City of **Moonee Valley**

Moonee Ponds Traders Business Precinct Work Schedules

Cleansing team tasks		M	T	W	T	F	S	S
Street Sweeping and Cleaning Footpaths, roads, and laneways	am	X	X	X	X	X		X
	pm					X		
Rubbish Bins Across the Activity Centre	am	X	X	X	X	X	X	
Pratt Street – Toilets	pm	X	X	X	X	X	X	X

Graffiti – Council Owned Infrastructure Only
- 4th week of the Month or by request

Graffiti inspection and cleaning. Make a RFS for graffiti removal (see process pg 2)

Pot Plant Maintenance
- 3rd week of the month or by request

Single man crew's maintenance runs- These are carried out on a 3-week cycle with maintenance & watering.

There is a regular watering cycle that is done. Through winter months, it drops down as there is a lot of rain, but is still carried out as some pots are under cover, however as we come into spring it is usually carried out on a weekly basis and in the warmer summer months can be done as often as 2 to 3 times a week.

Christmas Decorations
- Annually: 1st Thursday in November until 2nd week in January – Pole Decorations & Bin Surrounds

Each year Council (Depot) installs Christmas decorations across the municipality in the form of Bin Wraps and Pole Decorations.

Economic Development assist with decorations in areas that are not part of a Special Rate Scheme eg. Mt Alexander Road, Napier Street Essendon, Centre Way - Keilor East, Milleara Road, Avondale Heights.

Local Laws

Local Laws administer Footpath Trading and Car Parking

Parking

Parking officers enforce parking restrictions under the Road Safety Act & Regulations and promote, educate by advising the community on matters related to parking and compliance matters.
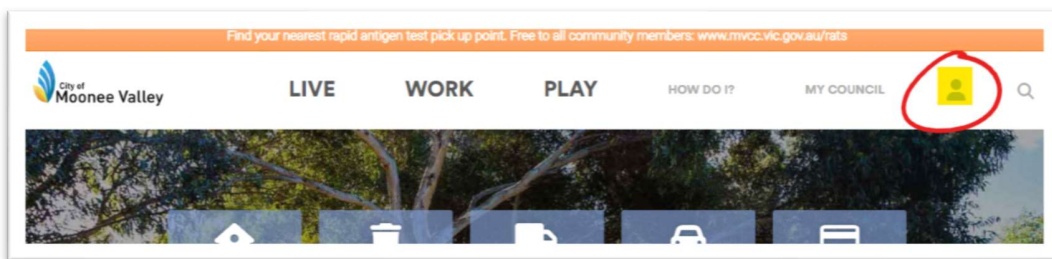
Economic Development

Economic Development attend trader meetings and act as a conduit to assist with Activity Centre enquiries across Council.
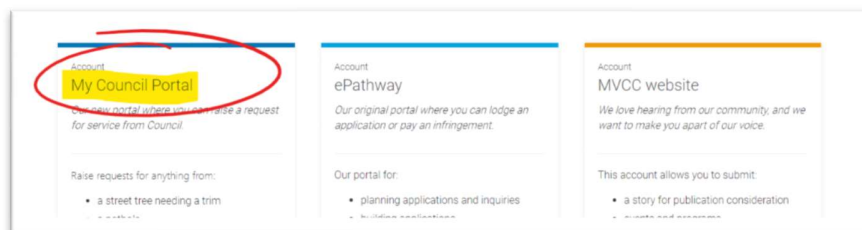
They also support all events and programs run by the Trader Associations.

How to raise a Request for Service:
1. **Visit Council website: mvcc.vic.gov.au**
2. **Click on the Accounts Icon (top right corner next to search icon)**

3. **Click on My Council Portal (Alternatively, scan the QR code below to start a request for service)**

4. **Click on a relevant Service and complete the prompts to raise a Request**