipality based on condition audit	50,000			50,000		\$50,000
1714	Softfall and Softpath Renewal Program	Renewal of existing parks and open space softfall (ground material surrounding play equipment) and softpath (crushed rock walking paths) across the municipality based on condition audit	50,000			50,000		\$50,000

ID/NI Ref	Project Name	Project Details	Total Project Cost \$	Funds for the Projects		Net Cost to Council - 2013/14	Capital Expenditure	Operating Expenditure
				Developer Contribution's \$	Grants and other Income \$			
1537	Culverts/Open Channels Construction Program	Construction of Culverts/Open Channels across the municipality	40,000			40,000	40,000	
Councilor	McPherson Park Soccer Change Room Refurbishment		220,000		100,000	120,000	220,000	
2034	Occupant Evacuation System Program	Retrofit to Existing Multi Occupied Facilities	40,000			40,000	40,000	
	<b>Total Capital Works</b>		<b>38,086,807</b>	<b>5,951,551</b>	<b>13,302,401</b>	<b>18,832,855</b>	<b>36,456,807</b>	<b>\$1,630,000</b>

## 2013-2014 - CAPITAL WORKS PROGRAM BY EXPENDITURE TYPE

Description of Capital Works	Total Budget 2013/14 \$	Cost to Council \$	Other Funding Source		Classification		
			Capital Grants \$	Developer Contributions & Reserves \$	New \$	Expansion- Upgrade \$	Renewal \$
<b>Vehicles - Capital Cost</b>							
Plant Purchases/Replacement	850,000	350,000		500,000		100,000	750,000
<b>Total Vehicles - Capital Cost</b>	<b>850,000</b>	<b>350,000</b>	<b>0</b>	<b>500,000</b>	<b>0</b>	<b>100,000</b>	<b>750,000</b>
<b>Furniture</b>							
Furniture & Equipment	80,000	80,000			80,000		
<b>Total Furniture</b>	<b>80,000</b>	<b>80,000</b>	<b>0</b>	<b>0</b>	<b>80,000</b>	<b>0</b>	<b>0</b>
<b>IT Equipment</b>							
Network Management	41,000	41,000			41,000		
<b>Total IT Equipment</b>	<b>41,000</b>	<b>41,000</b>	<b>0</b>	<b>0</b>	<b>41,000</b>	<b>0</b>	<b>0</b>
<b>Land</b>							
Land Acquisition-Bridge Road	750,000	750,000			750,000		
Land Acquisition - Harkness Road Construction	1,700,000	1,300,000		400,000		1,700,000	
Land Acquisition - Bulmans Road	75,000	75,000			75,000		
<b>Total Land</b>	<b>2,525,000</b>	<b>2,125,000</b>	<b>0</b>	<b>400,000</b>	<b>825,000</b>	<b>1,700,000</b>	<b>0</b>
<b>Buildings</b>							
Melton Library and Learning Hub	150,000	150,000			150,000		
Western Bace Capital Works	10,215,000	1,337,000	8,878,000		10,215,000		
5 McKenzie St. Redevelopment-Stage 1	500,000	500,000				500,000	
Clarkes Road Children's and Community Centre	3,420,000	300,000	300,000	3,420,000	3,420,000		
Atherstone Hub 6 - Multipurpose Comm Centre (YR1)	1,500,000	-	1,500,000		1,500,000		
Arnolds Creek Recreation Reserve Community Pavilion	650,000	650,000			650,000		
McPherson Park Soccer Change Room Refurbishment	220,000	120,000	100,000				220,000
Mens Shed - Morton Homestead	250,000	250,000			250,000		

Description of Capital Works	Total Budget 2013/14 \$	Cost to Council \$	Other Funding Source		Classification		
			Capital Grants \$	Developer Contributions & Reserves \$	New \$	Expansion- Upgrade \$	Renewal \$
Boronia Drive Reserve - Public Toilet	160,000	160,000			160,000		
Combined Churches Relocation Costs/Contribution	80,000	80,000					80,000
<b>Total Buildings</b>	<b>17,145,000</b>	<b>2,947,000</b>	<b>10,778,000</b>	<b>3,420,000</b>	<b>16,345,000</b>	<b>500,000</b>	<b>300,000</b>
<b>Roads</b>							
Minor Traffic Control Works	300,000	300,000			300,000		
Major Traffic Control Works	200,000	200,000			200,000		
Safe Route to Schools	80,000	80,000			80,000		
Shared/Bicycle Paths Construction Program	300,000	300,000			300,000		
Bus Stop Program	90,000	90,000			90,000		
New Footpaths Construction Program	295,000	295,000			295,000		
Annual Resurfacing Periodic Reseals	1,000,000	1,000,000					1,000,000
Bridge Works	80,000	80,000					80,000
Bridgeworks Construction-Westwood Dr Bridge	2,450,000	1,850,000	600,000		2,450,000		
Bridgeworks - Pedestrian	200,000	200,000			200,000		
Accelerated Road Sealing Program	1,000,000	1,000,000					1,000,000
Roadside Hazard/Safety Improvements Program	100,000	100,000			100,000		
Streetscape Improvements	500,000	500,000					500,000
Abey Road(Yr1-Service Relocation & Native Veg Permits)	750,000	-		750,000	750,000		
Federation Way (Year 2) - Road Sealing	50,000	50,000				50,000	
Road Rehabilitation Program	1,500,000	1,500,000					1,500,000
<b>Total Roads</b>	<b>8,895,000</b>	<b>7,545,000</b>	<b>600,000</b>	<b>750,000</b>	<b>4,765,000</b>	<b>50,000</b>	<b>4,080,000</b>
<b>Drainage</b>							
WSUD-Water Sensitive Urban Design Program	150,000	150,000				150,000	
Drainage - Culverts/Open Channel	40,000	40,000			40,000		
<b>Total Drainage</b>	<b>190,000</b>	<b>190,000</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>150,000</b>	<b>0</b>
<b>Recreation</b>							
Parks Non Habital Structures	50,000	50,000					50,000

Description of Capital Works	Total Budget 2013/14 \$	Cost to Council \$	Other Funding Source		Classification		
			Capital Grants \$	Developer Contributions & Reserves \$	New \$	Expansion- Upgrade \$	Renewal \$
Capex - Brooklyn/Clarkes Rds	60,000	60,000			60,000		
Exercise Stations in Parks	30,000	30,000			30,000		
Botanic Gardens Improvements	30,000	30,000				30,000	
Arnolds Creek Recreation Reserve Sports Pavilion & Oval	700,000	700,000			700,000		
Cricket Net Refurbishment Program	55,000	55,000					55,000
Netball Court Upgrade	60,000	60,000					60,000
Sports Facilities & Ground Lighting Maintenance Program	60,000	60,000					60,000
Time Keepers Shelters	35,000	35,000			35,000		
Atherstone Recreation Reserve-Designing of Athletic/Hockey Facility	1,500,000	1,500,000			1,500,000		
Tennis Court Upgrade	150,000	150,000					150,000
Thoroughbred Estate Archer Drive Reserve Development	500,000	-		500,000	500,000		
Mt Cottrell Recreation Reserve - Native Vegetation	500,000	-	500,000		500,000		
Diggers Rest Bowling Club (Stan Payne Res)Upgrade	341,551	-		341,551		341,551	
Bridge Road Precinct Management Costs	20,000	-		20,000	20,000		
Eynesbury Sports Precinct Management Costs	20,000	-		20,000	20,000		
<b>Total Recreation</b>	<b>4,111,551</b>	<b>2,730,000</b>	<b>500,000</b>	<b>881,551</b>	<b>3,365,000</b>	<b>371,551</b>	<b>375,000</b>
<b>Other Assets</b>							
Community Energy Efficiency Program (CEEP)	2,279,256	854,855	1,424,401		1,000,000	1,279,256	
Occupant Evacuation System Program	40,000	40,000			40,000		
<b>Total Other Assets</b>	<b>2,319,256</b>	<b>894,855</b>	<b>1,424,401</b>	<b>0</b>	<b>1,040,000</b>	<b>1,279,256</b>	<b>0</b>
<b>Library Books</b>							
Purchases of Library Books for Melton and Caroline Springs Libraries	300,000	300,000			300,000		
	300,000	300,000	0	0	300,000	0	0
<b>Total Capital Works</b>	<b>36,456,807</b>	<b>17,202,855</b>	<b>13,302,401</b>	<b>5,951,551</b>	<b>26,801,000</b>	<b>4,150,807</b>	<b>5,505,000</b>



# A Proud Community Growing Together



## Appendix 3-2 Fees & Charges Schedule



**City of Melton**

**Schedule of Fees and Charges for the Year Ending 30 June 2014 (By Department)**

**Appendix 3**



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Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
Children's Services	Holiday Care program	Centre Days			\$48.20	\$50.10	No
		Excursions & Incursions	Maximum		\$16.05	\$16.00	No
		Excursions & Incursions	Minimum		\$5.35	\$11.00	No
		Administration Levy	Introduced new fee	per child	\$2.50	\$2.50	No
		Late Pickup Fee	To address parents turning up late	per child per 15 minutes	\$10.00	\$10.00	No
		Cancellation Fee	Fee charged for late changes to booking	per booking	\$20.00	\$20.00	No
	Rusden Early Intervention Centre	x 4 quarters		per child	\$24.00	\$24.70	No
	Occasional care	3 hour session	Comparative with other services	per child	\$18.00	\$18.70	No
		3 hour session	Comparative with other services	2 or more children	\$14.60	\$15.20	No
		3.5 hour session	Comparative with other services	per child	\$19.15	\$19.85	No
		3.5 hour session	Comparative with other services	2 or more children	\$15.65	\$16.25	No
		5hr session	Comparative with other services	per child	\$28.15	\$0.00	No
		4 hour session	Comparative with other services	per child	\$0.00	\$23.10	No
		4 hour session	Comparative with other services	2 or more children	\$0.00	\$18.70	No
		5hr session	Comparative with other services	2 or more children	\$24.75	\$0.00	No
		Orientation session	Comparative with other services		\$7.00	\$7.20	No
		Administration Levy	Industry Standard	per hr/per child	\$0.45	\$0.45	No
		Late pick up fee	To address parents turning up late	per child per 15 minutes	\$10.00	\$10.00	No
	Pre School Enrolment	Administration Levy for enrolling in Kindergarten	Kindergarten Administration Fee for 2014 enrolment	per child	\$19.00	\$20.00	No
	TOY LIBRARY	Individual	12 months		\$55.50	\$55.50	Yes
		Individual	3 months		\$15.50	\$15.50	Yes
		Groups	12 months		\$100.00	\$100.00	Yes
		Groups	3 months		\$28.50	\$28.50	Yes
		Party Pack Hire	Members		\$40.00	\$40.00	Yes
		Party Pack Hire	Non-Members		\$72.00	\$72.00	Yes
	Family Day Care	Administration Levy	per hour per child nil capping	per Hour	\$0.50	\$0.60	Yes
Community Care & Inclusions	Home Care	High Fee Range (no GST)		Per Hour	\$30.65	\$30.90	No
		Medium Fee Range (no GST)		Per Hour	\$7.80	\$8.05	No
		Low Fee Range (no GST)		Per Hour	\$4.75	\$4.90	No
	Personal Care	High Fee Range (no GST)		Per Hour	\$35.10	\$35.30	No
		Medium Fee Range (no GST)		Per Hour	\$5.50	\$5.70	No
		Low Fee Range (no GST)		Per Hour	\$4.20	\$4.30	No
	Respite Care	High Fee Range (no GST)	In-home	Per Hour	\$31.50	\$31.30	No
		Medium Fee Range (no GST)	In-home	Per Hour	\$4.20	\$4.20	No
		Low Fee Range (no GST)	In-home	Per Hour	\$2.80	\$2.80	No
	Respite Care Facility Based (Melbacc)	High Fee Range (no GST)		Per Night	\$36.00	\$37.00	No
		Medium Fee Range (no GST)		Per Night	\$27.60	\$28.40	No
		Low Fee Range (no GST)		Per Night	\$21.60	\$22.25	No
	Food Services Home Delivered, Centre based inc. functions	High Fee Range (no GST)		per Meal	\$18.50	\$19.50	No
		Medium Fee Range (no GST)		per Meal	\$6.60	\$6.80	No
		Low Fee Range (no GST)		per Meal	\$6.60	\$6.80	No
	Property Maintenance	Full Cost Non – HACC agencies	Additional cost for materials	per Hour		delete	No

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
		High Fee Range (no GST)	Additional cost for materials	per Hour	\$44.60	\$44.90	No
		Medium Fee Range (no GST)	Additional cost for materials	per Hour	\$15.80	\$16.30	No
		Low Fee Range (no GST)	Additional cost for materials	per Hour	\$8.20	\$8.50	No
	Planned Activity Group (Centre Based)	High Fee Range (no GST)		Per Session	N/A	\$108.00	No
		Medium Fee Range (no GST)		Per Session	\$4.45	\$5.00	No
		Low Fee Range (no GST)		Per Session	\$4.45	\$5.00	No
	Planned Activity Group and Melbacc (Community Based)	High Fee Range (no GST)	Outing Incl meal		\$16.70	\$82.50	No
		Medium Fee Range (no GST)	Outing Incl meal		\$16.70	\$17.20	No
		Low Fee Range (no GST)	Outing Incl meal		\$16.70	\$17.20	No
	Volunteer Transport	High Fee Range (no GST)	Dependent on destination		\$1.15-\$8.95	\$1.20 - \$9.20	No
		Medium Fee Range (no GST)	Dependent on destination		\$1.15-\$8.95	\$1.20 - \$9.20	No
		Low Fee Range (no GST)	Dependent on destination		\$1.15-\$8.95	\$1.20-\$9.20	No
	Community Buses	Up to 5 hours	Fees		\$17.90	\$25.00	Yes
		Up to 5 hours	Bond		\$125.00	\$160.00	No
		Daily	Fees		\$36.00	\$50.00	Yes
		Daily	Bond		\$125.00	\$160.00	No
		Overnight (per night)	Fees		\$93.00	\$120.00	Yes
	Community Buses Non Compliance	Bus returned not cleaned	Fees		\$58.50	\$70.00	Yes
		Fuel not replaced and administration costs	Fees	per Litre	\$2.30	Replacement fuel and \$38.00 admin fee	Yes
		Late cancellation			Full scheduled booking fee	Full scheduled booking fee	Yes
		Non pre payment for City Link	Traffic infringement notice		Traffic Infringement Notice	Traffic Infringement Notice	No
		"At Fault" Accident			\$500.00	\$500 and additional \$500 if under age of 25 years	No
		Internal or external damage			Associated costs	Associated cost	Yes
	Seniors Community Centre	Community Groups	Hire		\$193.50	\$199.30	Yes
		Community Groups	P/L Ins		\$27.20	\$28.00	Yes
		Community Groups	Security		\$30.30	\$31.00	Yes
		Community Groups	Bond		\$244.50	\$252.00	No
		Others	Hire		\$395.00	\$407.00	Yes
		Others	P/L Ins		\$27.20	\$28.00	Yes
		Others	Security		\$30.30	\$31.00	Yes
		Others	Bond		\$360.50	\$370.00	No
		Community Groups per hour Hourly Rental –Long term/ongoing	Hire		\$6.00	\$6.20	Yes
		Community Groups per hour Hourly Rental –Long term/ongoing	P/L Ins		\$26.00	\$26.20	Yes

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
		Community Groups per hour Hourly Rental –Long term/ongoing	Security		\$30.30	\$31.00	Yes
		Community Groups per hour Hourly Rental –Long term/ongoing	Bond		\$234.00	\$241.00	No
		Commercial Groups per hour Hourly Rental –Long term/ongoing	Hire		\$17.00	\$17.50	Yes
		Commercial Groups per hour Hourly Rental –Long term/ongoing	P/L Ins		\$26.00	\$26.20	Yes
		Commercial Groups per hour Hourly Rental –Long term/ongoing	Security		\$30.30	\$31.00	Yes
		Commercial Groups per hour Hourly Rental –Long term/ongoing	Bond		\$234.00	\$241.00	No
	Morton Homestead	Community Groups	Hire		\$100.00	\$103.00	Yes
		Community Groups	P/L Ins		\$26.00	\$26.20	Yes
		Community Groups	Security		\$30.30	\$31.00	Yes
		Community Groups	Bond		\$150.00	\$155.00	No
		Community Groups Hourly Rental	Hire		\$6.00	\$6.20	Yes
		Community Groups Hourly Rental	P/L Ins		\$27.20	\$28.00	Yes
		Community Groups Hourly Rental	Security		\$30.30	\$31.00	Yes
		Community Groups Hourly Rental	Bond		\$234.00	\$241.00	No
		Commercial Groups Hourly Rental	Hire		\$17.00	\$17.50	Yes
		Commercial Groups Hourly Rental	P/L Ins		\$27.20	\$28.00	Yes
		Commercial Groups Hourly Rental	Security		\$30.30	\$31.00	Yes
		Commercial Groups Hourly Rental	Bond		\$234.00	\$241.00	No
Community Planning	Neighbourhood House Program - Hillside Community Centre	Class Fees	New Fee	per hour	\$3.00 - \$10.00	\$3.00 - \$10.00	Yes
		Casual Community Room Hire	New Fee	per Hour	\$12.00	\$12.00	Yes
		Permanent & Casual Commercial Room Hire	Maximum	per Hour	\$16.00	\$17.00	Yes
		Permanent Community Room Hire	Minimum	per Hour	\$6.00	\$6.00	Yes
	Neighbourhood House Program - Stevenson House	Class Fees	New Fee	per hour	\$3.00 - \$10.00	\$3.00 - \$10.00	Yes
		Casual Community Room Hire	New Fee	per Hour	\$12.00	\$12.00	Yes
		Permanent & Casual Commercial Room Hire	Maximum	per Hour	\$16.00	\$17.00	Yes
		Permanent Community Room Hire	Minimum	per Hour	\$6.00	\$6.00	Yes



Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
	Neighbourhood House Program - Taylors Hill	Class Fees	New Fee	per hour	\$3.00 - \$10.00	\$3.00 - \$10.00	No
		Casual Community Room Hire	New Fee	per Hour	\$12.00	\$12.00	Yes
		Permanent & Casual Commercial Room Hire	Maximum	per Hour	\$16.00	\$17.00	Yes
		Permanent Community Room Hire	Minimum	per Hour	\$6.00	\$6.00	Yes
Compliance	Building Lodgement Fees	Request for building permit information Regulation 326 (1), (2), & (3)	Statutory	per Information	\$45.35	As per regulations	No
		Council consent/discretion Part 4 Siting Requirements (Reg 408 - 431)	Statutory	per Inspection	\$227.25	As per regulations	No
		Lodgement of fees for Class 1 & 10 > \$5,000	Statutory	Per Lodgement	\$34.00	As per regulations	No
		Lodgement fees for all other classes	Statutory	Per Lodgement	\$34.00	As per regulations	No
		Council consent/discretion Non - Siting Matters (Reg 310, 513, 515, 604, 801, 802, & 806)	Statutory	Per Lodgement	\$227.25	As per regulations	No
		Copies of plans	Non Statutory	per copy	\$90.00	\$93.00	Yes
		Copies of occupancy permits	Non Statutory	per permit	\$60.00	\$62.00	Yes
		Copies of Building Insurance	Non Statutory	Per Certificate	\$60.00	\$62.00	Yes
		Domestic Building Work Value of	New Fee	Per Item	\$3,000.00	\$3,000.00	Yes
		Domestic Building Work Value of Works \$50,001 < \$1000,000	New Fee	Per Item	\$3,500.00	\$3,500.00	Yes
		Domestic Building Work Value of Works \$100,001 < \$250,000	New Fee	Per Item	\$4,000.00	\$4,000.00	Yes
		Domestic Building Work Value of Works \$250,001 < \$500,000	New Fee	Per Item	\$4,500.00	\$4,500.00	Yes
		For two Storey domestic building work additional fee	New Fee	Per Item	\$600.00	\$600.00	Yes
		Relocated Dwelling	New Fee	Per Item	\$5,000.00	\$5,000.00	Yes
		Commercial Building Work < 500	New Fee	Per Item	\$4,000.00	\$4,000.00	Yes
		Sheds, verandah's, Pergola's,	New Fee	Per Item	\$900.00	\$900.00	Yes
		Fences	New Fee	Per Item	\$1,000.00	\$1,000.00	Yes
		Retaining Walls	New Fee	Per Item	\$1,200.00	\$1,200.00	Yes
		Re-stump	New Fee	Per Item	\$2,000.00	\$2,000.00	Yes
		Swimming Pooling including fence	New Fee	Per Item	\$2,000.00	\$2,000.00	Yes
		Demolition	New Fee	Per Item	\$1,800.00	\$1,800.00	Yes
		Temporary Structures and Special Use Permits	New Fee	Per Item	\$600.00	\$600.00	Yes
		Illegal Building works	New Fee	Per Item	125% of permit fee	125% of permit fee	Yes
	Health - Food Act Premises	Class 1	New Fee		\$563.00	\$585.00	No
		Class 2	New Fee		\$563.00	\$585.00	No
		Class 3	Require FSP		\$282.00	\$295.00	No
		Class 2 & Class 3 Premises (Seasonal Sporting Body)	New Fee		25% of annual fee	25% of annual fee	No
		Registration Fee reduced by 25% per quarter (calendar year)	% of registration		25.00%	25.00%	No

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
		Application fee for plan assessment			\$267.00	\$280.00	yes
		Transfer of Registration	% of registration		50.00%	50.00%	No
		Transfer Inspection - within 5 days			\$267.00	\$280.00	yes
		Transfer Inspection - Within 24 hrs			\$535.00	\$555.00	yes
	Health Act premises	Health Act Premises			\$128.00	\$135.00	No
		Registration Fee reduced by 25% per quarter (calendar year)	% of registration		25.00%	25.00%	No
		Application fee for plan assessment			\$223.00	\$235.00	yes
		Transfer of Registration	% of registration		50.00%	50.00%	No
		Transfer Inspection - within 5 days			\$134.00	\$140.00	yes
		Transfer Inspection - Within 24 hrs			\$267.00	\$280.00	yes
	Caravan Parks	Caravan Parks	Fixed Statutory Fee		Caravan Parks are registered until 31 December 2014 as per ministerial direction	Caravan Parks are registered until 31 December 2014 as per ministerial direction	No
		Caravan Park Transfer	% of registration		50.00%	50.00%	No
	Waste Water	Septic Tank Application			\$445.00	\$465.00	No
		Septic Tank Alteration			\$357.00	\$370.00	No
	Prescribed Accommodation	Prescribed Accommodation Premises - residential accommodation (5 or more people)	5 or more people - New Fee		\$141.00 plus \$13.00 per person for 5 or more people	\$147.00 plus \$14.00 per person for 5 or more people	No
		Prescribed Accommodation Premises - hotels and motels (5 or more people)	5 or more people - New Fee		\$141.00 plus \$13.00 per person for 5 or more people	\$147.00 plus \$14.00 per person for 5 or more people	No
		Prescribed Accommodation Premises - hostels (5 or more people)	5 or more people - New Fee		\$141.00 plus \$13.00 per person for 5 or more people	\$147.00 plus \$14.00 per person for 5 or more people	No
		Prescribed Accommodation Premises - student dormitories (5 or more people)	5 or more people - New Fee		\$141.00 plus \$13.00 per person for 5 or more people	\$147.00 plus \$14.00 per person for 5 or more people	No
		Prescribed Accommodation Premises - holiday camps (5 or more people)	5 or more people - New Fee		\$141.00 plus \$13.00 per person for 5 or more people	\$147.00 plus \$14.00 per person for 5 or more people	No
		Prescribed Accommodation Premises - rooming houses (4 or more people)	4 or more people - New Fee		\$141.00 plus \$13.00 per person for 4 or more people	\$147.00 plus \$14.00 per person for 5 or more people	No



Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
	General Inspection	General Inspection Fee		per Hour	\$90.00	\$95.00	yes
	Late Fees	Late Fee – applies when registration fees are not submitted by the due date.	% of registration fee		50.00%	50.00%	No
	<b>Local Laws - Animal Registrations</b>	Unsteralized Dog – Full Fee			\$90.00	\$100.00	No
		Unsteralized Cat – Full Fee (Only Animals Register prior to Aug 2011 or exemption)			\$50.00	\$60.00	No
	Registration fees are fixed by Council in accordance with s. 15 Domestic Animals Act 1994	Sterilized Dog – Reduced Fee			\$32.00	\$26.00	No
		Sterilized Cat – Reduced Fee			\$17.00	\$18.00	No
		Unsteralized Dog – Pensioner Concession			\$45.00	\$50.00	No
		Unsteralized Cat – Pensioner Concession			\$30.00	\$30.00	No
	Please note: The State Government receives a payment for each registered Dog, Cat and	Sterilized Dog – Pensioner Concession			\$18.00	\$13.00	No
		Sterilized Cat – Pensioner Concession			\$10.00	\$9.00	No
	Domestic Animal Business with Council.	Dog kept for breeding by Domestic Animal Business	New Fee			\$75.00	No
	Currently the amount is \$3.50 per Dog, \$2.00	Cat kept for breeding by Domestic Animal Business	New Fee			\$37.50	No
	per Cat and \$10.00 per Domestic Animal Business.	Approved Applicable Obedience Trained Dog	New Fee			\$26.00	No
		Unsteralized Working Dog - Livestock			\$32.00	\$75.00	No
		Steralized Working Dog - Livestock			\$32.00	\$26.00	No
		Dangerous Dog - Guard Dog Non-Residential Premises	New Fee			\$100.00	No
		Declared Restricted Breed Dog			\$150.00	\$155.00	No
		Declared Dangerous Dog			\$150.00	\$155.00	No
		Declared Menacing dog			\$150.00	\$155.00	No
		Dog > 10 years old			\$32.00	\$30.00	No
		Cat > 10 years old			\$17.00	\$18.00	No
		Dog > 10 years old - Pensioner Concession			\$18.00	\$15.00	No
		Cat > 10 years old - Pensioner Concession			\$10.00	\$9.00	No
		FCC, CV or Approved Applicable Organisation Registered Cat			\$17.00	\$25.00	No
		VCA or Approved Applicable Organisation Registered Dog			\$32.00	\$50.00	No
		Pro-rata Registrations <9months >6months	Dog and Cat		75.00%	80.00%	No
		Pro-rata Registrations <6months >3months	Dog and Cat		50.00%	60.00%	No
		Pro-rata Registrations <3months >1months	Dog and Cat		25.00%	40.00%	No

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
		Deseased Dog or Cat Refund <12 months > 6 months	New Reimbursement			50.00%	No
		Animal Trap Hire - Deposit	Dog		\$50.00	\$50.00	Yes
		Animal Trap Hire - Deposit	Cat		\$20.00	\$20.00	Yes
		Impounded Animal (dog / cat) - Release Fee**	Dog		\$50.00	\$50.00	Yes
		** For first 24 hours from impoundment.	Impounded Animal (dog / cat) - Release Fee**	Cat	\$25.00	\$25.00	Yes
			Impounded Animal (dog / cat) - Daily Fee***	Dog	\$12.00	\$12.00	Yes
		*** For each subsequent 24 hours from first 24 hour period.	Impounded Animal (dog / cat) - Daily Fee***	Cat	\$10.00	\$10.00	Yes
		Registration of Domestic Animal Business(DAB)	Registration of premises to Conduct		\$105.00	\$100.00	No
			Renewal of registration of DAB		\$55.00	\$50.00	No
			Transfer of DAB to new premises		\$105.00	\$100.00	No
		Livestock	Impounded Livestock – Release Fee		\$35.00	\$35.00	Yes
			Impounded Livestock – Daily Fee (each animal)**		\$11.00	\$11.00	Yes
		* For first 24 hours from					
		** For each subsequent 24 hours from					
		Impounded Vehicles	Impounded Vehicle - Small –		\$110.00	\$115.00	Yes
		Small vehicle includes Sedans, Wagons etc.	Impounded Vehicle - Large – Release Fee		\$165.00	\$175.00	Yes
		Large vehicle includes Vans, Trucks etc.	Impounded Vehicle Heavy - Release Fee		Costs incurred by council for Towage & Storage	Costs incurred by council for Towage & Storage	Yes
		Heavy Vehicle - vehicle with a GVM of 4.5 tonnes or more	Impounded Vehicle – Daily Fee		\$11.00	\$12.00	Yes
		Impounded Shopping Trolleys	Impounded Shopping Trolleys – Release Fee (per Trolley)		\$55.00	\$60.00	No
		Keeping of birds & animals	Permit Application Fee		\$60.00	\$65.00	No
			Permit Renewal Fee (Bi-Yearly)		\$21.00	\$22.00	No
		Use of Council Land - Roads	Permit Application Fee		\$60.00	\$65.00	Yes
			Rent per day		\$25.00	\$26.00	Yes
			Bond		\$300.00	\$300.00	No
			Caravan, Van or Vehicle Use		\$60.00	\$65.00	Yes
		Use of Council Land Footpath/Naturestrip	Placement of Tables & Chairs etc		\$65.00	\$70.00	No
			Advertising Board/Sign (Local Law Issue)		\$55.00	\$60.00	No
			Display/Sell Goods		\$55.00	\$60.00	No
			Rubbish Skip		\$20.00	\$21.00	No
			Rubbish Skip (Monthly)		50.00/Month + 10.00/Skip/Location	55.00/Month + 11.00/Skip/Location	Yes

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
	Use of Council Land - Circuses	Charity Clothing Bin			\$60.00	\$60.00	No
		Permit Application Fee			\$60.00	\$65.00	Yes
		Rent per day			\$160.00	\$165.00	Yes
		Bond			\$2,500.00	\$2,500.00	Yes
Leisure Services	Administration	Freedom of Information - Application fees	Statutory - Subject to Gazetted May 2010	per Application	Subject to Govt Gaz Notice	\$25.10	No
		Freedom of Information - Supervision/Research	Statutory	per ¼ hr	\$25.10	\$25.00	No
		Freedom of Information - Photocopying	Statutory	per A4 black Page	\$0.25	\$0.20	No
		Freedom of Information - Photocopying	Statutory	per A3 black Page	\$0.60	\$0.60	No
		Freedom of Information - Photocopying	Statutory	per A4 colour Page	\$1.10	\$1.10	No
	C. Cemetery - Right of Interment (Gazetted Fee as of 1 July)	Right of Interment - Lawn Beam (Plaque/Headstone Section)			\$1,280.00	\$1,305.00	No
		Right of Interment - Monumental			\$1,330.00	\$1,360.00	No
		Right of Interment - Lawn Beam Stillborn			\$465.00	\$475.00	No
		Right of Interment - Lawn Beam Child (1-5yrs)			\$685.00	\$700.00	No
		Right of Interment - Lawn Beam Child (6-10yrs)			\$755.00	\$770.00	No
		Right of Interment Pre-need - Lawn Beam (Plaque/Headstone Section)			\$1,375.00	\$1,405.00	No
		Right of Interment Pre-need - Monumental			\$1,480.00	\$1,510.00	No
		Right of Interment - Agonas Tree Memorial (Multiple)			\$1,330.00	\$1,360.00	No
		Right of Interment - Agonas Standard Rose Memorial (Double)			\$1,715.00	\$1,750.00	No
		Right of Interment - Rose Garden/Garden Beds (Single)			\$465.00	\$475.00	No
		Right of Interment - Rose Garden/Garden Beds (Double)			\$880.00	\$900.00	No
		Right of Interment - Niche Wall (single)			\$445.00	\$455.00	No
		Right of Interment - Red & White Rose Gardens			\$2,395.00	\$2,445.00	No
		Right of Interment - Garden Memorial (Bluestone/Beam edge)			\$465.00	\$475.00	No
		Right of Interment - Garden Memorial (Rock/Boulder)			\$515.00	\$525.00	No
	C. Cemetery - Interments (Gazetted Fee as of 1 July)	Interment Fee - Sinking Grave 1.8m deep (Single) / 2.2m (Double)		Per Burial	\$1,140.00	\$1,665.00	Yes
		Interment Fee - Sinking Grave 2.7m deep (Triple)		per Burial	\$1,400.00	\$1,430.00	Yes

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
		Interment Fee - Stillborn		Per Burial	\$385.00	\$395.00	Yes
		Interment Fee - Child (1-5yrs)		per Burial	\$435.00	\$445.00	Yes
		Interment Fee - Child (6-10yrs)		Per Burial	\$545.00	\$555.00	Yes
		Interment Fee - Additional - Oversize Casket/Coffin (greater than 650mm wide or 2050mm long)		per Burial	\$210.00	\$215.00	Yes
		Interment Fee - Additional - Inaccessible grave (Full or partial hand digging required)		Per Burial	\$545.00	\$555.00	Yes
		Interment Fee - Reopen (Plaque/Headstone Section)		per Burial	\$1,140.00	\$1,665.00	Yes
		Interment Fee - Reopen (Monumental - no cover)		Per Burial	\$1,140.00	\$1,665.00	Yes
		Interment Fee - Reopen (Monumental - chip top)		per Burial	\$1,335.00	\$1,385.00	Yes
		Interment Fee - Reopen (Monumental - ledger)		Per Burial	\$1,835.00	\$1,875.00	Yes
		Interment Fee - Additional - Removal of ledger/monument		per Burial	\$435.00	\$445.00	Yes
		Interment Fee - Services outside prescribed hours 10.00am to 4.00pm Monday to Friday		Per Burial	\$300.00	\$305.00	Yes
		Interment Fee - Services on Saturday, Sunday & Public Holidays	New Fee	per Burial	\$565.00	\$575.00	Yes
		Interment Fee - Cremated remains into a grave site		Per Burial	\$185.00	\$190.00	Yes
		Interment Fee - Cremated remains into a garden memorial		per Burial	\$185.00	\$195.00	Yes
		Interment Fee - Cremated remains into a wall memorial		Per Burial	\$115.00	\$115.00	Yes
		Exhumation Fee (as authorised)		per Burial	\$4,110.00	\$4,195.00	Yes
	C. Cemetery - Other Fees (Gazetted Fee as of 1 July)	Lift & Reposition	New Fee	Per Burial	\$2,750.00	\$2,810.00	Yes
		Removal of ashes (Niche Wall)		per Burial	\$90.00	\$90.00	Yes
		Copy of Certificate of Right of Interment		Per Burial	\$35.00	\$35.00	No
		Record Search Fee (per hour or part thereof)		per Burial	\$35.00	\$35.00	No
		Cancellation of order to dig grave		Per Burial	\$225.00	\$230.00	Yes
		Late arrival Fee (in excess of 30 minutes)		per Burial	\$125.00	\$130.00	Yes
		Attendance for Ashes Interment		Per Burial	\$135.00	\$140.00	Yes
		Niche Wall (ashes only) Wall Bud Vase - screwed connection		per Burial	\$105.00	\$105.00	Yes
		Sand or special material for backfilling		Per Burial	\$180.00	\$185.00	Yes
		Location Probing	New Fee	per Burial	\$220.00	\$225.00	Yes
	Memorial Permit Fees (Gazetted Fee as of 1 July)	Memorial permit fee for additional inscription work	New Fees subject to Gazetted 1 July 2009	Per grave	\$70.00	\$70.00	No

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
		Memorial permit fee for minor renovation work -single grave		Per grave	\$110.00	\$110.00	No
		Memorial permit fee for major renovation work -single grave		Per grave	\$135.00	\$140.00	No
		Memorial permit fee for new headstone and base with existing foundation for a single grave		Per grave	\$125.00	\$130.00	No
		Memorial permit fee for new headstone and base without existing foundation for a single grave		Per grave	\$135.00	\$140.00	No
		Memorial permit fee for new monument with existing foundation for a single grave		Per grave	\$155.00	\$160.00	No
		Memorial permit fee for new monument with existing foundation - additional contiguous grave forming the same monument		Per grave	\$55.00	\$55.00	No
		Memorial permit fee for new monument without existing foundation for a single grave		Per grave	\$170.00	\$175.00	No
		Memorial permit fee for new monument without existing foundation - additional grave forming the same monument		Per grave	\$70.00	\$70.00	No
		Memorial permit fee for crypt shutters for an above ground grave		Per grave	\$100.00	\$100.00	No
		Memorial permit fee for supply of approved products from an external supplier		Per grave	\$145.00	\$150.00	No
		Memorial permit fee for affixing bronze and/or granite panel or other base by external supplier to an in ground cremation memorial (excludes \$145 for concrete rest/spacing block		Per grave	\$100.00	\$100.00	No
		Memorial permit fee for affixing, installing or placing bronze externally supplied plaque and/or granite panel or other base by cemetery		Per grave	\$100.00	\$100.00	No
		Memorial permit fee for supply of concrete rest, spacing block or other necessary base when affixing bronze externally supplied plaque and/or granite panel or other base by cemetery		Per grave	\$100.00	\$100.00	No
		Memorial permit other fee for weekend or public holiday access (for memorial installation with prior approval)		Per grave	\$100.00	\$100.00	No

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
		Memorial permit other fee for weekend or public holiday access (for memorial installation with prior approval)		Per grave	\$190.00	\$195.00	No
		Memorial permit fee for major renovation work - additional contiguous grave forming the same monument		Per grave	\$44.00	\$44.00	No
		Memorial permit fee for new headstone and base with existing foundation - additional contiguous grave forming the same monument		Per grave	\$44.00	\$44.00	No
		Memorial permit fee for new headstone and base without existing foundation - additional grave forming the same monument		Per grave	\$44.00	\$44.00	No
		Memorial permit fee for affixing bronze and/or granite panel or other base by external supplier to an above ground cremation memorial (excludes \$145 for concrete rest/spacing block		Per grave	\$44.00	\$44.00	No
		Memorial permit fee for affixing bronze and/or granite panel or other base by external supplier on a lawn grave or beam (excludes \$145 for concrete rest/spacing block		Per grave	\$44.00	\$44.00	No
		Memorial permit other fee for additional inspection for Monument Completion Certificate		Per grave	\$44.00	\$44.00	No
		Copy or re-issue of certificate previously issued, e.g. cremation or interment deed, Right of Interment.		Per grave	\$35.00	\$35.00	No
		Fee charged to cover the costs associated with providing the information, copies or extracts from cemetery trust records.		Per grave	\$35.00	\$35.00	No
Engineering Services		Plan Checking	Statutory - .75% of value of work	Per Item	0.75%	0.75%	No
		Property Information	Statutory	per Information	Prescribed	Prescribed	No
		Build over easements	Non Statutory	per Item	\$55.00	\$55.00	No
		Non-Standard lighting	Non Statutory	per Item	\$2,000.00	\$2,000.00	No
		Drainage Asset Information Request	Non Statutory	per Item	\$58.17	Prescribed	No
		On-Site Detention and Drainage plan shacking	Non Statutory	per Item	\$100.00	\$100.00	Yes
Family Youth & Housing	Youth Programs	Holiday Program Daily Fee	Minimum	Daily	\$5.00	\$5.00	Yes

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
		Camps*		Per Item	\$130.00	\$130.00	Yes
		Freeza events	Maximum	per Event	\$25.00	\$25.00	Yes
		Freeza events	Minimum	per Event	\$6.00	\$6.00	Yes
		Youth Facility Casual users		per Hour	\$10.00	\$10.00	Yes
		Youth Facility Permanent users	Maximum	per Hour	\$15.00	\$15.00	Yes
		Youth Facility Permanent users	Minimum	per Hour	\$6.00	\$6.00	Yes
		Youth Facility Commercial users		per Hour	\$16.00	\$17.00	Yes
		Youth Facility Function hire	Maximum	Per Hire	\$330.00	\$330.00	Yes
		Youth Facility Function hire	Minimum	Per Hire	\$70.00	\$70.00	Yes
		Use of office space/ day	Minimum	Per Day	\$23.00	\$23.00	Yes
	Housing Services	Use of office space/ day		Per Day	\$23.00	\$23.00	Yes
		Community Housing Properties	Maximum		\$0.26	\$0.26	Yes
		Community Housing Properties	Minimum		\$0.20	\$0.20	Yes
Finance & Rates	Rates	Land information certificates	Statutory Fee	Per Certificate	\$20.00	\$20.00	No
		Land Information certificates same day service	Last Reviewed 2012	Per Certificate	\$60.00	\$60.00	No
		Interest on outstanding rates	Penalty Interest rate approved by the minister		10.50%	10.50%	No
		Discretionary Address details for fencing contractors	last reviewed 2013		\$30.00	\$25.00	No
		Supplementary valuations City West water -	last reviewed 2012		\$24.00	\$24.00	Yes
		Copy of Valuation Certificates - For actual certificate	last reviewed 2013	per Certificate	\$30.00	\$30.00	No
		Street number change request / property	Vic Average for this service is \$125-\$275		\$150.00	\$150.00	Yes
		Copy of Previous years Rates & Valuation Notice	Last Reviewed 2009	per request	\$15.00	\$15.00	No
		Rate History search	Last Reviewed 2013	per request	\$35.00	\$50.00	No
		Supplementary valuations State Revenue office -	Last Reviewed 2012		\$8.00	\$8.00	Yes
	Other	Dishonoured Payment (Cheque, Direct debits) - Administration fee	last reviewed 2009		\$15.00	\$15.00	Yes
		Water charges from stand pipe	last reviewed 2009	per Kilo Litre	\$5.00	\$5.00	No
Leisure Services	Community Facilities for Hire	Permanent Community Users		per hour	\$6.00	\$7.00	Yes
		Commercial Users		per hour	\$17.00	\$21.00	Yes
		Casual User		per hour	\$11.00	\$12.00	Yes
		Casual User Bond		per hire	\$250.00	\$500.00	Yes
		Casual User Insurance		per hire	\$20.00	\$20.00	Yes
		Permanent Hirer Casual rate		per hire	\$60.00	\$75.00	Yes
		Function hire after 5pm	Hourly rate \$50.00 or flat rate of \$150.00		\$130.00	\$150.00	Yes
		After Function Hire Clean	New Fee	per hire		\$100.00	Yes
		After Function Hire Inspection	New Fee	per hire		\$45.00	Yes
		Office Hire in Community Facilities		per day	\$41.20	\$45.00	Yes
	Recreation Reserves	Permanent users	Includes pavilion, lights, ground	per unit	\$330.00	\$335.00	Yes
		Casual users from outside the municipality		per hour	\$20.00	\$21.00	Yes



Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
	Recreation Reserves Synthetics	Casual use for local schools and clubs	Dependant on availability	per hour	\$0.00	\$0.00	Yes
		Event User	Exclusive use of reserve	per event	\$500.00	\$515.00	Yes
		Casual use of Pavilion/Amenities		per hire	\$40.00	\$42.00	Yes
		City of Melton Schools and clubs		per hour	\$20.00	\$21.00	Yes
	Hard Courts - Tennis and Netball	City of Melton Senior Club		per hour	\$30.00	\$31.50	Yes
		Non City of Melton Casual hire		per hour	\$62.00	\$64.00	Yes
		Sports Lighting		per hour	\$18.00	\$20.00	Yes
		City of Melton Schools and clubs		per hour	\$0.00	\$0.00	Yes
	MPC functions and programs Melton Community Hall - Main Hall	Non City of Melton Casual hire	New Fee	per hour	\$0.00	\$10.00	Yes
		Sports Lighting	New Fee	per hour	\$0.00	\$20.00	Yes
		Bonds			\$300 - \$800	\$250-800	No
		Day Booking per hour (Prior to 5pm)	Commercial Organisation Rate		\$72.00	\$74.50	Yes
		Day Booking per hour (Prior to 5pm)	Community Group Rate		\$43.00	\$44.50	Yes
		Evening Booking per hour (5pm onwards)	Commercial Organisation Rate		\$83.00	\$86.00	Yes
		Evening Booking per hour (5pm onwards)	Community Group Rate		\$49.00	\$50.50	Yes
	Melton Community Hall - Meeting Room bookings	Meeting Room 1 or 2 & 3 - Maximum Capacity 40: Day Booking per hour (Prior to 5pm)	Commercial Organisation Rate	per hour	\$29.00	\$30.00	Yes
		Meeting Room 1 or 2 & 3 - Maximum Capacity 40: Day Booking per hour (Prior to 5pm)	Community Group Rate	per hour	\$17.00	\$18.00	Yes
		Meeting Room 1 or 2 & 3 - Maximum Capacity 40: Evening Booking per hour (5pm onwards)	Commercial Organisation Rate	per hour	\$33.00	\$34.50	Yes
		Meeting Room 1 or 2 & 3 - Maximum Capacity 40: Evening Booking per hour (5pm onwards)	Community Group Rate	per hour	\$20.00	\$21.00	Yes
		Meeting Room 4 - Maximum Capacity - 60: Day Booking per hour (Prior to 5pm)	Commercial Organisation Rate	per hour	\$45.00	\$46.50	Yes
		Meeting Room 4 - 60 Maximum Capacity. Day Booking per hour (Prior to 5pm)	Community Group Rate	per hour	\$28.00	\$29.00	Yes
		Meeting Room 4 - 60 Maximum Capacity. Evening Booking per hour (5pm onwards)	Commercial Organisation Rate	per hour	\$51.00	\$53.00	Yes
		Meeting Room 4 - 60 Maximum Capacity. Evening Booking per hour (5pm onwards)	Community Group Rate	per hour	\$32.00	\$33.00	Yes
	Melton Community Hall - Entire complex	Entire Complex - 350 Maximum Capacity. Day Booking per hour (Prior to 5pm)	Commercial Organisation Rate	per hour	\$175.00	\$181.00	Yes
		Entire Complex - 350 Maximum Capacity. Day Booking per hour (Prior to 5pm)	Community Group Rate	per hour	\$105.00	\$108.50	Yes

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
		Entire Complex - 350 Maximum Capacity. Evening Booking per hour (5pm onwards)	Commercial Organisation Rate	per hour	\$200.00	\$207.00	Yes
		Entire Complex - 350 Maximum Capacity. Evening Booking per hour (5pm onwards)	Community Group Rate	per hour	\$120.00	\$124.00	Yes
		Bonds: Hall	Flat Fee	per booking	\$500.00	\$500.00	No
		Bonds: Meeting room 4	Flat Fee	per booking	\$250.00	\$250.00	No
		Bonds: Meeting rooms 1,2 & 3	Flat Fee	per booking	\$150.00	\$250.00	No
							Yes
	Melton Community Hall - Additional Meeting Aids/Resource Charges	Data Projector and screen in room 4	Commercial Organisation Rate	All costs flat rate per hire	\$54.00	\$56.00	Yes
		Data Projector and screen in room 4	Community Rate	All costs flat rate per hire	\$33.00	\$34.00	Yes
		PA System – no operator inc. Lectern and Microphone	Commercial Organisation Rate	All costs flat rate per hire	\$110.00	\$114.00	Yes
		PA System – no operator inc. Lectern and Microphone	Community Fee	All costs flat rate per hire	\$65.00	\$67.00	Yes
		Full PA system inc 4 x fold back 12 Microphone's, stands etc. Competent operator needed	Commercial Organisation Rate	All costs flat rate per hire	\$558.00	\$577.00	Yes
		Full PA system inc 4 x fold back 12 Microphone's, stands etc. Competent operator needed	Community Fee	All costs flat rate per hire	\$335.00	\$346.00	Yes
		Additional fold back per unit Max 4 units	Commercial Organisation Rate	All costs flat rate per hire	\$55.00	\$57.00	Yes
		Additional fold back per unit Max 4 units	Community Rate	All costs flat rate per hire	\$33.00	\$34.00	Yes
		CD or tape player with volume control On stage	Commercial Organisation Rate	All costs flat rate per hire	\$86.00	\$89.00	Yes
		CD or tape player with volume control On stage	Community Rate	All costs flat rate per hire	\$52.00	\$54.00	Yes
		Lighting package	Commercial Organisation Fee	All costs flat rate per hire	\$108.00	\$112.00	Yes
		Lighting package	Community Rate	All costs flat rate per hire	\$65.00	\$67.00	Yes
		Small system inc 2 x Speakers, 1 Leaded Microphone, Audio desk	Commercial Organisation Rate		\$376.00	\$389.00	Yes
		Small system inc 2 x Speakers, 1 Leaded Microphone, Audio desk	Community Rate		\$225.00	\$233.00	Yes
		Large system inc 4 Speakers, 1 Leaded Microphones, Audio desk	Commercial Organisation Rate		\$483.00	\$500.00	Yes
		Large system inc 4 Speakers, 1 Leaded Microphones, Audio desk	Community Rate		\$290.00	\$300.00	Yes
		Additional Microphone Inc lead and stand	Commercial Organisation Rate		\$12.00	\$12.50	Yes
		Additional Microphone Inc lead & stand	Community Rate		\$8.00	\$8.50	Yes
		Additional Items: CD player	Commercial Organisation Rate		\$22.00	\$23.00	Yes
		Additional Items: CD player	Community Rate		\$11.00	\$11.50	Yes

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
		Additional Items: Radio Microphone with stand	Commercial Organisation Rate		\$55.00	\$57.00	Yes
		Additional Items: Radio Microphone with stand	Community Rate		\$33.00	\$34.00	Yes
		Additional Items: Data Projector and screen	Commercial Organisation Rate		\$65.00	\$67.00	Yes
		Additional Items: Data Projector and screen	Community Fee		\$39.00	\$40.00	Yes
		Additional Items: Projector screen (rear projection)	Commercial Organisation Rate		\$75.00	\$78.00	Yes
		Additional Items: Projector screen (rear projection)	Community Rate		\$45.00	\$46.00	Yes
		Additional Items: Projection screen (Pull up)	Commercial Organisation Rate		\$22.00	\$23.00	Yes
		Additional Items: Projection screen (Pull up)	Community Rate		\$14.00	\$14.50	Yes
		Additional Items: Overhead Projector	Commercial Organisation Rate		\$12.00	\$12.50	Yes
		Additional Items: Overhead Projector	Community Rate		\$8.00	\$8.50	Yes
		Additional Items: TV with DVD/VCR combo	Commercial Organisation Rate		\$43.00	\$44.50	Yes
		Additional Items: TV with DVD/VCR combo	Community Rate		\$37.00	\$38.00	Yes
		Additional Items: DVD Player	Commercial Organisation Rate		\$22.00	\$23.00	Yes
		Additional Items: DVD Player	Community Rate		\$14.00	\$14.50	Yes
		Additional Items: Flip chart	Commercial Organisation Rate		\$28.00	\$29.00	Yes
		Additional Items: Flip chart	Community Rate		\$17.00	\$17.50	Yes
		Staff: Set up / service per officer	Commercial Organisation Rate		\$39.00	\$40.00	Yes
		Staff: Set up / service per officer	Community Rate		\$39.00	\$40.00	Yes
		Staff: AV Operator / hr min 4hr call	Commercial Organisation Rate		\$57.00	\$59.00	Yes
		Staff: AV Operator / hr min 4hr call	Community Rate		\$57.00	\$59.00	Yes
	Melton Indoor Recreation Centre	Court 1: Show Court: courtside seating Capacity - 300	Commercial Organisation Fee	per hour	\$56.00	\$58.00	Yes
		Court 1: Show Court: courtside seating Capacity - 300	Community Group Fee	per hour	\$33.50	\$34.50	Yes
		Court 2 & 3: Booking per hour	Commercial Organisation Fee	per hour	\$56.00	\$58.00	Yes
		Court 2 & 3: Booking per hour	Community Group Fee	per hour	\$33.50	\$34.50	Yes
		General Purpose Room Capacity - 80: Booking per hour	Commercial Organisation Fee	per hour	\$43.50	\$45.00	Yes
		General Purpose Room Capacity - 80: Booking per hour	Community Group Fee	per hour	\$27.00	\$28.00	Yes
		Crèche Capacity - 80: Booking per hour	Commercial Organisation Fee	per hour	\$43.50	\$45.00	Yes
		Crèche Capacity - 80: Booking per hour	Community Group Fee	per hour	\$27.00	\$28.00	Yes
		Bonds	Community Group Fee	per booking	\$1,000.00	\$1,000.00	No
		Bonds	Community Group Fee	per booking	\$500.00	\$500.00	No
	Caroline Springs Leisure Centre	Court 1: Show Court: courtside seating Capacity - 300	Commercial Organisation Fee	per hour	\$56.00	\$58.00	Yes

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
		Court 1: Show Court: courtside seating Capacity - 300	Community Group Fee	per hour	\$33.50	\$34.50	Yes
		Court 2 & 3: Booking per Hour	Commercial Organisation Fee	per hour	\$56.00	\$58.00	Yes
		Court 2 & 3: Booking per hour	Community Group Fee	per hour	\$33.50	\$34.50	Yes
		Café (meetings / hire): Booking Per Hour	Commercial Organisation Fee	per hour	\$46.00	\$47.50	Yes
		Café (meetings / hire): Booking Per Hour	Community Group Fee	per hour	\$30.00	\$31.00	Yes
		Events / Functions: Monday – Friday (5pm – 12am - 7hrs)	Commercial Organisation Fee	per booking	\$541.00	\$560.00	Yes
		Events / Functions: Monday – Friday (5pm – 12am - 7hrs)	Community Group Fee	per booking	\$323.00	\$334.00	Yes
		Events / Functions: Saturday, Sunday and public holidays (10am – 12am = 14hrs)	Commercial Organisation Fee	per booking	\$1,000.00	\$1,035.00	Yes
		Events / Functions: Saturday, Sunday & public holidays (10am – 12am = 14hrs)	Community Group Fee	per booking	\$600.00	\$621.00	Yes
		Events / Functions: Bonds	Community Group Fee	per booking	\$1,100.00	\$1,100.00	No
		Events / Functions: Bonds	Community Group Fee	per booking	\$550.00	\$550.00	No
	Caroline Springs Library/Civic Centre	Meeting Room 1 / 2 (25 per room): Booking per hour	Commercial Organisation Fee	per hour	\$28.00	\$29.00	Yes
		Meeting Room 1 / 2 (25 per room): Booking per hour	Community Group Fee	per hour	\$18.00	\$19.00	Yes
		Meeting Room 3 & 4 (20 per room): Booking per hour	Commercial Organisation Fee	per hour	\$28.00	\$29.00	Yes
		Meeting Room 3 & 4 (20 per room): Booking per hour	Community Group Fee	per hour	\$18.00	\$19.00	Yes
		Interview Room 1 / 2 & 3: Booking per hour	Commercial Organisation Fee	per hour	\$18.00	\$19.00	Yes
		Interview Room 1 / 2 & 3: Booking per hour	Community Group Fee	per hour	\$13.00	\$14.00	Yes
		ICT Room: Booking per hour	Commercial Organisation Fee	per hour	\$66.50	\$69.00	Yes
		ICT Room: Booking per hour	Community Group Fee	per hour	\$33.50	\$35.00	Yes
		Bond (applicable only after hrs): Meeting room 1,2, 3 & 4	Community Group Fee	per booking	\$160.00	\$200.00	No
		Additional Items: TV with DVD/VCR combo	Community Fee		\$35.00	\$36.00	
		Additional Items: DVD Player	Commercial Organisation Fee		\$21.00	\$22.00	Yes
		Additional Items: DVD Player	Community Fee		\$13.00	\$14.00	Yes
		Additional Items: Flip chart with paper	Commercial Organisation Fee		\$26.00	\$27.00	Yes
		Additional Items: Flip chart with paper	Community Fee		\$16.00	\$16.50	Yes
		Linin her per unit: Table Cloths with skirts	Commercial Organisation Fee	per Unit	\$14.00	\$14.50	Yes
		Linin her per unit: Table Cloths with skirts	Community Fee	per Unit	\$12.00	\$12.50	Yes
		Staff: Set up / service per officer	Commercial Organisation Fee		\$36.00	\$37.00	Yes
		Staff: Set up / service per officer	Community Fee		\$36.00	\$37.00	Yes
		Staff: AV Operator / hr min 4hr call	Commercial Organisation Fee		\$52.00	\$54.00	Yes

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
	Regional Leisure Facilities - Penalty Charges across all Leisure Facilities	Staff: AV Operator / hr min 4hr call	Community Fee		\$52.00	\$54.00	Yes
		Penalty Charges: Chairs/tables not cleaned or placed back as per layout.	Commercial Organisation Fee		\$31.00	\$32.00	Yes
		Penalty Charges: Chairs/tables not cleaned or placed back as per layout.	Community Fee		\$31.00	\$32.00	Yes
		Penalty Charges: Rubbish not placed in bins provided or excess rubbish not removed from premises	Commercial Organisation Fee		\$36.00	\$37.00	Yes
		Penalty Charges: Rubbish not placed in bins provided or excess rubbish not removed from premises	Community Fee		\$36.00	\$37.00	Yes
		Penalty Charges: Police being called due to disturbances	Commercial Organisation Fee		\$100.00	\$100.00	Yes
		Penalty Charges: Police being called due to disturbances	Community Fee		\$100.00	\$100.00	Yes
		Penalty Charges: Security after hours call out	Commercial Organisation Fee		\$50.00	\$55.00	Yes
		Penalty Charges: Security after hours call out	Community Fee		\$50.00	\$55.00	Yes
		Penalty Charges: Unnecessary discharge of a fire extinguisher	Commercial Organisation Fee		\$100.00	\$100.00	Yes
		Penalty Charges: Unnecessary discharge of a fire extinguisher	Community Fee		\$100.00	\$100.00	Yes
		Penalty Charges: Loss of key/access card	Commercial Organisation Fee		\$50.00	\$50.00	Yes
		Penalty Charges: Loss of key/access card	Community Fee		\$50.00	\$50.00	Yes
		Penalty Charges: Improper use of Centre	Commercial Organisation Fee	Full Bond	Full Bond	Full Bond	Yes
		Penalty Charges: Improper use of Centre	Community Fee	Full Bond	Full Bond	Full Bond	Yes
		Penalty Charges: Damage to the Center and/or Furnishings	Commercial Organisation Fee	As per repair/replacement quotation	As per repair/replacement quotation	As per repair/replacement quotation	Yes
		Penalty Charges: Damage to the Center and/or Furnishings	Community Fee	As per repair/replacement quotation	As per repair/replacement quotation	As per repair/replacement quotation	Yes
		Penalty Charges: Hiring continuing after hire period (where permitted)	Commercial Organisation Fee	Hrly rate +\$10 surcharge per hr	Hrly rate +\$10 surcharge per hr	Hrly rate +\$10 surcharge per hr	Yes
Operations		Asset protection permits	Non Statutory	per Permit	\$100.00	\$100.00	No
		Work Within Road Reserve Permit	Statutory Fee Units as Per the Road Management Act. Fee unit set by state.	Number of fee units dependent on works	Based on fee units	Based on fee units	Yes
		Alteration to Waste Collection service	Non Statutory - Not to apply when a reduction in garbage bin size from a 120lt to a 80lt is requested.		\$40.00	\$40.00	Yes
		Car or station wagon load	Non Statutory		\$20.00	\$20.00	Yes
		Small trailer or utility	Non Statutory		\$30.00	\$30.00	Yes
		Small trailer heaped load	Non Statutory		\$40.00	\$50.00	Yes
		Small trailer high sided	Non Statutory		\$45.00	\$65.00	Yes

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
		Large trailer (Tandem)	Non Statutory		\$40.00	\$50.00	Yes
		Large trailer (Tandem) heaped load	Non Statutory		\$60.00	\$75.00	Yes
		Large trailer (Tandem) high sided	Non Statutory		\$80.00	\$100.00	Yes
		Mattresses	Non Statutory		\$25.00	\$25.00	Yes
		Bulk Rubbish	Non Statutory		\$80.00	\$80.00	Yes
		Rock or Rubble	Non Statutory		\$80.00	\$80.00	Yes
		Car tyres	Non Statutory - 2.00 surcharge if tyre is still on rim.		\$10.00	\$10.00	Yes
		Light truck tyres	Non Statutory - 2.00 surcharge if tyre is still on rim.		\$15.00	\$15.00	Yes
Planning		Truck to 1100m	Non Statutory - 2.00 surcharge if tyre is still on rim.		\$30.00	\$30.00	Yes
		Extension of time	Discretionary fees		\$100.00	\$105.00	Yes
		Secondary Consent Applications	Discretionary fees (new charge)		\$135.00	\$140.00	Yes
		Amended plans	Discretionary fees Now Non-discretionary fee		\$502.00	\$502.00	No
		Amended permits	Discretionary fees Now Non-discretionary fee		\$502.00	\$502.00	No
		Certificate of compliance	Discretionary fees Now Non-discretionary fee		\$147.00	\$147.00	No
		Development plan approval	Discretionary fees		\$150.00	\$160.00	Yes
		Precinct plan approval	Discretionary fees		\$425.00	\$440.00	Yes
		Request to vary precinct plan approval	Discretionary fees		\$170.00	\$175.00	Yes
		Property enquiries & searches	Discretionary fees		\$105.00	\$110.00	Yes
		Property Information Certificate	Discretionary fees		\$50.00	\$55.00	Yes
		Researching existing use right or non conforming use right	Discretionary fees		\$160.00	\$165.00	Yes
		Copy of planning permit (with associated plans)	Discretionary fees - Residential		\$30.00	\$35.00	Yes
		Copy of planning permit (with associated plans)	Discretionary fees - Other		\$70.00	\$75.00	Yes
		Change of Use Only	Application Type		\$502.00	\$502.00	No
		Application Type - 1 dwellings \$ 10,000 - \$100,000			\$239.00	\$239.00	No
		Application Type - 1 dwellings \$100,001 >			\$490.00	\$490.00	No
		DEVELOPMENT OF LAND (other than single dwelling per lot) - < \$ 10,000			\$102.00	\$102.00	No
		DEVELOPMENT OF LAND (other than single dwelling per lot) - \$ 10,001 - \$250,000			\$604.00	\$604.00	No
		DEVELOPMENT OF LAND (other than single dwelling per lot) - \$ 250,001 - \$500,000			\$707.00	\$707.00	No
		DEVELOPMENT OF LAND (other than single dwelling per lot) - \$ 500,001 - \$1,000,000			\$815.00	\$815.00	No
		DEVELOPMENT OF LAND (other than single dwelling per lot) - \$1,000,001 - \$7,000,000			\$11,532.00	\$11,532.00	No

Department	Program	Description	Comments	Unit Measure	2012-2013	2013-2014	GST Applicable/ Included Yes/No
		DEVELOPMENT OF LAND (other than single dwelling per lot) - \$7,000,001 - \$10,000,000			\$4,837.00	\$4,837.00	No
		DEVELOPMENT OF LAND (other than single dwelling per lot) - \$10,000,001 - \$50,000,000			\$8,064.00	\$8,064.00	No
		DEVELOPMENT OF LAND (other than single dwelling per lot) - > \$50,000,001			\$16,130.00	\$16,130.00	No
		SUBDIVISION - To subdivide an existing building			\$386.00	\$386.00	No
		SUBDIVISION - To subdivide land into two lots			\$386.00	\$386.00	No
		SUBDIVISION - To subdivide land into three or more lots			\$781.00	\$781.00	No
		SUBDIVISION - To effect a realignment of a common boundary between lots or to consolidate two or more lots			\$386.00	\$386.00	No
		SUBDIVISION - To remove a restriction over land if the land has been used or developed for more than 2 years before the date of the applications in a manner which would have been lawful under the Planning and Environment Act 1987 but for the existence of the restriction.			\$249.00	\$249.00	No
		SUBDIVISION - To create, vary or remove a restriction			\$541.00	\$541.00	No
		SUBDIVISION - To create or remove a right of way			\$541.00	\$541.00	No
		SUBDIVISION - To create, vary or remove an easement other than a right of way			\$404.00	\$404.00	No
		SUBDIVISION - To vary or remove a condition in the nature of an easement other than a right of way in Crown Grant			\$404.00	\$404.00	No



# A Proud Community Growing Together



## Appendix 3-3 Environmental Enhancement Policy





**MELTON CITY COUNCIL**

# **Environmental Enhancement Policy**

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## **INTRODUCTION**

The Environmental Enhancement Policy, which was first introduced in 1994, aims to provide rural landholders within the City of Melton with a financial incentive to undertake specified works that will improve the environmental condition of their properties. This incentive is provided as a Rate Rebate.

The Environmental Enhancement Policy has been designed to encourage rural landholders, in conjunction with the Melton City Council, to engage in an on-going commitment to reducing land degradation across the municipality. The policy targets land degradation problems, specifically the management of noxious and environmental weeds, pest animals and soil erosion. The policy also supports sustainable land management, the retention of remnant vegetation and encourages actions to improve biodiversity such as the fencing of environmentally significant areas and protection of native vegetation. The policy seeks to discourage unsustainable land management practices such as unlawful landfill, inappropriate application of herbicide, overgrazing of pasture and the unlawful removal of native vegetation.

Melton City Council acknowledges that high environmental and amenity standards are essential to ensure a high standard of living for all residents of the municipality as well as act as a means to attract new residents and businesses to this fast growing region.

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## ELIGIBILITY

Pursuant to Section 169 of the *Local Government Act 1989*, Council has established a Rural Rate Rebate which applies to properties greater than 2 hectares within the following zones;

Green Wedge Zone	Green Wedge A Zone	Urban Growth Zone	Urban Floodway Zone
Rural Conservation Zone	Farming Zone	Special Use Zone 5	Mixed Use Zone

\* Note: Land that has an approved Planning Permit for Subdivision is ineligible and the Rural Rate Rebate does not apply.

## HOW DOES THE ENVIRONMENTAL ENHANCEMENT POLICY WORK?

Each year, Council will issue an Annual Rates Notice to eligible landholders with the rate rebate having already been granted.

Landholders will retain their rate rebate by;

- Submitting a completed Proposed Works Form by **31 March** each year; and
- Undertaking approved environmental improvement works in a timely and successful manner. All works are to be completed by **30 September** each year; and
- Allowing Council's authorised officer(s) to enter the property or organise a time for inspection with Council's Environmental Services team to assess works programs.

Council will withdraw the Rate Rebate and issue a Supplementary Rates Notice where a landholder fails to;

- Submit a Proposed Works Form by **31 March** each year; or
- Carry out works in a timely, successful and/or specific manner as assessed by Council's authorised officer(s); or
- Control weeds and to reasonably prevent weeds from setting seed as assessed by Council's authorised officer(s); or
- Control pest animals as assessed by Council's authorised officer(s); or
- Prevent actions that may lead to an increased likelihood of erosion as assessed by Council's authorised officer(s).

Council's authorised officer(s) will assess and confirm the appropriateness of the Proposed Works Form, undertake property assessments and following inspections, provide landholders with written advice as to whether or not they have satisfied the terms on which the rate rebate is granted and whether or not they are entitled to retain the rate rebate.

An independent panel is in place to review appeals against non compliance with this policy. Landholders who wish to appeal must do so in writing within 28 days of receipt of notice of failure.

## WORKS TO BE COMPLETED BY LANDHOLDERS

The Environmental Enhancement Policy requires landholders to undertake works to target land degradation problems especially the control of noxious and environmental weeds, pest animals and soil erosion.

### Control Weeds and Prevent Seed Set

The most serious weeds that occur in the City of Melton and those that landholders must control and not allow to set seed are;

Serrated Tussock*	<i>Nassella trichotoma</i>	Artichoke Thistle*	<i>Cynara cardunculus</i>
Patterson's Curse*	<i>Echium plantagineum</i>	African Boxthorn*	<i>Lycium fercoissimum</i>
Prairie Ground Cherry*	<i>Physalis viscosa</i>	Chilean Needle Grass*	<i>Nassella neesiana</i>

\*Denotes declared noxious weed pursuant to the *Catchment and Land Protection Act 1994*.

Other weeds which are of secondary priority for control are;

Spiny Rush*	<i>Juncus acutus</i>	Hoary Cress*	<i>Cardaria draba</i>
Gorse*	<i>Ulex europaeus</i>	Bathurst Burr*	<i>Xanthium spinosum</i>
Sweet Briar*	<i>Rosa rubiginosa</i>	Blackberry*	<i>Rubus fruticosus</i>
Horehound*	<i>Marrubium vulgare</i>	Galenia	<i>Galenia pubescens</i>
Prickly pear*	<i>Opuntia stricta</i>	African Thistle	<i>Berkheya rigida</i>
Spear Thistle*	<i>Cirsium vulgare</i>	Wild Mignonette*	<i>Reseda luteola</i>

\*Denotes declared noxious weed pursuant to the *Catchment and Land Protection Act 1994*.

The management principles for noxious and environmental weed control are;

- Contain the spread of weeds by stopping flowering and seed set
- Reduce levels of infestation
- Prevent reinfestation

A weed management program needs to address the type and scale of the weed problem. This may include one or a combination of control methods including manual removal, herbicide application and cultivation. In all cases, initial weed removal actions will need to be followed up with a longer-term program to eradicate weeds and prevent reinfestation.

Pursuant to the *Catchment and Land Protection Act 1994*, the Department of Primary Industries, not Council, is responsible for the enforcement of noxious weed control throughout Victoria. For advice about weed control, contact the Department of Primary Industries on 13 61 86 or [www.dpi.vic.gov.au](http://www.dpi.vic.gov.au)



## Control Pest Animals And Remove Harbour

The European Rabbit is the major pest animal in the City of Melton. Rabbits feed on desirable pasture and native vegetation, often to the extent that soil is exposed to erosion, so that weeds gain a foothold and there is insufficient feed for stock or native animals.

The management principles for pest animals are;

- Destroy burrows
- Remove harbour
- Reduce numbers by baiting.

A rabbit control program should involve an integrated combination of methods including the laying of poisoned baits, fumigation, ripping of burrows, the destruction of harbour, fencing and possibly shooting.

For advice about pest animal management, contact the Department of Primary industries on 13 61 86 or [www.dpi.vic.gov.au](http://www.dpi.vic.gov.au).

## Control Soil Erosion

Soil erosion problems generally occur along drainage lines and slopes. The commonly encountered forms of soil erosion in the City of Melton include stream bank erosion, gully erosion, tunnel erosion, sheet erosion and landslips.

The management principles for the management of soil erosion are;

- Prevent existing erosion from expanding by stabilising soil
- Rehabilitate eroded sites with native vegetation
- Maintain vegetative cover on vulnerable sites to prevent future erosion.

Works which are appropriate to control soil erosion include a reduction in grazing pressure, fencing and revegetation, pasture improvement and bank stabilization.

For advice about erosion control, contact the Department of Primary Industries on 13 61 86 or [www.dpi.vic.gov.au](http://www.dpi.vic.gov.au). For advice on streamside management including bank stabilization, revegetation and weed control contact Melbourne Water on 9235 7100 or [www.melbournewater.com.au](http://www.melbournewater.com.au).

## Other key land management issues

Landholders wishing to undertake activities such as dumping of landfill and/or the removal of native vegetation, must contact Council seeking planning permission prior to commencing works. In addition, landholders may need to obtain permission from the Federal Government's Department of Sustainability, Environment, Water, Population and Communities if the planned activities trigger the *Environment Protection and Biodiversity Conservation Act 1999*. For further advice visit [www.environment.gov.au](http://www.environment.gov.au).

## Summary

It is easy to retain your rate rebate, just follow the following steps:

1. Read this policy which sets out the terms on which the rebate has been granted.
2. Complete and return your proposed works form by **31 March** each year.
3. Undertake your approved work program and complete all environmental works by **30 September** each year.
4. Your property will be inspected to confirm that you have completed the work you proposed to do. You will be advised as to whether you are considered to have satisfied the terms upon which the rebate was granted and have therefore retained your rebate.
5. Please contact Council's Environmental Services team on 9747 7200 if you require assistance with the Environmental Enhancement Policy.

# A Proud Community Growing Together



## Appendix 3-4 Environmental Enhancement Rebate



Property Number	EER Rebate	Property Number	EER Rebate	Property Number	EER Rebate	Property Number	EER Rebate	Property Number	EER Rebate
3384	-\$2,923.85	24679	-\$10,000.00	113183	-\$950.62	176420	-\$522.54	435594	-\$849.34
3392	-\$2,717.66	24695	-\$1,565.42	113191	-\$1,732.57	178293	-\$1,604.17	435602	-\$1,005.00
3400	-\$1,965.38	24711	-\$4,061.28	113209	-\$1,048.35	178657	-\$1,999.89	435610	-\$1,387.26
3418	-\$1,788.42	24745	-\$2,728.87	113217	-\$1,068.19	178756	-\$1,888.91	435628	-\$919.23
3426	-\$1,471.73	24828	-\$4,120.85	113225	-\$921.52	178764	-\$1,740.94	435636	-\$1,911.33
3442	-\$2,415.79	24836	-\$4,174.66	113233	-\$1,081.21	178798	-\$365.08	440966	-\$1,376.51
3459	-\$1,401.67	24844	-\$10,000.00	113241	-\$1,063.46	178806	-\$452.28	440974	-\$985.86
3665	-\$1,879.94	24851	-\$1,337.37	113258	-\$1,061.61	178814	-\$410.34	441428	-\$741.99
3707	-\$1,268.99	24869	-\$1,725.24	114181	-\$4,141.99	178954	-\$343.03	441949	-\$694.14
3715	-\$1,023.49	24877	-\$989.86	114207	-\$1,698.21	178962	-\$1,897.57	442897	-\$841.88
3723	-\$1,243.21	24885	-\$2,030.16	114215	-\$1,839.11	178970	-\$2,623.65	444463	-\$1,072.81
3731	-\$932.68	24893	-\$1,020.12	114223	-\$1,161.93	179002	-\$1,079.78	444471	-\$799.28
3749	-\$1,580.63	24901	-\$1,733.09	114231	-\$1,127.34	179010	-\$1,074.97	446591	-\$1,671.43
3756	-\$1,896.92	24919	-\$10,000.00	114249	-\$1,219.58	179184	-\$10,000.00	449454	-\$693.91
3798	-\$1,004.43	24927	-\$10,000.00	114256	-\$1,181.30	181446	-\$2,039.13	449462	-\$510.06
3806	-\$10,000.00	25619	-\$9,501.72	114264	-\$456.60	181453	-\$1,636.68	450536	-\$3,709.44
3814	-\$3,570.43	25627	-\$644.58	114280	-\$1,558.81	182931	-\$2,004.37	452896	-\$1,539.78
3855	-\$811.61	25635	-\$2,913.52	114314	-\$461.79	182949	-\$1,330.64	453100	-\$460.42
3863	-\$3,507.66	25650	-\$7,066.88	114330	-\$1,654.86	182956	-\$1,839.59	453118	-\$825.15
3871	-\$2,280.14	25684	-\$728.04	114348	-\$1,657.62	182964	-\$1,828.38	454082	-\$772.43
3889	-\$4,367.47	25692	-\$593.01	114355	-\$1,486.51	182972	-\$1,230.87	454363	-\$1,806.71
3897	-\$4,813.64	25700	-\$542.05	114363	-\$1,746.29	183020	-\$1,231.46	454371	-\$509.36
3905	-\$10,000.00	25718	-\$533.40	114371	-\$2,152.74	183053	-\$847.03	454975	-\$503.81
3913	-\$10,000.00	25726	-\$1,244.37	114389	-\$1,747.45	183871	-\$2,001.01	454983	-\$1,413.64
3954	-\$1,336.04	25734	-\$754.21	114397	-\$485.86	184184	-\$763.32	455964	-\$493.51
3970	-\$232.34	25742	-\$676.84	114405	-\$1,993.62	184739	-\$1,356.10	455980	-\$475.06
3996	-\$2,254.33	25759	-\$870.32	114421	-\$1,751.71	189696	-\$1,118.92	455998	-\$491.20
4325	-\$853.26	25767	-\$1,033.13	114462	-\$1,319.09	190470	-\$1,548.20	456004	-\$514.26
4333	-\$510.06	25775	-\$683.76	114470	-\$1,203.78	190520	-\$785.23	456012	-\$555.77
4341	-\$754.44	25783	-\$808.29	114488	-\$1,116.15	194878	-\$622.64	456020	-\$555.77
4358	-\$728.66	25791	-\$815.21	114496	-\$940.89	194886	-\$606.07	456038	-\$194.58
4366	-\$687.18	25809	-\$764.47	114504	-\$581.14	194894	-\$594.54	456046	-\$195.30
4374	-\$1,613.14	25817	-\$1,097.70	114512	-\$860.18	194902	-\$577.24	456053	-\$176.56
4382	-\$976.40	25825	-\$1,053.89	114546	-\$1,124.22	194910	-\$577.96	456087	-\$384.90
4390	-\$9,305.55	25833	-\$1,457.32	114553	-\$939.74	194928	-\$666.60	456095	-\$1,767.86
4416	-\$5,619.65	25866	-\$3,106.33	114637	-\$3,384.66	194936	-\$605.35	460154	-\$499.41
4424	-\$8,974.85	25874	-\$2,934.82	114645	-\$1,273.54	194944	-\$569.31	460162	-\$323.93
7021	-\$8,087.32	25882	-\$3,092.88	114660	-\$1,376.86	194951	-\$612.55	468561	-\$2,276.78
7039	-\$4,243.84	25908	-\$7,468.20	114678	-\$1,301.22	194969	-\$901.69	468579	-\$2,166.92
7278	-\$1,839.59	25916	-\$4,183.63	114686	-\$1,046.74	194977	-\$1,108.08	469577	-\$3,500.31
7286	-\$1,681.52	25940	-\$1,383.33	114694	-\$1,211.86	194985	-\$1,034.29	471458	-\$324.29
7294	-\$1,552.61	25957	-\$1,002.19	114702	-\$1,236.76	194993	-\$1,029.67	471474	-\$892.33
7302	-\$1,590.72	25965	-\$631.87	114710	-\$1,440.62	195008	-\$982.40	474478	-\$517.72
7310	-\$826.19	25973	-\$1,168.10	114728	-\$1,303.41	195016	-\$529.68	476465	-\$509.64
7328	-\$1,064.27	25981	-\$974.16	114736	-\$1,172.65	195024	-\$670.20	477208	-\$977.28
7336	-\$1,210.70	25999	-\$1,494.31	114777	-\$1,789.42	195032	-\$572.20	482711	-\$2,475.20
7344	-\$1,505.52	26260	-\$5,897.66	114785	-\$2,230.69	195040	-\$613.27	482968	-\$317.09
7625	-\$1,111.54	26286	-\$519.03	114793	-\$1,678.15	197186	-\$2,176.84	483925	-\$1,561.81
7633	-\$674.53	27334	-\$1,191.64	114942	-\$1,012.38	198705	-\$1,942.89	485698	-\$1,960.19
7641	-\$819.82	27359	-\$5,693.64	114967	-\$1,118.46	198713	-\$1,067.21	485706	-\$367.53
7658	-\$519.56	27623	-\$1,373.28	114975	-\$960.49	198721	-\$5,188.06	497222	-\$288.26
7666	-\$525.33	27631	-\$1,271.81	114983	-\$1,105.77	199331	-\$1,751.03	497230	-\$280.33
7674	-\$695.17	27649	-\$998.54	114991	-\$1,126.53	199349	-\$881.12	497248	-\$497.25
7682	-\$138.37	27656	-\$1,005.46	115006	-\$313.48	199372	-\$1,076.17	497255	-\$497.25
7708	-\$949.50	27672	-\$1,035.44	115014	-\$870.55	199737	-\$1,253.29	497263	-\$291.14
11205	-\$812.90	27680	-\$1,624.65	115022	-\$966.26	199745	-\$1,723.00	497271	-\$283.22
11213	-\$948.96	27912	-\$1,778.41	115030	-\$844.03	200162	-\$1,499.92	505610	-\$1,077.18
11221	-\$726.42	27920	-\$1,097.79	115048	-\$1,749.75	200170	-\$1,710.67	505628	-\$1,506.34
11239	-\$697.60	27938	-\$7,112.04	115055	-\$1,962.49	200188	-\$1,601.93	512525	-\$1,247.69
11247	-\$697.60	27953	-\$1,349.70	115063	-\$1,728.19	200196	-\$1,225.27	517144	-\$2,499.81
11254	-\$696.44	27961	-\$1,377.73	115071	-\$2,059.58	201566	-\$1,569.30	517789	-\$9,136.27
11262	-\$756.40	28522	-\$1,062.72	115089	-\$1,485.94	201657	-\$1,517.76	517797	-\$6,199.21
11270	-\$691.83	28548	-\$522.39	115097	-\$1,205.74	201665	-\$545.60	520833	-\$637.78



Property Number	EER Rebate	Property Number	EER Rebate	Property Number	EER Rebate	Property Number	EER Rebate	Property Number	EER Rebate
11288	-\$694.14	28563	-\$4,331.60	115105	-\$1,175.30	202283	-\$1,878.20	543926	-\$1,364.63
11296	-\$622.65	28589	-\$742.11	115113	-\$1,141.06	202317	-\$1,927.67	545079	-\$1,035.82
11304	-\$611.12	28605	-\$646.83	115121	-\$1,028.64	202663	-\$547.48	551325	-\$315.00
11312	-\$599.59	28621	-\$2,475.60	115139	-\$1,683.11	202671	-\$1,754.94	552240	-\$303.18
11320	-\$593.82	31807	-\$1,216.47	115147	-\$983.55	204594	-\$654.35	552257	-\$303.18
11338	-\$704.51	31815	-\$687.22	116186	-\$929.47	204602	-\$630.57	552265	-\$303.18
11353	-\$829.04	31823	-\$862.48	116194	-\$856.83	204610	-\$660.12	552273	-\$2,356.03
11361	-\$920.13	31849	-\$1,080.41	116210	-\$1,242.99	204628	-\$642.82	560201	-\$409.69
11379	-\$872.86	31856	-\$1,219.24	116459	-\$897.42	204636	-\$652.19	563304	-\$2,347.84
11387	-\$310.60	31864	-\$1,143.48	116475	-\$1,106.01	204644	-\$622.64	563734	-\$620.34
11395	-\$996.24	31872	-\$763.32	116491	-\$1,098.05	204651	-\$557.06	573675	-\$3,580.22
11403	-\$717.20	31880	-\$983.55	116509	-\$980.67	204792	-\$1,733.09	577254	-\$522.33
11411	-\$2,089.57	31898	-\$850.95	116517	-\$330.78	204800	-\$1,457.32	579979	-\$353.12
11437	-\$496.50	31906	-\$586.90	116525	-\$1,281.15	204818	-\$1,794.75	582585	-\$315.64
11445	-\$384.66	31914	-\$726.42	116541	-\$1,652.90	204834	-\$1,105.77	582593	-\$805.98
11452	-\$391.92	31922	-\$815.21	116558	-\$863.87	205518	-\$1,869.09	582601	-\$923.59
11460	-\$1,412.83	31930	-\$522.33	116582	-\$1,776.62	205526	-\$1,387.12	582619	-\$1,857.56
11478	-\$1,841.42	36418	-\$925.90	116590	-\$1,628.68	212027	-\$401.62	599159	-\$486.70
11486	-\$1,507.77	36426	-\$688.37	118588	-\$1,462.64	212175	-\$1,905.88	603514	-\$691.83
11494	-\$1,829.50	36434	-\$857.87	118596	-\$2,861.41	218032	-\$593.09		
11502	-\$1,586.24	36442	-\$343.03	118679	-\$6,847.73	218040	-\$621.49		
11627	-\$4,704.26	36459	-\$467.70	118687	-\$3,073.37	218065	-\$2,500.50		
11650	-\$9,147.48	36467	-\$421.58	118703	-\$2,693.52	219600	-\$1,580.95		
11668	-\$5,228.33	36475	-\$397.08	118711	-\$1,743.41	300038	-\$1,160.20		
11676	-\$1,944.16	36483	-\$769.08	118729	-\$2,777.47	303040	-\$272.98		
11684	-\$1,945.76	36491	-\$429.51	118737	-\$1,597.67	303057	-\$1,857.79		
11692	-\$1,570.22	36509	-\$522.47	118745	-\$2,899.81	303065	-\$1,982.32		
12021	-\$1,516.73	36517	-\$789.84	119214	-\$3,207.22	303073	-\$1,083.87		
12039	-\$1,884.43	36525	-\$733.34	119453	-\$2,327.00	303081	-\$1,041.67		
12047	-\$1,663.59	36533	-\$983.55	119461	-\$1,754.39	303099	-\$1,345.61		
12054	-\$1,126.62	36541	-\$823.28	119479	-\$1,776.81	303107	-\$2,137.75		
12062	-\$1,534.67	36558	-\$946.65	119487	-\$2,044.51	303446	-\$1,605.51		
12104	-\$1,457.32	36566	-\$725.27	119495	-\$2,628.78	307231	-\$396.36		
12112	-\$2,017.83	36574	-\$519.59	119727	-\$1,244.83	307264	-\$586.61		
12120	-\$2,146.74	42192	-\$913.68	119735	-\$1,248.98	307298	-\$545.53		
12138	-\$1,467.41	42218	-\$875.28	119859	-\$626.11	307306	-\$541.93		
12146	-\$1,863.13	42234	-\$857.29	120618	-\$1,026.13	307801	-\$445.15		
12153	-\$1,371.00	42259	-\$845.65	120626	-\$970.48	308759	-\$1,095.23		
12161	-\$1,314.95	42267	-\$1,066.46	122259	-\$1,332.00	308767	-\$1,321.68		
12179	-\$1,868.73	42275	-\$856.72	122267	-\$438.39	308775	-\$1,550.74		
12187	-\$1,578.39	42283	-\$861.90	125294	-\$2,107.31	309542	-\$611.69		
12195	-\$1,679.28	42291	-\$1,107.74	125302	-\$2,176.73	309559	-\$490.83		
12211	-\$1,524.58	42317	-\$1,523.87	126730	-\$1,022.13	310243	-\$537.97		
12229	-\$1,478.62	42325	-\$944.92	126763	-\$1,734.21	314807	-\$2,756.94		
12245	-\$4,416.80	42333	-\$898.34	126771	-\$1,434.90	314831	-\$598.64		
12252	-\$791.44	42341	-\$958.76	126789	-\$2,018.95	315861	-\$7,062.55		
12286	-\$3,255.43	42358	-\$1,903.34	129478	-\$1,255.54	315879	-\$553.17		
12302	-\$1,904.60	42366	-\$870.90	129486	-\$1,402.39	316661	-\$552.74		
12328	-\$2,029.04	42374	-\$1,089.98	129494	-\$1,332.89	316679	-\$499.41		
12336	-\$1,948.32	42382	-\$1,064.15	129510	-\$1,931.51	316687	-\$470.58		
12344	-\$1,868.73	42390	-\$2,381.28	130625	-\$1,252.21	316695	-\$647.14		
12351	-\$582.93	42408	-\$3,016.72	130633	-\$1,245.52	316703	-\$403.56		
12385	-\$1,024.61	42473	-\$3,187.61	130641	-\$1,251.87	316711	-\$541.21		
12393	-\$2,976.29	42481	-\$1,745.20	130682	-\$1,910.21	316729	-\$608.95		
12427	-\$1,442.75	42499	-\$1,612.24	130690	-\$1,414.72	316745	-\$10,000.00		
12435	-\$2,141.14	42507	-\$1,632.76	130708	-\$1,941.60	319301	-\$2,623.19		
12443	-\$1,360.91	42515	-\$1,799.23	130724	-\$10,000.00	319368	-\$1,599.51		
12450	-\$1,532.43	42523	-\$2,576.65	130922	-\$2,830.56	319749	-\$510.06		
12468	-\$1,541.40	42531	-\$2,581.92	130930	-\$3,284.57	322974	-\$567.15		
12484	-\$5,448.13	42549	-\$2,091.93	130948	-\$4,767.68	323030	-\$613.99		
12518	-\$2,976.29	42630	-\$609.96	131326	-\$1,108.08	323048	-\$582.29		
12526	-\$2,623.18	42648	-\$415.82	133090	-\$2,018.07	323055	-\$363.93		
12575	-\$4,246.40	42655	-\$545.39	137463	-\$1,252.33	323063	-\$569.31		

Property Number	EER Rebate	Property Number	EER Rebate	Property Number	EER Rebate	Property Number	EER Rebate	Property Number	EER Rebate
12583	-\$1,578.39	42663	-\$497.25	137604	-\$1,558.21	323071	-\$583.01		
12591	-\$1,496.56	42671	-\$961.64	137687	-\$3,630.97	324913	-\$1,212.09		
12609	-\$526.88	42689	-\$938.58	137695	-\$796.76	325480	-\$614.69		
12617	-\$4,552.44	42697	-\$635.33	137703	-\$683.76	325498	-\$2,102.82		
12633	-\$413.65	42705	-\$734.49	137745	-\$1,170.34	325506	-\$511.16		
12641	-\$410.77	47225	-\$2,026.37	137752	-\$1,251.05	327478	-\$3,988.57		
12682	-\$1,196.87	47233	-\$1,022.76	137760	-\$1,295.89	327486	-\$3,780.06		
12690	-\$3,302.34	47241	-\$844.03	137778	-\$1,622.11	327502	-\$1,504.50		
12716	-\$10,000.00	47258	-\$803.68	137786	-\$1,350.82	329466	-\$1,634.45		
12740	-\$9,377.29	47266	-\$506.62	137794	-\$1,385.57	329557	-\$412.21		
12757	-\$1,201.09	47274	-\$765.63	137802	-\$1,671.43	329565	-\$552.74		
12765	-\$1,558.61	47282	-\$901.69	137836	-\$716.33	329573	-\$510.22		
12773	-\$1,555.41	47290	-\$1,432.66	137851	-\$1,531.31	329581	-\$603.90		
12781	-\$1,386.46	53066	-\$1,005.69	137869	-\$1,823.89	329599	-\$343.75		
12799	-\$1,229.11	53074	-\$1,632.72	137877	-\$1,841.83	329649	-\$1,443.16		
12815	-\$1,402.07	53082	-\$488.82	137885	-\$1,966.26	329656	-\$1,891.00		
12831	-\$4,538.40	53090	-\$463.02	137893	-\$1,345.22	329698	-\$2,771.15		
12849	-\$1,240.96	53108	-\$703.36	137901	-\$1,585.12	332684	-\$308.44		
12872	-\$974.33	57026	-\$974.79	137919	-\$1,350.82	335802	-\$549.14		
12898	-\$1,176.11	57034	-\$517.95	137927	-\$1,662.47	335810	-\$526.80		
12906	-\$1,121.02	57042	-\$1,578.41	137935	-\$1,350.82	335828	-\$338.71		
12914	-\$1,321.68	57059	-\$510.80	138628	-\$1,950.01	335836	-\$399.96		
12971	-\$3,174.71	57067	-\$1,351.72	138636	-\$2,360.30	335844	-\$397.08		
13003	-\$669.25	57828	-\$10,000.00	138644	-\$1,513.59	335851	-\$505.18		
13011	-\$1,116.15	57836	-\$1,755.75	139246	-\$10,000.00	335869	-\$532.56		
13094	-\$3,091.76	59725	-\$4,028.64	140624	-\$5,585.06	335877	-\$490.04		
13102	-\$2,872.04	61051	-\$1,155.36	141234	-\$595.47	338293	-\$1,121.69		
13110	-\$2,898.94	61069	-\$988.16	141945	-\$651.31	340125	-\$2,440.45		
13128	-\$2,220.73	61077	-\$1,067.95	142083	-\$830.20	340133	-\$1,757.75		
13136	-\$2,405.70	61085	-\$1,284.84	142554	-\$433.18	340141	-\$1,355.31		
13144	-\$2,467.35	65193	-\$970.87	142604	-\$1,241.60	340166	-\$619.92		
13151	-\$3,023.38	65201	-\$1,138.64	142612	-\$987.59	340174	-\$1,205.09		
14720	-\$540.90	65219	-\$1,150.28	142620	-\$1,050.95	340562	-\$1,543.82		
14738	-\$629.80	65227	-\$1,177.38	142646	-\$1,580.63	341727	-\$355.78		
14746	-\$554.27	65235	-\$1,355.64	142653	-\$1,350.82	347377	-\$1,077.64		
14753	-\$670.73	65243	-\$621.34	143271	-\$1,528.71	349274	-\$388.86		
14761	-\$515.18	65250	-\$2,826.47	143297	-\$631.87	349282	-\$1,291.42		
14779	-\$1,134.60	65276	-\$3,813.60	143321	-\$6,746.27	349290	-\$1,378.47		
14803	-\$857.87	65300	-\$2,742.53	143750	-\$9,524.19	349308	-\$472.82		
14811	-\$596.13	65326	-\$1,952.23	144014	-\$933.81	349316	-\$1,529.98		
14837	-\$1,291.42	65342	-\$1,610.81	144063	-\$598.62	351106	-\$1,376.17		
14845	-\$1,108.08	65532	-\$1,559.96	144105	-\$1,256.82	353094	-\$1,366.52		
14860	-\$1,132.30	65557	-\$1,217.74	147181	-\$458.33	354761	-\$1,879.47		
17582	-\$727.54	65565	-\$1,264.67	147199	-\$1,038.90	354779	-\$506.69		
17590	-\$1,525.70	65573	-\$326.24	147207	-\$999.69	354787	-\$514.69		
17608	-\$1,665.83	65581	-\$1,791.72	147223	-\$772.54	354795	-\$609.24		
17616	-\$1,631.08	65599	-\$1,426.90	147264	-\$9,915.38	354803	-\$357.73		
17624	-\$6,491.80	65607	-\$1,336.96	147280	-\$1,263.97	354811	-\$1,969.52		
17632	-\$1,353.07	65615	-\$1,315.05	147298	-\$1,248.87	354829	-\$348.36		
17640	-\$1,916.94	65623	-\$1,271.01	147306	-\$1,221.54	354837	-\$485.65		
17673	-\$2,209.52	65649	-\$1,690.26	147488	-\$304.83	355354	-\$1,140.83		
17681	-\$1,634.44	65656	-\$462.44	147983	-\$1,743.18	355388	-\$681.16		
17707	-\$1,299.26	65698	-\$2,131.18	147991	-\$2,033.52	357004	-\$2,364.22		
17715	-\$1,480.86	65706	-\$1,476.37	148031	-\$1,582.87	357012	-\$2,390.00		
17731	-\$1,652.38	65714	-\$3,483.71	148049	-\$1,481.98	359158	-\$350.16		
17749	-\$1,424.81	65722	-\$1,712.28	148106	-\$1,487.59	359166	-\$1,835.66		
17756	-\$1,005.55	65730	-\$1,733.38	148114	-\$1,373.24	363390	-\$684.94		
17772	-\$1,082.90	67223	-\$1,450.19	148486	-\$985.74	363408	-\$1,499.92		
17780	-\$1,331.77	67231	-\$1,286.92	149047	-\$4,874.06	363424	-\$1,725.56		
17798	-\$1,845.19	67256	-\$1,768.43	149054	-\$909.76	363432	-\$451.99		
17806	-\$1,652.38	67272	-\$1,855.03	149229	-\$788.69	363440	-\$1,881.09		
17814	-\$2,061.55	67298	-\$4,184.19	150227	-\$1,344.34	369504	-\$1,414.45		
17822	-\$1,738.69	67322	-\$2,010.69	150540	-\$1,263.74	370239	-\$343.03		

Property Number	EER Rebate
17830	-\$1,427.05
17848	-\$1,233.12
17905	-\$3,676.93
17913	-\$1,596.33
17921	-\$976.08
17947	-\$2,012.62
17954	-\$2,029.04
17962	-\$2,120.72
17970	-\$2,161.96
17988	-\$1,643.09
17996	-\$1,578.23
18002	-\$1,111.01
18010	-\$1,123.02
18028	-\$1,242.08
18044	-\$1,443.87
18077	-\$2,228.85
18085	-\$1,817.21
18093	-\$831.35
18101	-\$884.39
18119	-\$854.41
18127	-\$816.36
18135	-\$480.67
18143	-\$931.66
18150	-\$840.57
18168	-\$848.64
18176	-\$910.91
18184	-\$802.52
18192	-\$737.95
18200	-\$998.10
18218	-\$898.41
18226	-\$1,337.21
18234	-\$1,148.64
18242	-\$1,527.94
18259	-\$1,522.34
18267	-\$1,301.50
18275	-\$1,040.94
18283	-\$4,823.57
18309	-\$2,023.03
18325	-\$1,125.02
18333	-\$1,782.81
18341	-\$1,801.23
18374	-\$1,993.62
18424	-\$957.35
18432	-\$937.17
18440	-\$940.53
18457	-\$1,582.87
18465	-\$1,554.85
18473	-\$1,226.39
18481	-\$1,492.07
18499	-\$1,156.89
18507	-\$598.62
19364	-\$1,462.92
19372	-\$1,535.79
19380	-\$3,559.22
19398	-\$1,367.64
19406	-\$471.95
19430	-\$910.02
19448	-\$1,537.79
19455	-\$1,215.50
19463	-\$1,464.53
19471	-\$2,498.26
19489	-\$1,350.82
19497	-\$1,580.63

Property Number	EER Rebate
67348	-\$2,557.46
67355	-\$1,785.96
67363	-\$1,868.98
68668	-\$1,527.56
68684	-\$1,223.85
68692	-\$970.87
68718	-\$1,211.05
68726	-\$1,251.52
68742	-\$1,332.81
71811	-\$3,742.57
71829	-\$2,861.52
71845	-\$1,633.99
71852	-\$1,749.06
71860	-\$1,609.89
71886	-\$1,904.15
71902	-\$2,087.60
73015	-\$1,706.98
73023	-\$1,422.29
73031	-\$1,556.73
73049	-\$1,384.01
73056	-\$1,303.52
73064	-\$1,587.98
73072	-\$1,143.25
73080	-\$1,492.05
73098	-\$1,132.30
73106	-\$1,132.87
73114	-\$1,358.52
73130	-\$1,663.16
73148	-\$2,284.88
73163	-\$697.60
73171	-\$996.47
73189	-\$1,183.03
73197	-\$1,395.77
73205	-\$1,548.20
74344	-\$1,197.21
74351	-\$850.14
74369	-\$918.29
85415	-\$9,547.84
97089	-\$2,067.38
97097	-\$2,033.30
97105	-\$1,994.73
97113	-\$1,957.07
97121	-\$2,144.95
102251	-\$2,398.11
102285	-\$577.33
102293	-\$805.29
103150	-\$3,658.51
103168	-\$2,258.28
103176	-\$5,626.69
103184	-\$975.36
103895	-\$1,733.50
103903	-\$555.04
103911	-\$2,005.27
103929	-\$2,647.52
103937	-\$483.05
103952	-\$1,885.58
103960	-\$1,868.29
105171	-\$824.43
105205	-\$4,733.09
105213	-\$10,000.00
105585	-\$1,450.65
105593	-\$2,398.34
105601	-\$1,609.43

Property Number	EER Rebate
150557	-\$1,248.75
150565	-\$1,652.38
150581	-\$1,615.42
150789	-\$1,928.36
153015	-\$1,458.52
153023	-\$4,962.73
153031	-\$1,994.78
153056	-\$373.59
153064	-\$1,266.51
153072	-\$1,006.61
153247	-\$1,728.65
153296	-\$842.88
153312	-\$629.57
153320	-\$965.10
153346	-\$976.63
153353	-\$955.88
153361	-\$992.78
153379	-\$998.54
153403	-\$1,111.54
153502	-\$1,639.64
155218	-\$1,605.29
155226	-\$1,641.17
155234	-\$1,599.69
155242	-\$1,350.82
155259	-\$1,356.43
156521	-\$1,276.08
156711	-\$1,428.63
156737	-\$1,258.21
156760	-\$1,624.35
156778	-\$1,554.85
157982	-\$989.86
157990	-\$1,691.61
161364	-\$1,366.52
161372	-\$531.12
161380	-\$485.79
161588	-\$599.59
161596	-\$936.28
161604	-\$2,919.12
162941	-\$2,291.35
163121	-\$827.89
163139	-\$973.40
165084	-\$1,429.09
166116	-\$492.92
166124	-\$428.79
166132	-\$432.39
166140	-\$324.29
166157	-\$414.37
166165	-\$444.64
166173	-\$422.30
166181	-\$454.73
166199	-\$433.11
166207	-\$430.95
166215	-\$464.10
166223	-\$405.01
166231	-\$542.65
166249	-\$2,491.74
166256	-\$2,031.67
166264	-\$1,678.84
166280	-\$2,676.23
166314	-\$464.10
166355	-\$417.98
166363	-\$4,714.82
166371	-\$2,567.84

Property Number	EER Rebate
370247	-\$335.82
370254	-\$588.05
370262	-\$597.42
370411	-\$1,208.45
370429	-\$1,659.10
370437	-\$409.91
370445	-\$824.55
370452	-\$559.95
370460	-\$601.74
370478	-\$543.37
370486	-\$635.61
371955	-\$393.40
371963	-\$984.59
372177	-\$705.12
372185	-\$1,183.79
372714	-\$1,207.33
372722	-\$1,878.82
372797	-\$1,743.18
372805	-\$345.48
375360	-\$446.80
375378	-\$1,822.85
375436	-\$7,735.81
375444	-\$2,709.67
377267	-\$1,379.97
377275	-\$1,565.03
379917	-\$841.72
379925	-\$389.15
379933	-\$327.90
379941	-\$559.95
379958	-\$330.78
379966	-\$494.37
379974	-\$345.91
379982	-\$545.53
379990	-\$341.59
380006	-\$556.34
382127	-\$984.24
386508	-\$963.60
389692	-\$694.14
397463	-\$1,111.08
397471	-\$840.57
398404	-\$906.76
398446	-\$522.33
398453	-\$744.87
403220	-\$401.10
403238	-\$1,236.93
404210	-\$1,251.98
404228	-\$1,228.46
404236	-\$1,492.47
405449	-\$1,188.22
405456	-\$314.42
406074	-\$355.86
406082	-\$1,681.72
406124	-\$763.89
406967	-\$877.47
406975	-\$367.53
407312	-\$962.95
407320	-\$735.39
407338	-\$776.86
407346	-\$278.89
412726	-\$508.06
412734	-\$364.65
412742	-\$676.69
412759	-\$663.72

Property Number	EER Rebate
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Property Number	EER Rebate
19505	-\$1,478.62
19513	-\$1,403.51
19539	-\$1,403.51
19547	-\$1,221.91
19554	-\$1,345.22
19562	-\$1,099.72
19596	-\$480.92
19604	-\$536.97
19612	-\$2,286.87
19638	-\$1,904.60
20057	-\$2,690.07
20065	-\$1,696.14
20073	-\$1,705.36
20081	-\$1,173.80
20438	-\$643.46
20446	-\$985.37
20453	-\$647.95
20461	-\$764.53
20479	-\$640.10
20487	-\$710.72
20495	-\$751.08
20503	-\$983.13
20529	-\$1,569.42
20537	-\$1,916.94
20545	-\$1,510.01
20552	-\$1,673.68
20578	-\$4,129.82
20586	-\$991.62
20594	-\$822.12
20602	-\$1,012.38
20610	-\$3,724.01
20628	-\$5,397.69
24570	-\$1,375.49
24596	-\$1,293.72
24604	-\$762.29
24612	-\$1,597.45
24620	-\$1,922.54
24638	-\$2,170.29
24653	-\$2,016.71
24661	-\$10,000.00

Property Number	EER Rebate
105627	-\$1,445.12
105635	-\$2,765.59
105650	-\$2,742.30
105676	-\$4,066.92
105692	-\$2,743.22
105700	-\$2,685.22
105718	-\$1,818.01
105726	-\$1,993.16
105734	-\$1,921.90
109538	-\$3,693.74
109629	-\$1,585.04
110726	-\$7,846.70
110734	-\$3,328.61
111286	-\$927.17
111294	-\$963.60
111336	-\$777.73
111344	-\$1,667.54
111542	-\$1,551.37
111559	-\$1,207.45
111567	-\$1,223.59
111591	-\$1,543.53
111617	-\$1,218.66
111641	-\$1,893.08
111674	-\$1,681.52
111682	-\$1,918.06
111690	-\$741.66
111708	-\$1,224.37
111724	-\$1,395.08
111757	-\$1,409.95
112219	-\$1,055.04
112235	-\$728.73
112243	-\$1,435.43
112250	-\$1,392.88
112268	-\$1,567.80
112276	-\$1,437.28
112417	-\$1,094.24
112425	-\$1,356.68
112433	-\$2,764.44
113142	-\$3,683.99
113167	-\$1,494.99

Property Number	EER Rebate
166389	-\$2,379.90
166397	-\$369.69
166405	-\$2,258.82
166421	-\$2,861.87
166447	-\$3,717.43
166454	-\$2,777.70
166496	-\$2,702.75
166504	-\$2,600.13
166512	-\$2,665.85
166538	-\$393.47
166546	-\$444.64
166553	-\$460.50
166561	-\$326.45
166579	-\$454.01
166587	-\$431.67
166595	-\$460.50
166611	-\$402.12
166637	-\$324.29
166645	-\$455.45
166652	-\$397.80
166660	-\$429.51
166678	-\$394.92
166686	-\$430.95
166694	-\$402.84
166702	-\$392.75
166710	-\$2,269.20
166736	-\$3,191.64
166744	-\$8,369.99
166751	-\$3,286.19
166769	-\$2,274.97
166777	-\$416.54
166785	-\$421.58
166819	-\$438.16
166827	-\$335.82
166835	-\$336.54
166843	-\$419.42
166850	-\$2,446.77
169029	-\$897.07
169177	-\$1,084.02
176412	-\$1,785.78

Property Number	EER Rebate
412767	-\$337.98
412775	-\$551.30
412783	-\$538.33
412791	-\$580.12
412809	-\$546.25
412817	-\$638.50
412957	-\$823.05
412965	-\$1,719.08
414193	-\$3,161.26
414201	-\$2,981.90
414219	-\$364.65
414227	-\$528.96
414235	-\$686.22
414243	-\$1,069.37
414805	-\$679.11
414813	-\$811.17
416156	-\$644.98
419200	-\$736.51
419218	-\$1,313.83
419226	-\$1,884.43
419234	-\$688.08
419242	-\$902.19
420943	-\$953.98
420968	-\$332.94
423293	-\$4,035.65
423319	-\$776.86
423376	-\$1,837.34
423384	-\$1,230.87
423574	-\$10,000.00
429084	-\$444.42
429092	-\$1,027.94
431395	-\$1,765.55
431429	-\$490.04
431437	-\$575.32
431759	-\$254.82
432658	-\$1,210.70
433045	-\$478.83
433052	-\$1,113.41
434746	-\$2,239.79
435586	-\$652.28

Property Number	EER Rebate
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TOTAL REBATE

-\$1,982,288