



Guidelines

LONG TERM FINANCIAL PLAN REVIEW 2027-2036

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Entry 2027-2036

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online form



Overview and introduction

Introduction

The following guidelines have been developed to assist officers with the development of the Long Term Financial Plan (LTFP) 2027-2036. Under the *Local Government Act 2020*, councils are required to prepare a Financial Plan for at least a ten year period (section 91(2)) which will be reviewed and updated each year.

Manager action

Managers are required to review their LTFP (primary focus is the first five years) in Magiq by 14 November 2025. Finance Team are available to assist or to answer any questions.

Long Term Financial Plan 2027-2036

The LTFP provides a framework for Council's strategic financial direction and the operating and capital resource requirements for the next ten-year period. The 2026-27 to 2035-36 LTFP will commence during October 2024 and provides an initial draft of the 2026-27 Annual Budget.

Due to constraints on the budget including significant investment in major capital works projects, the Fair Go Rates System, Managers need to seek Director approval for any additional net funds sought beyond the amounts that have been automatically forecast. An "LTFP Request for Operational Initiative" online form is required to be completed to allow ET to see the justification for the funds sought. Please refer to the section "Operational funding requests" below. No new funds are to be entered into current LTFP forecasts in Magiq. See **Appendix C**.

LTFP initial draft

The LTFP is constructed using a base budget (the current adopted budget for 2025-26) along with the application of various assumptions or adjustments from Year 1 (2026-27) to Year 10 (2035-36) of the strategy. The initial draft of the LTFP will be populated within **Magiq** at the sub account level.

The draft LTFP will be reviewed by ET on 10 December 2025, presented to the newly elected Council in February at a Council Briefing Session during February 2025, prior to the commencement of the annual budget process. It is important to note that Year 1 (2026-27) of the LTFP will form the basis for your draft 2026-27 Budget – so time spent getting it right now will assist you later.



'Fair Go Rates' system (FGRS)

The Victorian Government is committed to a policy of 'capping' local government rate increases at CPI to contain the cost of living and ensure greater accountability and transparency in local government. The FGRS restricts councils from increasing rate income by more than the average rate cap set by the Minister for Local Government.

The below table depicts the forecast CPI/rate revenue cap for each year of the LTFP. The actual rate cap set by the Minister for Local Government for the 2026-27 year is expected to be released in December 2024.

The rate revenue cap is matched to CPI.

Description	Budget 2026-27	Year 2 2027-28	Year 3 2028-29	Year 4 2029-30	Year 5 2030-31	Years 6-10 2032-2036
CPI forecast	2.75%	2.50%	2.50%	2.50%	2.50%	2.50%
Rate revenue cap	2.75%	2.50%	2.50%	2.50%	2.50%	2.50%

Balancing the LTFP 2026-27 forecast to CPI/rate cap

In terms of balancing forward forecasts, each department is required to work towards the **forecast rate cap of 2.75%**. In simple terms, departments should attempt to keep movement between the 2025-26 base budget and the 2026-27 forecast in line with the CPI/rate cap of **2.75%**.

This requirement excludes extraordinary items that do not occur on an annual basis. For example, election costs (every four years).

Base budget starting point

The base budget used as a starting point is the 2025-26 Original Budget. The percentage increase will be based on the movement between the base budget and the forecast 2026-27 financial year. Future years apply the same principle, ie. percentage movement between 2026-27 and 2027-28 and so on.

This year's base budget is the 2025-26 Original Budget plus an adjustment for workcover.

The "Base budget LTFP" column can be viewed in Magiq and the LTFP reports produced for ET review can be used to assist. Alternatively, please contact finance if you require further assistance.

Please note that we now refer to Long Term Financial Plan instead of Long Term Financial Strategy in line with the Local Government Act 2020, however, the Magiq system may still include references to Long Term Financial Strategy. The terms are interchangeable.



Climate Change

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social, and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a “Climate and Ecological Emergency” and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

We are required to consider how our request for funding might impact Council’s Declaration on a Climate and Ecological Emergency, Council’s Climate Change Emergency Strategy 2020-2030 and the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability. Think about every aspect of your request and how it may impact the environment. If it does respond to, or impact these items, you need to explain how it does.

Our strategy and action plans can be found at:

<https://www.greaterdandenong.vic.gov.au/sustainability/climate-and-energy>

If you need assistance, please contact Council’s Sustainability Planning Team Leader.

Gender Equity

See also <https://content.legislation.vic.gov.au/sites/default/files/2020-02/20-005aa%20authorised.pdf>

The *Gender Equality Act 2020* requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

In this regard, the objectives of the *Gender Equality Act 2020* must be considered in the development of a request for funding and whether this request has a direct and significant impact on members of the public. The objectives of the Act are as follows:

- (a) to promote, encourage and facilitate the achievement of gender equality and improvement in the status of women; and
- (b) to support the identification and elimination of systemic causes of gender inequality in policy, programs and delivery of services in workplaces and communities; and
- (c) to recognise that gender inequality may be compounded by other forms of disadvantage or discrimination that a person may experience on the basis of Aboriginality, age, disability, ethnicity, gender identity, race, religion, sexual orientation and other attributes; and
- (d) to redress disadvantage, address stigma, stereotyping, prejudice and violence, and accommodate persons of different genders by way of structural change; and
- (e) to enhance economic and social participation by persons of different genders; and
- (f) to further promote the right to equality set out in the Victorian Charter of Human Rights and Responsibilities and the Convention on the Elimination of All Forms of Discrimination against Women.



What you need to do:

You must establish whether a Gender Impact Assessment (GIA), is required for this funding request. Is it a program or service you are establishing or reviewing? A GIA will assist you to analyse a program or service and develop it through a gender equality lens. The Victorian Commission for Gender Equality in the Public Sector has developed a gender impact assessment toolkit which will help you to think about how program or service affects different people and different communities and how you can avoid unintentionally reinforcing inequalities. GIA tools can be found at the following link and should be discussed within your report.

<https://www.genderequalitycommission.vic.gov.au/gender-impact-assessments>

If applicable, the GIA that you undertake for this funding request will need to be done on the Council-provided template located in Objective at [GIA Templates](#) and saved in Objective at the following location [Gender Impact Assessments](#) in the following format – *Gender Impact Assessment YYMMDD Grass Mowing Program*.

A GIA cannot be undertaken lightly and it is likely that community consultation will be required to complete it. You do not need to include the GIA in your funding request but you should discuss the outcomes of the GIA in your funding request and your recommendations as a result of conducting a GIA.

You must also consider Council's Diversity, Access and Equity Policy when asking Council to consider or review any issues which have direct or significant impacts on members of the Greater Dandenong community.

If you need assistance with your Gender Impact Assessment, Council's Gender Equality Action Group may be able to assist you.

Workforce Planning

Councils Workforce Planning process encompasses the period 2026 to 2030 and will support the City of Greater Dandenong to ensure it has the workforce talent required to deliver strategic and operational goals. The plan has a four-year outlook, will be reviewed annually, and applies to all Council employees.

Councils Plan is consistent with the requirements of the *Local Government Act 2020*, and as such:

- describes the organisational structure of the Council.
- specifies the projected staffing requirements for a period of at least 4-years; and
- sets out measures to seek to ensure gender equality, diversity, and inclusiveness.



Councils Workforce Plan reviews Council's current workforce profile and proposes initiatives to achieve the following outcomes:

- Align workforce capability with the Council Plan, Vision and Objectives.
- Embed Workforce Planning into Council's Integrated Planning Framework, which provides managers with a planning framework for informed staffing decisions which advance strategic and operational goals.
- Match workforce planning with Council's long-term financial sustainability.

The priorities outlined in Councils Workforce Plan have their origins in an internal consultation process with directorate leaders and other key stakeholders, which involved the examination of:

- Council's current workforce profile.
- Council's service delivery requirements over the next four years (as outlined in the Council Plan), and the probable impact on its workforce resourcing requirements.
- Foreseeable changes to external influences – as for instance, political, economic, social, technological, legal and environmental factors - that are likely to influence workforce needs during the next four years.
- Skill deficiency/capability gaps which may impact the ability to deliver on key strategic objectives over the coming 4 years.
- Gaps in mission critical roles that are likely to exert an influence upon Council's ability to achieve its key strategic objectives over the next four years.
- Workforce attraction and retention challenges for mission critical roles which may affect Council's capacity to fulfil its strategic objectives over the coming four years.

LTFP assumptions

Description	Budget 2026-27	Year 2 2027-28	Year 3 2028-29	Year 4 2029-30	Year 5 2030-31	Year 6-10 2032-36
CPI forecast	2.75%	2.50%	2.50%	2.50%	2.50%	2.50%
Rate revenue cap	2.75%	2.50%	2.50%	2.50%	2.50%	2.50%
Fees and charges - Council	2.75%	2.50%	2.50%	2.50%	2.50%	2.50%
Fees and fines - statutory	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Financial Assistance Grants	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Grants operating	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Employee costs (EA)	2.75%	2.50%	2.50%	2.50%	2.50%	2.50%
Employee costs (incremental costs)	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%
Materials and services (general)	2.75%	2.50%	2.50%	2.50%	2.50%	2.50%
Electricity	3.00%	2.50%	2.50%	2.50%	2.50%	2.50%
Water	2.75%	2.50%	2.50%	2.50%	2.50%	2.50%
Gas	10.00%	10.00%	10.00%	3.00%	3.00%	3.00%
Fuel	4.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Insurance	15.00%	10.00%	5.00%	5.00%	5.00%	5.00%



Key features of the LTFP and Magiq

- Only years 1 to 5 will be displayed in Magiq (years 6-10 will be hidden but are able to unhidden if required).
- Profiling (or phasing over the 12 calendar months) for the forthcoming budget 2026-27 (or Year 1 of the LTFP) will not be required during this part of the process. This will be required to be completed during the annual budget process in February 2026.

Once off and ongoing adjustments

As per the previous year, LTFP 2027-2036 will see the removal of all once off and ongoing adjustments that were entered in the previous LTFP. These items will not automatically be rolled over (request only) and will allow managers to start from a zero base.



Once off and ongoing adjustments that were entered in last year's LTFP can be obtained from Finance to assist.



Operational funding requests

Where new funding is requested, Director approval in the first instance is required.

NO operational funding requests are to be entered in your forecast LTFP (ie. do not enter these in Magiq). Where additional net funds are sought beyond the amounts that been automatically forecast, Managers are **requested to complete** an "LTFP request for operational initiative" online form which will allow ET to see the justification for the funds sought.

- All operational funding requests should be raised at the LTFP stage (where possible). Detailed business cases are not required, however, ET will require information to consider these items – please complete the online form "LTFP request for operational initiatives". If operational funding requests are not considered as part of the LTFP process, sufficient grounds must be shown as to why they could not be submitted at the LTFP stage, during the Annual Budget process.
- All operational funding requests considered by ET remain subject to Council consideration as part of the budget process and even when included in base budgets – this is not a guarantee of approval.
- Procedures for completing the online form are detailed in **Appendix C**.

Examples of items that are not operational funding requests:

- Additional funds required due to an increase in contract price resulting from tender outcomes.
- Increased open space resulting in an increase in maintenance costs.

Finance will compile a list of operational funding requests and present to ET for consideration with the LTFP. A final list of requests will be communicated to all managers prior to being presented to ET and any approved initiatives/funding updated in the LTFP.



Manager action 23 October 2025 to 14 November 2025

Please review and where necessary, amend years 1 to 5 of your LTFP forecasts.

Amendments can be made by either:

- Altering the relevant parameter/assumption (% increase/decrease).
- Modifying the dollar amount in terms of *once off* (in the respective year entered).
- Modifying the dollar amount in terms of *ongoing adjustment* (in the respective year and then for each year after).

Instructions for amendments are available in **Appendix A** of this document.

Appendix A “General Guidelines and Procedures for LTFP Budget Entry 2027-2036”.



Amendments and comments

All amendments are to be accompanied by supporting notes and explanations within Magiq in the Comments column for justification purposes.

Concentration on getting as many comments as possible describing the make-up of various budget movements/items into Magiq will greatly assist both ET in reviewing your LTFP and in the Councillor review of the same. Work you can do now may well save you having to answer questions later.

Capital expenditure

The Capital Improvement Program (CIP) section of the LTFP will be co-ordinated by Asset Management.



Timetable

Item	Due date	Responsible
LTFP 2027-2036		
Managers commence review of five year budget projections	23 October 2025	Managers and officers
Magiq training and feedback sessions * (LTFP Budget Entry)	Teams meeting 11 am Wed 29 October 2 pm Thurs 30 October 11 am Wed 5 November	Financial Planning Team
LTFP review completed	14 November 2025	Managers
Director sign off	21 November 2025	Directors
ET Review	10 December 2025	ET

* Magiq training for LTFP budget entry is scheduled for an hour and will be conducted via Teams. Actual training of budget entry will take less than 30 minutes; however, this session will also be open to obtain feedback and troubleshoot user queries. Bookings to be made through Pulse. Further details to be provided in The Source.

Finance contacts

Contact	Responsibility	Extension
Email: ZZ Financial Planning		
Kirsten Geri	Manager Financial Services	5360
Maya Mendonca	Coordinator Management Accounting & Systems	5328

Appendix A



General Guidelines and Procedures for Long Term Financial Plan Budget entry 2027-2036





General Guidelines for the 2027-36 LTFP

Finance staff have implemented the LTFP model in Magiq at Sub Activity level which will be used to facilitate manager's budget input.

The LTFP is a 10 year plan, however, your main focus is the first five years. The Forecasts for years 6 to 10 are hidden in Magiq but can be viewed and adjusted if required. Please contact *zz Financial Planning* if you want to make adjustments in years 6 to 10.

Please revise and adjust if necessary the following columns:

1. Assumption (% escalation factor)

For example, if the column headed "**Assumption 2025-26**" included an amount of 5% or 0%, the result would be:

Original Budget 2025-26	Assumption 2026-27	Forecast 2026-27*
\$100,000	5.00%	\$105,000 (\$100,000 + 5% increase)
\$100,000	0.00%	\$100,000 (\$100,000 + 0% increase)

2. Adjustment (Once off or Ongoing Adjustment)

You have the option of applying either once off or ongoing increases to each of the first five forecast years (2026-27 to 2030-31).

- **Once off Column**
- By including an amount in the **once off adjustment column**, the increase (or decrease) *is only applied to the year indicated*.

Ongoing adjustment column

- By including an amount in the **ongoing adjustment column**, the budget *from that year forward* is increased or decreased by the specified amount.

Please note:

Income

- increase is entered as negative (\$100,000)
- decrease is entered as positive \$100,000

Expenditure

- increase is entered as positive \$100,000,
- decrease is entered as negative (\$100,000)

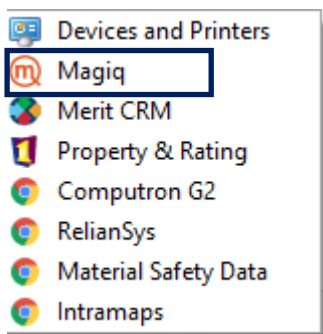


Procedures for Long Term Financial Plan Budget Entry

Step 1 – Click on ‘Start’ Menu , navigate to CGD application drop down list, and select Magiq Icon



or from CGD Applications >> (bottom right)





Step 2 – Accessing the LTFP Budget Entry Screen

Select Long Term Financial Strategy from the Budget Entry drop down list.

The screenshot shows the Magia software interface. The top menu bar includes options like File, Financial, Labour, Labour New, Leave, Payroll, Procurement, Spend Management, Spend Management by Org Structure, Computron Portal, Finance Information, Control Centre, User Maintenance, MAGIExcel Designer, and Labour Gen. The left navigation tree lists various folders such as ACCUMULATED SURPLUS, BALANCE SHEET, CAPITAL WORKS PROGRAM, CEO SERVICES, CHIEF FINANCIAL OFFICE, CITY FUTURES, COMMUNITY STRENGTHENING, CUSTOMER & INFORMATION OFFICE, NON DIRECTORATE, No Directorate Group, and Not Applicable. The main data table displays 'Directorate Details For Period October' with columns for Directorate, YTD Actuals, YTD Budgets, YTD Variance, Daily Commitments, Original Budget, and a dropdown menu for Budget Entry. The dropdown menu is open, showing options like AMENDED BUDGET 2026, FORECAST 2025, LONG TERM FINANCIAL PLAN 2027, MID YEAR BUDGET 2026, NEXT YEAR BUDGET 2026, and PREVIOUS LTFS. The data table includes rows for various directorates and a Grand Total row.

Directorate	YTD Actuals	YTD Budgets	YTD Variance	Daily Commitments	Original Budget	Budget Entry
ACCUMULATED SURPLUS	0	0	0	0	0	
BALANCE SHEET	0	(74,834)	(74,834)	314,221	(21,261,602)	(867,386)
CAPITAL WORKS PROGRAM	9,805,362	18,325,761	8,520,399	76,358,328	97,839,552	22,756,844
CEO SERVICES	272,125	269,856	(2,269)	39,770	768,274	0
CHIEF FINANCIAL OFFICE	1,310,409	1,500,475	190,066	305,766	4,714,539	40,000
CITY FUTURES	8,793,176	13,534,863	4,741,686	28,008,339	57,931,682	2,213,475
COMMUNITY STRENGTHENING	11,708,157	11,680,691	(27,466)	3,682,506	33,802,425	5,101,570
CUSTOMER & INFORMATION OFFICE	4,978,075	5,005,298	27,223	642,346	11,517,265	0
NON DIRECTORATE	(35,983,606)	(40,056,422)	(4,072,816)	172,373	(158,116,914)	7,238,338
STRATEGY & CORPORATE SERVICES	5,993,184	5,854,482	(138,702)	938,944	14,560,808	259,123
Grand Total	6,876,883	16,040,170	9,163,287	110,462,593	41,756,028	36,741,964

The following screen will appear which indicates that you need to navigate to the Department Layer to Enter Data. You can use the Navigation Tree folders on the left of the screen to do this (See Step 3 below).



Magiq - MMENDO

magiq

File Financial Labour Labour New Leave Payroll Procurement Spend Management Spend Management by Org Structure Computron Portal Finance Information Control Centre User Maintenance MAGIQExcel Designer Labour Generator

Refresh Find Settings Filter Locks Navigation Browser Charts October Move Back Directorate Fields Export Customise Report Send To Report Save Long Term Financial Plan 2027 Long Term Financial Plan 2027 Phasing Modeller Tools

Navigation Tree

- Navigation
 - ACCUMULATED SURPLUS
 - BALANCE SHEET
 - CAPITAL WORKS PROGRAM
 - CEO SERVICES
 - CHIEF FINANCIAL OFFICE
 - CITY FUTURES
 - COMMUNITY STRENGTHENING
 - CUSTOMER & INFORMATION OFFICE
 - NON DIRECTORATE
 - No Directorate Group
 - Not Applicable
 - STRATEGY & CORPORATE SERVICES
- Filter
 - Organisational Structure
 - Sub Activity
 - Account Type
 - Account
 - Sub Account
 - Account / Sub Account
 - Activity
 - Grants Commission Accounts Analysis
 - Financial Statement
 - Grants Commission Sub Activity
 - Management Structure
 - Program Summary
 - Reporting Statement Structure
 - Posting Account

Locks

Filters Conditions Production

LONG TERM FINANCIAL PLAN 2026-2035

Navigate to the Department Layer to Enter Data.

LONG TERM FINANCIAL PLAN 2027 Data Browser



Step 3 – Selecting the Budget Entry level “Department”

Expand the Directorate level and single click on your department – in the below example, Financial Services. The screen will populate **each sub activity** within the department on the screen. You are ready to review/amend your LTFP.

magiq

Navigation Tree: LONG TERM FINANCIAL PLAN 2027

- ACCUMULATED SURPLUS
- BALANCE SHEET
- CAPITAL WORKS PROGRAM
- CEO SERVICES
- CHIEF FINANCIAL OFFICE
 - FINANCIAL SERVICES
 - 1301. FINANCIAL SERVICES
 - 1303. PROPERTY REVENUE
 - 1504. PROCUREMENT
- CITY FUTURES
- COMMUNITY STRENGTHENING
- CUSTOMER & INFORMATION OFFICE
- NON DIRECTORATE
- No Directorate Group
- Not Applicable
- STRATEGY & CORPORATE SERVICES

File: Organisational Structure, Sub Activity, Account Type, Account, Sub Account, Account / Sub Account, Activity

Locks

	2023 Actuals	2024 Actuals	2025 Actuals	YTD Actuals	Original Budget	Base Budget LTF's	Once off 2026-27	Once off 2027-28	Once off 2028-29	Once off 2029-30	Once off 2030-31
Grand Total	3,505,108	3,692,911	3,873,147	1,310,409	4,714,539	4,580,757	0	0	0	0	0
U 1301 1300 167.3. S'ware Maint - LGSS (Pulse)	U	U	U	U	U	U	U	U	U	U	U
01 1301 1905 1892. S'ware Maint - Local Govt Solutions	14,740	15,950	16,750	17,200	29,561	29,561	0	0	0	0	0
01 1301 1906 0000. S'ware Licences (New)	0	0	0	0	0	0	0	0	0	0	0
01 1301 1915 0000. Operating Lease/Rentals	0	0	0	0	0	0	0	0	0	0	0
01 1301 1950 1141. Appln Supt - Computation	0	0	0	0	0	0	0	0	0	0	0
01 1301 1950 1142. Appln Supt - Property & Rating	0	0	4,300	0	5,150	5,150	0	0	0	0	0
01 1301 1950 1144. Appln Supt - Magiq	0	0	0	0	5,485	5,485	0	0	0	0	0
01 1301 1950 1146. Appln Supt - Corporate Card Navigator	0	0	0	0	0	0	0	0	0	0	0
01 1301 1950 1151. Appln Supt - Crystal	0	0	0	0	0	0	0	0	0	0	0
01 1301 1950 1673. Appln Supt - LGSS (Pulse)	0	0	0	0	0	0	0	0	0	0	0
01 1301 1965 0000. Software Upgrade	0	0	0	0	0	0	0	0	0	0	0
01 1301 2000 0000. Consultants	0	0	0	0	0	0	0	0	0	0	0
01 1301 2000 1555. Consultants - GST	0	0	0	0	0	0	0	0	0	0	0
01 1301 2000 2412. Consultants - Victorian Grants Commission	0	0	0	0	0	0	0	0	0	0	0
01 1301 2002 0000. Professional Services	30,176	21,967	7,048	3,000	6,000	6,000	0	0	0	0	0
01 1301 2100 1710. Legal Expenses - Rates Debtors	0	0	0	0	0	0	0	0	0	0	0
01 1301 2310 0000. Asset Purchases < \$3000	494	193	2,298	54	2,500	2,500	0	0	0	0	0
01 1301 2330 0000. Utilities	0	0	0	0	0	0	0	0	0	0	0
01 1301 2340 0000. Telephone-Mobile	946	609	434	82	1,030	1,030	0	0	0	0	0
01 1301 2406 0000. Traineeships	0	0	0	0	0	0	0	0	0	0	0
01 1301 3020 0000. Print / Stat	22,079	22,777	25,707	5,851	23,000	23,000	0	0	0	0	0
01 1301 3040 0000. Subscriptions	7,555	9,598	9,145	4,985	10,000	10,000	0	0	0	0	0
01 1301 3040 1892. Subscriptions - Local Govt Solutions	0	0	0	0	0	0	0	0	0	0	0
01 1301 3080 0000. FBST	0	831	0	0	0	0	0	0	0	0	0
01 1301 3100 0000. Advertising	1,104	717	667	0	1,500	1,500	0	0	0	0	0
01 1301 3150 0000. Council Publications	0	0	0	0	0	0	0	0	0	0	0

Department: FINANCIAL SERVICES User Access: Read Write Approval Status: Started

Tips:

- If you left mouse click in the middle of the screen, you can use the keyboard arrows to navigate around.
- 2022-23 (2023), 2023-24 (2024) and 2024-25 (2025) full year actuals have been provided as a guide for historical actual trends.



Step 4 - Enter once-off or ongoing adjustments

Once-off Adjustment

magio

File Financial Labour Labour New Leave Payroll Procurement Spend Management Spend Management by Org Structure Computron Portal Finance Information Control Centre User Maintenance MAGIOExcel Designer Labour Generator

Refresh Find Settings Filter Locks Navigation Browser Charts Time Series Move Back Sub Activity Fields Export Customise Report Send To Report Save LONG TERM FINANCIAL PLAN 2027 Long Term Financial Plan 2027 Phasing Export User Maintenance Modeller

Navigation Tree: LONG TERM FINANCIAL PLAN 2027

- ACCUMULATED SURPLUS
- BALANCE SHEET
- CAPITAL WORKS PROGRAM
- CEO SERVICES
- CHIEF FINANCIAL OFFICE
 - FINANCIAL SERVICES
 - 1301. FINANCIAL SERVICES
 - 1303. PROPERTY REVENUE
 - 1504. PROCUREMENT
- CITY FUTURES
- COMMUNITY STRENGTHENING
- CUSTOMER & INFORMATION OFFICE
- NON DIRECTORATE
 - No Directorate Group
 - Not Applicable
 - STRATEGY & CORPORATE SERVICES

Filter: Organisational Structure, Sub Activity, Account Type, Account, Sub Account, Account / Sub Account, Activity

Locks

	al et	Base Budget LTF \$	Once off 2026-27	Once off 2027-28	Once off 2028-29	Once off 2029-30	Once off 2030-31	Ongoing Adjustment 2028-27	Ongoing Adjustment 2027-28	Ongoing Adjustment 2028-29
Grand Total	39	4,580,757	10,000	0	0	0	0	0	0	0
01 1301 1900 19/3 Sware Maint - LGSS (Pulse)	U	U	U	U	U	U	U	U	U	U
01 1301 1905 1892 Sware Maint - Local Govt Solutions	61	29,561	0	0	0	0	0	0	0	0
01 1301 1906 0000 Sware Licences (New)	0	0	0	0	0	0	0	0	0	0
01 1301 1915 0000 Operating Lease/Rentals	0	0	0	0	0	0	0	0	0	0
01 1301 1950 1141 Appln Suprt - Computron	0	0	0	0	0	0	0	0	0	0
01 1301 1950 1142 Appln Suprt - Property & Rating	50	5,150	0	0	0	0	0	0	0	0
01 1301 1950 1144 Appln Suprt - Magiq	95	5,485	0	0	0	0	0	0	0	0
01 1301 1950 1146 Appln Suprt - Corporate Card Navigator	0	0	0	0	0	0	0	0	0	0
01 1301 1950 1151 Appln Suprt - Crystal	0	0	0	0	0	0	0	0	0	0
01 1301 1950 1673 Appln Suprt - LGSS (Pulse)	0	0	0	0	0	0	0	0	0	0
01 1301 1955 0000 Software Upgrade	0	0	0	0	0	0	0	0	0	0
01 1301 2000 0000 Consultants	0	0	0	0	0	0	0	0	0	0
01 1301 2000 1555 Consultants - GST	0	0	0	0	0	0	0	0	0	0
01 1301 2000 2412 Consultants - Victorian Grants Commission	0	0	0	0	0	0	0	0	0	0
01 1301 2002 0000 Professional Services	00	6,000	0	0	0	0	0	0	0	0
01 1301 2100 1710 Legal Expenses - Rates Debtors	0	0	10,000	0	0	0	0	0	0	0
01 1301 2310 0000 Asset Purchases < \$3000	00	2,500	0	0	0	0	0	0	0	0
01 1301 2330 0000 Utilities	0	0	0	0	0	0	0	0	0	0
01 1301 2340 0000 Telephone-Mobile	30	1,030	0	0	0	0	0	0	0	0
01 1301 2406 0000 Traineeships	0	0	0	0	0	0	0	0	0	0
01 1301 3020 0000 Print / Stat	00	23,000	0	0	0	0	0	0	0	0
01 1301 3040 0000 Subscriptions	00	10,000	0	0	0	0	0	0	0	0
01 1301 3040 1892 Subscriptions - Local Govt Solutions	0	0	0	0	0	0	0	0	0	0
01 1301 3080 0000 FBT	0	0	0	0	0	0	0	0	0	0
01 1301 3100 0000 Advertising	00	1,500	0	0	0	0	0	0	0	0
01 1301 3150 0000 Council Publications	0	0	0	0	0	0	0	0	0	0

Department: FINANCIAL SERVICES User Access: Read Write

See below – the \$10,000 entered as a once off in 2026-27 only applies to 2026-27, not to the years following.



Magiq - MMENDO

magiq

File Financial Labour Labour New Leave Payroll Procurement Spend Management Spend Management by Org Structure Computron Portal Finance Information Control Centre User Maintenance MAGIQExcel Designer

Refresh Find Settings Filter Locks Navigation Browser Charts October Move Back Sub Activity Data Browser Export Customise Report Send To Report Save LONG TERM FINANCIAL PLAN 2027 LONG TERM F

Navigation Tree

- Navigate
 - BALANCE SHEET
 - CAPITAL WORKS PROGRAM
 - CEO SERVICES
 - CHIEF FINANCIAL OFFICE
 - FINANCIAL SERVICES
 - 1301. FINANCIAL SERVICES
 - 1303. PROPERTY REVENUE
 - 1504. PROCUREMENT
 - CITY FUTURES
 - COMMUNITY STRENGTHENING
 - CUSTOMER & INFORMATION OFFICE
 - NON DIRECTORATE
 - No Directorate Group
 - Not Applicable
 - STRATEGY & CORPORATE SERVICES
- Filter
 - Organisational Structure
 - Sub Activity
 - Account Type
 - Account
 - Sub Account
 - Account / Sub Account
 - Activity
- Locks

LONG TERM FINANCIAL PLAN 2027

	n	f	Forecast 2026-27	f	Forecast 2027-28	f	Forecast 2028-29	f	Forecast 2029-30	f	Forecast 2030-31
Grand Total			4,736,364		4,864,678		5,007,089		5,153,717		5,304,688
01 1301 1300 16/3. Sware maint - LGSS (Pulse)	%		0		0		0		0		0
01 1301 1905 1892. Sware Maint - Local Govt Solutions	%		30,374		31,133		31,912		32,709		33,527
01 1301 1906 0000. Sware Licences (New)	%		0		0		0		0		0
01 1301 1915 0000. Operating Lease/Rentals	%		0		0		0		0		0
01 1301 1950 1141. Appln Suprt - Computron	%		0		0		0		0		0
01 1301 1950 1142. Appln Suprt - Property & Rating	%		5,292		5,424		5,560		5,699		5,841
01 1301 1950 1144. Appln Suprt - Magiq	%		5,636		5,776		5,921		6,069		6,221
01 1301 1950 1146. Appln Suprt - Corporate Card Navigator	%		0		0		0		0		0
01 1301 1950 1151. Appln Suprt - Crystal	%		0		0		0		0		0
01 1301 1950 1673. Appln Suprt - LGSS (Pulse)	%		0		0		0		0		0
01 1301 1965 0000. Software Upgrade	%		0		0		0		0		0
01 1301 2000 0000. Consultants	%		0		0		0		0		0
01 1301 2000 1555. Consultants - GST	%		0		0		0		0		0
01 1301 2000 2412. Consultants - Victorian Grants Commission	%		0		0		0		0		0
01 1301 2002 0000. Professional Services	%		6,000		6,000		6,000		6,000		6,000
01 1301 2100 1710. Legal Expenses - Rates Debtors	%		10,000		0		0		0		0
01 1301 2310 0000. Asset Purchases < \$3000	%		2,569		2,633		2,699		2,766		2,835
01 1301 2330 0000. Utilities	%		0		0		0		0		0
01 1301 2340 0000. Telephone-Mobile	%		1,058		1,085		1,112		1,140		1,168
01 1301 2406 0000. Traineeships	%		0		0		0		0		0
01 1301 3020 0000. Print / Stat	%		23,633		24,223		24,829		25,450		26,086
01 1301 3040 0000. Subscriptions	%		10,275		10,532		10,795		11,065		11,342
01 1301 3040 1892. Subscriptions - Local Govt Solutions	%		0		0		0		0		0
01 1301 3080 0000. FBT	%		0		0		0		0		0
01 1301 3100 0000. Advertising	%		1,541		1,580		1,619		1,660		1,701
01 1301 3150 0000. Council Publications	%		0		0		0		0		0

Department: FINANCIAL SERVICES

User Access

Production

LONG TERM FINANCIAL PLAN 2027 Data Browser

Ongoing Adjustments

Entering an amount in an “Ongoing Adjustment” column has the effect of applying the adjustment to that year and each year thereafter. In the below example, an amount of \$500,000 has been entered as an ongoing adjustment in 2026-27.



magiq

File Financial Labour Labour New Leave Payroll Procurement Spend Management Spend Management by Org Structure Computron Portal Finance Information Control Centre User Maintenance MAGIQExcel Designer Labour Generator

Refresh Find Settings Filter Locks Navigation Browser Charts Report Transactions Properties Hierarchy Measures October Move Back Sub Activity Export Customise Report Send To Report LONG TERM FINANCIAL PLAN 2026 Long Term Financial Plan 2026 Phasing User Mode

Navigation Tree

- ACCUMULATED SURPLUS
- BALANCE SHEET
- CAPITAL WORKS PROGRAM
- CEO SERVICES
- CITY FUTURES
- CITY PLANNING, DESIGN & AMENITY
- COMMUNITY STRENGTHENING
- CORPORATE DEVELOPMENT
- COMMUNICATION & CUSTOMER EX
- CORPORATE DEVELOPMENT EXECI
- CUSTOMER SERVICE
- FINANCIAL SERVICES
- 1301. FINANCIAL SERVICES
- 1303. PROPERTY REVENUE
- 1504. PROCUREMENT
- GOVERNANCE, LEGAL & RISK
- PEOPLE AND CHANGE
- ENGINEERING SERVICES
- NON DIRECTORATE
- No Directorate Group

Filter

- Organisational Structure
- Sub Activity
- Account Type
- Account
- Sub Account
- Account / Sub Account
- Activity

Locks

	Once off 06-27	Once off 2027-28	Once off 2028-29	Once off 2029-30	Ongoing Adjustment 2025-26	Ongoing Adjustment 2026-27	Ongoing Adjustment 2027-28	Ongoing Adjustment 2028-29	Ongoing Adjustment 2029-30
Grand Total	0	0	0	0	0	500,000	0	0	0
1301. FINANCIAL SERVICES	0	0	0	0	0	500,000	0	0	0
01 1301 0022 0000 Interest on Rates	0	0	0	0	0	0	0	0	0
01 1301 0701 0000 Contributions (Free)	0	0	0	0	0	0	0	0	0
01 1301 0810 0000 Car Usage Contributions	0	0	0	0	0	0	0	0	0
01 1301 0900 0000 Other Inc	0	0	0	0	0	0	0	0	0
01 1301 0901 0000 Other Inc (Free)	0	0	0	0	0	0	0	0	0
01 1301 0995 0000 SLA - Fixed Income	0	0	0	0	0	0	0	0	0
01 1301 0996 0000 SLA - Adhoc Income	0	0	0	0	0	0	0	0	0
01 1301 1000 0000 Salaries	0	0	0	0	0	0	0	0	0
01 1301 1001 0000 Overtime	0	0	0	0	0	0	0	0	0
01 1301 1005 0000 Salaries - Casual	0	0	0	0	0	0	0	0	0
01 1301 1010 0000 Salaries Recovery	0	0	0	0	0	0	0	0	0
01 1301 1015 0000 Annual Leave	0	0	0	0	0	0	0	0	0
01 1301 1016 0000 Temp/Agency Staff	0	0	0	0	0	0	0	0	0
01 1301 1025 0000 Workcover Premium	0	0	0	0	0	0	0	0	0
01 1301 1030 0000 Employer Super - LASB	0	0	0	0	0	0	0	0	0
01 1301 1040 0000 LSL	0	0	0	0	0	0	0	0	0
01 1301 1050 0000 Staff Allowances	0	0	0	0	0	0	0	0	0
01 1301 1055 0000 Motor Vehicle Rcvry	0	0	0	0	0	0	0	0	0
01 1301 1075 0000 Training / Conf	0	0	0	0	0	0	0	0	0
01 1301 1098 0000 Staff Incentive	0	0	0	0	0	0	0	0	0
01 1301 1905 0000 Sware Maint	0	0	0	0	0	0	0	0	0
01 1301 1905 1144 Sware Maint - Magiq	0	0	0	0	0	0	0	0	0
01 1301 1905 1146 Sware Maint - Corporate Card Navigator	0	0	0	0	0	0	0	0	0
01 1301 1905 1636 Sware Maint - AP Workflow	0	0	0	0	0	500,000	0	0	0
01 1301 1905 1673 Sware Maint - LGSS (Pulse)	0	0	0	0	0	0	0	0	0
01 1301 1905 1892 Sware Maint - Local Govt Solutions	0	0	0	0	0	0	0	0	0
01 1301 1906 0000 Sware Licences (New)	0	0	0	0	0	0	0	0	0
01 1301 1915 0000 Operating Lease/Rentals	0	0	0	0	0	0	0	0	0
01 1301 1950 1141 Appln Suprt - Computron	0	0	0	0	0	0	0	0	0
01 1301 1950 1142 Appln Suprt - Property & Rating	0	0	0	0	0	0	0	0	0
01 1301 1950 1144 Appln Suprt - Magiq	0	0	0	0	0	0	0	0	0
01 1301 1950 1146 Appln Suprt - Corporate Card Navigator	0	0	0	0	0	0	0	0	0

See below – the additional \$500,000 is applied from 2026-27 onwards.

magiq

File Financial Labour Labour New Leave Payroll Procurement Spend Management Spend Management by Org Structure Computron Portal Finance Information Control Centre User Maintenance MAGIQExcel Designer Labour Generator

Refresh Find Settings Filter Locks Navigation Browser Charts Report Transactions Properties Hierarchy Measures October Move Back Sub Activity Export Customise Report Send To Report LONG TERM FINANCIAL PLAN 2026 Long Term Financial Plan 2026 Phasing User Mode

Navigation Tree

- ACCUMULATED SURPLUS
- BALANCE SHEET
- CAPITAL WORKS PROGRAM
- CEO SERVICES
- CITY FUTURES
- CITY PLANNING, DESIGN & AMENITY
- COMMUNITY STRENGTHENING
- CORPORATE DEVELOPMENT
- COMMUNICATION & CUSTOMER EXI
- CORPORATE DEVELOPMENT EXECI
- CUSTOMER SERVICE
- FINANCIAL SERVICES
- 1301. FINANCIAL SERVICES
- 1303. PROPERTY REVENUE
- 1504. PROCUREMENT
- GOVERNANCE, LEGAL & RISK
- PEOPLE AND CHANGE
- ENGINEERING SERVICES
- NON DIRECTORATE
- No Directorate Group

Filter

- Organisational Structure
- Sub Activity
- Account Type
- Account
- Sub Account
- Account / Sub Account
- Activity

Locks

	Assumpti on 2029-30	Forecast 2025-26	Forecast 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	LTF Con
Grand Total		0	500,000	500,000	500,000	500,000	
1301. FINANCIAL SERVICES		0	500,000	500,000	500,000	500,000	
01 1301 0022 0000 Interest on Rates	0.00%	0	0	0	0	0	
01 1301 0701 0000 Contributions (Free)	0.00%	0	0	0	0	0	
01 1301 0810 0000 Car Usage Contributions	0.00%	0	0	0	0	0	
01 1301 0900 0000 Other Inc	0.00%	0	0	0	0	0	
01 1301 0901 0000 Other Inc (Free)	0.00%	0	0	0	0	0	
01 1301 0995 0000 SLA - Fixed Income	0.00%	0	0	0	0	0	
01 1301 0996 0000 SLA - Adhoc Income	0.00%	0	0	0	0	0	
01 1301 1000 0000 Salaries	0.00%	0	0	0	0	0	
01 1301 1001 0000 Overtime	0.00%	0	0	0	0	0	
01 1301 1005 0000 Salaries - Casual	0.00%	0	0	0	0	0	
01 1301 1010 0000 Salaries Recovery	0.00%	0	0	0	0	0	
01 1301 1015 0000 Annual Leave	0.00%	0	0	0	0	0	
01 1301 1016 0000 Temp/Agency Staff	0.00%	0	0	0	0	0	
01 1301 1025 0000 Workcover Premium	0.00%	0	0	0	0	0	
01 1301 1030 0000 Employer Super - LASB	0.00%	0	0	0	0	0	
01 1301 1040 0000 LSL	0.00%	0	0	0	0	0	
01 1301 1050 0000 Staff Allowances	0.00%	0	0	0	0	0	
01 1301 1055 0000 Motor Vehicle Rcvry	0.00%	0	0	0	0	0	
01 1301 1075 0000 Training / Conf	0.00%	0	0	0	0	0	
01 1301 1098 0000 Staff Incentive	0.00%	0	0	0	0	0	
01 1301 1905 0000 Sware Maint	0.00%	0	0	0	0	0	
01 1301 1905 1144 Sware Maint - Magiq	0.00%	0	0	0	0	0	
01 1301 1905 1146 Sware Maint - Corporate Card Navigator	0.00%	0	0	0	0	0	
01 1301 1905 1636 Sware Maint - AP Workflow	0.00%	0	500,000	500,000	500,000	500,000	
01 1301 1905 1673 Sware Maint - LGSS (Pulse)	0.00%	0	0	0	0	0	
01 1301 1905 1892 Sware Maint - Local Govt Solutions	0.00%	0	0	0	0	0	
01 1301 1906 0000 Sware Licences (New)	0.00%	0	0	0	0	0	
01 1301 1915 0000 Operating Lease/Rentals	0.00%	0	0	0	0	0	
01 1301 1950 1141 Appln Suprt - Computron	0.00%	0	0	0	0	0	
01 1301 1950 1142 Appln Suprt - Property & Rating	0.00%	0	0	0	0	0	
01 1301 1950 1144 Appln Suprt - Magiq	0.00%	0	0	0	0	0	
01 1301 1950 1146 Appln Suprt - Corporate Card Navigator	0.00%	0	0	0	0	0	
01 1301 1950 1151 Appln Suprt - Crystal	0.00%	0	0	0	0	0	
01 1301 1950 1673 Appln Suprt - LGSS (Pulse)	0.00%	0	0	0	0	0	
01 1301 1965 0000 Software Upgrade	0.00%	0	0	0	0	0	
01 1301 2000 0000 Consultants	0.00%	0	0	0	0	0	
01 1301 2000 1555 Consultants - GST	0.00%	0	0	0	0	0	
01 1301 2000 2412 Consultants - Victorian Grants Commission	0.00%	0	0	0	0	0	
01 1301 2001 0000 Contractor Services	0.00%	0	0	0	0	0	
01 1301 2002 0000 Professional Services	0.00%	0	0	0	0	0	

Department: FINANCIAL SERVICES User Access: F



Changing “Assumptions” (% escalation)

If the assumptions in any year require amending, for example, Training / Conference below has been amended to have “10.00%” escalation in Year 1 (2025-26) only. Please enter the appropriate number. **Do not enter the % sign**. Magiq will automatically reformat when exiting. The Forecast year will automatically recalculate.

Magiq - MMENDO

magiq

	Ongoing Investment 2020-31	Assumption 2026-27	Assumption 2027-28	Assumption 2028-29	Assumption 2029-30	Assumption 2030-31	Forecast 2026-27 f	Forecast 2027-28 f	Forecast 2028-29 f	Forecast 2029-30 f	Forecast 2030-31
Grand Total	0						4,727,964	4,866,278	5,008,689	5,155,317	5,306,288
01 1301 1050 0000 Staff Allowances	0	3.25%	3.00%	3.00%	3.00%	3.00%	12,907	13,295	13,693	14,104	14,527
01 1301 1055 0000 Motor Vehicle Revvy	0	0.00%	0.00%	0.00%	0.00%	0.00%	0	0	0	0	0
01 1301 1075 0000 Training / Conf	0	10.00%	0.00%	0.00%	0.00%	0.00%	17,600	17,600	17,600	17,600	17,600
01 1301 1098 0000 Staff Incentive	0	0.00%	0.00%	0.00%	0.00%	0.00%	0	0	0	0	0
01 1301 1905 0000 S'ware Maint	0	2.75%	2.50%	2.50%	2.50%	2.50%	8,149	8,353	8,562	8,776	8,995
01 1301 1905 1144 S'ware Maint - Magiq	0	0.00%	0.00%	0.00%	0.00%	0.00%	0	0	0	0	0
01 1301 1905 1146 S'ware Maint - Corporate Card Navigator	0	0.00%	0.00%	0.00%	0.00%	0.00%	0	0	0	0	0
01 1301 1905 1636 S'ware Maint - AP Workflow	0	2.75%	2.50%	2.50%	2.50%	2.50%	0	0	0	0	0
01 1301 1905 1673 S'ware Maint - LGSS (Pulse)	0	0.00%	0.00%	0.00%	0.00%	0.00%	0	0	0	0	0
01 1301 1905 1892 S'ware Maint - Local Govt Solutions	0	2.75%	2.50%	2.50%	2.50%	2.50%	30,374	31,133	31,912	32,709	33,527

The result for training / conference account would be:

Original Budget	Assumption	Forecast
2025-26	2026-27	2026-27
\$16,000	10.00%	\$17,600 (\$16,000 +10.00% increase)

Step 5

You will need to enter a comment where you have amended the LTFP figure for any of the future years.



Magiq - MMENDO

magiq

File Financial Labour Labour New Leave Payroll Procurement Spend Management Spend Management by Org Structure Computron Portal Finance Information Control Centre User Maintenance MAGIQExcel Designer Labour Generator

Refresh Find Settings Filter Locks Navigation Browser Charts October Move Back Sub Activity Fields Export Customise Report Send To Report LONG TERM FINANCIAL PLAN 2027 Long Term Financial Phasing Mo

Navigation Tree LONG TERM FINANCIAL PLAN 2027

Accumulated Surplus
Balance Sheet
Capital Works Program
CEO Services
Chief Financial Office
Financial Services
1301. Financial Services
1303. Property Revenue
1504. Procurement
City Futures
Community Strengthening
Customer & Information Office
Non Directorate
No Directorate Group
Not Applicable
Strategy & Corporate Services
Organisational Structure
Sub Activity
Account Type
Account
Sub Account
Account / Sub Account
Activity

Locks

	n	f	Forecast 2026-27	f	Forecast 2027-28	f	Forecast 2028-29	f	Forecast 2029-30	f	Forecast 2030-31	LTFS	Comment
Grand Total			4,726,364		4,864,678		5,007,089		5,153,717		5,304,688		
01 1301 3040 1892. Subscriptions - Local Govt Solutions	✓		0		0		0		0		0		
01 1301 3080 0000. FBT	✓		0		0		0		0		0		
01 1301 3100 0000. Advertising	✓		1,541		1,580		1,619		1,660		1,701		
01 1301 3150 0000. Council Publications	✓		0		0		0		0		0		
01 1301 3160 0000. Meal Entertainment - Non FBT	✓		1,028		1,053		1,080		1,107		1,134		
01 1301 3161 0000. Meal Entertainment - FBT	✓		0		0		0		0		0		
01 1301 3610 0000. Bus Hire	✓		0		0		0		0		0		
01 1301 3799 0000. Other Exp	✓		2,000		2,000		2,000		2,000		2,000		
01 1301 9999 0000. Capital Expenditure	✓		0		0		0		0		0		
1303. PROPERTY REVENUE			974,174		1,002,693		1,032,061		1,062,270		1,093,376		
01 1303 0110 0000. Supplementary Rates	✓		0		0		0		0		0		
01 1303 0120 0000. Dip Grant State	✓		0		0		0		0		0		
01 1303 0230 0000. Fees - Other	✓		0		0		0		0		0		
01 1303 0231 0000. Fees Other (Free)	✓		(2,646)		(2,712)		(2,780)		(2,849)		(2,920)		
01 1303 0241 0000. Statutory Fees (Free)	✓		(114,444)		(116,733)		(119,068)		(121,449)		(123,878)		Land Information Certificates.
01 1303 0510 0000. Rent	✓		0		0		0		0		0		
01 1303 0830 0000. Recoveries	✓		0		0		0		0		0		
01 1303 0830 1410. Recoveries - Supplementary Valuation	✓		(54,809)		(56,179)		(57,583)		(59,023)		(60,498)		
01 1303 0830 1411. Recoveries - General Revaluation	✓		0		0		0		0		0		
01 1303 0830 1710. Recoveries - Rates Debtors	✓		(411,000)		(421,275)		(431,807)		(442,602)		(453,667)		
01 1303 0830 2122. Recoveries - Revaluation	✓		0		0		0		0		0		
01 1303 0831 0000. Recoveries (Free)	✓		0		0		0		0		0		
01 1303 0831 1410. Recoveries (Free) - Supplementary Valuation	✓		0		0		0		0		0		
01 1303 0831 1411. Recoveries (Free) - General Revaluation	✓		0		0		0		0		0		

That is where you have:

- Changed the Assumption %;
- Entered a number in either Once-off or Ongoing Adjustments.

Please remember your audience and keep your comment brief and meaningful. These reports are distributed to ET and Councilors for review.

Step 6 - Saving your budget adjustments

Right mouse click in the middle of the entry screen and select "Save".

A small green tick and "Long Term Financial Strategy Saved" will appear.



Magiq - MMENDO

magiq

File Financial Labour Labour New Leave Payroll Procurement Spend Management Spend Management by Org Structure Computron Portal Finance Information Control Centre User Maintenance MAGIQExcel Designer

Refresh Find Settings Filter Locks Navigation Browser Charts October Move Back Sub Activity Fields Export Customise Report Send To Report LONG TERM FINANCIAL PLAN 2027

Navigation Tree

- ACCUMULATED SURPLUS
- BALANCE SHEET
- CAPITAL WORKS PROGRAM
- CEO SERVICES
- CHIEF FINANCIAL OFFICE
- FINANCIAL SERVICES
 - 1301. FINANCIAL SERVICES
 - 1303. PROPERTY REVENUE
 - 1504. PROCUREMENT
- CITY FUTURES
- COMMUNITY STRENGTHENING

Locks

Filters Conditions Production

Department: FINANCIAL SERVICES

LONG TERM FINANCIAL PLAN 2027

	Original Budget	Base Budget LTFS	Once off 2026-27	Once off 2027-28
Grand Total	4,714,539	4,580,757	0	0
01 1301 3040 1892. Subscriptions	0	0	0	0
01 1301 3080 0000. FBT	0	0	0	0
01 1301 3100 0000. Advertising	1,500	1,500	0	0
01 1301 3150 0000. Council Public	0	0	0	0
01 1301 3160 0000. Meal Entertain	1,000	1,000	0	0
01 1301 3161 0000. Meal Entertain	0	0	0	0
01 1301 3610 0000. Bus Hire	0	0	0	0
01 1301 3799 0000. Other Exp	2,000	2,000	0	0
01 1301 9999 0000. Capital Expend	0	0	0	0
1303. PROPERTY REVENUE	1,062,171	943,917	0	0
01 1303 0010 0000. Supplementar	0	0	0	0
01 1303 0120 0000. Op Grant Sta	0	0	0	0
01 1303 0230 0000. Fees - Other	0	0	0	0
01 1303 0231 0000. Fees Other (F	(2,575)	(2,575)	0	0

Save

- Expand To Layer
- Redistribute Using
- Change Budget Name
- Change Phasing
- Columns
- Rows
- Set Outer Layer To
- Comments
- Attachments
- Transactions
- Send To
- Find
- Worksheets
- Add New Account
- Cells
- Properties
- Power Rules
- Close

Department: FINANCIAL SERVICES

LONG TERM FINANCIAL PLAN 2025

	YTD Actuals	Original Budget	Base Budget LTFS	Once off 2024-25	Once off 2025-26
Grand Total	1,277,387	2,982,938	2,991,500	0	0
01 1301 0810 0000. Car Usage Contributions	0	0	0	0	0
01 1301 0900 0000. Other Inc	0	0	0	0	0
01 1301 0901 0000. Other Inc (Free)	0	0	0	0	0
01 1301 1000 0000. Salaries	334,865	1,495,492	1,495,492	0	0
01 1301 1001 0000. Overtime	1,046	6,328	6,328	0	0
01 1301 1005 0000. Salaries - Casual	0	0	0	0	0
01 1301 1010 0000. Salaries Recovery	0	0	0	0	0
01 1301 1015 0000. Annual Leave	35,705	145,011	145,011	0	0
01 1301 1016 0000. Temp/Agency Staff	104,328	0	0	0	0
01 1301 1025 0000. Workcover Premium	9,478	35,731	42,050	0	0
01 1301 1030 0000. Employer Super - LASB	44,619	181,722	181,722	0	0
01 1301 1040 0000. LSL	9,874	40,515	40,515	0	0
01 1301 1050 0000. Staff Allowances	5,093	11,518	11,518	0	0
01 1301 1055 0000. Motor Vehicle Rcvry	0	(1,500)	(1,500)	0	0
01 1301 1075 0000. Training / Conf	2,909	16,000	16,000	0	0
01 1301 1098 0000. Staff Incentive	0	0	0	0	0

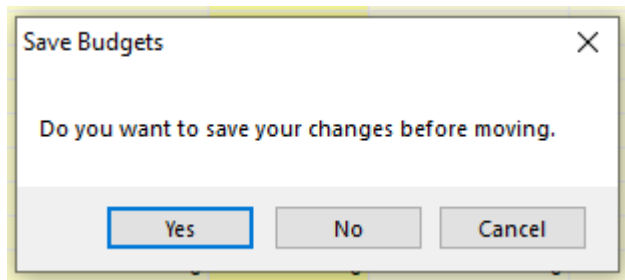
Department: FINANCIAL SERVICES

LONG TERM FINANCIAL PLAN 2025

Long Term Financial Strategy Saved.



Please note: Magiq will provide a prompt when exiting the budget entry screen if you haven't saved your changes. However, it is strongly encouraged that you save your changes regularly.



COLUMN HEADING EXPLANATIONS

Note: The following describes all the columns you need to be familiar with. Detailed input into these columns will follow.

2023 Actuals – COLUMN 1 (represent full year actuals for the 2022-23 year)

2024 Actuals – COLUMN 2 (represent full year actuals for the 2023-24 year)

2025 Actuals – COLUMN 3 (represent full year actuals for the 2024-25 year)

Original Budget - COLUMN 5 (Figures are the current 2025-26 approved budget – basis for calculation for future years)

BASE BUDGET

It is important to note that for the purposes of this LTFP, the 2025-26 Adopted Budget with a reduction in workcover is the Base Budget.

LONG TERM FINANCIAL PLAN 2026							
	2022 Actuals	2023 Actuals	2024 Actuals	YTD Actuals	Original Budget	Base Budget LTFS	
Grand Total	3,500,237	3,505,108	3,692,911	1,168,269	4,448,983	0	
1301. FINANCIAL SERVICES	1,938,095	2,047,573	2,081,416	655,881	2,165,708	0	
01 1301 0022 0000. Interest on Rates	0	0	0	0	0	0	
01 1301 0701 0000. Contributions (Free)	0	0	0	0	0	0	
01 1301 0810 0000. Car Usage Contributions	0	0	0	0	0	0	
01 1301 0900 0000. Other Inc	0	0	0	(430)	0	0	
01 1301 0901 0000. Other Inc (Free)	0	0	0	0	0	0	
01 1301 0995 0000. SLA - Fixed Income	0	0	0	0	0	0	
01 1301 0996 0000. SLA - Adhoc Income	0	0	0	0	0	0	



ONCE OFF 2026-27 to 2030-34 - the next 5 columns

These columns will be used to input figures that relate to a particular year only and not to be included in years following. Eg: Council Election costs. This happens every four years. The cost for elections will only be necessary in the election year.

Magiq - MMENDO

Financial Labour Labour New Leave Payroll Procurement Spend Management Spend Management by Org Structure Computron Portal Finance Information Control Centre User Maintenance MAGIQExcel Designer

Refresh Find Settings Filter Locks Navigation Browser Charts October Time Series Move Back Sub Activity Data Browser Export Fields Customise Report Send To Report LONG TERM FINANCIAL PLAN 2027

	Once off 2026-27	Once off 2027-28	Once off 2028-29	Once off 2029-30	Once off 2030-31
Grand Total	0	0	0	0	0
01 1301 1905 1892. Sware Maint - Local Govt Solutions	0	0	0	0	0
01 1301 1906 0000. Sware Licences (New)	0	0	0	0	0
01 1301 1915 0000. Operating Lease/Rentals	0	0	0	0	0
01 1301 1950 1141. Appln Suprt - Computron	0	0	0	0	0
01 1301 1950 1142. Appln Suprt - Property & Rating	0	0	0	0	0
01 1301 1950 1144. Appln Suprt - Magiq	0	0	0	0	0
01 1301 1950 1146. Appln Suprt - Corporate Card Navigator	0	0	0	0	0
01 1301 1950 1151. Appln Suprt - Crystal	0	0	0	0	0
01 1301 1950 1673. Appln Suprt - LGSS (Pulse)	0	0	0	0	0
01 1301 1965 0000. Software Upgrade	0	0	0	0	0
01 1301 2000 0000. Consultants	0	0	0	0	0
01 1301 2000 1555. Consultants - GST	0	0	0	0	0
01 1301 2000 2412. Consultants - Victorian Grants Commission	0	0	0	0	0
01 1301 2002 0000. Professional Services	0	0	0	0	0
01 1301 2100 1710. Legal Expenses - Rates Debtors	0	0	0	0	0

Navigation Tree: ACCUMULATED SURPLUS, BALANCE SHEET, CAPITAL WORKS PROGRAM, CEO SERVICES, CHIEF FINANCIAL OFFICE, FINANCIAL SERVICES, 1301. FINANCIAL SERVICES, 1303. PROPERTY REVENUE, 1504. PROCUREMENT, CITY FUTURES, COMMUNITY STRENGTHENING

Filters Conditions Department: FINANCIAL SERVICES User Access: Read Write Approval Status: Started

ONGOING ADJUSTMENT 2026-27 to 2030-34 – the next 5 columns

These columns will be used to input figures where you know that the base budget figure must be increased or decreased or is a new budget to commence from a particular year onwards.

Input the figure in the year from when the increase/decrease or new budget is applicable and this will have a flow on effect over the remaining years. Eg: If the budgeted figure is \$150,000 and this has to be increased to \$200,000 from 2026-27 then input \$50,000 in the Column headed “Ongoing Adjustment 2026-27” and the years 2026-27 onwards will automatically pick up this additional amount.



LONG TERM FINANCIAL PLAN 2026							
	e f 0	Ongoing Adjustment 2025-26	Ongoing Adjustment 2026-27	Ongoing Adjustment 2027-28	Ongoing Adjustment 2028-29	Ongoing Adjustment 2029-30	
Grand Total	0	0	0	0	0	0	
1301. FINANCIAL SERVICES	0	0	0	0	0	0	
01 1301 0022 0000. Interest on Rates	0	0	0	0	0	0	
01 1301 0701 0000. Contributions (Free)	0	0	0	0	0	0	
01 1301 0810 0000. Car Usage Contributions	0	0	0	0	0	0	
01 1301 0900 0000. Other Inc	0	0	0	0	0	0	
01 1301 0901 0000. Other Inc (Free)	0	0	0	0	0	0	
01 1301 0995 0000. SLA - Fixed Income	0	0	0	0	0	0	
01 1301 0996 0000. SLA - Adhoc Income	0	0	0	0	0	0	
01 1301 1000 0000. Salaries	0	0	0	0	0	0	
01 1301 1001 0000. Overtime	0	0	0	0	0	0	



ASSUMPTION 2026-27 to 2030-31 - the next 5 columns

The approved assumptions have already been factored into these columns. The budget for each year will increase by the % factored into these columns. These will be changed only if necessary or if there are no assumptions factored into the columns you can enter an appropriate percentage figure. Please follow the required convention for entering a percentage (eg. 5% = 5 or 3.8% = 3.8). **Please do not enter % sign.** Magiq will automatically reformat when saving and exiting the budget entry screen.

LONG TERM FINANCIAL PLAN 2027							
	ing ient 20-31	Assumption 2026-27	Assumption 2027-28	Assumption 2028-29	Assumption 2029-30	Assumption 2030-31	Forecast 2026-27
Grand Total	0						4,726,364
1301. FINANCIAL SERVICES	0						2,367,505
01 1301 0810 0000. Car Usage Contributions	0	0.00%	0.00%	0.00%	0.00%	0.00%	0
01 1301 0900 0000. Other Inc	0	0.00%	0.00%	0.00%	0.00%	0.00%	0
01 1301 0901 0000. Other Inc (Free)	0	0.00%	0.00%	0.00%	0.00%	0.00%	0
01 1301 1000 0000. Salaries	0	3.25%	3.00%	3.00%	3.00%	3.00%	1,740,385
01 1301 1001 0000. Overtime	0	3.25%	3.00%	3.00%	3.00%	3.00%	6,667
01 1301 1005 0000. Salaries - Casual	0	3.25%	3.00%	3.00%	3.00%	3.00%	0
01 1301 1010 0000. Salaries Recovery	0	0.00%	0.00%	0.00%	0.00%	0.00%	0
01 1301 1015 0000. Annual Leave	0	3.25%	3.00%	3.00%	3.00%	3.00%	167,403
01 1301 1016 0000. Temp/Agency Staff	0	0.00%	0.00%	0.00%	0.00%	0.00%	0
01 1301 1025 0000. Workcover Premium	0	3.25%	3.00%	3.00%	3.00%	3.00%	48,985
01 1301 1030 0000. Employer Super - LASB	0	3.25%	3.00%	3.00%	3.00%	3.00%	230,484
01 1301 1040 0000. LSL	0	3.25%	3.00%	3.00%	3.00%	3.00%	47,120
01 1301 1050 0000. Staff Allowances	0	3.25%	3.00%	3.00%	3.00%	3.00%	12,907
01 1301 1055 0000. Motor Vehicle Rcvry	0	0.00%	0.00%	0.00%	0.00%	0.00%	0
01 1301 1075 0000. Training / Conf	0	0.00%	0.00%	0.00%	0.00%	0.00%	16,000
01 1301 1098 0000. Staff Incentive	0	0.00%	0.00%	0.00%	0.00%	0.00%	0
01 1301 1905 0000. S'ware Maint	0	2.75%	2.50%	2.50%	2.50%	2.50%	8,149
01 1301 1905 1144. S'ware Maint - Magiq	0	0.00%	0.00%	0.00%	0.00%	0.00%	0
01 1301 1905 1146. S'ware Maint - Corporate Card Navigator	0	0.00%	0.00%	0.00%	0.00%	0.00%	0



Department: FINANCIAL SERVICES

User Access: Read Write

Approval Status: Started



FORECAST 2026-27 to 2030-31 - the next 5 columns

These are locked columns and are populated with the budgeted figures based on the applied assumptions.

LONG TERM FINANCIAL PLAN 2027											
											+
	f	Forecast 2026-27	f	Forecast 2027-28	f	Forecast 2028-29	f	Forecast 2029-30	f	Forecast 2030-31	LTF5 Comme
Grand Total		4,726,364		4,864,678		5,007,089		5,153,717		5,304,688	
01 1301 1040 0000. LSL		47,120		40,334		43,330		31,430		33,034	
01 1301 1050 0000. Staff Allowances		12,907		13,295		13,693		14,104		14,527	
01 1301 1055 0000. Motor Vehicle Rcvry		0		0		0		0		0	
01 1301 1075 0000. Training / Conf		16,000		16,000		16,000		16,000		16,000	
01 1301 1098 0000. Staff Incentive		0		0		0		0		0	
01 1301 1905 0000. S'ware Maint		8,149		8,353		8,562		8,776		8,995	Fringe E
01 1301 1905 1144. S'ware Maint - Magiq		0		0		0		0		0	
01 1301 1905 1146. S'ware Maint - Corporate Card Navigator		0		0		0		0		0	
01 1301 1905 1636. S'ware Maint - AP Workflow		0		0		0		0		0	
01 1301 1905 1673. S'ware Maint - LGSS (Pulse)		0		0		0		0		0	
01 1301 1905 1892. S'ware Maint - Local Govt Solutions		30,374		31,133		31,912		32,709		33,527	
01 1301 1906 0000. S'ware Licences (New)		0		0		0		0		0	
01 1301 1915 0000. Operating Lease/Rentals		0		0		0		0		0	
01 1301 1950 1141. Appln Suprt - Computron		0		0		0		0		0	
01 1301 1950 1142. Appln Suprt - Property & Rating		5,292		5,424		5,560		5,699		5,841	Property
01 1301 1950 1144. Appln Suprt - Media		5,000		5,770		5,931		6,000		6,231	
Department: FINANCIAL SERVICES											
User Access: Read Write											
Approval Status: Started											



LTFP COMMENT

A comment will be required if any changes have been made to the first five years and are **over and above** the allowed assumptions eg: if any changes are made in the Columns headed **ONCE OFF or ONGOING ADJUSTMENT** then a comment to explain this change is required.

Please enter your comment in the space provided. Keep in mind that these reports are presented to ET and Council, so your comments need to be brief and meaningful.

Please do not include acronyms

For example,

EBA = Enterprise Bargaining
Agreement



Appendix B

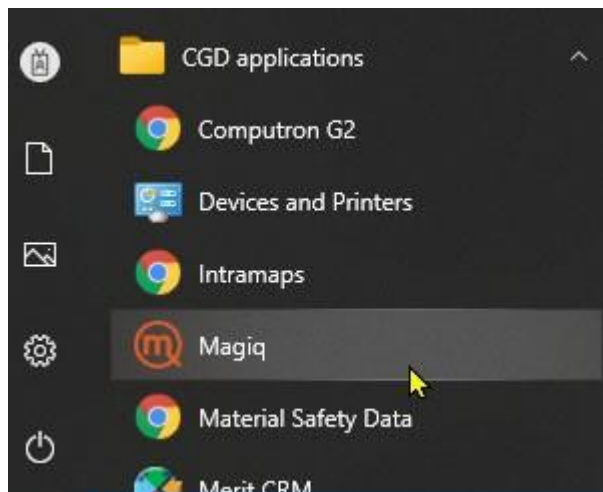


Procedures for Printing Long Term Financial Plan Reports

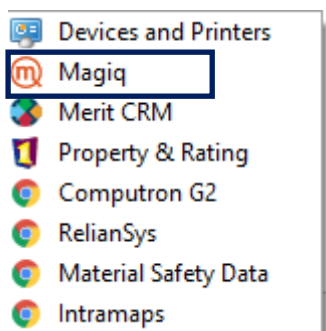




Step 1 – Click on ‘Start’ Menu , navigate to CGD application drop down list, and select Magiq Icon



or from CGD Applications >> (bottom right)

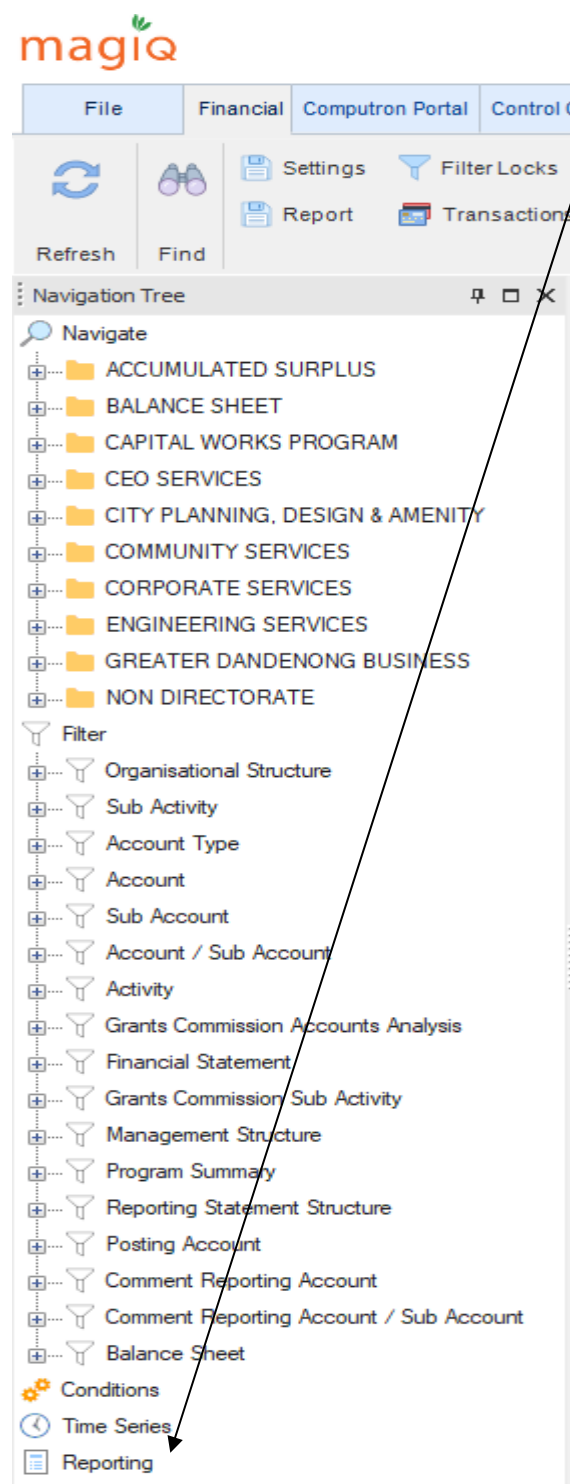




Step 2 - Printing the Long Term Financial Plan (LTFP) Report

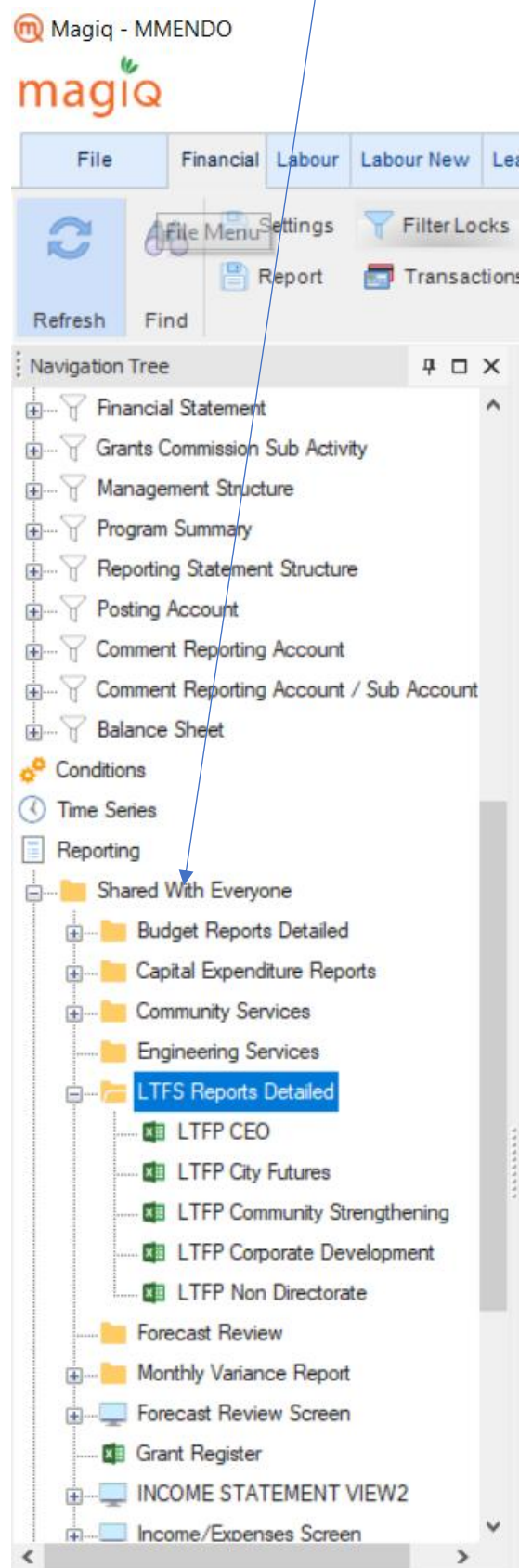
In order to print the LTFP report that is used for ET and Councilor review, you need to run a report contained in the **Data Browser** directory in the **Shared with Everyone** file.

In the Navigation Tree on the left hand side of the screen, double click on Reporting





Then Click on “Shared With Everyone” and “LTFS Reports Detailed”





To run your area's report, double click on the LTFS Report Detailed for your Directorate. Access is limited to your Budget area, so only your Department/Sub Activity will be displayed.

The message below will appear on screen while the report is loading.





Once the load has finished, your screen will show both the report and your data browser. You can

The screenshot shows the MAGIX software interface. On the left is a navigation tree with categories like 'Grants Commission Accounts Analysis', 'Financial Statement', 'Management Structure', 'Program Summary', 'Reporting Statement Structure', 'Posting Account', 'Comment Reporting Account / Sub Account', 'Balance Sheet', 'Conditions', 'Time Series', 'Reporting', 'Shared With Everyone', 'Budget Reports Detailed', 'Capital Expenditure Reports', 'Community Services', 'Engineering Services', 'LTFS Reports Detailed', 'LTFS CEO', 'LTFS City Planning Design & Amenity', 'LTFS Community Services', 'LTFS Corporate Services', 'LTFS Engineering Services', 'LTFS Engineering Services - Account level', 'LTFS GCBusiness', 'LTFS Non Directorate', 'Monthly Variance Report', and 'Grant Register'. The main area displays a table titled 'Directorate Details For Period October' with columns: Directorate, YTD Actuals, YTD Budgets, YTD Variances, Annual Budget, and Original Budget. The table lists various directorates and their financial data. A 'Data Browser' window is open on the right, showing a tree structure with 'CEO SERV' and 'CHIEF EXEC' selected. A green circle highlights the 'X' button in the top right corner of the Data Browser window, with an arrow pointing to it.

close the data browser screen by clicking on the X button.

To print your report, simply Right Click on the centre of the screen and

The screenshot shows a report titled 'CITY OF GREATER' with the subtitle 'Full Year Actual'. The report displays financial data for various categories. A right-click context menu is open over the report, showing options: 'Paste Options:', 'New Note', 'Link', 'Export', 'Print', 'View', 'Properties', 'Send To Dashboard', and 'Close'. The 'Export' option is highlighted, and an arrow points to it.

select Export.

This will send the report to Excel and you can print or save your report.



IF YOU HAVE ANY QUERIES REGARDING BUDGET

INPUT PLEASE CONTACT KIRSTEN ON 8571 5360

OR Maya ON 8571 5328.

Appendix C

LTFP Operational Funding Requests (Online Form)





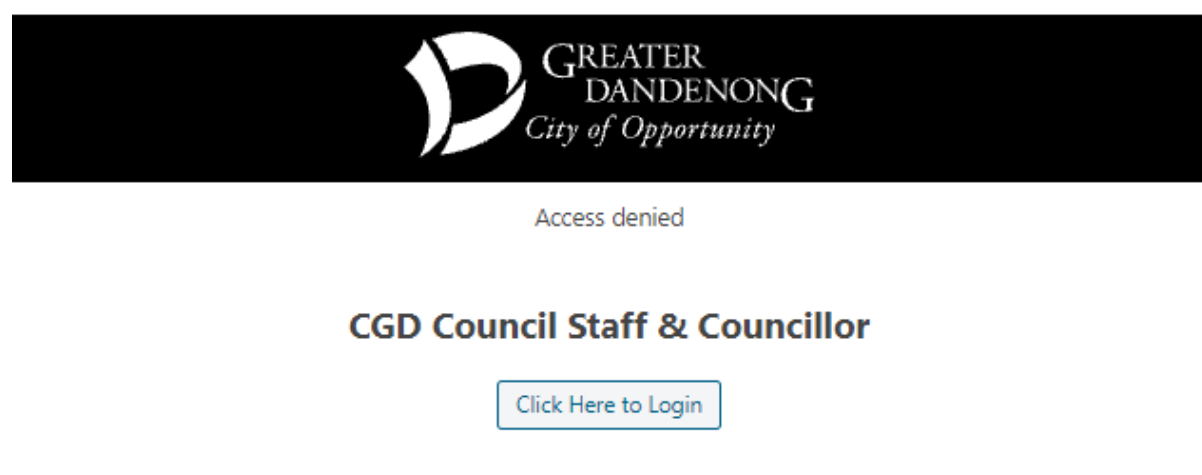
Operational Funding Request Process – Online form

All operational funding requests are to be submitted for ET/Council consideration via this online form:

To access this link hold down the Ctrl key on your keyboard and click on the link.
https://forms.greaterdandenong.vic.gov.au/internal-forms/ltps-request-for-operational-initiative/?saml_sso

Instructions for completing the online form are outlined below.

You may need to click on 'Click Here to Login' to access the online form for the first time and all fields marked with *(Required)* are mandatory.



The first step is to include a high level name for your operational funding request in **Name of Request**. Select the appropriate year in the Term of funding request. Then include a more detailed description and justification for the operational funding request in the **Detailed Description** field. Refer to the example provided below.

Please note whether this is a Councilor request. If it is, please indicate the Councilor who submitted this request.



Is this a Councillor request? *(Required)*

☒ Yes ☐ No

Councillor Name *(Required)*

Cr Smith

Click on the 'Add Distribution' button to indicate the accounts and phasing of the operational funding request (this is mandatory). Please fill in the correct posting string (sub activity, account, sub-account). Then input the amounts phased by month. Note – **you do not need to input the Amount field** as it represents the sum of the phasing fields (it is calculated automatically).

Account Distribution Total

sum of account distributions, no input required

\$ 0.00

Account Distribution

Sub Activity	Account	Sub Account	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Amount
There are no distributions.															

Add Distribution



Add Distribution

Sub Activity *

Account *

Sub Account *

1301

1000

0000

Phasing

Jul

Aug

Sep

Oct

4167

4167

4167

4167

Nov

Dec

Jan

Feb

4167

4167

4167

4167

Mar

Apr

May

Jun

4167

4167

4167

4163

Amount *

50,000

Cancel
Add Distribution

Click the Add Distribution button once you have entered all monthly figures. You can review the account distribution you have added after you click Add Distribution, and you have the option to edit or delete the line you have inserted.

Account Distribution

Sub Activity	Account	Sub Account	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Amount	
1301	1000	0000	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,163	50,000	Edit Delete

You can add more than one expense line item by clicking the 'Add Distribution' button again (as many times as required).

Add Distribution

When finished inserting the account distributions, click on the Submit button.



You have the opportunity to add documentation to support your operational funding request at the next section.

Supporting Document

If there are any supporting documents you would like to add please drag and drop them from Objective

Drop files here or

Select files

Once you have completed all of the required lines relating to your operational funding request, you need to select your Manager and or Director from the drop down menu.

Manager/Director to Approve (Required)

Click to select...

The final step is to click on the 'Submit' button.

You can save your progress and complete the online form at a later time by clicking on the 'Save and Continue Later' button. Otherwise click on Submit button.

Once you submit, the below screen will be displayed.



LTFP Request for Operational Initiative

Thanks for completing LTFP Request for Operational Initiative.

This will now go for approval.

Once approved you will get a confirmation email

This will now go to your Manager and once approved it will flow to the Director for approval.

Once approved by your Director, an email will be directed to Finance to review and accept the operational funding request (note that this does not indicate it is an 'approved' operational funding item – formal approval will not occur until the operational funding request is approved by Council in June 2026).

If your Manager/Director rejects the operational funding request, you will receive an email indicating this. You can amend the operational funding request and resubmit to your Manager/Director for approval or the email will provide you with a link that will immediately cancel your operational funding request (refer example below). Note, if you do not cancel the operational funding request, you will receive reminder emails every two days until it is actioned or canceled.



LTFS Request for Operational Initiative



forms@cgd.vic.gov.au

To  Nina Sengsouvanh

Hi,

A new LTFS Request for Operational Initiative form has been Rejected and requires your attention

[Open LTFS Request for Operational Initiative Form](#)

Thanks

If you would like to cancel this request, please click the link below

[Cancel LTFS Request for Operational Initiative Form](#)