

MANNINGHAM

## COUNCIL MEETING

# AGENDA

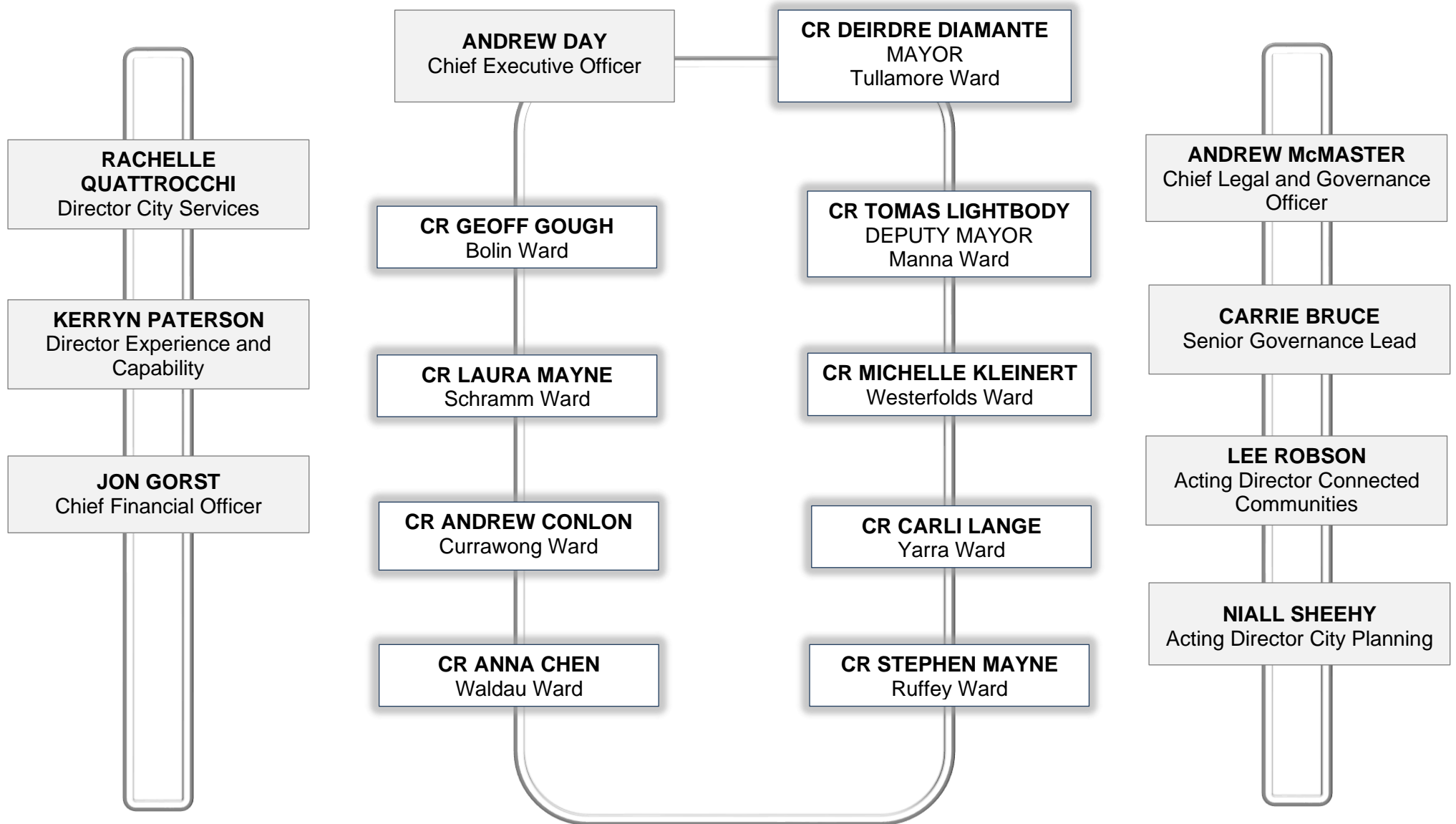
<b>Date:</b>	<b>Tuesday, 22 November 2022</b>
<b>Time:</b>	<b>7:00pm</b>
<b>Location:</b>	<b>Council Chamber, Civic Centre 699 Doncaster Road, Doncaster</b>

**This meeting is convened to transact the business listed below.**

**Andrew Day**  
**Chief Executive Officer**

*This meeting will be livestreamed. Members of the public who address Council will be heard on the live audio stream, and audio of them speaking will be recorded. All reasonable efforts will be made to avoid capturing live or recorded video footage of public attendees however there might be incidental capture.*

# COUNCIL MEETING SEATING PLAN



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**1 OPENING PRAYER AND STATEMENTS OF  
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**2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE**

**3 PRIOR NOTIFICATION OF CONFLICT OF INTEREST**

**4 CONFIRMATION OF MINUTES**

Confirmation of the Minutes of the Council Meeting held on 25 October 2022.

**5 PRESENTATIONS**

**6 PETITIONS**

**7 PUBLIC QUESTION TIME**

**8 ADMISSION OF URGENT BUSINESS**

**9 PLANNING PERMIT APPLICATIONS**

Nil



10 CITY PLANNING

10.1 Sunset of the Open Space (OSSAC), Heritage (HAC) and Liveability Innovation Technology (LIT) Advisory Committees

- File Number: IN22/693
- Responsible Director: Acting Director City Planning
- Attachments:
  - 1 Heritage Advisory Committee (HAC) - Terms of Reference [↓](#)
  - 2 Open Space and Streetscape Advisory Committee (OSSAC) - Terms of Reference [↓](#)
  - 3 Liveability Technology and Innovation Committee (LIT) - Terms of Reference [↓](#)

EXECUTIVE SUMMARY

*This report is to consider sunsetting the Open Space and Streetscape Advisory Committee (OSSAC), Heritage Advisory Committee and the Liveability Innovation Technology (LIT) Committee at the end of 2022.*

*At the 28 September 2021 Council meeting, it was proposed to form a new Liveable Places and Spaces Advisory Committee (LPSAC). As part of this process, officers consulted with and undertook a review of various Advisory Committees within the City Planning and Community Directorate, including the Open Space and Streetscape Advisory Committee (OSSAC) and Heritage Advisory Committee (HAC). The recommendations were informed by a rigorous review process, including consultation with conveners, chairpersons, committee members and other Councils.*

*As a result, it is recommended that OSSAC is embedded within a proposed LPSAC, and the purpose of the committee is broadened to consider land use matters including transport, environment and urban design – with open space remaining as a key pillar.*

*This consultation and review also validated the importance of the heritage portfolio, and in particular, maintaining strong relationships with the local historical societies. As such, it is proposed to transition the Heritage Advisory Committee (HAC) to a Historical Societies Working Group, to strengthen their contribution to Manningham and to assist with the sustainability of these groups.*

*In addition, it is proposed to consider establishing a new Climate Change Committee to align it to the Council’s draft Climate Emergency Action Plan.*

1. RECOMMENDATION

**That Council:**

- A. note that Officers have fulfilled the 28 September 2021 Council Resolution to consult with the Open Space and Streetscape Advisory Committee and Heritage Advisory Committee.**
- B. formally sunset the following three Advisory Committees at the end of 2022 (as per their existing Terms of Reference): 1) Open Space and Streetscape Advisory Committee, 2) Heritage Advisory Committee and 3) Liveability Innovation Technology Committee.**

- C. **progress the establishment of a new a) Liveable Places and Spaces Committee, b) Historical Societies Working Group (with an Arts and Culture Lead) and c) Climate Change Committee from early 2023.**
- D. **note that officers will present a subsequent report to Councillors in early 2023 to seek the endorsement of the Terms of Reference for the three (3) new Committees and commence Expressions of Interest for membership.**
- E. **note that all three (3) existing historical societies operating in Manningham (Warrandyte, Doncaster & Templestowe and Wonga Park) would be granted automatic membership to the proposed Historical Societies Working Group.**

## 2. BACKGROUND

- 2.1 Council currently convenes a number of networks, including Advisory Committees which have Councillor representation. These committees are an important tool for engaging the community in Council decision making. At the Council meeting on 23 February 2021 a resolution was made to establish a number of new Advisory Committees along with an updated governance model creating greater alignment with the Council Plan.
- 2.2 As part of this process, officers undertook a review of various Advisory Committees within the City Planning and Community Directorate, including the Open Space and Streetscape Advisory Committee (OSSAC) and Heritage Advisory Committee (HAC). The recommendations were informed by a rigorous review process, including consultation with conveners, chairpersons, committee members and other Councils.
- 2.3 The HAC membership consists of representation from three local historical groups: Doncaster & Templestowe Historical Society, Warrandyte Historical Society and the Wonga Park Community Cottage Historical Group and resident representatives. The Committee meets quarterly and is chaired by one Councillor (Cr Deirdre Diamante). The Terms of Reference for this committee are provided as Attachment 1.
- 2.4 The OSSAC membership consists of up to eight community members (local residents), three officers and three Councillors (Cr Lange (Chair), Cr Lightbody and Cr Gough). However recently, two community members resigned, and their positions were not backfilled given the review of the Committee throughout 2022. The Terms of Reference for this committee are provided as Attachment 2.
- 2.5 Subsequently, at the 28 September 2021 Council meeting it was proposed to form a new Liveable Places and Spaces Advisory Committee (LPSAC), potentially in place of OSSAC and HAC. However, an alternate motion was put forward and adopted to consider this proposal subject to:
- *consultation with members of existing relevant committees on the proposed new committee subject matter, structure and draft forward agenda; and*
  - *any new committee continuing to explicitly recognise and actively include strategic heritage considerations (historic and contemporary) as a standing item at every meeting and as part of other committee discussion points.*

- 2.6 As per the Terms of Reference of both the OSSAC and HAC, both committees were due to sunset at the end of 2021. However, it was decided to continue with the operation of both committees throughout 2022 to allow time to undertake the consultation and review process as outlined above.
- 2.7 Since this time, it has also been considered that Council may wish to establish a new Climate Change Committee to align it to Council's draft *Climate Emergency Action Plan*.
- 2.8 It is therefore proposed to progress with the establishment of the new committees. To enable this process, it was recommended to sunset the three committees at the end of 2022 – OSSAC, HAC and LIT.

### 3. DISCUSSION / ISSUE

#### Feedback from OSSAC and HAC Committees

- 3.1 A process to consult with the OSSAC and HAC committees was undertaken. This involved thorough discussions with the community representatives, Councillors and representative officers of both committees at their quarterly meetings. Initial discussions proposing the new LPSAC was tabled at the November 2021 meeting, and subsequent discussions were held at the May and August 2022 meetings with both Committees.
- 3.2 Discussions with OSSAC yielded the following key feedback:
- Community members were looking for a more 'hands on' role, and felt that at times that OSSAC was not fulfilling this regularly;
  - Meetings often become caught up on operational matters – losing sight from the strategic objectives (and purpose) being sought from this committee;
  - General support for moving away from a 'silo' committee to consider broader land use implications to support open space objectives, and align open space objectives with broader strategic land use matters such as transport, housing and environment;
  - There were some concerns that open space matters may get lost in a broader committee.
- 3.3 Discussions with HAC yielded the following key feedback:
- Representatives of the three historical groups generally felt satisfied that the committee was functioning as per its purpose, however felt that the Committee had lost some function over time;
  - Significant concerns that heritage matters would become diluted (or lost) as part of a broader committee (i.e. if incorporated with the proposed LPSAC);
  - Opportunity existed for Council to provide more resource support to the historical groups, and in particular, succession planning or support in future given the dwindling numbers of members in their respective historical society groups.

Proposed Liveable Places and Spaces Advisory Committee (LPSAC)

- 3.4 As per the initial recommendation, it is still considered viable to progress the establishment of a LPSAC, however, to only absorb the OSSAC into this broader Committee. The heritage function would remain as a separate committee (see section below regarding ‘Historical Societies Working Group’).
- 3.5 The purpose of the LPSAC is to provide community representation and advice regarding the implementation of the *Liveable City Strategy 2040 (LCS)*. The LCS is Council’s 20-year aspirational long-term vision to improve the liveability of Manningham, across our urban/suburban neighbourhoods to our rural areas – protecting our balance of city and country and providing choice in how we live, work and play.
- 3.6 This Committee will contribute by ensuring an integrated approach to land use matters including passive open space, transport and environment, aligned to *Manningham Council Plan 2021-25* goals under the ‘Liveable Places and Spaces’ theme. It will serve a strategic focus only with the committee to assist in workshopping active projects in draft or under development.
- 3.7 Upon consideration of all feedback and review, it is considered appropriate to embed the former OSSAC into the proposed LPSAC as open space forms a key component of strategic land use, often interlinked or aligned with other land use matters such as housing, transport and the environment.
- 3.8 As such, the LPSAC would be underpinned by the following key themes:

**A. Passive Open Space**

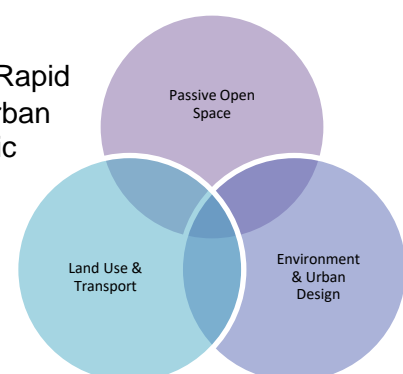
- Strategic nature of open space planning (new parks, major redevelopment or opportunities, links and access)
- *NOTE: Recreational matters would be referred to the recently established Recreation and Sports Advisory Committee.*

**B. Strategic Land-Use and Transport Planning**

- Housing / Residential
- Strategic Transport initiatives: (Bus Rapid Transit, Bus Network Review, Suburban Rail Loop or heavy rail or other public transport proposals)
- Active transport (walking and cycling connections)

**C. Environment & Urban Design**

- Green Wedge matters
- Placemaking & Urban Design



- 3.9 The following strategic projects / initiatives could be potentially considered or workshopped to form part of the first-year agenda (at a maximum of two items per meeting), based on how they might best align with the strategic objectives of the Council Plan:
- Vibrant Villages Plan (Activity Centres)
  - Greenway Strategy
  - Housing Strategy / Neighbourhood Character Assessment
  - Urban Design Guidelines
  - Doncaster Hill Framework (including Suburban Rail Loop)
  - Walking, cycling or other transport related projects
  - Other relevant items on an as needs basis
- 3.10 Given the breadth in nature of the above items, the arrangement of sub-working groups within the broader Committee could be permitted if and when required to consider specific items (between quarterly meetings) and report back to the broader committee.
- 3.11 The Governance arrangement and logistics may include:
- Frequency: Quarterly (potential to be varied if required for specific matters).
  - Term: 3-year term (2023-25 in line with term of the Council Plan)
  - Community Members:
    - i. 10 to 15 community members (ideally up to 12)
    - ii. Spread across geographical area (Urban – 75% (6-7) & Green Wedge 25% (2-3))
    - iii. Diversity of member skills including those with technical background (academics, field professionals, university graduates etc)
- 3.12 It would be expected that an Expressions of Interest campaign would be run to invite community participants to the Committee.

#### Proposed Historical Societies Working Group (HSWG)

- 3.13 In response to feedback with the HAC, it is considered that the future of this committee or general heritage matters are not absorbed into a broader LPSAC as it is recognised that the heritage function would be lost.
- 3.14 Therefore, the recommendation is to maintain a separate committee for heritage matters, through a proposed Historical Societies Working Group (HSWG).
- 3.15 The purpose of the HSWG is to create a forum to identify works and projects to sustain the long-term operation and contributions of the historical societies (Warrandyte, Templestowe & Doncaster and Wonga Park) in Manningham. The establishment of the Group recognises the depth of local knowledge, materials and documents owned by the historical societies, as an invaluable community resource to the residents and visitors of Manningham.

- 3.16 Fundamentally, the objective of this rebranded working group is to continue the operations similar to what we've been doing to date with HAC. The three societies on the rebranded new HSWG will remain as the Group.
- 3.17 This may include the provision of annual funding to enable tasks identified by the Group that need actioning (this funding request will still need to be approved by Council at a later date as part of this process).
- 3.18 Council's role would be to support and assist the historical societies by:
- Encouraging contemporary museum practice such as digitising inventories
  - Focusing on sound curatorial practice
  - Succession planning
  - Collaboration on special projects
  - Promotion of heritage festivals & materials – websites, social media, display of materials, partnerships
  - Facilities management
  - Volunteer attraction
  - Assistance with the application for government grants for specific projects.
- 3.19 Generally, the functions of the Group would continue similarly to how they currently operate under the existing HAC. However, the custodian of the Group is recommended to shift from Integrated Planning to the Arts and Culture Team as the lead (Economic and Community Wellbeing Unit).
- 3.20 It is recommended to grant automatic membership to the three (3) existing historical societies (Warrandyte, Templestowe & Doncaster and Wonga Park). As such, an Expressions of Interest campaign would run to seek resident/community representation on the Group.

#### Existing Liveable Innovation and Technology (LIT) Committee

- 3.21 This opportunity is also being sought to formally end the Liveability Innovation and Technology (LIT) Committee. The Terms of Reference for this committee are provided as Attachment 3.
- 3.22 The purpose of the LIT Committee is to improve liveability and public value in Manningham by connecting people, place and assets through innovation and technology.
- 3.23 The LIT Committee has been in operation since 2019 with the community representatives appointed for a period of three years, concluding in September 2022. Fifty per cent (50%) of the community members resigned prior to the conclusion of their term.

- 3.24 During the three years of operation, the LIT Committee provided advice and supported the development of a SMART Cities Options Paper, Liveable City Strategy 2040, the redevelopment of Council's website and the draft Climate Emergency Action Plan.
- 3.25 As per the Terms of Reference, the term of the committee is to be reviewed every 4 years and may be revoked by Council at any time. Given the term of all community representatives has now concluded, it is an appropriate time to consider the future of the LIT Committee.
- 3.26 It is recommended to sunset the LIT Committee by the end of 2022. Matters that were considered by this committee such as liveability and climate change, would continue to be embedded through the Liveable Places and Spaces Committee and potentially a new Climate Change Committee, particularly if people with innovation or technology backgrounds are represented on these committees.
- 3.27 The LIT committee conducted its final meeting for the year on 12 September 2022.

#### Proposed Climate Change Committee

- 3.28 It is proposed to establish a new Climate Change Committee, to align with the draft Manningham Climate Emergency Action Plan.
- 3.29 Further details of the purpose, proposed structure, membership and timing of the committee will be provided in early 2023.
- 3.30 It is expected that an Expressions of Interest campaign would be run to invite community participants to the Committee.

#### **4. COUNCIL PLAN / STRATEGY**

- 4.1 The establishment of the LPSAC and HSWG are aligned to the *Manningham Council Plan 2021-25* goals under the 'Liveable Places and Spaces' theme. The LPSAC is namely underpinned by the *Liveable City Strategy 2040*.
- 4.2 The establishment of a Climate Change Committee is aligned to the *Manningham Council Plan 2021-25* goal under the 'Resilient Environment' them and underpinned by the draft Climate Emergency Action Plan and the draft Environment Strategy.
- 4.3 The establishment of any new committee will occur in line with the '*Advisory Committee Policy 2019*'. This Policy was developed to provide a consistent approach to the establishment, management and review of Council endorsed advisory committees on which there is Councillor representation. Items to note from this policy include clauses for diversity of membership, membership tenure, committee management and reporting.

## 5. IMPLEMENTATION

### 5.1 Finance / Resource Implications

A broader review of Advisory Committees was undertaken to determine the resource implications of operating the various Committees within Council. Through this review, it was determined that the function of OSSAC was not operating at optimum given the single nature of the committee (open space). Broadening the committee and inviting a wider range of community members with various interests would serve to provide a more holistic approach to land use matters. As such, the proposed LPSAC would provide this opportunity, and ensure the focus and outcomes were clearly linked to the Liveable City Strategy and operated at purely a strategic level (no operational function).

Councillor and officer representation would still be required to support the functions of LPSAC, HSWG and Climate Change committees. This resource request would be absorbed by Council through its normal operations.

However, to maximise the functions of the HSWG, it is suggested that Council consider to provide an annual funding base to provide the historical societies the opportunity to undertake tasks such as to digitise their material, restore heritage artifacts / monuments and actively promote their material at festivals, events and through digital material.

### 5.2 Communication and Engagement

To address the decision of Council in establishing LPSAC, extensive consultation was undertaken with both OSSAC and HAC on numerous occasions (November 2021, and throughout 2022 at the May and August meetings). Officers also consulted individually with the Councillor Chair of each Committee and the Mayor, of who all remained supportive of the approach to establish the LPSAC and HSWG and sunset the OSSAC and HAC.

It would be expected that an Expressions of Interest campaign would be run to invite community participants to the LPSAC, HSWG and Climate Change Committees from early 2023.

### 5.3 Timelines

It is intended that the HAC and OSSAC committees will complete their final meetings for 2022 (by December) and sunset thereafter.

A further report, proposed Terms of References and Expressions of Interest campaign information for LPSAC, HSWG and Climate Change Committee will be presented to Councillors in early 2023 for consideration and endorsement.

The EoI campaign will then commence thereafter with the aim to commence the operations of these committees before mid-2023.

## 6. DECLARATIONS OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any general or material conflict of interest in this matter.



## Heritage Advisory Committee Terms of Reference

<b>Short Description:</b>	This Terms of Reference applies to Council's Heritage Advisory Committee.
<b>Relevant to:</b>	Councillors, Committee Members and Manningham Council officers
<b>Responsible Officer:</b>	Manager Integrated Planning
<b>Approved by Council:</b>	15 September 2020
<b>Next Scheduled Review Date:</b>	15 September 2024
<b>Reference:</b>	EF10/3804

<b>1. Purpose</b>	<p>To provide advice to Council on the conservation, promotion of, and education about heritage and heritage places within the municipality.</p> <p>A heritage place is defined as a building, garden, landscape or landscape element (e.g. a tree or row of trees) that has heritage significance to the municipality. This will include all heritage places included on the Schedule to the Heritage Overlay. It may also include other buildings, gardens, landscapes or landscape elements that are not included on the Schedule, but are considered to be of potential heritage value to the municipality.</p>
<b>2. Roles and Tasks</b>	<p>To provide advice and guidance to Council and staff on heritage matters in Manningham, including;</p> <ul style="list-style-type: none"> <li>• Amendments to the Manningham Planning Scheme;</li> <li>• Criteria for appraising applications made under Council's Heritage Restoration Fund;</li> <li>• The exchange of ideas to assist with the ongoing management and enhancement of heritage in Manningham;</li> <li>• On heritage events and community education and programs.</li> </ul>
<b>3. Chairperson</b>	<p>The position of Chairperson shall be reviewed annually when Council appoints Councillors to advisory committees.</p> <p>The Chairperson will be supported in their role by the relevant officer who will brief the Chairperson prior to the meeting to ensure its efficient and effect conduct.</p> <p>In the event that the Chairperson is absent, the meeting will be chaired by the Chairperson's nominee or representative of Council.</p>
<b>4. Delegated Authority and Decision Making</b>	<p>Advisory committees act in an advisory capacity only and have no delegated authority to make decisions on behalf of Council.</p> <p>Advisory committees provide advice to Council and staff to assist them in their decision making.</p> <p>In accordance with section 76E of the <i>Local Government Act 1989</i>, a Councillor must not improperly direct or influence a member of Council staff in the exercise of any power or in any performance of any duty or function.</p>
<b>5. Meeting Procedures</b>	<p>Meetings will be held four times each year.</p> <p>Additional meetings may be required on an as-needs basis, such as during the development or review of a major strategy. Additional meetings will be subject to approval by both the Chairperson and the Director of City Planning and Community</p> <p>Meetings are closed to the community outside endorsed members and delegates. Guests or subject matter experts may be invited to attend meetings as required.</p> <p>Meetings will:</p> <ul style="list-style-type: none"> <li>• Commence on time and conclude by the stated completion time;</li> <li>• Be scheduled and confirmed in advance with all relevant papers distributed to each member;</li> <li>• Encourage fair and respectful discussion;</li> <li>• Focus on the relevant issues at hand;</li> <li>• Provide advice to Council, as far as practicable, on a consensus basis.</li> </ul>

<p><b>6. Membership</b></p>	<p>The Committee will comprise:</p> <ul style="list-style-type: none"> <li>• One Councillor appointed annually by Council;</li> <li>• One representative from the Doncaster and Templestowe Historical Society;</li> <li>• One representative from the Warrandyte Historical Society;</li> <li>• One representative from the Wonga Park History Group (subcommittee of Wonga Park Community Cottage Inc); and</li> <li>• Two community representatives appointed by Council.</li> </ul> <p>A quorum for an Advisory Committee meeting is 50% plus one including at least:</p> <ul style="list-style-type: none"> <li>• One Councillor;</li> <li>• Two specialist or community representatives officers in attendance;</li> <li>• Manager Integrated Planning or representative;</li> <li>• Strategic Planner;</li> <li>• Council's Heritage Advisor.</li> </ul> <p>With the exception of community representatives, members may nominate a proxy to attend a Heritage Advisory Committee meeting on their behalf.</p> <p>Councillors not formally appointed as committee members may attend committee meetings to observe proceedings.</p>
<p><b>7. Membership Criteria</b></p>	<p>The following membership criteria will be used in making community appointments to the committee:</p> <ul style="list-style-type: none"> <li>• Live within the municipality;</li> <li>• Have a strong interest in and knowledge of local history, including various aspects of local built history and landscape history. This could include specialist knowledge or interest in local buildings, gardens and landscapes. It could also include specialist knowledge in heritage interpretation and education;</li> <li>• Have a strong interest or knowledge in differing time periods of importance to the development of the municipality. For example, the early orcharding years or the mid-twentieth suburban development;</li> <li>• Relevant experience in committees / or demonstrated ability to participate in, and constructively contribute to a group, committee, or organisation;</li> <li>• Ability to regularly attend and participate in meetings as scheduled;</li> <li>• A mix of skills and attributes to complement other members of the committee;</li> <li>• Diversity in terms of gender, age and culture;</li> <li>• Linking continuing tenure to performance and contribution;</li> <li>• Performance and contribution of members seeking re-nomination;</li> <li>• Consideration of staggered appointments to ensure a membership that preserves the balance between old and new;</li> <li>• Community representatives are to be appointed for a period of three years (3) years and for a maximum of three terms (9 years).</li> </ul>

<p><b>8. Nomination Process</b></p>	<p>The most appropriate mix of membership will be determined by Council.</p> <p>Community representatives are appointed by Council through an expressions of interest and selection process.</p> <p>Expressions of interest will be sought by public notice in the local media and on the Manningham Council's website or by letter to relevant local or peak agencies or community organisations.</p> <p>Every effort should be made to ensure a representative cross section of people from the municipality and elected to serve on the committee.</p> <p>Membership criteria should consider:</p> <ul style="list-style-type: none"> <li>• The appropriate mix of competencies required to fulfil roles on the committee;</li> <li>• Diversity in terms of gender, age and culture; and</li> <li>• Linking continuing tenure to performance and contribution.</li> </ul> <p>Officers will undertake an initial assessment of the applicants to determine compliance with the membership criteria and provide this list to the Chairperson. The recruitment process should consider the implementation of staggered membership appointments to ensure a membership that preserves the balance between old and new.</p> <p>A Councillor committee supported by an officer and comprising the Mayor, committee Chairperson and one other Councillor will rank the applicants and make a recommendation regarding the preferred applicants which will be noted in the officer's report.</p> <p>Council is not bound by the recommendation of the Councillor committee in appointing community representatives.</p> <p>Community representative(s) appointed on behalf of an agency/organisation may be replaced or substituted at any time at the agency/organisation's discretion by notifying the chairperson and responsible officer in writing. Due consideration should be given to ensuring the appointee has the appropriate mix of competencies to undertake the role and refreshing membership on a regular basis.</p> <p>Nominees shall nominate on the appropriate form to Council within the advertised period.</p> <p>Membership will be for a three year period to ensure that the representation is continuously refreshed and that opportunity is provided for new community members to participate.</p> <p>Members can re-nominate after their term ends in accordance with the nomination process and membership criteria.</p>
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<p><b>9. Resignation</b></p>	<p>A member of the Committee may resign at any time.</p> <p>Notice of resignation is to be provided in writing to the Chairperson and the officer responsible for managing the Committee.</p> <p>If a committee member fails to attend 3 consecutive meetings without prior notice, membership is deemed to have lapsed.</p> <p>Casual vacancies that occur due to a community representative resigning or membership lapsing may be filled by co-opting suitable candidates identified from the most recent selection process for the remainder of the previous incumbent's term.</p> <p>Officers, in consultation with the Councillor committee, will make a recommendation to the Chief Executive Officer to appoint a suitable candidate for the remainder of the previous incumbent's term.</p> <p>Where there are no suitable candidates identified, a formal expression of interest and selection process as set out in the nomination process is required. The outcome of a formal expression of interest process will be presented to Council for determination in accordance with the procedures outlines above.</p> <p>Where a vacancy occurs within 6 months of the current membership expiring and providing that a quorum is maintained, the vacancy will not be filled for the remainder of the term.</p>
<p><b>10. Conflicts of Interest</b></p>	<p>Meetings of an Advisory Committee may form an Assembly of Councillors. When this occurs, Councillors and officers are required to comply with the conflict of interest provisions as set down in the Local Government Act 1989.</p> <p>Where a Councillor or officer declares a conflict of interest in relation to a matter in which the committee is concerned, they must disclose the interest to the committee before the matter is considered or discussed at the meeting.</p> <p>Disclosure must include the nature of the interest and be recorded in the minutes of the meeting. The Councillor or officer must leave the room while the matter is being considered and may return only after consideration of the matter and all votes on the matter.</p> <p>Where a community member has a Conflict of Interest (as defined in the Local Government Act) in relation to a matter in which the committee is concerned, or is likely to be considered or discussed, the community member must disclose the matter to the group before the matter is considered or discussed.</p> <p>Disclosure must include the nature of the relevant interest or conflict of interest and be recorded in the minutes of the meeting. It will be at the discretion of the Chairperson if the community member remains or leaves the room whilst the matter is discussed, and this must also be recorded in the minutes of the meeting. A community member who has declared a conflict of interest on a matter must abstain from voting on the matter if they remain in the meeting.</p>

<p><b>11. Code of Conduct</b></p>	<p>As a minimum, to ensure advisory committees are conducted in a respectful and efficient manner, committee members must:</p> <ul style="list-style-type: none"> <li>• Act with integrity;</li> <li>• Impartially exercise their responsibilities in the interests of the local community;</li> <li>• Not improperly seek to confer an advantage or disadvantage on any person, including themselves;</li> <li>• Treat all persons with respect and have due regard to the opinions, beliefs, rights and responsibilities of Councillors, committee members and Council officers;</li> <li>• Commit to providing a safe, inclusive and productive environment free from discrimination, harassment and bullying by not engaging in behaviour that is intimidating or that may constitute discrimination, harassment or bullying;</li> <li>• Take reasonable care of their own health and safety and that of others;</li> <li>• Commit to regular attendance at meetings</li> </ul> <p>Committee representatives appointed to advisory committees are expected to abide by the Code of Conduct.</p> <p>Any breach of this Code of Conduct by a community representative may result in termination of membership.</p> <p>Councillors are bound by the Councillor Code of Conduct.</p> <p>Council officers are bound by the Employee Code of Conduct.</p>
<p><b>12. Media</b></p>	<p>Contact with the media by committee members will be conducted in accordance with the Manningham City Council Media Policy.</p> <p>Committee members should defer any media enquiries to the Chairperson in the first instance and should take care not to respond as a representative of the committee.</p>
<p><b>13. Confidential Information</b></p>	<p>Committee members must not disclose information that they know, or should reasonably have known is confidential information.</p> <p>Committee members have an obligation to not disclose any materials or information that is not publicly available unless approved by the Chairperson or a representative of Council.</p> <p>Committee members should be mindful of their obligations under the Privacy and Data Protection Act 2014 regarding the use and disclosure of information.</p>

<p><b>14. Sunset Clause and Review</b></p>	<p>The term of the Heritage Advisory Committee is four years.</p> <p>Council may, by exception, establish an advisory committee for a period of less than four years.</p> <p>If an advisory committee has a relevant function at the end of the standard four year term, a report must be presented to Council prior to that period ending that includes a review of the committee's Terms of Reference and seeking endorsement from Council to continue to act in an advisory capacity for a further period.</p> <p>A review of the terms of reference and the role, function, membership, and productivity of the committee will be conducted at least once every four years from the date of their adoption by Council to ensure currency and effectiveness.</p> <p>These terms of reference may be revoked at any time by Council.</p>
<p><b>15. Support</b></p>	<p>The Council will provide the necessary support to assist the committee to function effectively including:</p> <ul style="list-style-type: none"> <li>• Maintaining contact details of members;</li> <li>• Preparing and distributing agendas and prior reading material;</li> <li>• Preparing and distributing meeting minutes;</li> <li>• Circulating other material to committee members as necessary;</li> <li>• Preparation of an Assembly of Councillors record as required under the Local Government Act 1989.</li> </ul>

<p><b>16. Committee Management</b></p>	<p>Agendas and minutes must be prepared for each meeting of an advisory committee by the supporting officer in consultation with the Chairperson.</p> <p>The agenda will be supported by accurate and timely information to inform discussion of the issues.</p> <p>The agenda must be provided to members of the committee not less than 7 days before the time fixed for the holding of the meeting.</p> <p>The Chairperson must arrange for minutes of each meeting of the committee to be kept in consultation with the supporting officer.</p> <p>The minutes of a meeting of an Advisory Committee must:</p> <ul style="list-style-type: none"> <li>• Contain details of the proceedings and outcomes for action;</li> <li>• Be clearly expressed;</li> <li>• Be self-explanatory; and</li> <li>• Incorporate any relevant reports or a summary of the relevant information considered in forming any recommendations.</li> </ul> <p>Draft minutes of the committee meeting will be circulated to members within two weeks of the meeting and be listed on the agenda for the next meeting for endorsement.</p> <p>The supporting officer will ensure timely completion of any actions arising from the meeting and provide an update on the status of any outstanding actions at the next meeting.</p> <p>From time to time, the Committee may raise matters of strategic significance relevant to the Terms of Reference for the Committee. Such matters will be referred to the relevant Executive Management Team (EMT) member for consideration to determine an appropriate course of action.</p> <p>The supporting officer will, in consultation with the Chairperson, prepare a briefing memorandum of the Committee's discussion and request to refer the matter, for the benefit of the EMT member.</p> <p>The relevant EMT member may exercise their discretion as to how to respond to the Committee's request. This may include:</p> <ul style="list-style-type: none"> <li>• Responding to the Committee in writing (to be included on the agenda of the next meeting), outlining: <ul style="list-style-type: none"> <li>○ steps being taken to implement the matter (or part of the relevant matter); or</li> <li>○ reasons why the matter is not supported;</li> </ul> </li> <li>• Where appropriate, referring the matter to a Strategic Briefing Session for discussion by Councillors.</li> </ul> <p>The relevant EMT member or their delegate may be invited or choose to attend the next Committee meeting to discuss their response to the matter.</p> <p>Agendas and minutes are to be made available on the Councillor Hub.</p> <p>The Council may determine through the ToR whether minutes are to be made available to the public. As a general rule, advisory committees are encouraged to provide this information to the public, with the exception of reports and attachments that are confidential in nature.</p> <p>Where it is determined that minutes will be made available to the public, a copy should be placed on Manningham Council's website following endorsement by the advisory committee.</p>
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	<p>Administrative support and advice will be provided by the directorate whose functions are most aligned to the committee's objectives.</p> <p>At the beginning of each committee term or where there is a change in committee membership, the supporting officer in consultation with the Chairperson will provide a thorough induction program which outlines the various roles and responsibilities of the committee and its members with the new committee or any new members of the committee.</p> <p>Advisory Committees are required to prepare a report on an annual basis which should directly reflect the Terms of Reference and be in line with their stated objectives. The report may include a self-evaluation of the Committee's operations against the objectives and the performance measures of the committee as set out in the Terms of Reference. The report will be presented to Council for noting under the relevant directorate heading. The committee's Terms of Reference may stipulate more frequent reporting.</p>
<p><b>17. Administrative Updates</b></p>	<p>From time to time, circumstances may change leading to the need for minor administrative changes to this policy. Where an update does not materially alter this policy, such a change may be made administratively. Examples of minor administrative changes include changes to names of Manningham Council departments or a minor amendment to legislation that does not have material impact. Where any change or update may materially change the intent of this policy, it must be considered by Council.</p>



## Terms of Reference

### Open Space and Streetscape Design Advisory Committee (OSSAC)

<b>1. Purpose</b>	Capitalising on the knowledge, experience and skill available in the community to provide Council with advice in relation to Manningham's public open spaces and streetscapes.
<b>2. Roles and tasks</b>	<ul style="list-style-type: none"> <li>• To provide advice to Council in relation to the development and review of key Council strategies.</li> <li>• To provide advice to Council on the implementation of the Public Open Space Strategy (2014), the Streetscape Character Study (2009), and the Urban &amp; Park Design Guidelines (2010).</li> <li>• To provide a forum through which community representatives, Councillors and staff can exchange ideas to assist with the ongoing management and enhancement of public open spaces and streetscapes in Manningham.</li> </ul>
<b>3. Chairperson</b>	Meetings will be chaired by a Manningham Councillor, nominated by Council on an annual basis.
<b>4. Meetings</b>	<p>Meetings will be held on a quarterly basis with four meetings being held each year.</p> <p>Specific additional meetings may be required on an as-needs basis, such as during the development or review of a major strategy. Additional meetings will be subject to approval by both the Chairperson and the Director of Planning and Environment.</p>
<b>5. Membership</b>	<p>The Committee will comprise</p> <ul style="list-style-type: none"> <li>• Three Councillors (one from each Ward) as appointed by Council</li> <li>• 8 community representatives appointed by Council</li> <li>• A quorum for an Advisory Committee meeting is 50% plus one including at least:             <ul style="list-style-type: none"> <li>- One Councillor</li> <li>- Four community representatives</li> </ul> </li> </ul> <p>Officers in attendance:</p> <ul style="list-style-type: none"> <li>• Director Planning and Environment or representative</li> <li>• Manager of Parks and Recreation or representative</li> <li>• Council officers. These officers will vary depending on the issues planned for discussion.</li> </ul>



<p><b>6. Membership Criteria</b></p>	<p>The following membership criteria will be used in making community appointments to the committee:</p> <ul style="list-style-type: none"> <li>• Diversity of interests and knowledge in relation to open space and streetscapes</li> <li>• Live within the municipality</li> <li>• At least one community representative shall have a demonstrated knowledge of Ruffey Lake Park</li> <li>• Relevant experience in committees / or demonstrated ability to participate in, and constructively contribute to a group, committee, or organisation</li> <li>• Ability to regularly attend and participate in meetings as scheduled</li> <li>• A mix of skills and attributes to compliment other members of the committee</li> </ul>
<p><b>7. Nomination Process</b></p>	<p>Nominations for appointment to the Committee will be called by public notice in the local media and Council website.</p> <p>Nominees shall nominate on the appropriate form to Council within the advertised period.</p> <p>Appointments will be made by Council and selected based on the criteria above.</p> <p>Membership will be for a three year period to ensure that the representation is continuously refreshed and that opportunity is provided for new community members to participate.</p> <p>Members can re-nominate after their term ends in accordance with the nomination process.</p>
<p><b>8. Resignation</b></p>	<p>A member of the Committee may resign at any time. Notice of resignation is to be provided in writing to the Chair of the Committee.</p> <p>Membership on the Committee will be deemed to have been resigned if a member fails to attend three consecutive meetings without prior notice.</p> <p>Any member who resigns or whose membership is terminated may be replaced by the Council following a public nomination process as noted above.</p>
<p><b>9. Conflict of interest</b></p>	<p>In the event of a conflict of interest arising for any member of the Committee, the member will disclose the interest and clearly state the nature of the interest at the meeting before the matter is considered. Any member who discloses a conflict of interest in a matter must leave the room while the matter is being discussed.</p>



<b>10. Support</b>	<p>The Council will provide the necessary support to assist the committee to function effectively including:</p> <ul style="list-style-type: none"> <li>• Maintaining contact details of members</li> <li>• Preparing and distributing agendas and prior reading material</li> <li>• Preparing and distributing meeting minutes</li> <li>• Circulating other material to committee members as necessary</li> <li>• Preparation of an assembly of Councillors record as required under the Local Government Act 1989.</li> </ul>
<b>11. Media</b>	<p>Committee members are not to represent the committee to the media without the prior approval of the Director of Planning and Environment.</p>
<b>12. Review</b>	<p>A review of the terms of reference and the role, function, membership, and productivity of the committee will be conducted at least once every four years to ensure currency and effectiveness.</p> <p>These terms of reference may be revoked at any time by Council.</p>
<b>13. Reporting</b>	<p>Publishing minutes on Councillor Hub and Manningham Council website.</p>

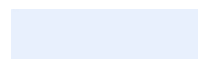
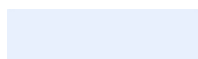


### TERMS OF REFERENCE

<p><b>1. Purpose</b></p>	<p>Improving liveability and public value in Manningham by connecting people, place and assets through innovation and technology.</p>
<p><b>2. Roles and tasks</b></p>	<p>We live in times of rapid change, challenges and opportunities. Given the Purpose stated above, this Committee will consider -</p> <ol style="list-style-type: none"> <li>1. <u>current best practice</u> in Australia and internationally</li> <li>2. <u>Council practice</u> - current initiatives underway at Manningham Council that improve liveability and public value by connecting people, place and assets through innovation and technology</li> <li>3. <u>culture</u> - what conditions foster cultures of innovation both within Manningham Council and across the municipality</li> <li>4. <u>collaboration</u> - how can Manningham Council best engage and collaborate with community when undertaking LIT projects</li> <li>5. <u>policy direction</u> of State and Federal Government as they relate to the purpose of the Committee</li> <li>6. <u>resourcing</u> within Council, benchmarking, opportunities for grant funding, strategic partnerships and new ways to resource and fund the delivery of public value</li> <li>7. <u>emerging trends</u>.</li> </ol> <p>The LIT Committee will assist Council to deliver improved liveability and public value to the community.</p>

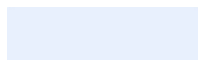
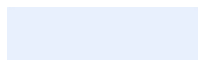


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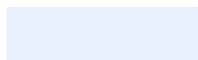
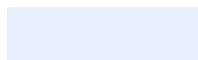
# LIVEABILITY INNOVATION TECHNOLOGY COMMITTEE

<p><b>3. Delegated Authority and Decision Making</b></p>	<p>Advisory committees act in an advisory capacity only and have no delegated authority to make decisions on behalf of Council.</p> <p>Advisory committees provide advice to Council and staff to assist them in their decision making.</p> <p>In accordance with section 76E of the Local Government Act 1989, a Councillor must not improperly direct or influence a member of Council staff in the exercise of any power or in the performance of any duty or function.</p>
<p><b>4. Chairperson</b></p>	<p>A Councillor – appointed by Council</p>
<p><b>5. Meetings</b></p>	<p>Meetings will be held on a quarterly basis with a minimum of 4 meetings being held each year.</p> <p>Meetings are closed to the community outside of endorsed members and delegates.</p> <p>Meetings will:</p> <ul style="list-style-type: none"> <li>• commence on time and conclude by the stated completion time</li> <li>• be scheduled and confirmed in advance with all relevant papers distributed to each member</li> <li>• encourage fair and respectful discussion</li> <li>• focus on the relevant issues at hand</li> <li>• provide advice to Council, as far as practicable, on a consensus basis</li> </ul> <p>Electronic correspondence and collaboration tools will be used for communication outside of meetings.</p>
<p><b>6. Membership</b></p>	<p>The LIT Committee will comprise:</p> <ul style="list-style-type: none"> <li>• three Councillors (one from each Ward) as appointed by Council</li> <li>• up to eight community representatives appointed by Council</li> </ul> <p>A quorum for a LIT Committee meeting is 50% plus one including at least:</p> <ul style="list-style-type: none"> <li>• two Councillors</li> <li>• four community representatives</li> </ul> <p>Officers in attendance:</p> <ul style="list-style-type: none"> <li>• a senior officer and an officer, at a minimum</li> </ul> <p>Others in attendance - to be invited as required:</p> <ul style="list-style-type: none"> <li>• guest speakers, subject matter experts and officers</li> </ul>



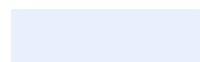
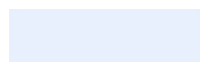
# LIVEABILITY INNOVATION TECHNOLOGY COMMITTEE

<p><b>7. Membership Criteria</b></p>	<p>The following membership criteria will be used to appoint community representatives to the LIT Committee:</p> <ul style="list-style-type: none"> <li>• diversity of interests and knowledge in place-making, innovation and technology as applied to liveability</li> <li>• lives or works within the municipality</li> <li>• ability to regularly attend and participate in meetings as scheduled</li> <li>• has a mix of skills and attributes to complement other members of the LIT Committee</li> <li>• representative cross section of people from the municipality are appointed to the LIT Committee</li> </ul>
<p><b>8. Method of Appointment</b></p>	<p>Nominations for appointment to the LIT Committee will be invited by public notice in the local media and Council's website. Nominees shall nominate on the appropriate form to Council within the advertised period.</p> <p>Appointments will be made by Council and selected based on the criteria above.</p> <p>Officers will undertake an initial assessment of the applicants to determine whether they comply with the membership criteria and provide a long list of candidates to the Chairperson. The recruitment process should consider the implementation of staggered membership appointments to ensure a membership that preserves the balance between old and new.</p> <p>A Councillor committee supported by an officer and comprising the Mayor, committee Chairperson and one other Councillor will rank the applicants and make a recommendation regarding the preferred applicants which will be noted in the officer's report.</p> <p>Council is not bound by the recommendation of the Councillor committee in appointing community representatives.</p> <p>Community representatives are to be appointed for a period of three (3) years.</p> <p>Members can re-nominate after their term ends, during the advertised period as per public notice, for a maximum of three terms, in accordance with the nomination process.</p> <p>Community representative(s) appointed on behalf of an agency/organisation may be replaced or substituted at any time at the agency/organisations discretion by notifying the chairperson and responsible Council officer in writing. Due consideration should be given to ensuring the appointee has the appropriate mix of competencies to undertake the role and refreshing membership on a regular basis.</p>



# LIVEABILITY INNOVATION TECHNOLOGY COMMITTEE

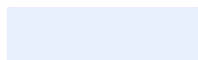
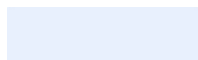
	<p>Casual vacancies that occur due to a community representative resigning or membership lapsing may be filled by co-opting suitable candidates identified from the most recent selection process for the remainder of the previous incumbent’s term.</p> <p>Officers, in consultation with the Councillor committee, will make a recommendation to the Chief Executive Officer to appoint a suitable candidate to the advisory committee for the remainder of the previous incumbent’s term.</p> <p>Where there are no suitable candidates identified, a formal expression of interest and selection process is required. The outcome of a formal expression of interest process will be presented to Council for determination in accordance with the procedures outlined above.</p> <p>Where a vacancy occurs within 6 months of the current membership expiring and providing that a quorum is maintained, there is no requirement to fill the vacancy for the remainder of the term.</p>
<p><b>9. Resignation</b></p>	<p>A member of the LIT Committee may resign at any time. Notice of resignation is to be provided in writing to the chair of the LIT Committee.</p> <p>Membership on the LIT Committee will be deemed to have been resigned if a member fails to attend 3 consecutive meetings without prior notice.</p> <p>Any member who resigns or whose membership is terminated may be replaced by the Council following a public nomination process as noted above.</p>
<p><b>10. Confidential Information</b></p>	<p>Committee members must not disclose information that they know, or should reasonably have known is confidential information.</p> <p>Committee members have an obligation to not disclose any materials or information that is not publicly available unless approved by the Chairperson or a representative of Council.</p> <p>Committee members should be mindful of their obligations under the Privacy and Data Protection Act 2014 regarding the use and disclosure of information.</p>
<p><b>11. Code of Conduct</b></p>	<p>To ensure the LIT Committee is conducted in a respectful and efficient manner, committee members must:</p> <ul style="list-style-type: none"> <li>• act with integrity;</li> <li>• impartially exercise their responsibilities in the interests of the local community;</li> <li>• not improperly seek to confer an advantage or disadvantage on any person, including themselves;</li> </ul>





# LIVEABILITY INNOVATION TECHNOLOGY COMMITTEE

	<ul style="list-style-type: none"> <li>• treat all persons with respect and have due regard to the opinions, beliefs, rights and responsibilities of Councillors, committee members and Council officers;</li> <li>• commit to providing a safe, inclusive and productive environment free from discrimination, harassment and bullying by not engaging in behaviour that is intimidating or that may constitute discrimination, harassment or bullying;</li> <li>• take reasonable care of their own health and safety and that of others; and</li> <li>• commit to regular attendance at meetings.</li> </ul> <p>Community representatives appointed to advisory committees are expected to abide by this Code of Conduct.</p> <p>Any breach of this Code of Conduct by a community representative may result in termination of membership.</p> <p>Councillors are bound by the Councillor Code of Conduct.</p> <p>Council officers are bound by the Employee Code of Conduct.</p>
<p><b>12. Conflict of Interest</b></p>	<p>Meetings of an Advisory Committee may form an Assembly of Councillors. When this occurs, Councillors and officers are required to comply with the conflict of interest provisions as set down in the Local Government Act 1989.</p> <p>Where a Councillor or officer declares a conflict of interest in relation to a matter in which the committee is concerned, they must disclose the interest to the committee before the matter is considered or discussed at the meeting.</p> <p>Disclosure must include the nature of the interest and be recorded in the minutes of the meeting. The Councillor or officer must leave the room while the matter is being considered and may return only after consideration of the matter and all votes on the matter.</p> <p>Where a community member has a Conflict of Interest (as defined in the Local Government Act) in relation to a matter in which the committee is concerned, or is likely to be considered or discussed, the community member must disclose the matter to the group before the matter is considered or discussed.</p> <p>Disclosure must include the nature of the relevant interest or conflict of interest and be recorded in the minutes of the meeting. It will be at the discretion of the Chairperson if the community member remains or leaves the room whilst the matter is discussed, and this must also be recorded in the minutes of the meeting. A community member who has declared a conflict of interest on a matter must abstain from voting on the matter if they remain in the meeting.</p>



## LIVEABILITY INNOVATION TECHNOLOGY COMMITTEE

<p><b>13. Assembly of Councillors</b></p>	<p>Where a meeting is identified as an Assembly of Councillors, staff must complete a Record of Assembly of Councillors form.</p> <p>Where a Conflict of Interest is identified by a Councillor or staff member at an Assembly of Councillors, the relevant Conflict of Interest form must be completed.</p> <p>Forms must be forwarded to the Senior Governance Advisor within 5 working days of the meeting. This information will be included on the Agenda for the next available Council Meeting and published in the minutes.</p>
<p><b>14. Support</b></p>	<p>Council will provide the necessary support to assist the LIT Committee to function effectively including:</p> <ul style="list-style-type: none"> <li>• maintaining contact details of members</li> <li>• preparing and distributing agendas and prior reading material</li> <li>• preparing and distributing meeting minutes</li> <li>• circulating other material to LIT Committee members as necessary</li> <li>• preparation of an assembly of Councillors record as required under the Local Government Act 1989.</li> </ul>
<p><b>15. Media</b></p>	<p>Contact with the media by committee members will be conducted in accordance with the Manningham City Council Media Policy.</p> <p>Committee members should defer any media enquiries to the Chairperson in the first instance and should take care not to respond as a representative of the committee.</p>
<p><b>16. Review</b></p>	<p>A review of the terms of reference and the role, function, membership, and productivity of the LIT Committee will be conducted at least once every 4 years to ensure currency and effectiveness.</p> <p>These terms of reference may be revoked at any time by Council.</p>
<p><b>17. Reporting</b></p>	<p>Minutes will be published on the Councillor Hub and Manningham Council website with the exception of reports and attachments that are confidential in nature.</p>

## 11 CONNECTED COMMUNITIES

### 11.1 Whitehorse Manningham Library Annual Report 2021-2022

File Number: IN22/639  
Responsible Director: Acting Director Connected Communities  
Attachments: 1 Whitehorse Manningham Library Annual Report 2021-2022 [↓](#)

#### EXECUTIVE SUMMARY

*The Whitehorse Manningham Regional Library Corporation has prepared an Annual Report for the 2021-2022 year. (Attachment 1)*

*The Annual Report outlines the Library Service's achievements towards the strategic objectives outlined in the Library Plan and the implementation of the Strategic Resource Plan.*

*It is recommended that Council receive and note the Whitehorse Manningham Regional Library Corporation 2021-22 Annual Report (Attachment 1), adopted by the Library Board on 19 October 2022.*

#### 1. RECOMMENDATION

**That Council:**

- A. receive and note the Whitehorse Manningham Regional Library Corporation 2021-2022 Annual Report. (Attachment 1).**
- B. note the Whitehorse Manningham Regional Library Corporation 2021- 2022 Annual Report is publicly available via the corporation's website.**

#### 2. BACKGROUND

- 2.1 The Whitehorse Manningham Regional Library Corporation provides public library and information services to residents and visitors across the cities of Whitehorse and Manningham.
- 2.2 Across a network of eight branch libraries (with four branches in Manningham) and the website, the libraries provide free access to physical and virtual resources that support lifelong learning and reading.
- 2.3 Pursuant to Sections 131 to 134 of the Local Government Act 1989, the Whitehorse Manningham Regional Library Corporation has prepared an Annual Report for the 2019/2020 year. (Attachment 1) The Library Corporation still operates under provisions of the old Local Government Act.
- 2.4 The Annual Report outlines the Corporation's achievements towards the strategic objectives outlined in the Library Plan and the implementation of the Strategic Resource Plan.

- 2.5 The Annual Report was adopted by the Library Board at a special meeting of the Board on 19 October 2022.

### 3. DISCUSSION / ISSUE

- 3.1 The Annual Report documents the contributions of the Corporation, its Board, staff and branch operations throughout the year.
- 3.2 The Annual Report describes the impact of the COVID-19 pandemic on library services, but also documents the considerable achievements across the year and the value our community places in library services.
- 3.3 From a Council perspective, the needs of future library services have been considered as part of the draft Community Infrastructure Plan. This document is being finalised and will set out priorities for future library infrastructure developments to support our community's access to modern library facilities.

### 4. COUNCIL PLAN / STRATEGY

- 4.1 The Whitehorse Manningham Regional Library Corporation has its own Strategic Plan, underpinned by the following key themes for the period 2017-21:

**1. Read, Learn and Discover**

*Providing resources and programs that encourage life-long learning and reading for pleasure.*

**2. Connect, Collaborate and Participate**

*Our library provides opportunities for social connection and community engagement.*

**3. Experience**

*We strive for excellence in all aspects of our services to ensure a positive and responsible experience for all customers.*

**4. Value**

*We apply best practice principles to the way we work to ensure our services continue to be relevant and sustainable.*

- 4.2 **Goal 1.1 of the Council Plan 2021-2025:** Investigate extended use of community facilities including libraries through a delivery of the Community Infrastructure Plan (major initiative)

### 5. IMPACTS AND IMPLICATIONS

- 5.1 The Whitehorse Manningham Regional Library Corporation provides a highly valued service to the Manningham and Whitehorse communities. The 2021-22 Annual Report documents the organisation's deliverables against the adopted targets and provides a transparent report into the organisation's finances and operations.
- 5.2 The Annual Report acts as a record of the organisation's tracking against its Strategic Plan and provides the basis for Council's reporting via the Local Government Performance Reporting Framework.

- 5.3 The member Councils and the Library Corporation commenced a comprehensive Library Review and the development of a 10 year Strategy. This work continues to evolve as the Library Board works its way through the various issues and opportunities for the next ten years.
- 5.4 Whitehorse Manningham Library Corporation successfully applied for funding from the State's Living Libraries Fund to develop an unstaffed 'Open Library' model for Warrandyte Library. Commencing in 2023, this will allow registered and inducted library users to access the Warrandyte Library for extended hours, thereby improving services within that community. This is a new service for Manningham.
- 5.5 Finance / Resource Implications
- The Annual Report does not, in and of itself, have direct financial implications for Council however the Financial Report identifies Council's operating contribution of \$4.02M for the 2021-2022 Financial Year.
- 5.6 Communication and Engagement
- 5.7 Manningham has recently surveyed library users at The Pines Library as well as residents who live nearby to understand their usage patterns to help inform future planning for library services at The Pines.
- The 2021-22 Annual Report is published on the Whitehorse Manningham Regional Library Corporation website.
- 5.8 Timelines
- The Annual Report was adopted by the Library Board at a special meeting on 19 October 2021.

## **6. DECLARATIONS OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any general or material conflict of interest in this matter.

# ANNUAL REPORT



Whitehorse  
Manningham  
Libraries

*open for discovery*



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Whitehorse  
Manningham  
Libraries  
*open for discovery*

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### ADMINISTRATION

1040 Whitehorse Road, Box Hill, 3128  
PO BOX 3083, NUNAWADING BC, VIC 3131

Phone 03 9896 4333  
Fax 03 9896 4348

### WHERE TO FIND THIS REPORT

Copies of this report are available at the Corporation’s administration office.

It can also be accessed electronically on the Corporation’s website at [www.wml.vic.gov.au](http://www.wml.vic.gov.au)

For further information, telephone **9896 4333**.

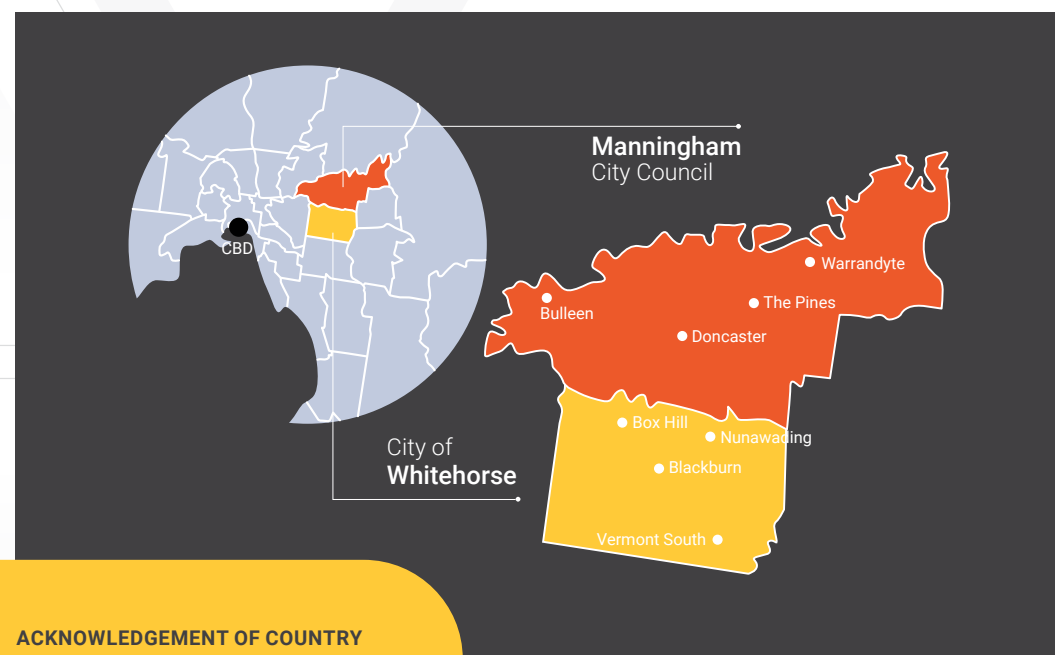


# INTRODUCTION

Welcome to the Whitehorse Manningham Libraries (WML) Annual Report 2021/2022.

This report details our performance for 2021/22 against the strategic themes outlined in our Library Plan 2021–2025 and our Annual Budget 2021/22. The report provides an overview of our key achievements and challenges throughout the past year.

WMRLC services an area of 178km<sup>2</sup> located within Melbourne’s outer eastern suburbs.



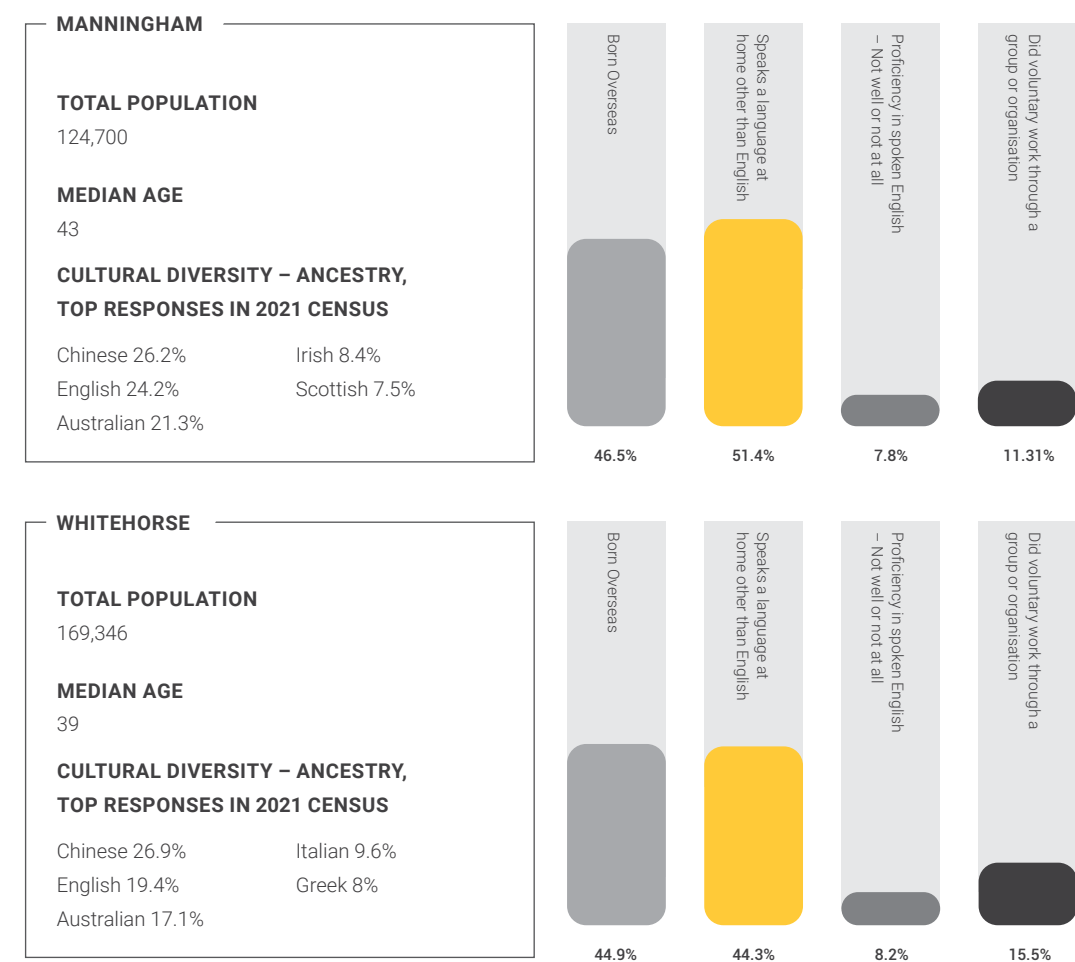
### ACKNOWLEDGEMENT OF COUNTRY

Whitehorse Manningham Libraries acknowledges the Wurrundjeri Woi Wurrung people of the Kulin Nation as the traditional owners of the land on which our libraries are located. We pay our respects to their Elders past, present and emerging.

# OUR LIBRARY COMMUNITY

Whitehorse Manningham Libraries (WML) provides public library services to the neighbouring cities of Whitehorse and Manningham in Melbourne’s eastern suburbs.

According to the 2021 Census data our community has the following characteristics:





# OUR STRATEGIC DIRECTION

## PURPOSE

To strengthen and inspire our community by providing opportunities to learn, create, connect and imagine.

## VISION

A vibrant and inclusive library service that enriches our community.

## WE VALUE

- ▶ **Respect:** treating everyone with respect, dignity and courtesy
- ▶ **Collaboration:** working together to achieve better outcomes
- ▶ **Integrity:** being open, honest and accountable
- ▶ **Curiosity:** being open to learning and exploring ways to improve
- ▶ **Agility:** being flexible and adaptable to change

## PRINCIPLES THAT GUIDE OUR SERVICE

- ▶ **Customer-centric:** striving to achieve the best customer experience
- ▶ **Wellbeing:** supporting positive mental and physical health
- ▶ **Inclusive:** providing equitable and accessible services to a diverse community
- ▶ **Responsive:** to evolving community needs and expectations
- ▶ **Best practice:** striving to be the best in all that we do and deliver

# OUR STRATEGIC GOALS

The four strategic goals set the direction for the way Whitehorse Manningham Libraries ensures the services we deliver continue to respond to the diverse needs of our community. This report will demonstrate our progress towards meeting these goals.

## GOAL 1: EXPERIENCE

### Objective:

To be an inclusive and welcoming people centred service.

## GOAL 2: LEARNING AND ENGAGEMENT

### Objective:

To enable an informed and engaged community.

## GOAL 3: COLLABORATION

### Objective:

To extend the reach and benefit of library services.

## GOAL 4: PERFORMANCE

### Objective:

To be a flexible, resilient and high performing organisation.

“ I am single and I live in a boarding house. It is a place for me when I need to get out.”

# PERFORMANCE HIGHLIGHTS

## OUR MAJOR ACHIEVEMENTS IN 2021/22

### LIBRARY PLAN 2021 – 2025 STRATEGIC THEMES



#### Goal 1: Experience

To be an inclusive and welcoming people-centred service

- ▶ Whitehorse Manningham Libraries (WML) offered a range of service delivery options to patrons to enable access for all throughout Covid-19.
- ▶ Launch of the WML Solus Library App in November 2021.
- ▶ Carpet replaced at The Pines Library.
- ▶ WML welcomed patrons back into our libraries in November 2021 in accordance with government guidelines. The library continues to make a return to normal services.



#### Goal 2: Learning and Engagement

To enable an informed and engaged community

- ▶ 1,647 programs and events delivered to 30,726 attendees.
- ▶ Online Music Trivia Night delivered via the Pierre Gorman Award participants, hosted by Brian Nankervis.
- ▶ Big Summer Read launched in December 2021 and ran throughout January, with over 300 participants.



#### Goal 3: Collaboration

To extend the reach and benefit of library services

- ▶ Delivery of the Healthy Me Healthy Planet project, offering a series of free public programs and a community challenge.
- ▶ Participation in the statewide *Libraries Change Lives* and *Return Yourself to the Library* marketing campaigns.
- ▶ Friends of the Library held their first bi-annual book sale in over 2 years on 28 May 2022. A successful event with 100 attendees.



#### Goal 4: Performance

To be a flexible, resilient and high-performing organisation

- ▶ New Library Plan 2021-2025 endorsed by the Library Board on 21 October 2021.
- ▶ New 4 Year ICT Strategy developed and endorsed by the Library Board on 21 October 2021.
- ▶ Recycling stations installed at Box Hill, Nunawading, Doncaster and Warrandyte Libraries in partnership with our member councils.
- ▶ Staff demonstrated resilience and flexibility, adapting to constant changes and regulations throughout the 2021/22 year.



## OUR CHALLENGES

Libraries experienced staff shortages at times when employees were impacted by Covid-19, influenza and isolation requirements. Additional pressure was placed on our staff resources in order to meet the Check-in Marshall requirements. Despite these challenges we were able to resume normal opening hours and minimise disruption to services.

## LOOKING AHEAD

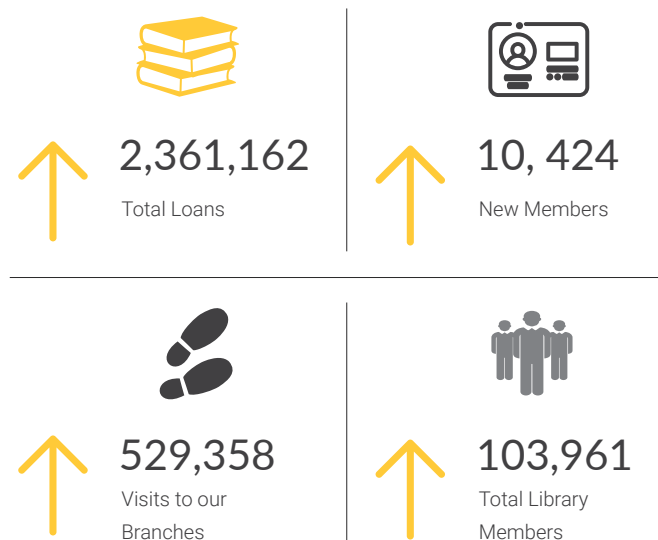
WML looks forward to continuing to work with our member Councils on long range planning of library services that respond to the needs and expectations of our local community.



# SNAPSHOT - FAST FACTS

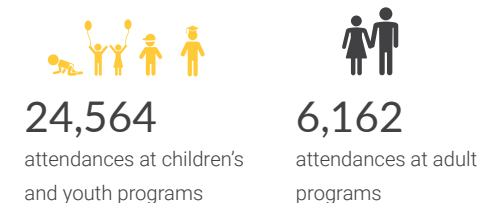
In a year that was once again heavily impacted by library closures and restrictions WML were proud to deliver services via a range of different service models.

## LIBRARY USAGE

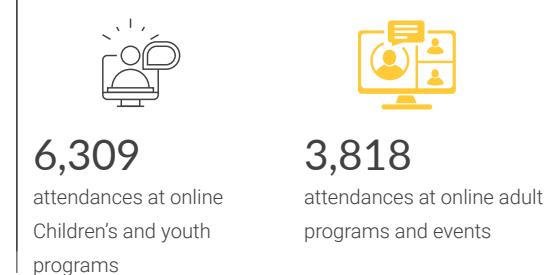


## TOTAL PROGRAM ATTENDANCE

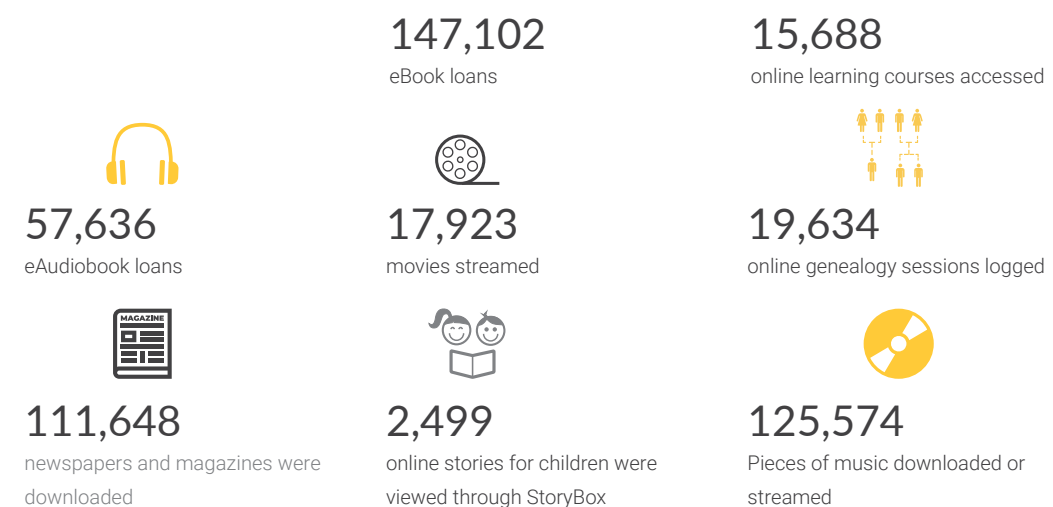
### - LIFELONG LEARNING



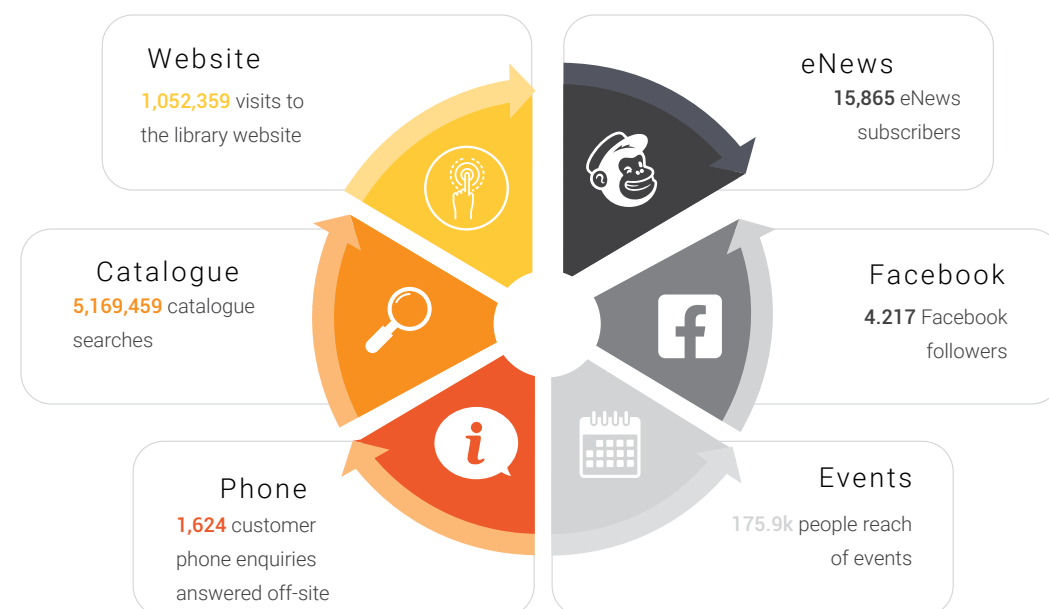
## PROGRAMS AND EVENTS PROVIDED ONLINE



## DIGITAL ACCESS - ALWAYS OPEN

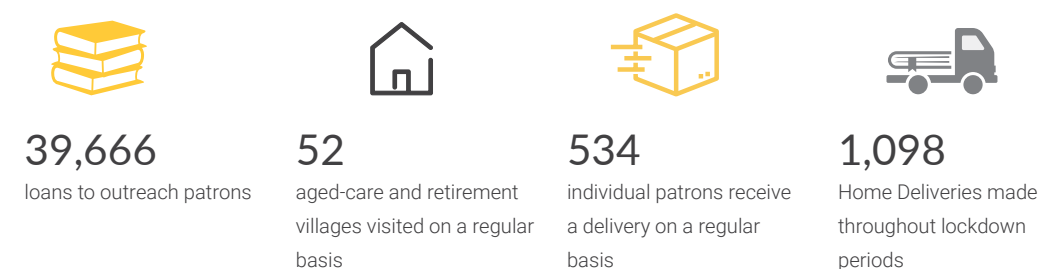


## CONNECTED TO OUR COMMUNITY



## OUTSIDE THE LIBRARY WALLS

### HOME LIBRARY SERVICE STATISTICS







## CHAIRPERSON'S MESSAGE

*Our libraries continued to play an essential role in supporting our community through periods of lockdown and recovery. While our library buildings were closed, our services remained open and staff worked tirelessly to provide contactless click and collect, home delivery services and online programs.*

We received many messages of appreciation from library members confirming the positive impact these services had on personal well-being during these challenging times.

Our libraries also provide essential support to navigating the digital economy. Once restrictions were eased, library staff assisted many people to access their vaccination certificates via myGov.

The Inside our Public Libraries report published by Public Libraries Victoria demonstrates the role of libraries in increasing social connection, especially for those experiencing social isolation. The report was based on two major research projects: a Census of onsite users of Victorian public libraries taken on 24 May 2022, and a Survey conducted over two weeks in March 2022.

- ▶ 72% of respondents agreed they feel better when at the library and 59% feel connected to other people when they are at the library.
- ▶ 82% agreed the library is a hub for community activities and connections, a place to find out what is happening in their community.

The value and benefit our libraries bring to the community is further enhanced through partnerships and collaboration. I'm pleased to highlight a number of highly successful initiatives this year:

Healthy Me Healthy Planet was an exciting project empowering local community members with the skills and knowledge to improve personal health and wellbeing outcomes while reducing individual contribution to

climate change. WML partnered with Whitehorse and Manningham Councils, Burwood Brickworks and Deakin University to deliver a series of free public programs attended by 779 people, with 179 people completing 727 personal challenge actions.

Our Library Our Program provided an opportunity for adults living with a disability to gain work-ready skills through work experience in library events management. Students from Onemda, a local disability support organisation, planned and delivered a successful online music trivia event on 10 September 2021. It was one of the most popular events of the year with 122 participants.

The Give the Gift of Reading Christmas 2021 appeal raised \$5,709, enabling the distribution of 250 bags of children's books and at home story time kits to local families experiencing disadvantage. This early literacy outreach program is delivered in partnership with Eastern Domestic Violence Outreach Service, Manningham and Whitehorse Enhanced Material Child Health and Access Health and Community.

The Friends of the Library book sale returned in May 2022 after a two-year hiatus. This highly successful event organised by a dedicated team of volunteers raised over \$1,800 to support library programs.

I would like to thank my fellow Board members, council officers, library staff and volunteers for their continued dedication and commitment to delivering positive outcomes for our community. Libraries have never been more important to our social fabric; its stretch and its resilience, and it is our people who weave the fabric's strength.

Cr Trudy Skilbeck  
**Chair of the Library Board**



## CEO'S MESSAGE

*This year's Annual Report details the performance of Whitehorse Manningham Libraries against the strategic goals articulated in the first year of the new Library Plan 2021 – 2025. The Report highlights the key achievements and challenges experienced over the 2021 – 2022 financial year.*

Covid-19 continued to have a significant impact this year on our services, our community and our team. I commend our staff and library members for the understanding and flexibility they have demonstrated as our service delivery methods continued to evolve and adapt this year. The positive feedback we received for our click and collect, home delivery and online events and programs highlights the key role our libraries have played in supporting our community throughout the pandemic. I especially thank all our staff for their resilience and commitment as they assisted community members with the challenges of providing proof of vaccination once our libraries reopened.

The accumulated impact of the pandemic over the past two years has been experienced by everyone throughout all aspects of daily life. This year we introduced a number of initiatives to support the health and wellbeing of our teams. Thirty staff participated in a workplace health and wellness program that delivered fortnightly sessions focused on exercise, diet and nutrition. WML staff and their families participated in the Walk for Wellness, raising \$2,873 to support the Olivia Newton John Cancer Wellness and Research Centre. We hope to be able to walk together in 2022!

It is wonderful to see increasing numbers of our community return to our library spaces as life returns to 'normal'. We also welcomed back our wonderful volunteers who provide invaluable support for programs

that reduce isolation for participants. Our libraries have a vital role in providing opportunities for connection, learning, recreation and inspiration.

We continue to look at innovative ways to deliver the best outcomes for our community. I would like to thank our Library Board members and our member Councils for their continued support. Together we are exploring opportunities for library services to make an even greater contribution to our thriving community.

Sally Both  
**Chief Executive Officer**



# THE LIBRARY BOARD

The Library Board is responsible for the overall governance and policy direction of Whitehorse Manningham Libraries.

The Library Board currently comprises of two Councillors from each member council, a delegated officer from each member council and two community representatives appointed by each member council.

### ATTENDANCE AT ORDINARY AND SPECIAL BOARD MEETINGS

BOARD MEMBER	MEETING ATTENDANCE	BOARD MEMBER	MEETING ATTENDANCE
<b>City of Whitehorse</b>		<b>Manningham City Council</b>	
Cr Trudy Skilbeck – Chair	5/5	Cr Michelle Kleinert	5/5
Cr Mark Lane	5/5	Cr Stephen Mayne	5/5
Carole Jean	5/5	Ian Keese	4/5
Lisa Letic*	4/5	Lee Robson	5/5

\*Tony Johnson attended 25 August 2021 meeting as Acting Director Community Services

The following senior officers of the Corporation support the operation of the Library Board and attend meetings:

- Sally Both** Chief Executive Officer
- Julie Lawes** Manager Finance
- Jonathan Gosden** Manager Library Operations
- Katie Norton** Manager Collections and Information Services
- Tracey Olive** Manager Corporate Services
- Stuart Penrose** Manager ICT and Enterprise Risk



# BOARD MEMBERS

## CITY OF WHITEHORSE



**Cr Trudy Skilbeck**  
Chair



**Cr Mark Lane**



**Carole Jean**  
Community Representative



**Lisa Letic**  
Director Community Services

## MANNINGHAM CITY COUNCIL



**Cr Michelle Kleinert**  
Deputy Chair



**Cr Stephen Mayne**



**Ian Keese**  
Community Representative



**Lee Robson**  
Acting Director, City Planning and Community

# GOVERNANCE

## THE AUDIT COMMITTEE

The Audit Committee is an independent advisory committee to the Library Board. The Audit Committee assists in the effective oversight of financial reporting, management of risk and maintaining a reliable system of internal controls.

Membership of the Audit Committee comprises one Councillor from each member Council, nominated by the Library Board, and two external independent members.

The Chief Executive Officer, Finance Manager and Internal Auditor attend each committee meeting.

### Audit Committee Members for 2021/22 were:

- ▶ Cr Stephen Mayne (Manningham)
- ▶ Cr Mark Lane (Whitehorse)
- ▶ Kerrie Jordan, Independent Member (Chair)
- ▶ Michele Tame, Independent Member

## RISK MANAGEMENT

The Corporation takes a proactive approach to risk management. A risk management strategy, systems, policies and procedures are in place to minimise the adverse effects of all types of risks to its operations. Organisational risks are regularly reviewed and identified in the Enterprise Risk Register. The Corporation reports the status of risks and treatment plans to the Audit Committee and Library Board.

### The following controls assist the Corporation in managing risk:

- ▶ Asset Register
- ▶ Risk Management Policy and Strategy
- ▶ Fraud Prevention Policy
- ▶ Procurement Policy
- ▶ Business Continuity Plan
- ▶ Internal Audits
- ▶ ICT Disaster Recovery Plan
- ▶ Risk Register

## PUBLIC INTEREST DISCLOSURES

In accordance with the provisions of s58 of the Public Interest Disclosures Act 2012, the Corporation has a procedure for dealing with disclosures made under the Act. The Manager Corporate Services is the Corporation's Public Interest Disclosures Coordinator. The Corporation has not received any disclosures directly nor has it received any referrals from the Ombudsman for the period 1 July 2021 to 30 June 2022.

## FREEDOM OF INFORMATION

The Freedom of Information Act 1982 provides people with the opportunity to obtain information held by state and local government departments and authorities. The Act gives people the right to request documents relating to their personal affairs. The Corporation did not receive any requests in the period 1 July 2021 to 30 June 2022.

### Information Privacy Act

The Privacy and Data Protection Act 2014 and Health Records Act 2001 are designed to protect the private information of individuals. The Corporation has a privacy policy available through the library branches and website.

### Requests for access to information held must be made in writing and addressed to:

The Chief Executive Officer  
Whitehorse Manningham Libraries  
PO Box 3083, Nunawading, 3131.

## DOCUMENTS AVAILABLE FOR INSPECTION

The following information is available for inspection upon request at the Administration Office, Box Hill Library, 1040 Whitehorse Road, Box Hill, Victoria, 3128 during office hours by appointment from 9.00am to 5.00pm weekdays:

- ▶ Annual Reports for each financial year
- ▶ Annual Financial Statements
- ▶ Agendas and minutes for ordinary and special meetings of the Library Board held in the previous twelve months
- ▶ Regional Library Agreement
- ▶ Library Plan 2021 – 2025
- ▶ Register of delegations kept under sections 87 (1) and 98 (4) of the Act, including the date on which the last review took place under sections 86(6) and 98(6), respectively, of the Act
- ▶ A list of the names of organisations of which the Corporation was a member during the financial year and details of all membership fees and other amounts and services provided during that year by each organisation to the Corporation
- ▶ Names of Board members who submitted returns of interest during the financial year and dates returns were submitted
- ▶ Names of Corporation officers who were required to submit a return of interest during the financial year and dates returns were submitted
- ▶ A register of authorised officers appointed under the Act
- ▶ Details of overseas or interstate travel undertaken in an official capacity by Board members or any member of Corporation staff in the previous twelve months.

A range of Corporation documents are also available on the library website, including some of those listed above.

“Going to the library inspires me to read more, learn more and broaden my horizons”

# FINANCIAL SUMMARY

## OVERVIEW

The 2021/22 Budget was adopted at the ordinary meeting of the Library Board on 26 May 2021. The financial result for 2021/22 is a deficit of \$14,679. As with the previous financial year income has been severely impacted due to Covid-19 as all overdue charges were suspended, along with meeting room bookings and sale of products.

The Corporation does not have any loans.

## INCOME SOURCES

The Corporation's total income of \$11,704,269 was derived from:

- ▶ Member Councils
- ▶ State Government Grant
- ▶ Interest from Investments
- ▶ Grants
- ▶ Sale of products
- ▶ Other income generated through fees and charges

## EXPENSES

The major areas of expenditure were employee benefits and depreciation. In 2021/22 total expenditure was \$11,718,948.

## BEYOND THE DOORS FUNDRAISING

Beyond the Doors fundraising campaigns support the provision of special targeted projects that reduce barriers to reading, literacy and learning services.

Fundraising this year supported the Give the Gift of Reading Program providing 250 gift bags for local families experiencing disadvantage. The gift bags contain high-quality books selected by our early literacy specialists along with at home story time kits to help care givers share reading with their child.

Give the Gift of Reading is an outreach program aimed improving literacy outcomes and is delivered by WML in partnership with:

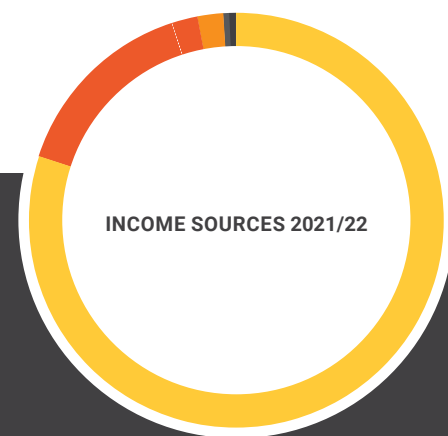
- ▶ EDVOS – reaching women and children experiencing family and domestic violence
- ▶ EMCH – Manningham and Whitehorse Enhanced Material Child Health Programs
- ▶ Access Health and Community

## BEYOND THE DOORS FUNDRAISING 2021/22

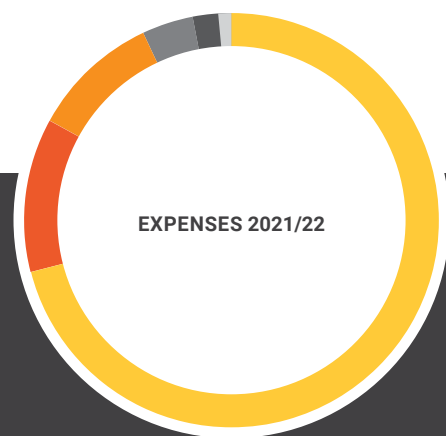
<b>Opening balance of the fund</b>	<b>\$9,342.51</b>
<b>Funds raised</b>	
Givenow	\$5,709.46
Cash/cheque donations	0
Donation Point Tap – Merchant Settlements	0
Interest	\$6.61
<b>Total funds raised</b>	<b>\$5,716.07</b>

## Expenditure (ex GST)

Give the Gift of Reading project 2021/22	\$5,716.07
<b>Total funds expended</b>	<b>\$5,716.07</b>
<b>Funds remaining</b>	<b>\$9,343.21</b>



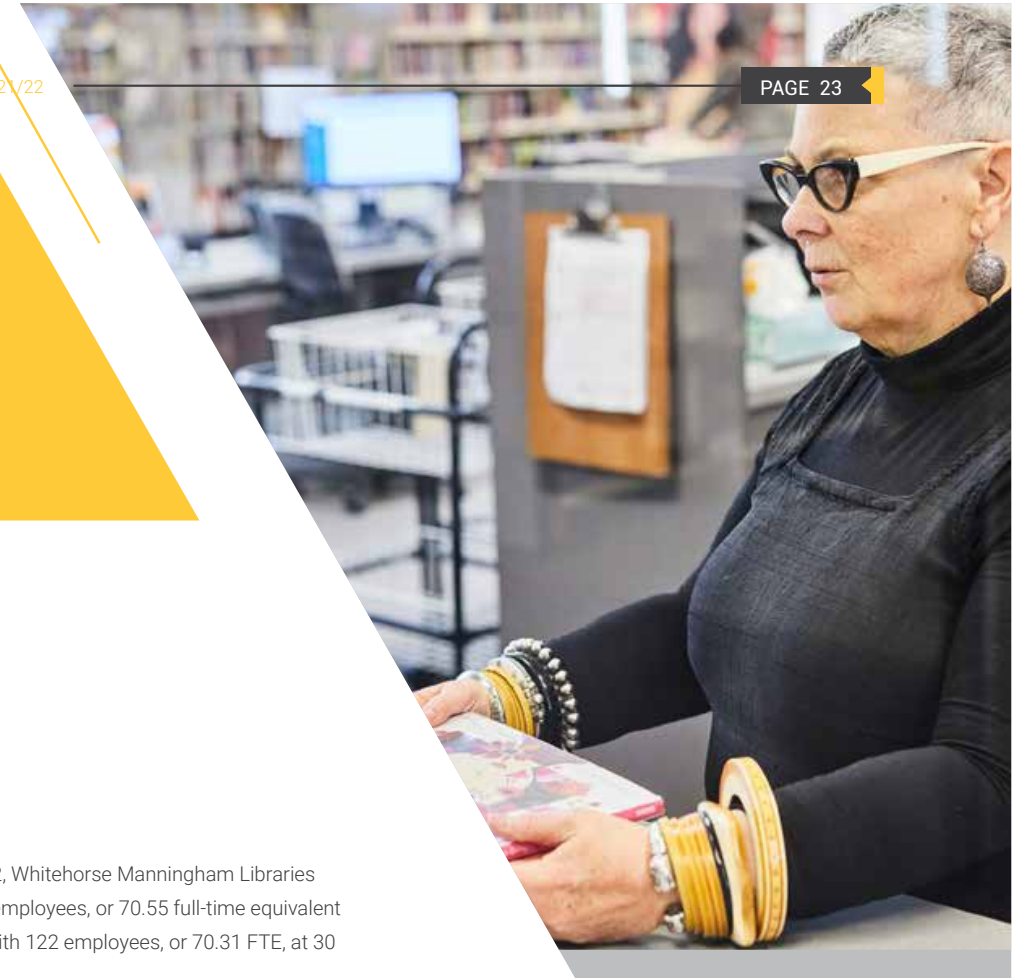
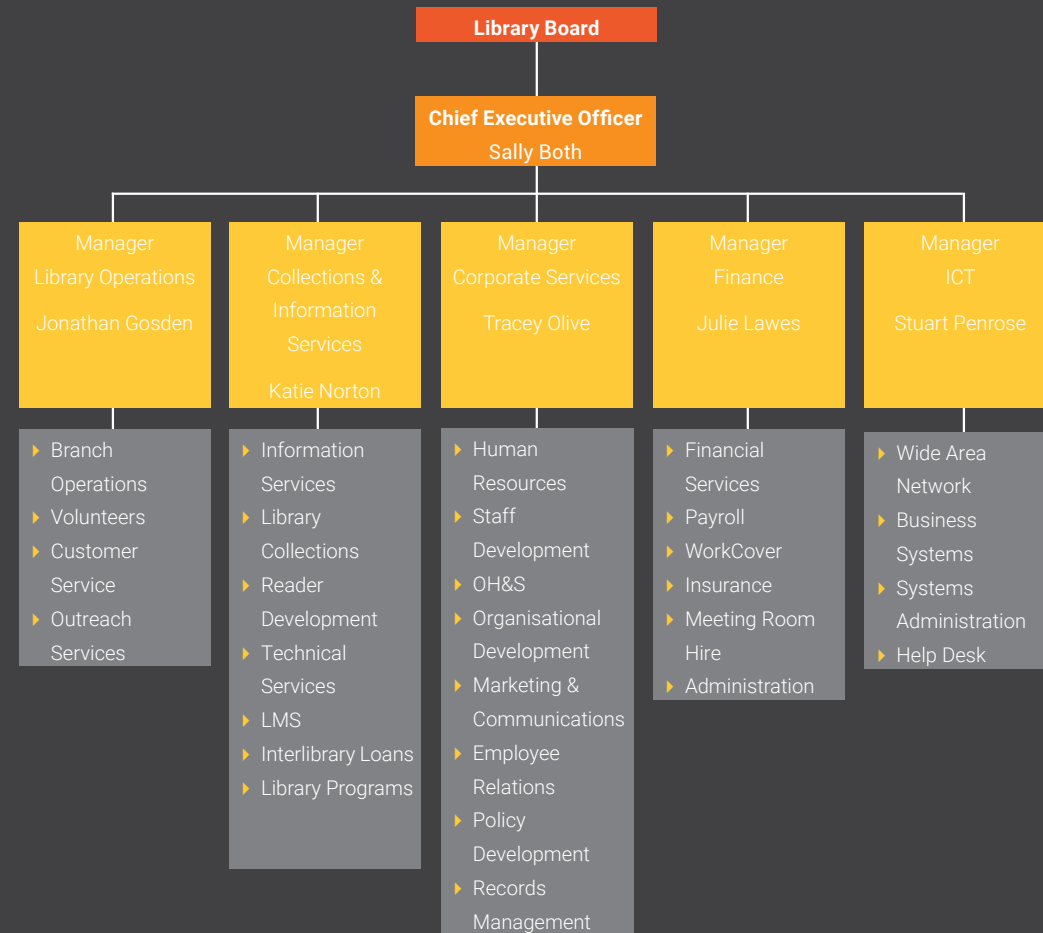
- Council Contributions
- State Government Grants
- Other Grants
- Other Income
- Interest from investments



- Employee Expenses
- Depreciation
- Other Expenses
- IT Services
- Collection Resources
- Grant Expenditure



# OUR ORGANISATION



## STAFF PROFILE

As of 30 June 2022, Whitehorse Manningham Libraries had a total of 125 employees, or 70.55 full-time equivalent (FTE), compared with 122 employees, or 70.31 FTE, at 30 June 2021.

Summary of the number of WML staff by department, employment type and gender

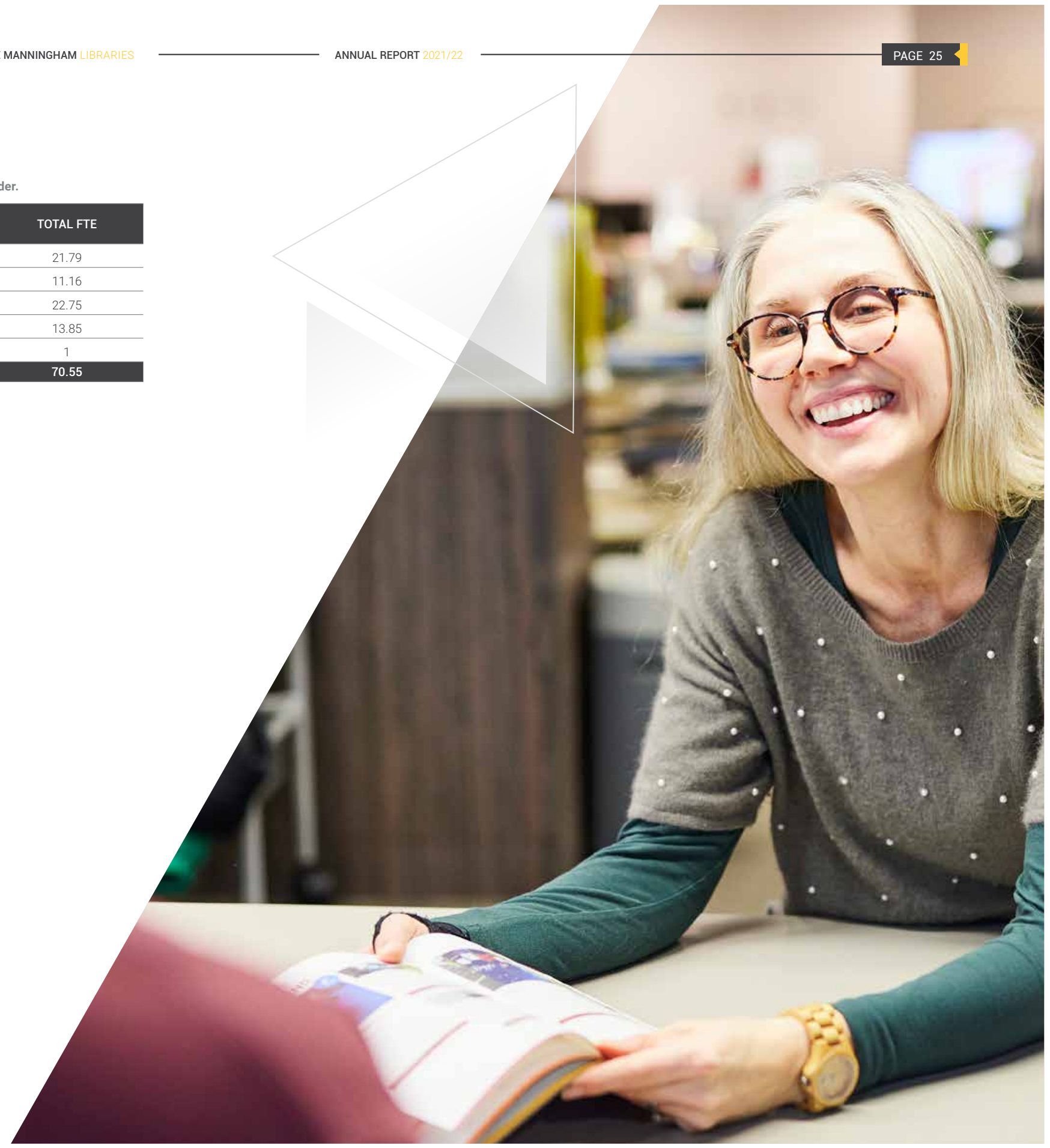
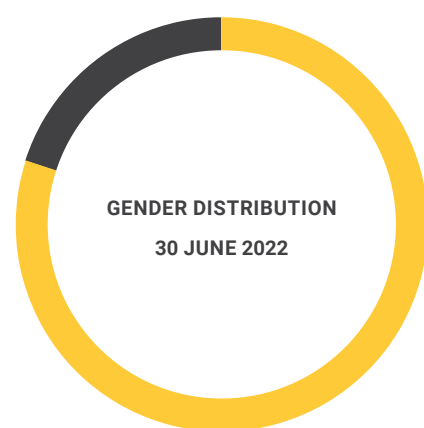
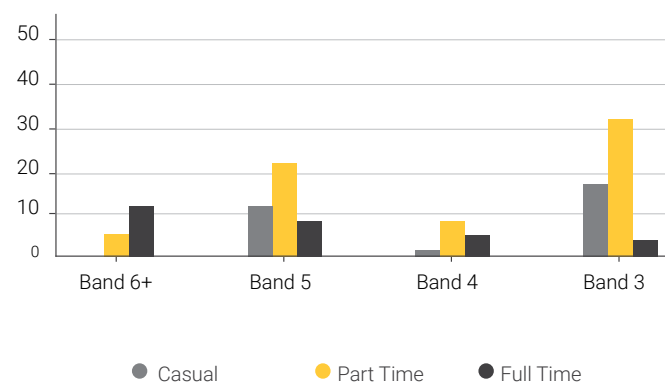
EMPLOYMENT TYPE / GENDER	BRANCH SERVICES	TECHNICAL SERVICES & COMMUNITY ENGAGEMENT	ICT	CORPORATE SERVICES & ADMINISTRATION	TOTAL
Permanent Full time – female	17	1	0	2	20
Permanent Full time – male	3	0	3	1	7
Permanent Part time – female	46	7	0	7	60
Permanent Part time – male	8	1	1	0	10
Casual – female	21	0	0	0	21
Casual – male	6	0	0	1	7
<b>TOTAL</b>	<b>101</b>	<b>9</b>	<b>4</b>	<b>11</b>	<b>125</b>

Note that both technical services staff and administration staff also undertake branch services duties on a regular basis. A high proportion of the workforce continues to be female and employed in a part-time capacity. The technical services branch is also the home location of programs and makerspace staff.

Summary of the number of FTE staff categorised by employment classification and gender.

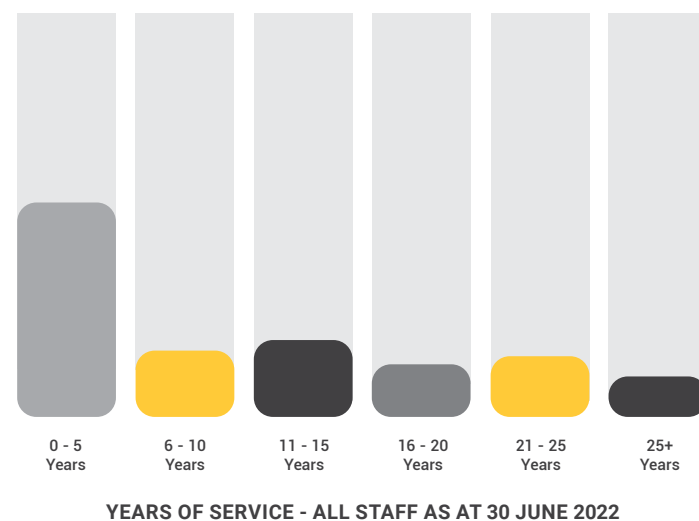
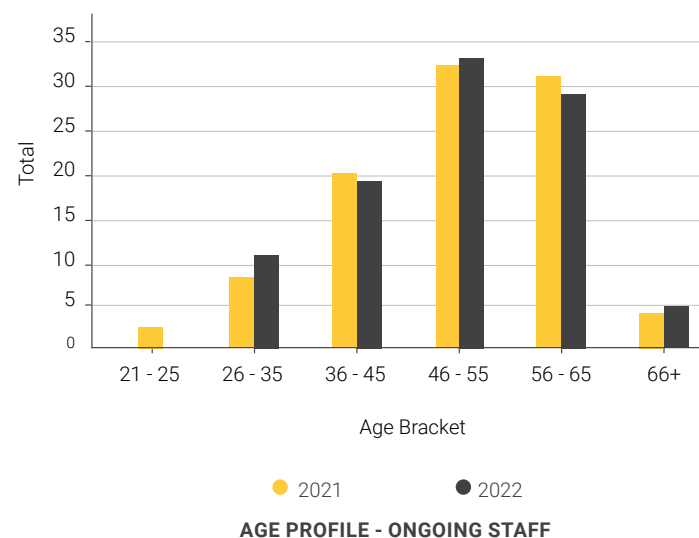
FULL TIME EQUIVALENT (FTE)	FEMALE FTE	MALE FTE	TOTAL FTE
Band 3	14.90	6.89	21.79
Band 4	11.16	0	11.16
Band 5	20.69	2.06	22.75
Band 6+	9.85	4	13.85
Band not applicable	1	0	1
<b>TOTAL</b>	<b>57.6</b>	<b>12.95</b>	<b>70.55</b>

EMPLOYMENT MODE AND BAND LEVELS AS AT 30 JUNE 2022



I am single and I live in a boarding house. It is a place for me when I need to get out.

As indicated in the charts below, one of the current challenges WML faces is an increasing number of employees approaching retirement age which may lead to a higher than normal staff turnover rate. This year the staff turnover rate was 17.5% in comparison to the previous year of 8.25%. As of 30 June 2022, 57.6% of staff had been with the organisation for over 5 years. Almost 30% of staff had been with the organisation for over 15 years.



## THE YEAR IN REVIEW

When reading this table, it should be noted that all three years of results were severely impacted by the coronavirus public health emergency. Libraries were closed to the public for significant periods of time and were subject to number limited and other restrictions throughout.

KEY INDICATORS	2019/20	2020/21	2021/22	TREND (Variance of at least 1% over previous 12 month period)
<b>Library Membership</b>				
Total Members	100,136	102,606	103,961	▲ 1.3%
Active Members (LGPRF measure)	39,788	27,625	31,669	▲ 14.6%
New Members	12,786	8,885	10,424	▲ 17.3%
<b>Library Use</b>				
Total library visits	938,943	428,652	529,358	▲ 23.5%
Library visits per capita	3.07 <sup>1</sup>	1.38 <sup>1</sup>	1.75 <sup>1</sup>	▲ 26.8%
Information Inquiries	131,186	49,608	54,126	▲ 9.1%
<b>Collections</b>				
Total number of collection items	388,523	399,624	407,710	▲ 2%
% of collection purchased in the last five years	74%	72%	71%	▼ 1%
New collection items acquired – excludes electronic resources	63,770	56,258	62,915	▲ 11.8%
<b>Loans</b>				
Total Loans	2,490,332	2,013,202	2,361,162	▲ 17.3%
eBook Loans (downloads)	79,740	127,179	147,102	▲ 15.7%
Total loans of eResources (includes music, magazines, books, audio books, database)	513,229	530,477	534,634	–
<b>Library Programs</b>				
Total number of attendees	52,673	17,764	30,726	▲ 72.9%
Total attendees at adult programs	7,503	6,424	6,162	▼ 4.4%
Total attendees at children's/youth programs	45,170	11,340 <sup>2</sup>	24,564 <sup>2</sup>	▲ 116.8%
<b>Online Library Use</b>				
Annual visits to website	1,250,416	1,080,905	1,052,359	▼ 2.6%
Web catalogue searches	3,336,462	4,008,635	5,169,459	▲ 28.9%
Library App Launches (new)	n/a	n/a	49,938	–
Fixed PC sessions	183,419	946	34,656	▲ <sup>4</sup>
Wireless sessions	396,697	123,369	148,727	▲ 20.6%
<b>Library Staffing</b>				
Total EFT	68.54	70.31	70.55	–
EFT per '000 population	0.22	0.23	0.23	–
<b>Community Engagement</b>				
Social media engagement (Facebook followers)	3,295	3,920	4,217	▲ 7.6%
Library eNewsletter subscribers	15,904 <sup>3</sup>	17,936	15,865 <sup>3</sup>	▼ 11.5%
Number of volunteers	158	153	144	▼ 5.9%
Volunteer programs	8	8	8	–

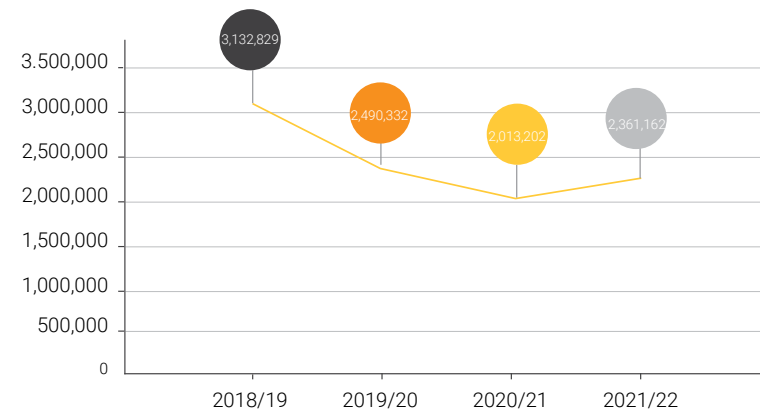
<sup>1</sup>Based on Estimated Residential Population (ERP) of 306,312 in June 2019; 309,664 in June 2020 and 302,264 in June 2021.

<sup>2</sup>Only includes events/programs where bookings were made. Does not include views of online story times or other streamed events.

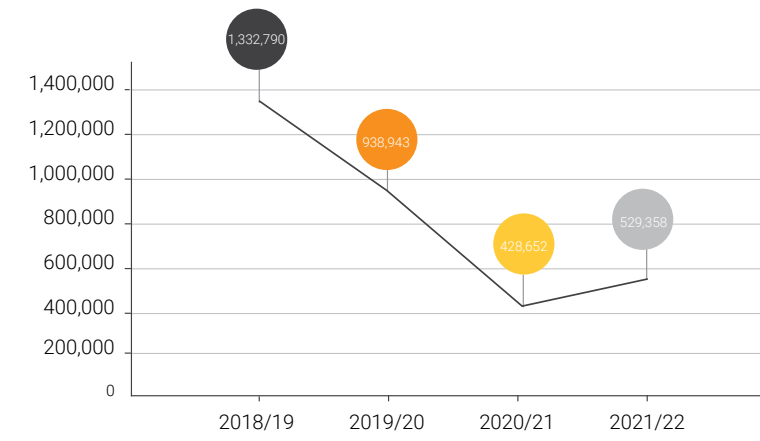
<sup>3</sup>Subscriber list cleared of members who had not opened sent newsletters for 3 years.

<sup>4</sup>Service unavailable for majority of 2020/21 year, making meaningful comparative data impossible

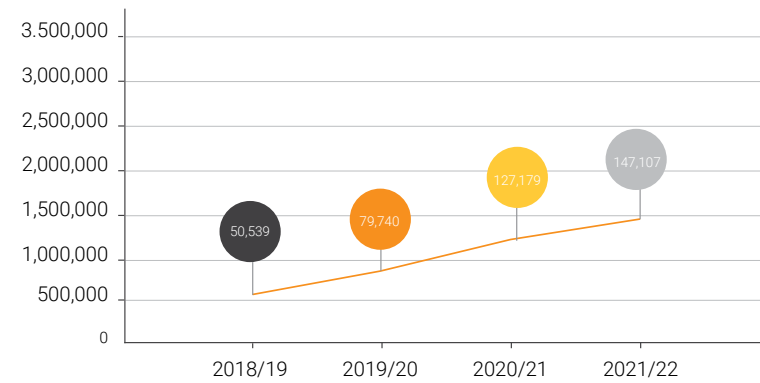
# LIBRARY LOANS AND VISITS



TOTAL LOANS 4 YEAR TREND



LIBRARY VISITS 4 YEAR TREND



EBOOK LOANS 4 YEAR TREND





# OUR PERFORMANCE

## GOAL 1: EXPERIENCE

Objective: To be an inclusive and welcoming people centered service.

KEY STRATEGY	KEY OUTCOMES
Provide inclusive, safe and accessible services for all	Transition to hybrid events – providing both in person and online options for events and programs.
	Trial of extended opening hours at Doncaster Library.
	Re-opening of libraries in November 2021 after an extended period of lockdown.
	Operated in accordance with government pandemic orders and advice of health authorities.
	Launch of the Library App in November 2021.
Provide exemplary customer first service	Realignment of opening hours at some libraries to improve access and uniformity of opening times.
	Suspension of overdue fines throughout lockdown periods.
	Library membership and access policy language reviewed and adjusted.
	Click and collect services provided throughout lockdown periods.
	Staff development program included online training options and in person sessions.
Work proactively to grow our reach	Community led library services training provided to 23 professional library employees in October 2021.
	ICT strategy 2021 – 2025 and Action Plan endorsed by Library Board on 21 October 2021.
	New ICT Help Desk launched 29 June 2022.
	Marketing Strategy 2017 – 2021 underwent an audit with recommendations to be incorporated in the new 2021 – 2025 Strategy.
	Implementation of a membership retention plan.
Plan for places and spaces that support the delivery of contemporary library services	Home delivery extended to vulnerable and self-isolating throughout lockdowns.
	Outreach programs to schools and kindergartens recommenced in February 2022.
	Long term library strategy planning commenced.
	Carpet replaced at The Pines Library.
	Infrastructure review commenced May 2022.
	External access to library Wifi at Warrandyte Community Centre and MC2 Plaza.



**BUILDING CONNECTIONS**

*Our regular programs are a great way for our community to make ongoing connections with each other. It has been fabulous to see people back in our libraries and engaging with one another to socialise and learn new things.*

There is a huge variety of regular programming for all ages! Our regular programming is supplemented with other activities throughout the year.

**Regular Children, Youth and Families Programs**

- ▶ Storytimes – Preschool and Tiny Tots
- ▶ Baby Karaoke
- ▶ Mandarin Storytime
- ▶ Greek Storytime
- ▶ Lego Club
- ▶ Minecraft Club
- ▶ Dungeons and Dragons
- ▶ Whitehorse Study Support Program
- ▶ Book Ninjas (online)
- ▶ Book Samurai (online)

**Regular Programs for Adults**

- ▶ English Conversation Circle (online and in person)
- ▶ CALD Knit 'n' Natter Circle
- ▶ EAL Reading Group
- ▶ Book Group
- ▶ Book Chat
- ▶ Warrandyte and Bulleen Knitters
- ▶ Just craftin' around
- ▶ Jigsaw Puzzle swap



**INTRODUCING OUR LIBRARY APP**

*The Whitehorse Manningham Libraries App became available to download for free via the App Store or Google Play in November 2021.*

The WML app allows users to manage their account, search the catalogue, borrow items using own device, reserve items, link to eBook loans and more.

Users of the App can:

- ▶ View/Renew loans
- ▶ View/Cancel reservations
- ▶ View self-service receipts
- ▶ Change preferred language
- ▶ Link accounts
- ▶ Change display preferences
- ▶ Issue library material to themselves whilst at the library
- ▶ Find a library
- ▶ Print from anywhere
- ▶ Links to WML socials

There has been 49,938 launches of the App since the launch in November 2021.



**CUSTOMER SERVICE**

*Providing exemplary customer service to our patrons is a key objective. Throughout the year WML have supported staff through training initiatives to assist with service delivery.*

Core training areas are:

- ▶ Occupational Health and Safety
- ▶ Privacy
- ▶ Fraud Awareness
- ▶ Emergency Response
- ▶ First Aid
- ▶ Anti-Discrimination and Bullying Awareness
- ▶ Mental Health First Aid
- ▶ Dealing with difficult situations and conversations

Training is delivered via four online platforms: Niche Academy, Safety Hub, Litmos and LinkedIn Learning. Online learning is supplemented by opportunities to attend in person training.

Lockdowns continued in 2021 and provided libraries with the challenge of providing services in a constrained environment. Our community were extremely appreciative of the programs offered online and the click and collect service. From 1 August 2021 – 31 October 2021 there were 351,243 loans, only 58,520 were electronic resources, with the vast majority being made through click and collect services. WML also made 1,098 home deliveries throughout lockdown periods.



Thank you to the librarians for keeping things going through the endless Covid lockdowns.

- Doncaster

Thank you for your home delivery service throughout lockdowns, it was greatly appreciated. I am now happy to be back as a community member at The Pines Library.

- Pamela

Over time, the whole Pines Library team helped with me various (& seemingly small) acts of service that were actually life-savers to us as the magazines kept my mother happy and occupied – a small relief during a period of long isolation.

- family member with a parent who has dementia

**RE-OPENING OUR DOORS**

*It was with much excitement that WML re-opened our doors to the public in November 2021, after a four-month closure period. It was fabulous to see people back in our branches and enjoying our collections and spaces again.*

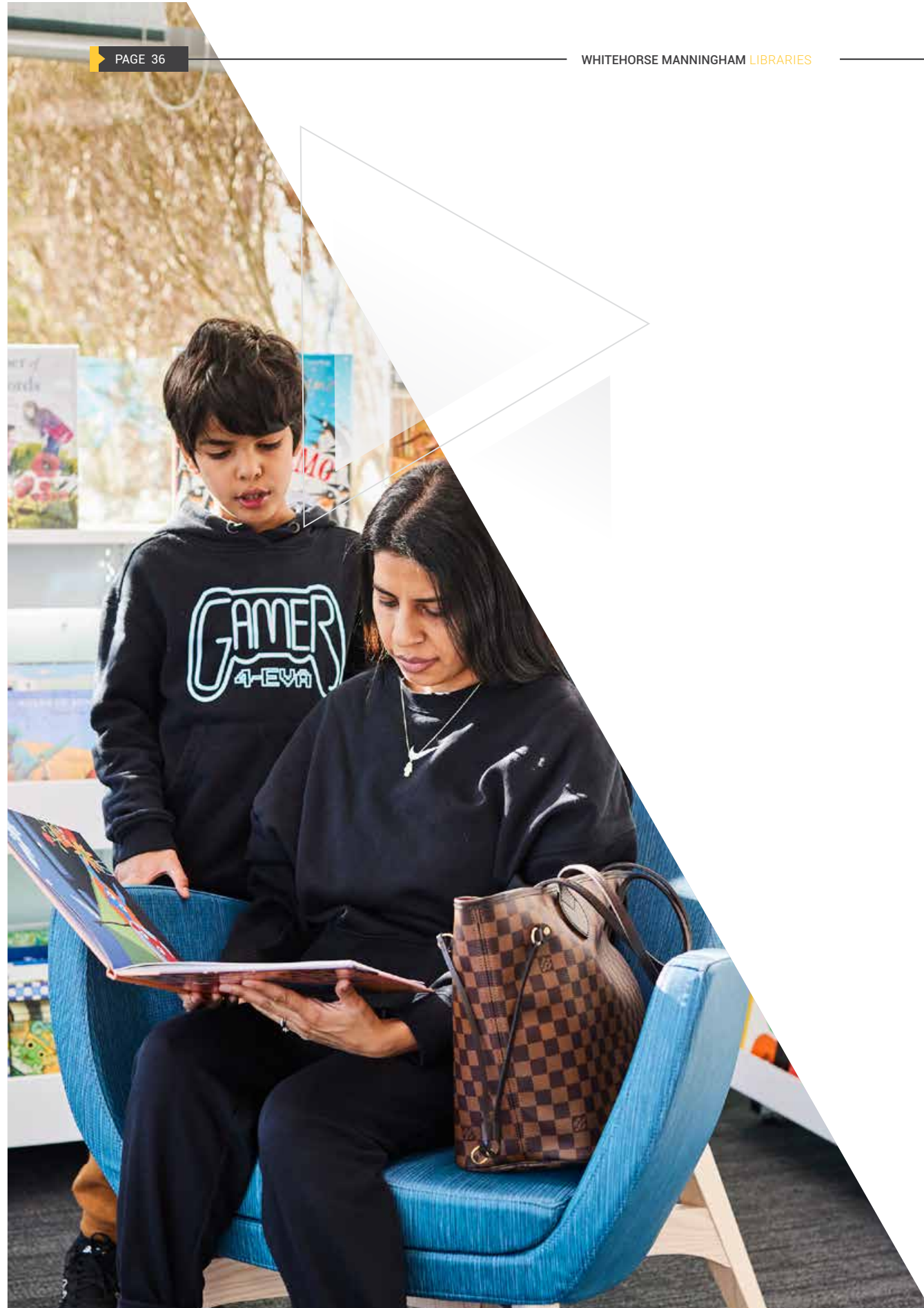
The re-opening of libraries across the state made it possible to roll out a Statewide Public Library Survey and a library usage Census. Both provided some insights as to how libraries are used. The survey had over 18,000 responses, with 398 respondents identifying themselves as WML users. The Census had 16,464 responses, with 863 of these from WML users.

Some of the key findings were as follows:

- ▶ WML overall satisfaction score of 8.76 compared with the state average of 8.74
  - ▶ 88% of WML and other respondents strongly agreed that the library welcomes people from all walks of life
- The top three ranked services offered by public libraries for both WML respondents and the state overall were
- ▶ Providing access to books magazines, DVDs and other resources
  - ▶ Providing access to educational resources and support
  - ▶ Helping children's literacy and education

The survey and census provided respondents with an opportunity to provide the library with some feedback and comments about the way in which they use the library.





# OUR PERFORMANCE

## GOAL 2: LEARNING AND ENGAGEMENT

Objective: To enable an informed and engaged community

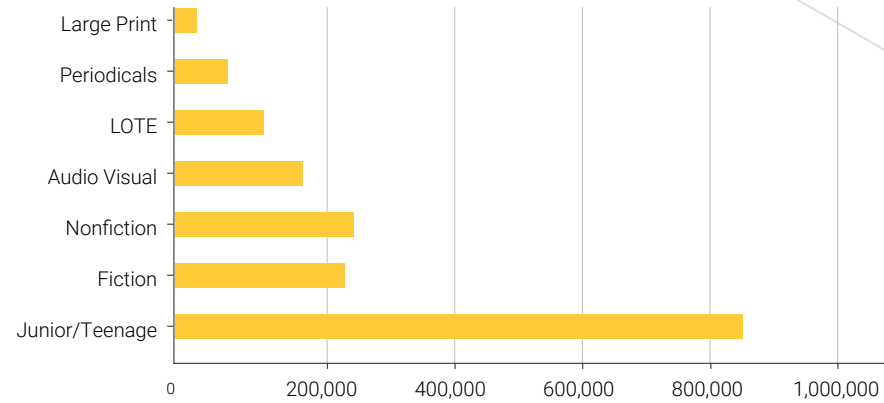
KEY STRATEGY	KEY OUTCOMES
Support and promote life-long learning and literacy	37 Healthy Me, Healthy Planet events from November 2021 - June 2022 in online/hybrid and in branch formats. Successful partnerships with Deakin University and Burwood Brickworks established. 231 Literacy & Lifelong Learning programs and events were offered and attended by 1,126 people.
Encourage a culture of reading	YA Lit festival delivered online on 18 September 2021. Big Summer Read launched in December 2021 and attracted over 300 participants to the program. Warm Winter Reads launched on 1 June 2022. EAL reading group established at Doncaster Library.
Foster a sense of belong, connection and wellbeing	4 Manningham Placemaking events held in collaboration with Manningham City Council. 18 evening programs delivered to support temporary extension of Doncaster Library hours from August to December 2021. Transitioned to online events during lockdown periods.
Support digital inclusion	71 eTech classes held, with 410 attendees. One on one technical support provided to patrons. Upgrade of Spydus Library Management System. Upgrade of Micro Focus Content Manager system.
Celebrate our communities' diverse culture and heritage	Participation in Whitehorse Heritage Week events. Monthly Branching Out Family and Local History Program launched at Doncaster in March 2022. Participation in Reconciliation Week.



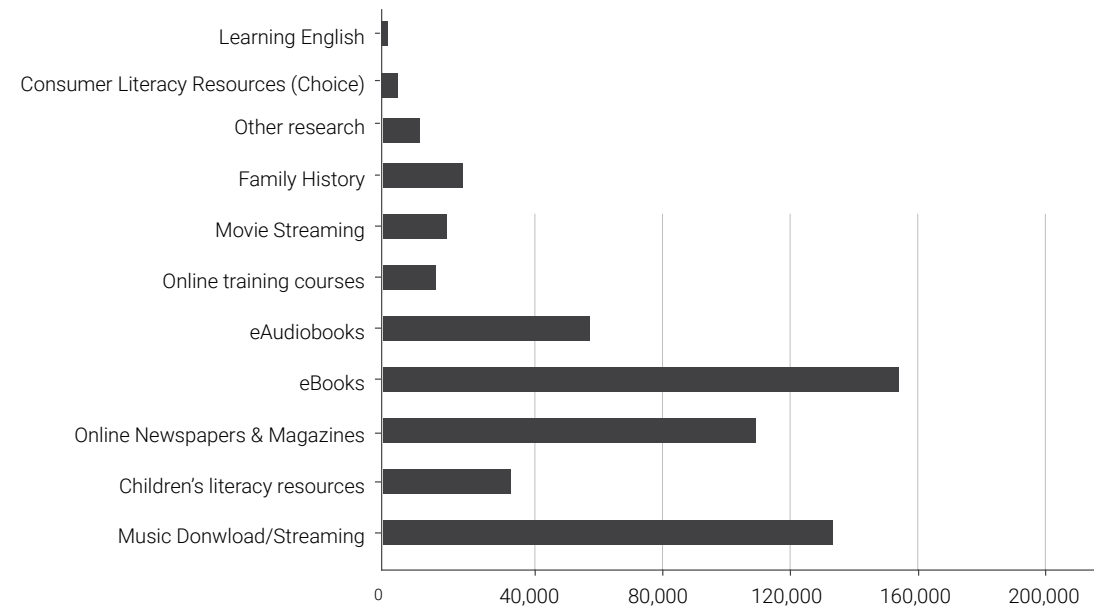
**OUR COLLECTIONS & AUTHOR TALKS**

The Library may have been closed to the public for a number of months throughout the year, but this didn't stop our patrons from borrowing or attending some fabulous author talks.

**PHYSICAL ITEM LOANS 2021 / 2022**



**ELECTRONIC RESOURCES - LOANS AND DOWNLOADS 2021 / 2022**



**TOP 10 Most Borrowed Titles: Adult Fiction**



**Top 10 Most Borrowed Titles: Non Fiction**



**Author Talks**

WML were pleased to provide our community with the opportunity to hear from the following authors:

- ▶ Alexx Stuart
- ▶ Alice Pung
- ▶ Katherine Collette
- ▶ Astrid Edwards
- ▶ Heather Morris
- ▶ Pip Williams
- ▶ Nicole Haddow
- ▶ Flic Manning
- ▶ Kate Ryan
- ▶ Olympia Panagiotopolous
- ▶ Tim Petsinis
- ▶ Associate Professor Amanda Laugesen
- ▶ Stuart Coupe
- ▶ Suzanne Frankham
- ▶ Tara Douglas
- ▶ Sandra Hogan



**OUR PROGRAMS**

WML participated in a number of national and state-wide events. These included:

**programs**

National Youth Week  
16 Days of Activism  
Harmony Week  
National Simultaneous Storytime  
Naidoc Week  
Children's Book Week  
Victorian Seniors Festival  
Library Information Week  
Refugee Week  
May the fourth be with you - Star Wars celebration  
Melbourne Writers Festival  
National Tree Day

Whitehorse Heritage Week  
Reading Olympics  
Australian Reading Hour (Australia Reads)  
Warm Winter Reads  
National Reconciliation Week  
Law Week  
World Kindness Day  
International Women's Day  
National Science Week  
Big Summer Read  
Men's Health Week





# OUR PERFORMANCE

## GOAL 3: COLLABORATION

Objective: To extend the reach and benefit of libraries

KEY STRATEGY	KEY OUTCOMES
Build strong relationships with stakeholders and community partners	<p>Sponsorship and prizes provided by local businesses supported the Healthy Me Healthy Planet (HMHP) initiative.</p> <p>Partners to the HMHP invited to opening events and key programs.</p> <p>Orientation session for a new Board member.</p>
Deliver collaborative services and programs	<p>Jobs Victoria and the Eastern Community Legal Centre set up stalls in various branches to assist the community.</p> <p>Story Walk presented in collaboration with Manningham City Council Placemaking project in November 2021.</p> <p>Hula Hoop and Insect Hotel workshops presented in collaboration with Manningham City Council Placemaking project – successfully transitioned to online programs.</p> <p>Whitehorse Heritage week events presented in September 2021 via Zoom.</p>
Participate in networks to share knowledge and ideas	<p>Range of staff participate in Public Libraries Victoria (PLV) Special Interest Groups (SIGs).</p> <p>Manager Corporate Services participates in Human Resources Networking group.</p> <p>CEO attendance at SIG meetings and PLV meetings.</p> <p>Coordinator Operations Support attends Local Government OHS Networking meetings.</p> <p>WML participated in the following statewide public library initiatives: Return Yourself to the Library, Libraries Change Lives, Australian Reading Hour, Victoria Reads, Warm Winter Reads and Simultaneous Storytime.</p>
Provide meaningful volunteer engagement and work experience opportunities	<p>Volunteer programs recommenced at the beginning of 2022.</p> <p>Volunteer thank you morning tea held at Doncaster Library on 18 May 2022.</p> <p>Return of the Friends of the Library book sale on 29 May 2022. A successful event with 100 attendees and over \$1800 raised.</p> <p>Provided placements for:</p> <ul style="list-style-type: none"> <li>▶ 4 Community service student placements</li> <li>▶ 12 work experience placements</li> <li>▶ 4 Masters of Librarianship students</li> <li>▶ 2 structured work place learning student placements</li> </ul>

# OUR VOLUNTEERS

Volunteers assist WML in providing services and programs that would not otherwise be possible. Volunteers support programs and services that are designed by WML employees. Our volunteers were thanked and celebrated at a morning tea held in May 2022. It was fabulous to see over 40 of our volunteers in person.

Volunteers assist in the delivery of the following programs:

- ▶ Home Library Service
- ▶ English Language programs and Conversation Circle
- ▶ Story Circle
- ▶ Story Circle Kit Developers
- ▶ Friends of the Library
- ▶ Table Games

As at 30 June 2022 WML had 144 registered volunteers and had a turnover rate of 17.36%.

	2021/22	2020/21	2019/20
Total number of volunteers	144	153	158
Number of volunteers commenced	15	15	36
Number of volunteer resignations	25	18	31



## WORKING IN COLLABORATION WITH OUR PARTNERS

We would like to thank the following organisations who have helped us to deliver programs and services throughout the year.

PARTNERSHIP ACKNOWLEDGEMENTS	
A little Chinese Adventure	Manningham Gallery
Abbey's Antiques	Maternal Child Health Services
Access Health	Melbourne Origami Group
Anika Legal	Melbourne Writers Festival
Australian Chinese Writers Festival	Nadrasca
Australian Library and Information Association (ALIA)	NaNoWriMo
Australian Reading Hour – Australia Reads	National Simultaneous Storytime
Botaniculture	Onemda
Box Hill Historical Society	Public Libraries Australia
Box Hill Institute – Skills and Job Centre	Public Libraries Victoria
Bunnings Box Hill	Readings
Burwood Brickworks Shopping Centre	Ready Tech Go
Children's Book Council of Australia	ResourceSmart Schools
City of Whitehorse	Schwerkolt Cottage
Civica	Services Australia
Consumer Affairs Victoria	Skills and Job Centre – Box Hill Institute
Deakin University	Speech Pathology Australia
Dementia Australia	State Library Victoria
Doncare	Strathdon House
Eastern Community Legal Centre	The Art of Voice Melbourne Australia
Eastern Radio	The Source Bulk Foods
Eastern Alliance for Sustainable Learning (EASL)	Vermont South Learning Centre
EDVOS (Eastern Domestic Violence Service)	Victorian Seniors Festival
Family History Connections	Victorian State Government
Friends of the Library (FOL)	Warrandyte Community Centre
Gateway LLEN	Whitehorse Tree Education
HealthAbility	Whitehorse Waste Education
Jobs Victoria	Whitehorse Youth Services
Julian Wood – Recycling Program	Woggle Box
Libraries Change Lives	Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation
Manningham City Council	



**NATIONAL SIMULTANEOUS STORYTIME**

A highlight for our youth services team was National Simultaneous Storytime. This happened on Wednesday 25 May with many of our Branches hosting special storytimes for this annual event. Vermont South Library hosted a storytime for 28 children from Beacon Street Children's Centre. These children walked to the library and enjoyed a special storytime session including the 'countdown' to the reading of the book "Family Tree" at 11.00am.

Manningham City Council Mayor, Cr Michelle Kleinert, co-hosted the National Simultaneous Storytime session at Doncaster, whilst Cr Trudy Skilbeck of Whitehorse City Council joined in on the fun at Nunawading Library with over 60 local school children visiting for the event.



**COLLABORATING WITH OTHERS FOR OUR WELLBEING.**

**Equip4Life Program**

Thirty WML staff participated in the Equip4Life seminars which is a Workplace Health and Wellness program supported by Diabetes Victoria and the Victorian State Government. There were 6 online sessions each fortnight, each focusing on an aspect of good health, exercise, diet and nutrition. The seminars were held for two groups via Zoom. They were fast paced sessions brimming with lots of information.

After two months another two sessions were held to check in and to summarise the key learnings. The program was well received by all who attended.

**Olivia Newton John Walk for Wellness**

On Sunday 26 September, twenty-five staff members, their families (and animals) participated in the Olivia Newton John Walk for Wellness. The Corporation sponsored staff and their families who participated.

This sponsorship, along with funds raised by staff, friends and families raised a total of \$2873 to provide wellness therapies offered by Austin Health and the Olivia Newton John Cancer Wellness and Research Centre. Thanks to all of the staff who got involved.





“Escape from the busyness.”





# OUR PERFORMANCE

## GOAL 4: PERFORMANCE

Objective: To be a flexible, resilient and high-performing organisation

KEY STRATEGY	KEY OUTCOMES
<b>Implement robust governance practices</b>	Vaccination Policy and procedures developed and implemented in accordance with government regulations. Acquittals for State Government public library funding and Premiers Reading Challenge Grant completed and submitted in July 2021. Annual Report 2021 submitted to Minister Local Government in September 2021 and endorsed by the Library Board on 21 October 2021. Covid Safe Plan developed and reviewed in accordance with government regulations. New Library Plan 2021 – 2025 endorsed by Library Board on 21 October 2021.
<b>Employ sound financial management practices</b>	Adopted Budget 2022/23 submitted to Minister Local Government. 2020/21 Financial year operating surplus used to support the removal of overdue charges for children and teenagers as of 1 July 2021. Give the Gift or Reading Christmas fundraising campaign raised \$5,709. \$1200 grant received from Libraries Change Lives to be expended in the 2022/23 financial year.
<b>Advocate for investment in public libraries</b>	CEO participation in the development of the PLV submission to the State Government ahead of the 2022/23 budget. Participation in the Libraries Change Lives and Return Yourself to the Library campaigns.
<b>Build capability and capacity of our people</b>	CEO completed and graduated from the Australian Institute of Company Directors course in October 2021. Wellbeing Team established in June 2022. Staff participation in the Olivia Newton John Wellness Walk. 30 staff participated in the Equi4Life program to support healthy lifestyle behaviours. Training available to all staff via the following online platforms: Litmos, Niche Academy and Safety Hub.
<b>Create value through efficiencies and innovation</b>	Internal audits conducted on Business Continuity Plan and Marketing Strategy. Recycling stations installed at Box Hill and Nunawading Libraries. Mini recycling hubs installed at Doncaster and Warrandyte Libraries. Solar Panels installed on Box Hill, Blackburn and Vermont South Libraries.

KEY STRATEGY	KEY OUTCOMES
Employ evidence based practices to develop and review services	Public consultation requirements met for the Library Plan 2021 – 2025. Plan endorsed by the Library Board on 21 October 2021.
	Participation in two PLV statewide surveys, with specific data for WML patrons made available.
	Benchmarking with other libraries through the annual PLV survey data collected in September 2021.





Whitehorse Manningham Libraries  
*open for discovery*





DEAKIN UNIVERSITY



BURWOOD BRICKWORKS



STATE LIBRARY VICTORIA

Proudly owned by



CITY OF WHITEHORSE  
CITY OF MANNINGHAM



“ I’m half healthy lifestyle, half not. This program, I feel that it gives me a reminder with some of the stuff that I already do, I feel that oh great! I’m actually doing the correct stuff.

**GRANTS**

*Additional funding through grants helps WML to provide additional services and programs that would not otherwise be possible.*

In 2021/22 the Corporation received the following grants:

- ▶ Local Priorities \$99,288
- ▶ Libraries Initiatives Project \$25,000
- ▶ Premiers Reading Challenge \$35,899
- ▶ Other \$1,091

Grant funding from the previous financial year made the Healthy Me Healthy Planet and Pierre Gorman Work Ready Skills Programs possible.



**HEALTHY ME HEALTHY PLANET**

*This exciting project aimed to empower local community members with the skills and knowledge to improve personal health and wellbeing outcomes while reducing individual contribution to climate change.*

The challenge ran from December 2021 to July 2022 and encouraged participants to make simple changes which are both good for the individual's health and also for the environment. Participants chose from ten monthly challenge actions and for every one completed, went into the draw for great monthly prizes.

Challenge actions were created in conjunction with Deakin University researchers and the sustainability departments of our two member council's reflecting the six climate actions articulated in the Victorian

Government Climate and Health Achievement Program. The six climate actions are:

- ▶ Increase active travel including zero emissions active transport
- ▶ Eat more plants, increase healthy eating
- ▶ Reduce waste
- ▶ Use less energy
- ▶ Connect with nature
- ▶ Get climate-ready

Throughout the course of the program 179 participants had completed 727 challenge actions and there were over 779 participants in a range of events. Highlights included:

- ▶ Down to Earth: A Guide to Simple Living with Rhonda Hetzel via Zoom (76 attendees)
- ▶ Smarter Living – A Chef's Guide to Sustainable Food via Zoom (56 attendees)
- ▶ Alexx Stuart: Low Tox Life via Zoom (41 attendees)

WML had the opportunity to work with project partner Deakin University. Deakin contributed to the project, providing independent research and an impact evaluation. Their findings will be released in the next financial year.

Whitehorse Manningham Libraries Healthy Me, Healthy Planet Project was made possible with funding from the Library Board of Victoria via the Libraries for Health and Wellbeing Innovation Grants Program.





**PIERRE GORMAN AWARD**

*The Pierre Gorman Award, valued at \$25,000 is given biennially by the Library Board of Victoria to support leadership in development of public library services for people with disabilities.*

This financial year we continued with the program that commenced the previous year. The program provided an opportunity for adults living with a disability to gain work-ready skills through work experience in library events management. The second intake of participants were recruited via a partnership with the disability support organisation, Onemda.

Outcomes Achieved:

- ▶ Presentation of a successful online music trivia event on 10 September 2021, hosted by Brian Nankervis. There were 122 participants. A great outcome, given the short notice the group had to transition it from an in-person event to online due to covid-19 restrictions.
- ▶ Students at both Nadrasca and Onemda have continued to participate in work experience programs within the library service
- ▶ Ongoing partnership between the library service and two disability service providers

“ Huge thanks to the library and Brian for putting this event on - making everyone’s lives a bit more enjoyable in these tough times



**ENVIRONMENTAL SUSTAINABILITY INITIATIVES**

*WML is committed to making our libraries as environmentally responsible and sustainable as we can.*

In 2021/22 the following initiatives assisted us in our goal to reduce waste:

- ▶ Installation of recycling hubs at Nunawading and Box Hill Libraries in collaboration with Whitehorse City Council
- ▶ Installation of e-waste recycling hubs at Doncaster and Warrandyte Libraries in collaboration with the City of Manningham
- ▶ Food waste recycling displays at Whitehorse branches, introducing the Food and Garden Organics Service in collaboration with the Whitehorse City Council
- ▶ Discontinuation of single use plastic dishwashing detergent bottles through the implementation of a re-fill system
- ▶ Installation of solar panels at Box Hill, Blackburn and Vermont South Libraries
- ▶ Participation in battery and printer cartridge recycling programs
- ▶ Loan receipts default to email, rather than print
- ▶ Responsible discarding of library books through the Julian Wood Recycling program







# FINANCIAL REPORT

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## Independent Auditor's Report

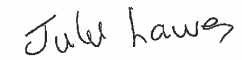
### To the Board members of Whitehorse Manningham Regional Library Corporation

<b>Opinion</b>	<p>I have audited the financial report of Whitehorse Manningham Regional Library Corporation (the corporation) which comprises the:</p> <ul style="list-style-type: none"> <li>• balance sheet as at 30 June 2022</li> <li>• comprehensive income statement for the year then ended</li> <li>• statement of changes in equity for the year then ended</li> <li>• statement of cash flows for the year then ended</li> <li>• notes to the financial statements, including significant accounting policies</li> <li>• certification of the financial statements.</li> </ul> <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the corporation as at 30 June 2022 and their financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of the <i>Local Government Act 1989</i>, the <i>Local Government (Planning and Reporting) Regulations 2014</i> and applicable Australian Accounting Standards.</p>
<b>Basis for Opinion</b>	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the corporation in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
<b>Board members' responsibilities for the financial report</b>	<p>The Board members of the corporation are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the <i>Local Government Act 1989</i>, the <i>Local Government (Planning and Reporting) Regulations 2014</i> and for such internal control as the Board members determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Board members are responsible for assessing the corporation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.</p>

<b>Auditor's responsibilities for the audit of the financial report</b>	<p>As required by the <i>Audit Act 1994</i>, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.</p> <p>As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:</p> <ul style="list-style-type: none"> <li>• identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.</li> <li>• obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the corporation's internal control</li> <li>• evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board members</li> <li>• conclude on the appropriateness of the Board members' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the corporation's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the corporation to cease to continue as a going concern.</li> <li>• evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.</li> </ul> <p>I communicate with the Board members regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.</p>
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## CERTIFICATION OF THE FINANCIAL STATEMENTS

In my opinion, the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989, the Local Government (Planning and Reporting) Regulations 2014*, Australian Accounting Standards and other mandatory professional reporting requirements.



Principal Accounting Officer

Julie Lawes

Date: 24 August 2022

In our opinion, the accompanying financial statements presents fairly the financial transactions of the Whitehorse Manningham Regional Library Corporation for the year ended 30 June 2022 and the financial position of the Corporation as at that date.

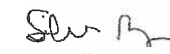
As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Library Board and by the *Local Government (Planning and Reporting) Regulations 2014* to certify the financial statements in their final form.



Councillor Mark Lane

Date: 24 August 2022



Councillor Stephen Mayne

Date: 24 August 2022



Chief Executive Officer

Sally Both

Date: 24 August 2022

## COMPREHENSIVE INCOME STATEMENT

### For the Year Ended 30 June 2022

	Note	2022	2021
		\$	\$
<b>INCOME</b>			
Council Contributions	3.1	9,581,515	9,425,564
State Government Grants		1,886,479	1,822,685
Other Income	3.3	63,587	62,083
Other Grants	3.2	161,278	205,249
Interest from Investments		11,410	10,815
<b>Total Income</b>		<b>11,704,269</b>	<b>11,526,396</b>
<b>EXPENSES</b>			
Employee Costs	4.1	7,632,127	7,068,906
Depreciation	4.2	1,443,124	1,156,569
Information Technology		330,068	340,807
Audit and Finance Costs	4.3	41,753	32,315
Collection Resources		281,014	250,234
Grant Expenditure		114,191	206,973
Warrandyte Library Expenses		235,378	236,719
Other Expenses	4.5	1,120,455	1,192,934
Loss on disposal of property, plant and equipment	4.3	520,839	405,755
<b>Total Expenses</b>		<b>11,718,948</b>	<b>10,891,212</b>
<b>Surplus for the year</b>		<b>(14,679)</b>	<b>635,184</b>
<b>Total Comprehensive Result</b>		<b>(14,679)</b>	<b>635,184</b>

The above comprehensive income statement should be read with the accompanying notes

# BALANCE SHEET

As at 30 June 2022

	Note	2022	2021
		\$	\$
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and cash equivalents	5.1	2,780,272	2,794,675
Trade Receivables		66,890	45,327
Other assets	5.2	152,684	116,641
<b>Total Current Assets</b>		<b>2,999,846</b>	<b>2,956,643</b>
<b>Non-Current Assets</b>			
Property and Equipment	6.1	7,818,454	7,882,010
<b>Total Non-Current Assets</b>		<b>7,818,454</b>	<b>7,882,010</b>
<b>Total Assets</b>		<b>10,818,300</b>	<b>10,838,653</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Payables	5.3	618,012	693,116
Provisions	5.4	1,686,068	1,577,868
<b>Total Current Liabilities</b>		<b>2,304,080</b>	<b>2,270,984</b>
<b>Non-Current liabilities</b>			
Provisions	5.4	148,731	187,501
<b>Total Non-Current Liabilities</b>		<b>148,731</b>	<b>187,501</b>
<b>Total Liabilities</b>		<b>2,452,811</b>	<b>2,458,485</b>
<b>Net Assets</b>		<b>8,365,489</b>	<b>8,380,168</b>
<b>Equity</b>			
Members Contribution on Formation		3,922,043	3,922,043
Accumulated Surplus		4,443,446	4,458,125
<b>Total Equity</b>		<b>8,365,489</b>	<b>8,380,168</b>

The above balance sheet should be read with the accompanying notes

# STATEMENT OF CHANGES IN EQUITY

For the Year Ended 30 June 2022

	Total 2022	Accumulated Surplus 2022	Members Contribution 2022
	\$	\$	\$
<b>2022</b>			
Balance at beginning of the financial year	8,380,168	4,458,125	3,922,043
Surplus for the year	(14,679)	(14,679)	0
<b>Balance at end of the financial year</b>	<b>8,365,489</b>	<b>4,443,446</b>	<b>3,922,043</b>
<b>2021</b>			
Balance at beginning of the financial year	7,744,984	3,822,941	3,922,043
Surplus for the year	635,184	635,184	0
<b>Balance at end of the financial year</b>	<b>8,380,168</b>	<b>4,458,125</b>	<b>3,922,043</b>

The above statement of changes in equity should be read with the accompanying notes

## STATEMENT OF CASH FLOWS

For the Year Ended 30 June 2022

	Note	2022	2021
		\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Council Contributions		10,539,667	10,368,120
Government Grants		2,021,666	1,954,515
Interest Income		7,763	15,247
Library Fines, FONL income, Grants (gst free)		22,385	32,098
Other Income		81,891	117,837
Employee Costs		(7,680,288)	(7,015,651)
Payments to suppliers (inclusive of GST)		(2,492,577)	(2,847,509)
Net GST payments		(614,503)	(568,964)
<b>Net cash provided by in operating activities</b>	9.1	<b>1,886,004</b>	<b>2,055,693</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Proceeds from sale of Equipment		51,570	27,000
Payment for Library Stock, Information Technology & Furniture		(1,951,976)	(2,160,601)
<b>Net cash investing activities</b>		<b>(1,900,406)</b>	<b>(2,133,601)</b>
Net increase in cash and cash equivalents		(14,403)	(77,911)
Cash and cash equivalents at beginning of the year		2,794,677	2,872,588
<b>Cash and cash equivalents at the end of the financial year</b>	5.1	<b>2,780,274</b>	<b>2,794,677</b>
Financing arrangements	5.5		

The above cash flow statement should be read with the accompanying notes

## STATEMENT OF CAPITAL WORKS

For the Year Ended 30 June 2022

	Note	2022	2021
		\$	\$
<b>PLANT AND EQUIPMENT</b>			
Library Stock		1,794,506	1,749,736
Furniture and Equipment		66,334	65,285
IT Replacement		55,886	212,100
Motor Vehicles Replacement		35,250	25,250
<b>Total Capital Works Expenditure</b>		<b>1,951,976</b>	<b>2,052,371</b>
<b>REPRESENTED BY</b>			
Renewal		1,951,976	2,052,371
<b>Total Capital Works Expenditure</b>		<b>1,951,976</b>	<b>2,052,371</b>



# NOTE 1 OVERVIEW

## Introduction

*The Whitehorse Manningham Regional Library Corporation was established under Section 196 of the Local Government Act 1989 by the Minister of Local Government on 12 December 1995. The Corporation's headquarters is located at 1040 Whitehorse Road, Box Hill.*

These financial statements constitute a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1989, and the Local Government (Planning and Reporting) Regulations 2014.

The Corporation is a not-for-profit entity.

## Significant Accounting Policies

### a. Basis of Accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, revenue and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The financial statements are based on the historical cost convention unless a different measurement basis is specifically disclosed in the notes to the financial statements.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent

from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The financial statements have been prepared on a going concern basis. The financial statements are in Australian dollars. The amounts presented in the financial statements have been rounded to the nearest dollar unless otherwise specified. Minor discrepancies in tables between totals and the sum of components are due to rounding.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- ▶ the determination of depreciation for library collections, computer equipment and furniture (refer to note 6.1) and
- ▶ the determination of employee provisions (refer to note 5.4)

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

### b. Impact of Covid-19

On 16 March 2020 a state of emergency was declared in Victoria due to the global pandemic Covid-19 virus, known as coronavirus. A state of disaster was subsequently declared on 2 August 2020. The state of disaster ended on 28 October 2020 and the state of emergency on 15 December 2021. While the impacts of the pandemic have abated somewhat through the 2021-2022 year, the Corporation has noted the following significant impacts on its financial operations:

- ▶ Revenue reductions – operating income from user fees and charges and interest was significantly reduced, being 75% below the budgeted amount. Member Council and State Government contributions received in full.
- ▶ Revenue foregone – overdue charges were suspended for the majority of 2021/22 due to periods of closure and restricted operating in accordance with government orders. Hire of meeting rooms was similarly impacted. The overall loss of income was \$117k compared to the budgeted amount.
- ▶ Additional costs – additional costs were incurred to support adjusted services to the community and COVID safe compliance requirements. Costs included courier for contactless home deliveries, security guards to manage restricted entrance numbers, supply of PPE, extra cleaning, additional employee support services, additional programming and marketing costs and increased electronic collection and information resources. The additional costs for 2021/22 over the budgeted amount was \$98K.

Areas of reduced costs include utilities and employee costs associated with library closures (i.e. reduced weekend penalty costs, suspension of recruitment to vacancies, employees accessing leave without pay or reduced hours of work)

This has impacted, and continues to impact the normal operations of the library services. The full financial impact of Covid-19 is unknown. The situation and the financial implications for the library are being closely monitored and managed.



## NOTE 2

### Performance against budget

The budget comparison notes compare the Corporation's financial plan, expressed through its annual budget, with actual performance. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variances. The Corporation has adopted a materiality threshold of 10% where further explanation is warranted. Explanations have not been provided for variations below the material threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by the Corporation on 26 May 2021. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. The Corporation sets guidelines and parameters for revenue and expense targets in this budget in order to meet the Corporation's planning and financial performance targets for both short and long-term.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

#### 2.1 Income and Expenditure

	BUDGET 2022 \$	ACTUAL 2022 \$	VARIANCE 2022 \$	VARIANCE 2022 %	REF
<b>INCOME</b>					
Council Contributions	9,233,648	9,581,515	347,867	4%	
State Government Grant	1,850,025	1,886,479	36,454	2%	
Other Income	183,530	63,587	(119,943)	-65%	1
Other Grants	133,269	161,278	28,009	21%	2
Interest from Investments	10,000	11,410	1,410	14%	3
	11,410,472	11,704,269	293,797		
<b>EXPENDITURE</b>					
Employee costs	7,771,100	7,632,127	(138,973)	-2%	
Depreciation	1,144,647	1,443,124	298,477	26%	4
Information Technology	378,272	330,068	(48,204)	-13%	5
Audit and Finance Costs	34,780	41,753	6,973	20%	6
Collection Resources	266,361	281,014	14,653	6%	
Other Expenses	1,015,568	1,120,455	104,887	10%	7
Grant Expenditure	133,269	114,191	(19,078)	-14%	8
Warrandyte Library Expenses	-	235,378	235,378	100%	9
Net loss on disposal of property and equipment	464,997	520,839	55,842	12%	10
	11,208,994	11,718,948	509,954		
<b>Surplus for the year</b>	201,478	(14,679)	(216,157)		

#### (i) Explanation of material variations

VARIANCE REF	ITEM	EXPLANATION
1	Other Income	During this time no income was received from user charges and meeting room hire. Overdue charges continued to be suspended while access restrictions were in place when libraries reopened.
2	Other Grants	The Corporation received a number of small grants for specific projects that were not anticipated. A \$25,000 grant was received from Whitehorse Council for the Homework Support Initiative.
3	Interest	Interest on Investments includes the interest earned on both short term and at call accounts and also interest earned on the Long Service Reserve. The interest on LSL is not included in the budget figures.
4	Depreciation	Full year depreciation expense were higher than budgeted primarily due to new assets purchased at the beginning of the year rather than the end of the year.
5	Information Technology	Included in the end of year figure is non capitalised assets from the IT capital budget. Operational savings have been realised following some changes in Information Service due to the pandemic.
6	Finance Costs	Finance Costs were over budget due to an increase in external audit fees.
7	Other Expenses	Additional expenses were incurred in relation to COVID 19. Insurance Costs were higher than budgeted. Marketing was overspent for the year. Programs were underexpended due to mandated library closures. The temporary extension of Doncaster Library opening hours was funded separately by Manningham Council as Special Project.
8	Grants Expenditure	Grants expenditure was lower than budgeted as some projects will be finalised in July 2022.
9	Warrandyte Library Expenses	Income and expenditure for Warrandyte Library is not included in the Budget preparation. Manningham Council fund Warrandyte Library separately as a Special Project outside of the Regional Library.
10	Loss on disposal of property and equipment	The disposal of library stock figures for the budget are an estimate only. Minor amounts of discarded items are written off on disposal.

2.2 Capital Works

	BUDGET 2022 \$	ACTUAL 2022 \$	VARIANCE 2022 \$	VARIANCE 2022 %	REF
<b>INCOME</b>					
Library Stock	1,749,736	1,794,506	44,770	3%	
Furniture & Equipment	65,285	66,334	1,049	2%	
Information Technology	212,100	55,886	(156,214)	-74%	1
Motor Vehicles Replacement	25,250	35,250	10,000	40%	2
<b>Total Capital Works Expenditure</b>	<b>2,052,371</b>	<b>1,951,976</b>	<b>(100,395)</b>		
<b>REPRESENTED BY:</b>					
Renewal	2,052,371	1,951,976	(100,395)	-5%	
<b>Total Capital Works Expenditure</b>	<b>2,052,371</b>	<b>1,951,976</b>	<b>(100,395)</b>		

(i) Explanation of material variations

VARIANCE REF	ITEM	EXPLANATION
1	Information Technology	IT Replacement expenditure was underbudget due to delays resulting from COVID impacts and staff vacancies.
2	Motor Vehicles Replacement	The full cost of changing over a vehicle exceeds the budgeted amount.

# NOTE 3

## Funding for the delivery of our services

### 3.1 Council Contributions

Whitehorse City Council  
Manningham City Council  
Manningham City Council - Warrandyte  
Manningham City Council - Doncaster

	2022 \$	2021 \$
Whitehorse City Council	5,548,000	5,493,112
Manningham City Council	3,685,648	3,649,156
Manningham City Council - Warrandyte	285,284	283,296
Manningham City Council - Doncaster	62,583	0
	<b>9,581,515</b>	<b>9,425,564</b>

### 3.2 Other Grants

Local Priorities Grant  
Libraries Initiatives Project  
Premiers Reading Challenge  
Blackburn IT Upgrade  
SLV Health and Wellbeing Grant  
Other

	2022 \$	2021 \$
Local Priorities Grant	99,288	95,930
Libraries Initiatives Project	25,000	25,000
Premiers Reading Challenge	35,899	35,899
Blackburn IT Upgrade	0	25,000
SLV Health and Wellbeing Grant	0	20,000
Other	1,091	3,420
	<b>161,278</b>	<b>205,249</b>

Council Contributions and Grants are recognised as income rather than revenue as WMRLC is recognising income when control over the funds are obtained.

### 3.3 Other Income

Overdue Charges  
Photocopying Services  
Other Service Charges  
Sale of Products  
Library Programs & Activities  
Fundraising

	2022 \$	2021 \$
Overdue Charges	16,387	12,370
Photocopying Services	16,956	18,152
Other Service Charges	14,578	19,485
Sale of Products	7,658	3,913
Library Programs & Activities	2,009	2,808
Fundraising	5,998	5,355
	<b>63,587</b>	<b>62,083</b>

Revenue for overdue fines and other charges, interest on investments, sale of assets and other income is recognised at the time of receipt.

# NOTE 4

## The cost of delivering services

### 4.1 Employee Costs

	2022	2021
	\$	\$
Wages and Salaries	6,737,170	6,192,712
Annual Leave	627	26,841
WorkCover	43,481	25,335
Superannuation	656,816	584,612
Staff Training Expenses	48,161	53,255
Long Service Leave	145,872	186,151
	<u>7,632,127</u>	<u>7,068,906</u>

### b. Superannuation

The Corporation made contributions to the following funds

#### Defined Benefit Fund

	2022	2021
	\$	\$
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	<u>82,371</u>	<u>84,146</u>
Employer contributions payable at reporting date.	0	0

#### Accumulation funds

Employer contributions to Local Authorities

	2022	2021
	\$	\$
Superannuation Fund (Vision Super)	374,012	370,067
Employer contributions - other funds;	200,434	130,399
Australian Ethical Super	3,016	0
Australian Super	41,079	25,375
Aware Super	2,675	1,522
Care Super	12,485	9,794
Catholic Super	440	300
Christian Super	0	1,966
Colonial First State	16,498	10,399
Encircle Super	7,055	6,453
Equip Super	5,099	1,991
First Super	2,778	1,474
Future Super	5,341	5,924
HESTA Superannatuion	16,336	12,571
Hostplus/Statewide Super	17,910	8,583
ING LIVING SUPER	6,909	4,141
LGIA Super	8,737	8,330
MLC	1,191	2,684
CSF Pty/ MyLifeMyMoney	4,174	2,973
Praemium	4,937	0
Q Super	2,315	0
REST	12,469	9,961
SMSF	7,204	4,877
UNISUPER	2,391	4,121
Verve Super	3,823	0
VicSuper	15,570	6,958
	<u>574,445</u>	<u>500,466</u>

Employer contributions payable at reporting date. 0 0

Refer to 8.2 for further information relating to the Corporation's superannuation obligations.

Expenses are recognised as they are incurred and reported in the financial year to which they relate.

#### 4.2 Depreciation

	2022	2021
	\$	\$
Library Stock	1,103,553	795,959
Furniture and Equipment	96,973	89,628
Computer Equipment	222,101	249,734
Motor Vehicles	20,496	21,248
	<u>1,443,124</u>	<u>1,156,569</u>

Refer to note 5.1 for a more detailed breakdown of depreciation and accounting policy.

#### 4.3 Disposal of Assets

	2022	2021
	\$	\$
<b>Library Stock</b>		
Proceeds from sale of Library Stock	0	0
Written down value of assets written off	(548,889)	(410,067)
Gain/(Loss) on disposal of assets	<u>(548,889)</u>	<u>(410,067)</u>
<b>Furniture and Equipment</b>		
Proceeds from sale of furniture and equipment	0	0
Written down value of assets disposed	0	(4,320)
Gain/(Loss) on disposal of assets	<u>0</u>	<u>(4,320)</u>
<b>Motor Vehicles</b>		
Proceeds from sale of motor vehicles	51,570	27,000
Written down value of assets sold	(23,520)	(18,368)
Gain/(Loss) on disposal of assets	<u>28,050</u>	<u>8,632</u>
<b>Total loss on Disposal of Assets</b>	<u>(520,839)</u>	<u>(405,755)</u>

#### 4.4 Audit and Finance Costs

	2022	2021
	\$	\$
Audit fee payable to Victorian Auditor General	17,500	10,500
Internal audit fees - RSM	22,600	17,230
Other finance costs	1,653	4,585
	<u>41,753</u>	<u>32,315</u>

#### 4.5 Other Expenses

	2022	2021
	\$	\$
Cleaning, Security	223,757	202,098
Utility Costs	196,878	229,362
Headquarters Costs	82,116	106,292
Couriers	67,574	58,060
Professional Services	80,185	36,678
Insurance	76,975	70,577
Office Expenses	32,432	29,949
Programs and Marketing Costs	106,589	88,346
Vehicle Maintenance	18,504	18,633
Fundraising Expenditure	6,300	295
Covid-19 Crisis costs	146,775	339,317
Doncaster Library Additional Hours Project	62,583	0
Staff Amenities	19,785	13,326
	<u>1,120,455</u>	<u>1,192,934</u>





## NOTE 5

### Our financial position

#### 5.1 Financial Assets

##### Cash and cash equivalents

Cash on Hand  
 Cash at Bank  
 Money Market call account  
 Term Deposits  
 Money Market - restricted LSL

	2022	2021
	\$	\$
Cash on Hand	1,500	1,500
Cash at Bank	98,658	109,544
Money Market call account	720,895	729,106
Term Deposits	645,314	643,635
Money Market - restricted LSL	1,313,906	1,310,890
<b>Total financial assets</b>	<b>2,780,272</b>	<b>2,794,676</b>

For the purpose of the statement of cash flows, cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of three months or less, net of outstanding bank overdrafts.

#### 5.2 Non-financial assets

##### Other assets

Prepayments  
 Accrued Income

##### Total other assets

	2022	2021
	\$	\$
Prepayments	147,952	115,556
Accrued Income	4,732	1,085
<b>Total other assets</b>	<b>152,684</b>	<b>116,641</b>

#### 5.3 Payables

Creditors  
 Accrued Expenses

	2022	2021
	\$	\$
Creditors	203,180	342,350
Accrued Expenses	414,832	350,767
	618,012	693,116

## 5.4 Provisions

### Annual Leave

	2022	2021
	\$	\$
Balance at beginning of the financial year	547,824	520,982
Additional Provisions	558,345	518,131
Amounts Used	(557,718)	(491,290)
Balance at end of the financial year	548,451	547,824

### Long Service Leave

Balance at beginning of the financial year	1,217,546	1,106,454
Additional Provisions	185,113	169,059
Amounts Used	(116,311)	(57,966)
Balance at end of the financial year	1,286,348	1,217,546

### (a) Employee provisions

#### Current provisions expected to be wholly settled within 12 months

Annual Leave	405,027	418,852
Long Service Leave	50,057	32,252
	455,084	451,104

#### Current provisions expected to be settled after 12 months

Annual Leave	143,424	128,972
Long Service Leave	1,087,560	997,792
	1,230,984	1,126,764

#### Total current employee provisions

	1,686,068	1,577,868
--	-----------	-----------

#### Non current provisions

Long Service Leave	148,731	187,501
--------------------	---------	---------

#### Total non current provisions

	148,731	187,501
--	---------	---------

#### Total Provisions

	1,834,799	1,765,370
--	-----------	-----------

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

#### Wages and salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulated sick leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

#### Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. LSL is measured at present value. Unconditional LSL is disclosed as a current liability. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability.

#### Key assumptions:

	2022	2021
▶ discount rate	3.69%	1.49%
▶ weighted average increase in employee costs	3.85%	2.95%
▶ settlement	7 yrs	7 yrs

## 5.5 Financing arrangements

The Corporation has the following funding arrangements in place as at the end of the year.

	2022	2021
	\$	\$
Bank overdraft	20,000	20,000
Credit card facilities	13,000	13,000
Total facilities	33,000	33,000
Used facilities	0	4,133
Unused facilities	33,000	28,867
	33,000	33,000

# NOTE 6

## Assets we manage

### 6.1 Summary of property and equipment

	OPENING ASSET	OPENING DEPRECIATION	AT COST 30 JUNE 2021	ADDITIONS	DEPRECIATION	DISPOSALS SOLD	DISPOSALS WRITTEN OFF	AT COST 30 JUNE 2022
	\$	\$	\$	\$	\$	\$	\$	\$
Library Stock	14,610,376	(7,994,595)	6,615,781	1,794,506	(1,103,553)	0	(548,889)	6,757,845
Furniture & Equipment	2,078,170	(1,484,469)	593,701	66,334	(96,973)	0	0	563,062
Computer Equipment	4,844,318	(4,263,210)	581,108	55,886	(222,101)	0	0	414,893
Motor Vehicles	151,938	(60,518)	91,420	35,250	(20,496)	(23,520)	0	82,654
<b>TOTAL</b>	<b>21,684,802</b>	<b>(13,802,792)</b>	<b>7,882,009</b>	<b>1,951,977</b>	<b>(1,443,124)</b>	<b>(23,520)</b>	<b>(548,889)</b>	<b>7,818,454</b>

#### a. Recognition and measurement of assets

The Corporation has adopted the purchase method of accounting in relation to the measurement of the acquisition of assets, being the fair value of the assets provided as consideration at the date of acquisition plus any incidental cost attributable to the acquisition. In accordance with the Corporation's policy, the threshold limits below have been applied when recognising assets within an applicable asset class. (Same as applied in 2020/2021)

CLASS OF ASSET	THRESHOLD LIMIT
Library Stock	Nil Limit
Audio Visual	Nil Limit
Electronic Resources	Nil Limit
Computer Hardware	\$1,000
Computer Equipment	\$1,000
Motor Vehicles	Nil Limit
Furniture and Equipment	\$1,000

#### b. Depreciation of non current assets

Library Stock, motor vehicles, furniture and equipment, including computer equipment and other assets having limited useful lives are systematically depreciated over their useful lives to the Corporation. Estimates of remaining useful lives and residual values are reassessed annually. Depreciation is recognised on either the straight-line basis or diminishing value basis using rates that are, unless otherwise stated, consistent with the prior year.

	USEFUL LIFE	DEPRECIATION BASIS
Library Stock	10 Years	Straight Line
Audio Visual	5 Years	Straight Line
Electronic Resources	2 Years	Straight Line
Computer Equipment	3 Years	Straight Line
Computer Hardware	5 Years	Straight Line
Motor Vehicles	4.44 Years	Diminishing
Furniture and Equipment	6.67 Years	Diminishing

#### c. Repairs and maintenance

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

#### d. Land and Buildings

The library branches are operated out of Council owned or leased properties. The libraries at Box Hill, Nunawading, Vermont South and Blackburn are operated from Whitehorse Council controlled, owned and maintained buildings. The libraries at Doncaster, The Pines, Warrandyte and Bulleen are operated from buildings controlled, owned or leased by Manningham Council.

# NOTE 7

## People and Relationships

### 7.1 Board and Key Management Remuneration

a. Names of persons holding the position of a Responsible Person at the Whitehorse Manningham Regional Library Corporation for the period 1 July 2021 to 30 June 2022

**Key Management Personnel**

**Councillors**

Cr Trudy Skilbeck  
City of Whitehorse

Cr Mark Lane  
City of Whitehorse

Cr Michelle Kleinert  
City of Manningham

Cr Stephen Mayne  
City of Manningham

**Council Representatives**

Ms Lisa Letic  
City of Whitehorse

Ms Lee Robson  
City of Manningham

**Community Representatives**

Ms Carole Jean  
City of Whitehorse

Mr Ian Keese  
City of Manningham

**Chief Executive Officer**

Ms Sally Both  
Whitehorse Manningham Regional Library Corporation

b. Remuneration of Key Management Personnel

Board Members who are Councillors and Officers nominated by the Member Councils do not receive remuneration from Whitehorse Manningham Regional Library Corporation.

	2022	2021
	\$	\$
Total remuneration of key management personnel was as follows:		
Short term benefit	190,972	188,546
Post-Employment		
Benefits	17,998	16,876
Other long-term benefits	4,457	4,457
	<u>213,427</u>	<u>209,879</u>

**Total remuneration of key management personnel persons were within the following band:**

	2022	2021
	No.	No.
\$200,000 - \$209,999	0	1
\$210,000 - \$219,999	1	0
	<u>1</u>	<u>1</u>

d. Senior Officers Remuneration

A Senior Officer is an officer, other than Key Management Personnel, who:

- a) has management responsibilities and reports directly to the Chief Executive; or
- b) whose total annual remuneration exceeds \$151,000

The number of Senior Officers are shown below in their relevant income bands:

	2022	2021
	\$	\$
Income Range:	No.	No.
\$30,000 - \$39,999	1	0
\$120,000 - \$129,999	0	0
\$130,000 - \$139,999	4	2
\$140,000 - \$149,999	0	3
\$150,000 - \$159,999	0	0
\$160,000 - \$169,999	1	0
	<u>6</u>	<u>5</u>

Total Remuneration for the reporting year for Senior Officers included above, amounted to: 749,296 703,181



**7.2 Related party disclosure**

**a. Transactions with related parties**

**Revenue**

Contributions received from member councils are detailed under 3.1 Council Contributions. These payments are made quarterly in advance in July, October, January and April.

**Other Revenue received from Member Councils**

	2022	2021
	\$	\$
Manningham City Council		
Reimbursement of Warrandyte library expenses	285,284	283,296
Additional Hours Project - Doncaster Library	62,583	0
Additional grants for specific projects	0	2912.72
Whitehorse City Council		
Additional grants for the Homework Support Initiative	25,000	50,000
<b>Expenses</b>		
Manningham City Council		
Warrandyte Library Expenses	235,378	229,483
Utilities reimbursement - Doncaster Library	13,000	19,500
Additional Hours Project - Doncaster Library	62,583	0
Marketing	98	0
Whitehorse City Council		
Headquarters Rental	68,200	85,250
Utilities reimbursement - Nunawading, Vermont South and Blackburn Libraries	56,369	71,102
Homework Support Program	16,500	16,500

**b. Loans to/from related parties**

No loans were made to or received from related parties.

**c. Commitments to/from related parties**

There are no commitments in existence at balance date.

**d. Other Transactions - Peppercorn leases**

Manningham and Whitehorse Councils provide library floor space to the Corporation. Any charges related to the leasing or maintenance of these branch libraries are not passed on to the Corporation. The councils do not charge the Corporation for these leases.

The Whitehorse Manningham Regional Library Corporation leases the headquarters space at the Box Hill and Nunawading branches for \$68,200 (2020/2021 \$85,250) per annum from City of Whitehorse on a 3 monthly basis. There is no formal tenancy agreement so it is considered to be an open ended agreement and the charge is not at commercial rate.

Other related party transactions have been considered and there are no matters to report.

## NOTE 8

### Managing uncertainties

#### 8.1 Contingent assets and liabilities

##### a. Contingent assets

At the reporting date, the Corporation had no contingent assets (2020-2021: Nil).

##### b. Contingent liabilities

###### Superannuation

The Corporation has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined in Note 9.2. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists. At this point in time it is not known if additional contributions will be required, their timing or potential amount.

#### 8.2 Financial instruments

##### a. Objectives and policies

The Corporation's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables) payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset and financial liability is disclosed in the financial statements. Risk management is carried out by senior management under policies approved by the Corporation. These policies include identification and analysis of the risk exposure to the Corporation and appropriate procedures, controls and risk minimisation.

##### b. Market risk

Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. The Corporation's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

###### Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. The Corporation does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Corporation has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rate.

Investment of surplus funds is made with approved financial institutions under the Local Government Act 1989. We manage interest rate risk by adopting an investment policy that ensures:

- ▶ diversification of investment product,
- ▶ monitoring of return on investment,
- ▶ benchmarking of returns and comparison with budget.

There has been no significant change in the Corporation's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Corporation's year end result.

##### c. Credit Risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause us to make a financial loss. We have exposure to credit risk on some financial assets included in our balance sheet. To help manage this risk:

- ▶ we have a policy for establishing credit limits for the entities we deal with;
- ▶ we may require collateral where appropriate; and
- ▶ we only invest surplus funds with financial institutions which have a recognised credit rating specified in our investment policy.

The credit risk with receivables is very low as it relates to one member council.

There are no material financial assets which are individually determined to be impaired.

We may also be subject to credit risk for transactions which are not included in the balance sheet, such as when we provide a guarantee for another party.

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. The Corporation does not hold any collateral.

##### d. Liquidity risk

Liquidity risk includes the risk that, as a result of our operational liquidity requirements or we will not have sufficient funds to settle a transaction when required, we will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks the Corporation:

- ▶ have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- ▶ have readily accessible standby facilities and other funding arrangements in place;
- ▶ have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments; and
- ▶ monitor budget to actual performance on a regular basis

The Corporation's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed in the balance sheet and the amounts related to financial guarantees disclosed, and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in the Corporation's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

### 8.3 Fair Value Measurement

#### e. Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, the Corporation believes the following movements are 'reasonably possible' over the next 12 months:

- ▶ A parallel shift of +2.5% in market interest rates (AUD) from year-end rates of .85%.

These movements will not have a material impact on the valuation of the Corporations' financial assets and liabilities, nor will they have a material impact on the results of the Corporations' operations.

#### Fair value hierarchy

The Corporations' financial assets and liabilities are not valued in accordance with the fair value hierarchy, the Corporation's financial assets and liabilities are measured at amortised cost.

### 8.4 Events occurring after balance date

There are no subsequent events of which the Corporation is aware, that would affect the information provided within these Financial Statements.

## NOTE 9

### Other matters

#### 9.1 Reconciliation of cash flows from operating activities to surplus.

	2022	2021
	\$	\$
Surplus for the year	(14,679)	635,184
Depreciation	1,443,124	1,156,569
(Profit)/Loss on Disposal of Fixed Assets	520,839	405,755
Changes in assets and liabilities		
Decrease/(Increase) in Receivables	(21,563)	2,584
Decrease/(Increase) in Accrued Income	(3,647)	4,432
Decrease/(Increase) in Prepayments	(32,395)	(34,130)
Increase/(Decrease) in Employee Provisions	69,430	137,933
Increase/(Decrease) in Payables	(75,105)	(252,635)
Net cash provided by operating activities	1,886,004	2,055,693

#### 9.2 Superannuation

The Corporation makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Operating Statement when they are made or due.

##### Accumulation

The Fund's accumulation category, Vision MySuper/ Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2022, this was 10% as required under Superannuation Guarantee (SG) legislation (2021:9.5%).

##### Defined Benefit

The Corporation does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of the Corporation in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

**Funding Arrangements**

The Corporation makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

As at 30 June 2021, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category.

The vested benefit index (VBI) of the Defined Benefit category of which the Corporation is a contributing employer was 109.8%. The financial assumptions used to calculate the VBI were:

Net investment returns	4.75% pa
Salary information	2.75% pa
Price inflation (CPI)	2.25% pa

As at 30 June 2022, an interim actuarial investigation is underway as the Fund provides lifetime pensions in the Defined Benefit category. It is expected to be completed by 31 October 2022.

Vision Super has advised that the VBI at June 30 2022 was 102.2%. The Corporation were notified of the 30th June 2022 VBI during August 2022 (2021) The financial assumptions used to calculate this VBI were:

Net investment returns	5.5% pa
Salary information	2.5% pa to 30 June 2023, and 3.5% pa thereafter
Price inflation (CPI)	3.0% pa

The VBI is used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2021 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

**Employer contributions**

**Regular contributions**

On the basis of the results of the 2021 interim actuarial investigation conducted by the Fund Actuary, the Corporation makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2022, this rate was 10% of members' salaries (9.5% in 2020/2021). This rate is expected to increase in line with any increases in the SG contribution rate and was reviewed as part of the 30 June 2020 triennial valuation.

In addition, the Corporation reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

**Funding calls**

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including the Corporation) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

**The 2021 triennial actuarial investigation surplus amounts**

An actuarial investigation is conducted annually for the Defined Benefit category of which the Corporation is a contributing employer. Generally, a full actuarial investigation is conducted every three years and interim actuarial investigations are conducted for each intervening year. An interim investigation was conducted as at 30 June 2021 and the last full investigation was conducted as at 30 June 2020.

The Fund's actuarial investigation identified the following for the Defined Benefit category of which the Corporation is a contributing employer:

	2021 (Triennial) \$m	2020 (Interim) \$m
A VBI surplus	214.7	100.0
A total service liability surplus	270.3	200.0
A discounted accrued benefits surplus	285.2	217.8

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2021

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2021.

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2021

The Corporation was notified of the 30 June 2021 VBI during August 2022 (2021: August )

There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2022.



The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2022 is \$89,523.

**The 2022 interim actuarial investigation**

An interim actuarial investigation is being conducted for the Fund's position as at 30 June 2022 as the Fund provides lifetime pensions in the Defined Benefit category. It is anticipated that this actuarial investigation will be completed by October 2022. The Corporation was notified of the 30 June 2022 VBI during August 2022 (2021: August 2021).



# GLOSSARY

## Acquisitions

The ordering, purchasing and accessioning of new library materials

## Baby Karaoke

Early-literacy program with songs and nursery rhymes for parents and babies under 18 months

## CALD

Culturally and Linguistically Diverse

## Collection

Includes any and every article forming the contents of the library collection of resources available for borrowing, reference or perusal

## Corporation

Whitehorse Manningham Regional Library Corporation

## Depreciation

An accounting allowance made for a loss in value of capital

## eAudiobooks

Electronic audiobooks downloaded for use on an MP3 player or electronic device

## EAL

English as an additional language

## eBooks

Electronic books downloaded for use on an electronic device

## FOL

Friends of the Library

## Home Library Service

Service provided to community members unable to attend a library due to illness, age or frailty

## Interlibrary Loan

A loan of a collection item provided to or provided by another library service

## Item

Includes any and every article forming the contents of the library collection of resources available for borrowing, reference or perusal

## LGPRF

Local Government Performance Reporting Framework

## Library

All the library facilities, resources and activities provided by or under the management or control of the Corporation

## Library Board

Governing body of the Whitehorse Manningham Regional Library Corporation

## Library Management System

Software system utilised to manage the acquisition and circulation of library materials including the provision of the online library catalogue

## Library Plan

Identifies the Corporation's objectives and strategic direction

## Library resources

Materials available for loan or use in the library

## Litmos

Online learning platform

## LOTE

Languages Other Than English

## Member

A person, school or institution holding a current and valid library membership card

## Niche Academy

Online learning platform

## Outreach

Services provided by the Library to the community through locations other than library branches

## Patron

Any person making use of the Library Service

## PLV

Public Libraries Victoria – the peak body for Victorian public libraries

## Reader Development

Programs, services and resources provided to assist patrons in the selection of reading materials

## Region

The Whitehorse and Manningham local authority areas

## RFID

Radio Frequency Identification technology that transmits data using radio waves

## SIG

Special interest group

## SPUN

Spydus user-group network

## STEM

Science, Technology, Engineering, Mathematics

## Stock

Includes any and every article forming the contents of

the library collection of resources available for borrowing, reference or perusal

## Web Renewal

Extension to the period of loan for a library item, performed via the internet

## Wi-Fi

A standard for wirelessly connecting electronic devices to the internet

## WMRLC

Whitehorse Manningham Regional Library Corporation

## WML

Whitehorse Manningham Libraries

## YA

Young Adult

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Whitehorse  
Manningham  
Libraries

*open for discovery*

**ADMINISTRATION**

1040 Whitehorse Road  
Box Hill 3128  
P. 9896 4333

**BLACKBURN LIBRARY**

Cnr Blackburn and Central Roads  
Blackburn 3130  
P. 9896 8400

**BOX HILL LIBRARY**

1040 Whitehorse Road  
Box Hill 3128  
P. 9896 4300

**BULLEEN LIBRARY**

Bulleen Plaza  
Manningham Road  
Bulleen 3105  
P. 9896 8450

**DONCASTER LIBRARY**

MC Square  
687 Doncaster Road  
Doncaster 3108  
P. 9877 8500

**NUNAWADING LIBRARY**

379 Whitehorse Road  
Nunawading 3131  
P. 9872 8600

**THE PINES LIBRARY**

The Pines Shopping Centre  
Cnr Blackburn and Reynolds Rds  
East Doncaster 3109  
P. 9877 8550

**VERMONT SOUTH LIBRARY**

Pavey Place  
Vermont South 3133  
P. 9872 8650

**WARRANTDYTE LIBRARY**

Warrandyte Community Centre  
168 Yarra Street  
Warrandyte 3113  
P. 9895 4250

[www.wml.vic.gov.au](http://www.wml.vic.gov.au)

 [whitehorsemanninghamlibraries](https://www.facebook.com/whitehorsemanninghamlibraries)

 [whitehorsemanninghamlibraries](https://www.instagram.com/whitehorsemanninghamlibraries)





## 11.2 Melbourne East Regional Sport and Recreation Strategy

File Number:	IN22/700
Responsible Director:	Acting Director Connected Communities
Attachments:	1 Melbourne East Regional Sport and Recreation Strategy 2016 <a href="#">↓</a>
	2 Melbourne East Regional Sport and Recreation Strategy 2022-2032 <a href="#">↓</a>

### EXECUTIVE SUMMARY

*The Melbourne East Regional Sport and Recreation Strategy (MERSRS) was developed in 2016, to provide the eastern region Councils with a collaborative approach to regional facility provision for sport and recreation. The 2016 MERSRS resulted in several key projects being delivered including the development of the Mullum Mullum Stadium, creation of the Westerfolds Paddle Sports Centre Plan, as well as the development of the Eastern Region Trails Strategy.*

*A review of the MERSRS has been undertaken to ensure it remains contemporary and responds to the ever-changing sport and recreation landscape.*

*The reviewed MERSRS highlights key opportunities for Manningham to address facility provision requirements for a variety of sports including indoor sports, BMX/mountain biking and lawn bowls. The MERSRS also provides direction for regional level planning, collaboration, club development and advocacy.*

*The MERSRS has been presented to, and endorsed by, the Eastern Region Group of Council's, and this report seeks Council endorsement of the Strategy.*

### 1. RECOMMENDATION

#### The Council:

- A. Endorses the Melbourne East Regional Sport and Recreation Strategy; and**
- B. Notes that promotion of the strategy will occur once all participating councils endorse the Strategy.**

### 2. BACKGROUND

- 2.1 The Melbourne East Regional Sport and Recreation Strategy (MERSRS) was initially developed in 2016 (Attachment 1), to guide the planning of regional facility provision for sport and recreation across the eastern region Councils. The MERSRS was developed in conjunction with Boroondara, Knox, Maroondah, Monash, Whitehorse, and Yarra Ranges Councils.
- 2.2 The 2016 MERSRS acted as a key strategic document to obtain funding for a variety of projects in Manningham, notably for the development of the Mullum Mullum Stadium, creation of the Westerfolds Paddle Sports Plan as well as the creation of the Eastern Regional Trails Strategy.

- 2.3 Furthermore, the 2016 MERSRS saw the creation of a participation database, whereby all Eastern Region Councils could easily find relevant participation data for various sports. This data platform has greatly assisted in the review of Council's Active for Life Recreation Strategy 2010-2025 (2019 Review) and continues to assist with future planning for capital works developments.
- 2.4 The MERSRS has also resulted in greater collaboration across the Eastern Region Councils, with projects such as a 'Tennis Governance Review' and 'Future Opportunities to Meet Demand for Outdoor Sports Facilities' being undertaken.
- 2.5 The MERSRS has recently been reviewed to ensure it remains contemporary and responds to ongoing participation growth across various sports and recreational activities. The MERSRS and the actions within it have been developed by an independent consultant with consideration to emerging trends and data. The MERSRS review has been undertaken in consultation with the partnering Councils, Eastern Region Group of Councils (ERG) and relevant State Sporting Associations. A copy of the reviewed MERSRS can be found at Attachment 2.

### 3. DISCUSSION / ISSUE

- 3.1 Upon reviewing the original MERSRS, it became evident that the narrow focus on regional facility provision needed to expand. The updated MERSRS considers an expanded focus, with the scope also encompassing regional approaches to planning, club development and responding to emerging recreational activities. To achieve this, the MERSRS includes four key strategic pillars:
  - a) A balanced network of regional sport and recreation facilities.
  - b) Knowing and understanding the region.
  - c) A collaborative approach to regional planning, policy development and advocacy.
  - d) Shared resources and support for regional sport and recreation.
- 3.2 The recommendations under each strategic pillar are informed by detailed analysis of participation and population data, regional influences, State Sporting Association strategic visions, and Council priorities.
- 3.3 The MERSRS presents several opportunities for Manningham to enhance facility provision, sustainably increase participation, and achieve actions from the Active for Life Recreation Strategy through regional collaboration. Key opportunities include:
  - a) **Exploring additional indoor courts across the region to address capacity and access requirements identified within state facility strategies for basketball, netball and volleyball.**

This action supports projects we are currently undertaking to understand facility provision for these sports. This includes ongoing consultation with Basketball Victoria and Netball Victoria to determine current and future facility requirements.

**b) Monitoring growth and exploring future facility provision for badminton and table tennis.**

Similar to the previous action, this supports work that we are currently undertaking to understand the number of facilities required to meet both current and future demand. This will then influence capital works investment.

**c) Establishing a plan for the provision of multi-discipline cycling facilities across the region, including BMX tracks, pump tracks and mountain bike facilities in addition to the current planning for trails.**

This action has already supported a grant application which has been submitted by AusCycling (in conjunction with Manningham) to develop a guidelines document for the development and maintenance of dirt jumps. This document is believed to be the first of its kind and if funding is received, the document will be a key resource for all Councils across Australia. This action also supports ongoing work being undertaken to identify suitable locations to establish pump tracks and dirt jumps.

**d) Collaboration with schools around facility development.**

This action supports consultation that has already been undertaken with some schools and will help justify further collaboration with schools around facility development.

**e) Shared resources and support, including a collaborative approach to regional planning, policy development and advocacy.**

This is key to ensure there is consistency in policies, facility provision and planning across the eastern region.

**f) Improved participation data capturing.**

Participation data is key to determining future facility development. The ongoing collection of this data is vital to ensure we have accurate information to make informed decisions when prioritising facility development, to maximise participation.

- 3.4 In addition to providing a collaborative approach to facility provision, strategy development and advocacy, the MERSRS also acts as a significant supporting resource for grant applications, given it demonstrates strong regional collaboration and planning.

#### **4. COUNCIL PLAN / STRATEGY**

- 4.1 The MERSRS responds directly to several actions, goals and priorities within Council's Active for Life Recreation Strategy 2010-25 (2019 Review), Council Plan 2021-25 and Health and Wellbeing Strategy 2021-25. This includes:

#### 4.1.1 Active for Life Recreation Strategy 2010-25 (2019 Review)

Action 2.1.2 - Collaborate with other Local Councils and actively participate in the Melbourne East Region Project Steering Group, for improved provision of active recreation and sporting infrastructure, including continued investment into data collection.

#### 4.1.2 Council Plan 2021-25

Goal 1.1 – A healthy, resilient and safe community.

Goal 1.2 – Connected and inclusive community.

Goal 2.1 – Inviting places and spaces.

Goal 2.2 – Enhanced parks, open space and street scapes.

Goal 2.4 – Well maintained and utilised community infrastructure.

Goal 5.1 – A financially sustainable Council that manages resources effectively and efficiently.

#### 4.1.3 Health and Wellbeing Strategy 2021-25

Priority 3 - Increased active lifestyles.

Priority 7 - Increased connection and engagement in community life.

## 5. IMPACTS AND IMPLICATIONS

- 5.1 The MERSRS provides a regional approach to regional level sport and recreation facility provision, as well as collaborative approaches to strategy development, planning, advocacy, and response to key emerging trends across the eastern region.

## 6. IMPLEMENTATION

### 6.1 Finance / Resource Implications

6.1.1 The review of the MERSRS was delivered within existing operational budgets.

6.1.2 Given the nature of the MERSRS, funding for implementation will be required to invest in capital works, planning and strategy development. This funding will be sought through Council's annual budget process when required.



**6.2 Communication and Engagement**

6.2.1 The revised MERSRS has been developed in consultation with the partnering Councils, Eastern Region Group of Councils and relevant State Sporting Associations.

6.2.2 Collaboration is a key outcome of the MERSRS, meaning ongoing consultation between partnering Councils and the ERG will occur throughout the implementation of the Strategy.

6.2.3 Promotion of the MERSRS to the wider community is planned, however will only occur once each of the partnering Councils has endorsed the Strategy. This approach enables all partnering Councils to simultaneously promote the MERSRS. A detailed Communications Strategy will be developed to inform how the MERSRS is promoted.

**6.3 Timelines**

6.3.1 Promotion of the MERSRS to the community will be undertaken once each Council has endorsed the document, whilst implementation will also commence immediately after endorsement.

**7. DECLARATIONS OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any general or material conflict of interest in this matter.

# MELBOURNE EAST REGIONAL SPORT AND RECREATION STRATEGY



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## About this document

The Melbourne East Regional Sport and Recreation Strategy is delivered in two parts.

### Part A - The Strategy

Provides a summary overview of the region, identifies the gaps in regional sport and recreation facilities and shared trails, and outlines the vision for the future provision of regional facilities in Melbourne's East.

### Part B – Regional Planning Framework

Part B is a planning framework designed as a resource tool to support Councils and other regional stakeholders to prioritise, plan and deliver regional facilities and shared trails collaboratively and effectively.

Other documentation developed which provides the evidence to support the strategy and framework include:

- Background, Research and Consultation Findings Report
- Preliminary Situational Analysis and Key Findings Report
- State Sporting Association Consultation Report

These documents were delivered early in the process and are available separately.



# PART A: THE STRATEGY



# Introduction

## About this document

**The Melbourne East Regional Sport and Recreation Strategy has been developed to support and guide Melbourne East Councils and stakeholders in the planning and delivery of regional level sport and recreation facilities and shared recreation trails.**

Regional level sport and recreation facilities play an important role in contributing to the health and well being of communities, as they generally serve a broad catchment and cater for a diverse range of activities. This strategy investigates the issues and opportunities impacting the planning and provision of regional level facilities, using the information provided by the seven represented Councils, State Sporting Associations, State Government and other regional stakeholder groups.

**The Melbourne East Regional Sport and Recreation Strategy** identifies the current gaps in regional facility provision and provides clear strategic directions and a planning framework to assist stakeholders and funding providers to prioritise and develop regional projects.

The strategy is supported by the **Background, Research and Consultation Findings Report**. As part of the development of this strategy the following reports were also delivered and have been provided as appendices to the Background Report.

- Preliminary Situational Analysis and Key Findings Report
- State Sporting Association Consultation Findings Report

The following priority areas have been identified through the development of this strategy and require collective action from Councils and other regional stakeholders to enable the successful planning and future development of regional sport and recreation facilities and shared trails in Melbourne's East.

- **Governance and partnerships**
- **Knowledge and understanding of the region**
- **Sustainable, flexible and efficient facility development**



**REGIONAL LEVEL SPORT AND RECREATION FACILITIES PLAY AN IMPORTANT ROLE IN CONTRIBUTING TO THE HEALTH AND WELL BEING OF COMMUNITIES.**



# Introduction (cont.)

## Project governance

The following regional stakeholders were consulted and have influenced the development of the Melbourne East Regional Sport and Recreation Strategy.

### PROJECT STEERING GROUP (PSG)

Provided high level strategic direction on key issues, opportunities, and responsible for the delivery of the final strategy.

- ▶ Seven Local Government Authorities
- ▶ Sport and Recreation Victoria
- ▶ Regional Development Australia

### EXTERNAL REFERENCE GROUP (ERG)

Provided technical advice and a formal mechanism to consult with key sport and industry leaders and organisations.

- ▶ Aquatics and Recreation Victoria
- ▶ Victorian Trails Committee
- ▶ VicSport

### STATE SPORTING ASSOCIATIONS (SSAs)

Provided an opportunity for state and regional sporting associations to have input in to the development of the strategy.

- ▶ 33 peak sporting bodies participated in the development of this strategy.

### OTHER REGIONAL STAKEHOLDERS

- ▶ Parks Victoria, Vic Roads, Melbourne Water, Melbourne Planning Authority, Bicycle Network Victoria, YMCA, Belgravia Leisure, Victorian Equal Opportunity and Human Rights Commission.

## About the region

**The Melbourne East Region connects the city to the bush.** The seven Councils comprising the Cities of Boroondara, Manningham, Monash, Maroondah, Whitehorse, Knox, and the Shire of Yarra Ranges are linked by the Yarra River. Extensive waterways and parklands traverse from Melbourne’s urban heart to the clean air and national parks, forests and gardens of the Yarra Valley and Dandenong Ranges.

Melbourne East includes developed residential areas and accommodates over 1 million people; includes major employment clusters and agricultural areas in the Yarra Valley, considered the food bowl and wine district of Melbourne. The diverse and unique green spaces provide the lungs to the city.

There is a diverse and unique network of regional sport, recreation and tourism experiences in Melbourne’s East that are highly valued. The unique characteristics of the region offers further opportunities to expand this network to generate social, economic and environmental benefits.

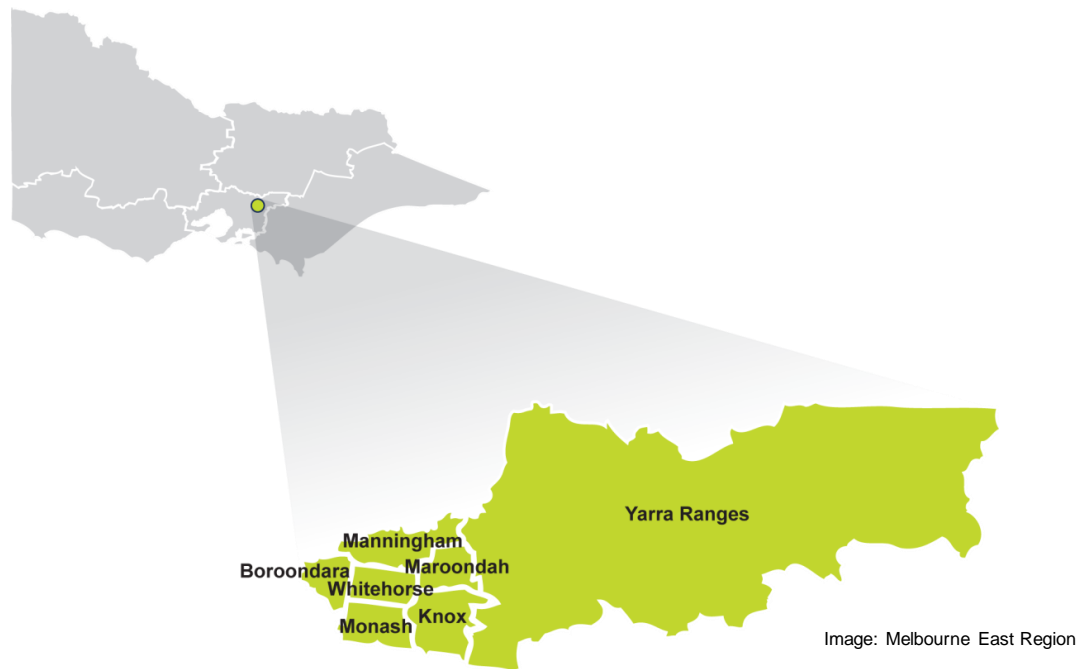


Image: Melbourne East Region

### KEY REGIONAL HIGHLIGHTS INCLUDE:

- 1.044 million people (24.5% of Melbourne population).
- Additional 140,000 by 2031 (55,000 aged 55 and over).
- 70 identified regional level sport and recreation facilities (including regional play spaces) catering for a range of activities.
- Approximately 25 regional trails and mountain bike tracks.
- Walking, jogging, cycling and swimming are the most popular recreation activities.
- Basketball, Australian Rules Football, netball, soccer and gymnastics are the highest participation sports.
- Adventure and lifestyle sports, badminton, table tennis and personal training are also popular.

Source: The above information is derived from ERASS and ABS, SSA participation data and consultation with local government officers and considers the current and future population of Melbourne’s East.

## Strategy purpose and objectives

The purpose of this strategy is to undertake a regional planning approach that supports the development of both current and new sport and recreation infrastructure for the Melbourne East Region for the next 20 years.

The development of a planning framework that improves collaboration across local government areas and delivers regional facilities that support healthy and active communities is a key outcome of this strategy.

### THE KEY OBJECTIVES OF THE STRATEGY ARE TO:

- Identify the vision and principles that will guide future planning and development of regional level sport and recreation facilities.
- Develop a sustainable governance model to drive regional project delivery, improve stakeholder collaboration and create a structure for assessment and decision making.
- Identify and map current and proposed regional level sport and recreation facilities and shared trails across the region.
- Identify gaps in existing regional facility provision and recommend future development priorities that meet current and future demand.
- Develop a regional project assessment criteria to support future project selection and prioritisation.



## Executive Summary

**The delivery of the Melbourne East Regional Sport and Recreation Strategy is driven by the need to identify and plan for the development of new, and the renewal of existing, regional level facilities and shared trails that address the future needs of the region.**

A key aim of this strategy is to improve collaboration across local government areas on planning for regional level facilities, and to establish a governance model and project management structure involving stakeholders to help assess, prioritise and fund regional projects.

Many of the current regional level facilities in Melbourne's East have been implemented by individual Councils without the knowledge and guidance of a regional strategy. This strategy aims to address the current gaps in the regional planning process, facilitate stakeholder collaboration and ensure future project delivery avoids unjustified duplication of facilities and maximises return on investment for the region.

Melbourne's East Region has some unique characteristics that support the variety of sport and recreation activities offered. The region covers 2,964 square kilometres, extending from densely populated urban to less populated rural areas.

Higher density metropolitan municipalities such as Boroondara, Whitehorse and Monash offer different sport and recreation opportunities and experiences to some of the semi rural and rural areas of Maroondah and Yarra Ranges, creating a unique city to bush experience.

This strategy recognises the diverse needs of the region and provides recommendations which complement the existing landscape and geographical challenges and opportunities that exist across the region.

Local sport and recreation plans and participation trends for Melbourne's East were considered in the development of a planning framework that will guide the future provision of regional sport and recreation facilities and shared trails for the next 20 years.

Sport and recreation is highly valued across the region with walking, cycling, jogging and swimming the most popular recreation activities for adults. Participation in organised sports such as basketball, football and netball are high, with other sports such as soccer, gymnastics, table tennis and badminton currently placing significant demand on facilities. (Source: SSA participation data).

A number of gaps in the current provision of regional level sport and recreation facilities in Melbourne's East have been identified. These include:

- The connection and development of shared recreation trails.
- Fit for purpose indoor sports courts for basketball, netball and other compatible sports.
- Development of specialised purpose built facilities for gymnastics.
- A destination for mountain biking that caters for the strong recreation market.

Funding the development of regional facilities is a challenge for local government in the current financial climate. The broad range of services that Councils provide and their limited financial capacity means they will rely heavily on state, federal and commercial partnerships to deliver regional level projects.

Establishing strategic partnerships and improving collaboration across key sport, government and community stakeholder groups will provide more opportunities for Councils to secure funding for regional projects. This strategy recommends a governance model and project management structure to support future regional decision making, and a process for evaluating, assessing and prioritising regional projects. Projects that address the regional sport and recreation needs of residents and demonstrate the broader health, social and economic benefits to the region have been prioritised.





## Why we need a strategy

**The development of a regional strategy for sport and recreation provision in Melbourne's East will address a range of issues which may otherwise prevent future successful project delivery.**

- Gaps in the shared recreation trail network create opportunities to better connect and link trails and develop a comprehensive network of regional trails.
- There is currently no regional approach to identifying sport and recreation priorities for the region.
- There is no formal governance structure or advocacy platform to support the planning and development of regional level facilities.
- There is no alignment of stakeholder policies and strategic directions that supports a collaborative approach to investment.
- There is a lack of stakeholder collaboration on planning regional projects that meet broader sport and recreation needs.
- There is a gap in strategic partnerships across key stakeholder organisations including state and regional sporting groups, schools and government departments.
- The capacity and ability of Melbourne's East Region Councils to fund regional priorities as well as servicing local sporting needs is increasingly difficult. Councils are generally unable to exclusively deliver regional level facilities.
- The constraints on Councils working across borders, resulting in some duplication and oversupply of facilities across the region is evident.
- The need to provide a regional approach to regional facility planning and delivery that is consistent with peak sporting bodies, Councils and State Government.
- An ageing community with changing demographics will create a focus on accessible and affordable facilities with broader recreation objectives.

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## What we found

Following is a summary of key findings identified through the development of the strategy and consultation with regional stakeholder groups. These high level findings have informed the strategic directions recommended for the region.

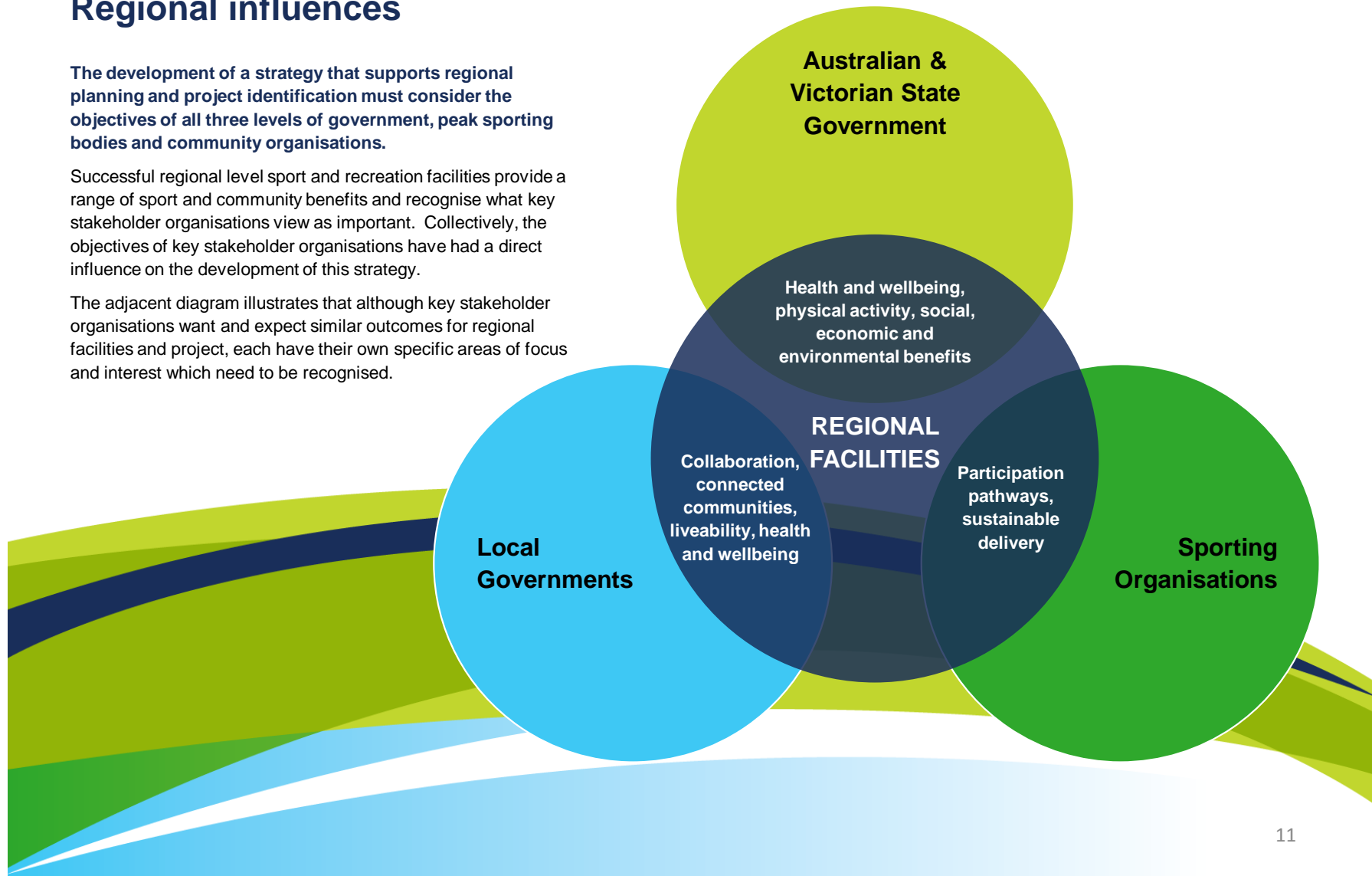
- There is a strong supply of regional level sports facilities and shared recreation trails in Melbourne's East catering for a range of formal and informal activity.
- Local Government rate capping will deliver increased financial pressure on East Region Councils, and is likely to result in Councils prioritising the renewal of existing community facilities over committing to regional projects.
- Councils exist to provide facilities and services that serve their local communities and are constrained on the level of support they can provide to regional level projects.
- Those municipalities located in the outer east such as Yarra Ranges can offer different sport and recreation experiences than densely populated inner region municipalities, due to having greater access to land and open space provision.
- Informal sport and recreation activities such as walking, swimming and gymnasiums are popular with adults in Melbourne's East.
- Structured sports such as basketball, netball, football, cricket and soccer have high participation rates, particularly in the junior category.
- The quality of facility and participation information received from State Sporting Associations was mixed. The key sports have provided data that will support regional planning and key projects delivery.
- There is an adequate supply of regional swimming pools and athletics facilities to service current and future demand across Melbourne's East at a regional level.
- There is an appetite from state and local government to plan and collaborate on shared recreation trail development projects to service the region.

## Regional influences

The development of a strategy that supports regional planning and project identification must consider the objectives of all three levels of government, peak sporting bodies and community organisations.

Successful regional level sport and recreation facilities provide a range of sport and community benefits and recognise what key stakeholder organisations view as important. Collectively, the objectives of key stakeholder organisations have had a direct influence on the development of this strategy.

The adjacent diagram illustrates that although key stakeholder organisations want and expect similar outcomes for regional facilities and project, each have their own specific areas of focus and interest which need to be recognised.



## Vision and principles

### *A way forward together –*

**The vision for Melbourne's East is to:**

Improve the health and wellbeing of the Melbourne East Region through the provision of high quality regional level sport and recreation facilities and experiences that meet a demonstrated need.

**To help stakeholders achieve this vision the following principles have been developed. These principles will be used to guide the future planning, development and delivery of regional level facilities and shared trails.**

- Support projects with a demonstrated Universal Design approach that deliver social, health, economic, tourism and environmental benefits to the region.
- Ensure alignment of community sport, government and stakeholder needs and objectives, and develop a collaborative environment that builds partnership opportunities.
- Provide facilities and shared trails that maximise participation and provide opportunities for residents and visitors to Melbourne's East to be more physically active.
- Support projects with an emphasis on participation in community recreation opportunities, and consider the regional level facility requirements for respective sporting associations.
- Invest in facilities that improve access and promote efficient service delivery and flexible multiuse outcomes.
- Recognise opportunities to upgrade and build the capacity of existing facilities to serve a broader regional catchment.
- Avoid duplication and over provision of regional level sport and recreation facilities and shared trails across the region.
- Support projects that have fully considered the local impact of a regional level facility.
- Provide increased opportunities to bid for and host regional, state and national sporting events, resulting in economic benefit to the region.

## Strategic priorities

The following strategic priorities have been identified for the region and are considered critical to the successful planning, funding and delivery of regional sport and recreation projects. It is recommended that all participating Councils in the region endorse these strategic priorities to ensure a collaborative approach to future regional planning.

### 1. GOVERNANCE AND PARTNERSHIPS

It is essential that the Melbourne East Region establishes a strong and sustainable governance structure that provides a process for decision making and helps to identify, prioritise and implement regional projects.

The proposed governance and project management structure will require Councils and other stakeholders to collaborate and invest resources into the regional planning process to ensure the objectives of the strategy are achieved.

The following key enablers have been identified to support the development of a sustainable governance structure and strategic partnerships that will drive regional planning and project delivery.

- A governance structure with a decision making authority informed by a Terms of Reference (refer proposed governance structure on page 17).
- Local council policies that support regional facility development.
- Regional stakeholder collaboration and resourcing.
- Strategic advocacy and alignment with state and national sporting bodies.

### 2. KNOWING AND UNDERSTANDING THE REGION

Recognising and responding to the region's unique attributes and continuing to challenge, assess and review identified priorities through the use of current sports participation, recreation trail and future population data will be a high priority for the region.

The strategy has identified the current suite of regional level sport and recreation facilities and shared trails and the gaps in regional facility provision. To ensure the identified facility gaps remain applicable to the region it is essential that the baseline trail usage and sport participation data collected as part of the strategy is kept up to date and reviewed annually.

The following key enablers are considered essential to ensuring regional stakeholders have the most current and accurate information about the region from which to make decisions.

- Understanding regional demand and projecting future trends.
- Responding to community change and diversity.
- Providing targeted participation opportunities for residents and visitors and utilising the region's unique places and characteristics
- Learning from previous projects and conducting ongoing research and data collection.
- Responding to ongoing change (climate, political, economic, demographic).
- Regular strategy review and refinement.

The strategy for the future planning and provision of regional level sport and recreation and shared trails will be underpinned by the above priorities. These priorities are supported by a list of recommended actions that can be implemented at the regional level.

The implementation of strategic priorities and associated recommendations requires stakeholders to play three important roles in their delivery:

**INITIATE** - refers to the commencement of planning and coordinating the scope and timing of action(s) to be delivered.

**DELIVER** - refers to the on-the-ground delivery of identified actions and the acquisition and management of key partner and stakeholder contributions.

**SUPPORT** - refers to the organisational support for action delivery through the provision of resources, people, skills, funding, equipment and/or promotional activities.





## STRATEGY 1

**GOVERNANCE AND PARTNERSHIPS - Develop a governance model and a collaborative project management structure to support future regional decision making.**

Regional facility planning and development requires commitment and input from a range of stakeholder groups due to the size and scale of projects. A formal governance and decision making structure is essential in managing and driving successful project implementation.

Identification of regional priorities is only the first step in the cycle of regional project development. Creating a model of ownership and accountability amongst regional stakeholders is required to support a regional approach, and ensuring the future delivery of regional level sport and recreation projects are well planned and targeted to meet the needs of residents.

Developing and strengthening partnerships with key national and state sporting associations and all levels of government is important to supporting the delivery of regional projects, and to maximise the use and sustainability of regional facilities.

Formal adoption of regional priorities identified in this strategy is recommended to create a sense of ownership and to demonstrate each Council's ongoing commitment to regional planning and collaboration. Councils have agreed on a process for identifying and assessing regional projects and established a governance structure that involves individual Councils as the decision making authority, with other important regional stakeholder represented and informing the process.

The governance model utilises existing stakeholder groups to create a structure of engagement and decision making, and is designed to support future regional sport and recreation and shared trail planning and provision.

The existing Melbourne East Region Group of Councils (CEOs and Mayors) will be required to support and endorse regional projects, with individual Councils the final decision making authority on regional level project funding and delivery. A sport and recreation pillar has been established within the Melbourne East Region Group to provide a platform for key regional stakeholders to identify, assess and nominate regional projects.

To help Councils prioritise regional projects and ensure a consistent approach to project development, a framework which includes a project assessment criteria and regional facility planning tool has been developed.

The assessment criteria is relative to the key characteristics and requirements for the development of sustainable, effective and efficient delivery of regional level facilities, and are designed to assess the benefits and impacts of new or existing facilities. The assessment criteria is provided as a planning tool and recognises the key stages of regional planning and delivery, along with the lifecycle of regional projects.



## Governance and partnerships – recommended actions

NO.	ACTIONS	TIMEFRAME	STAKEHOLDER RESPONSIBLE		
			INITIATE	DELIVER	SUPPORT
1.1	East Region Councils to endorse the strategy and planning framework to ensure a collaborative approach to future regional planning.	Immediate	Individual LGA	Individual LGA	Regional PSG
1.2	Councils recognise the need for improved collaboration and allocate appropriate resources to ensure a commitment to ongoing participation in regional planning processes and working groups to support regional project planning and delivery.	High	Regional PSG	Individual LGA	Individual LGA
1.3	Review the Terms of Reference for the Melbourne East Region Project Steering Group to ensure it continues to operate effectively and provides leadership in the development of regional level sport and recreation projects.	High	Regional PSG	Regional PSG	Individual LGA
1.4	Ensure the Melbourne East Region Group of Councils includes sport and recreation as a key strategic pillar and that it acts as the governing body to support and endorse regional project proposals. Individual Councils will be the final decision making authority for projects within their municipality (refer proposed governance structure and key stakeholder framework provided on the page 17).	Ongoing	Regional PSG	East Region CEOs	Regional PSG
1.5	Strengthen relationships with the Department of Education and Training to enable opportunities for community access to existing and future sport and recreation facilities on Department of Education and Training land.	High	Regional PSG	Regional PSG	SRV
1.6	Establish partnerships with key organisations including Parks Victoria, Melbourne Water, Vic Roads, Bicycle Network Victoria, the Victorian Trails Committee, Bushwalking Victoria and Cycling Victoria to identify high priority recommendations for the development of the regional shared trail network.	Medium	Regional PSG	Regional PSG	SRV, VicTrack, DEWLP, Railtrails Australia, Active Transport Vic

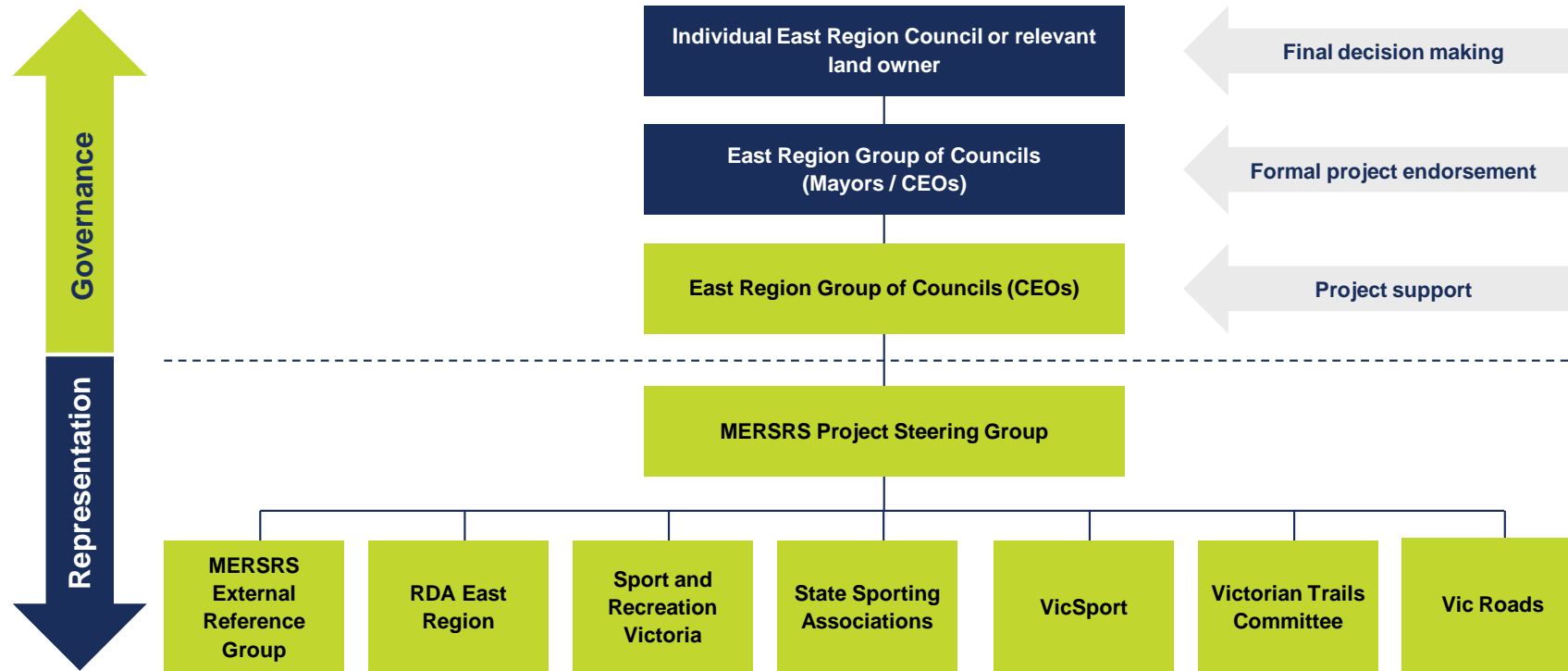
### Governance and partnerships – recommended actions (cont.)

NO.	ACTIONS	TIMEFRAME	STAKEHOLDER RESPONSIBLE		
			INITIATE	DELIVER	SUPPORT
1.7	Improve collaboration and the sharing of participation and facility information with State Sporting Associations to ensure sport development priorities and needs are considered in all future regional projects.	Medium	Regional PSG	Regional PSG, SSOs	SRV
1.8	Through the active operation of the Melbourne East Region Project Steering Group, ensure ongoing collaboration across all seven Councils on future regional opportunities for sport and recreation. Integrate and share regional mapping information to ensure facilities are well planned into the future.	Medium	Regional PSG	Regional PSG	IE, NGIS
1.9	Continue to partner with Regional Development Australia (East Region) on the implementation of this strategy and advocate for federal and state government funding support to deliver regional projects.	Medium	Regional PSG	Regional PSG, RDA	RDA Committee

### Proposed governance structure and key stakeholder framework

The structure below recognises individual Councils as the final decision making authority where proposed regional sport and recreation facilities are located within their specific municipal boundaries.

The Eastern Region Group of Councils (CEOs) will be required to provide in principle support for regional project proposals following presentations from the Melbourne East Project Steering Group, with Mayors and CEOs asked to endorse projects before a final decision is made by the individual Council. A Terms of Reference will be used to define roles, responsibilities and membership of the Project Steering Group and the Eastern Region Group of Councils.





## STRATEGY 2

**KNOWING AND UNDERSTANDING THE REGION - Recognise and respond to the regions unique attributes and review priorities using current participation data to make informed decisions.**

To continue to assess the relevance and appropriateness of regional priorities identified as part of this strategy, Councils and other stakeholders will need to respond and maintain an understanding of future changes to the region.

Understanding future trends, preferences and influences on sport and recreation provision and activity, and recognising the demographic and population changes that will impact regional planning and development, will be important to successful project implementation.

Through the development of this strategy regional facility needs and participation numbers for various State Sporting Associations were collected, analysed and mapped.

The ongoing review of regional sports participation numbers and strengthening partnerships with State Sporting Associations will be important to ensuring Councils are up to date with current issues, priorities and opportunities that influence the regional planning process.

Melbourne's East Region has a diverse mix of people and infrastructure which will require ongoing monitoring to ensure future facility development continues to respond to the needs of the region.

Understanding the size and unique characteristics of the region will be important when planning the location of future regional facilities and shared trails to ensure these facilities are providing the greatest benefit for sport and the community.

Large scale regional projects require significant financial investment which can only be justified if there is sufficient evidence that the project can address the health, social and economic benefits of the region.

It will be important for Councils to collaborate with a range of sport, government and community stakeholders to build a case for regional facility development which can be supported by clear evidence and have an understanding of the broader impacts for the region.

## Understanding the region – recommended actions

NO.	ACTIONS	TIMEFRAME	STAKEHOLDER RESPONSIBLE		
			INITIATE	DELIVER	SUPPORT
2.1	All participating Councils to allocate appropriate levels of co-funding to service the below initiatives, including the proposed regional sports forum and SSA data collection.	Critical	Individual LGAs	Individual LGAs	Regional PSG
2.2	Commit to quarterly meetings of the Melbourne East Region Project Steering Group to enable Councils to discuss regional issues impacting the future provision of sport and recreation facilities. Review and develop regional priorities using the agreed project assessment processes and regional planning framework.	High	Regional PSG	Regional PSG	Individual LGAs
2.3	Through enhanced relationships with State Sporting Associations, develop a process of surveying and collecting participation and facility data for the region to monitor demand and analyse participation trends every three years. Maintaining current participation information will support future regional funding applications.	High	Regional PSG	Regional PSG, SSOs	SRV
2.4	Continue to engage with Vic Roads and Bicycle Network Victoria on the prioritisation of on and off road trail projects in Melbourne's East, and regularly collect current recreation trail usage data for the region (Bicycle Network Victoria Super Tuesday and Super Sunday).	High	Regional PSG	Individual LGAs	Vic Roads, SRV
2.5	Consider the regional impacts of current participation data being developed for organised sport by Federation University, in conjunction with Sport and Recreation Victoria and VicHealth (Sports Spatial). Results of the upcoming Australian Sports Commission AusPlay Survey (commencing in 2016-17) should also be incorporated into future regional sport and recreation planning.	Medium	Regional PSG	Regional PSG	SRV



## Understanding the region – recommended actions

NO.	ACTIONS	TIMEFRAME	STAKEHOLDER RESPONSIBLE		
			INITIATE	DELIVER	SUPPORT
2.6	Maintain and update the regional sports participation and demographic data that is being used to create the online mapping program, and ensure ongoing access is provided to all Councils to support local and regional planning studies.	Ongoing	Regional PSG	Regional PSG	IE, NGIS
2.7	Facilitate an annual sport and recreation forum for the Melbourne East Region that brings together all relevant state and regional sport and recreation organisations to discuss current issues, participation trends and future facility development opportunities.	Medium	Regional PSG	Regional PSG, SRV	SSOs
2.8	Maintain contact with Regional Development Australia (East Region) officers regarding any specific research or project work relating to demographic or community change which is likely to influence the future development of sport and recreation facilities.	Medium	Regional PSG	Regional PSG, RDA	Individual LGAs



## PART B: THE REGIONAL PLANNING FRAMEWORK

## Introducing the framework

**THE MELBOURNE EAST REGIONAL PLANNING FRAMEWORK HAS BEEN DEVELOPED AS A TOOL TO DRIVE THE REGION'S STRATEGIC PRIORITIES.**

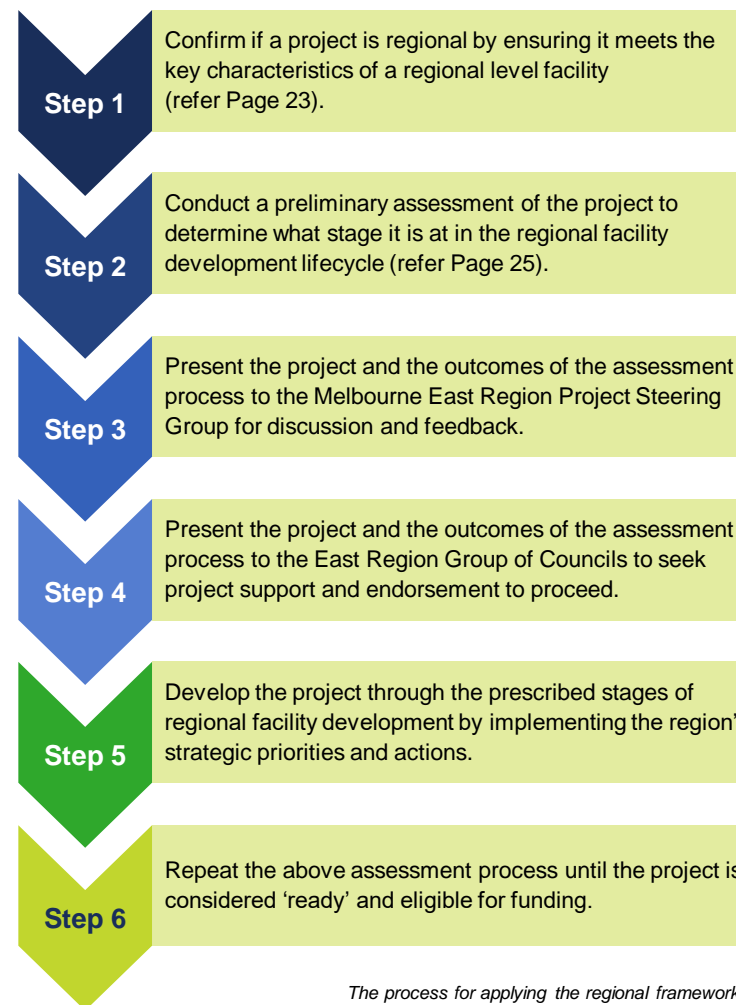
**The Melbourne East Region has its own unique characteristics, and with changing populations and new trends in sport and recreation, the development of a planning framework is crucial in reaching an agreed position as to how the region should respond.**

There is a need for sport, government and community stakeholders to work together more effectively on planning and delivery of regional facilities, to ensure future provision is targeted, sustainable and successful. The delivery of regional projects require significant investment from a range of funding providers, so the development of a regional framework to guide future investment and provide the evidence to secure support from potential investors is vital.

The increasing demand for quality facilities from peak sporting bodies, regional associations, local community sporting groups and residents creates significant pressure on land owners and facility providers. Through improved collaboration and better understanding of the future needs for regional facilities, stakeholders can move towards an agreed vision for the region and deliver this vision using the regional planning framework.

The sport and recreation needs of the region and the role and function of existing regional level facilities have been considered in the development of the framework. The framework identifies and prioritises future regional level facilities and shared trail development that will be required to service the region for the next twenty years.

The key components of the framework are outlined in the following pages and are designed to guide the planning and development of regional level sport and recreation facilities and shared trails. Councils and regional stakeholders are encouraged to use this framework as a platform for collaboration and as a key resource when planning regional level facilities.



*The process for applying the regional framework*

## Defining regional level facilities

Reaching agreement on the definition of regional level sport and recreation facilities was a challenge throughout the development of the strategy as regional facilities mean different things to different people.

For instance, State Sporting Associations primarily view regional level facilities as venues for elite sport whereas government, in particular local government, see regional facilities as catering for a broad range of sport and community use.

For the purposes of this strategy regional level facilities are defined by their broad characteristics and benefits rather than one single component. A key outcome of the strategy is the delivery of a range of sport and recreation facilities and shared trails that provide the following key characteristics.

### SPORT AND RECREATION FACILITIES THAT....

- Provide a range of participation outcomes which benefit the community, allow for a range of competitions (local, state and/or national), and have the ability to host medium to large scale events.
- Cater for a broad catchment across multiple municipal boundaries.
- Offer flexibility of use by one or more sports / activities.
- Deliver quality management and service levels that are maintained to a high standard.
- Consider the defined regional facility training and competition standards of the relevant Council or Councils, and State Sporting Associations.

### SHARED TRAILS THAT...

- Are integrated and connected across municipal boundaries.
- Provide infrastructure and amenities to support walking and cycling.
- Provide safe off road alternatives.
- Support both recreation and commuter use.

All regional facility gaps identified in this strategy have been assessed as meeting the above criteria.



## Facility categories

Regional level sport and recreation facilities and shared trails have been grouped into five categories to assist with prioritising future facility development opportunities. These categories were also used to support and identify the current gaps in regional facility provision.

AQUATICS	  swimming      diving
OUTDOOR SPORTS GROUNDS	     football      cricket      soccer      rugby league      croquet
RECREATION	   walking trails      playgrounds      cycling
INDOOR SPORTS	     basketball      netball      table tennis      gymnastics      badminton
ADVENTURE BASED ACTIVITIES	    hang gliding      mountain biking      skate/bmx      canoeing
OUTDOOR SPORTS COURTS & SPECIALIST SPORTS SURFACES	     hockey      baseball      tennis      equestrian      athletics



## Stages of regional facility development

**There are six key stages involved in the planning, development and delivery of regional level facilities and shared trails.**

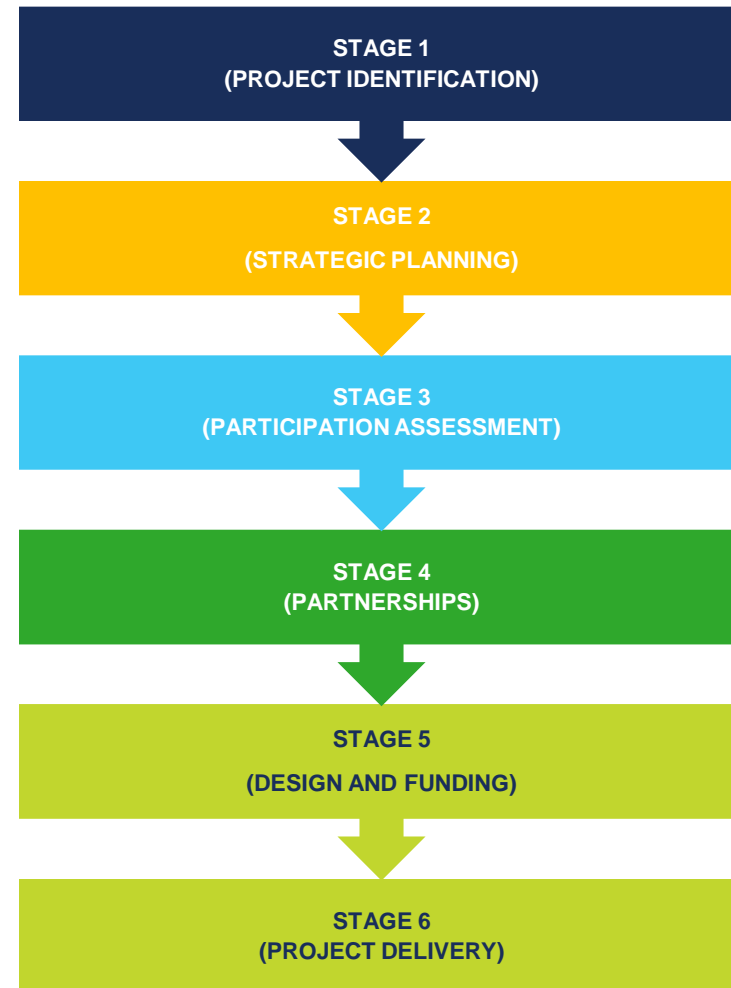
The first stage is to identify if the project is regional and will serve a regional function. Individual Councils will need to confirm that a project is regional by demonstrating that all of the key characteristics of a regional level facility or a shared trail have been met. Current regional facilities that require renewal or upgrade should also be tested against these key characteristics.

Once the project has been confirmed as regional it can then proceed to the second stage of strategic planning. This stage must demonstrate the strategic intent for the development of a regional level facility by at least one Council, and an understanding of the broad regional demand and likely health, community and economic benefits the project will provide to the region.

Stage 3 includes the development of formal documentation such as a regional planning study or benefits assessment that provides evidence and support for a regional level facility. The planning study must demonstrate how the project will increase participation, identify opportunities for multiuse, meet the future sport and recreation needs of the community and sporting organisations and identify the social, economic and environmental benefits of the project.

The focus of Stage 4 is to establish and confirm key strategic partnerships with a range of organisations that will benefit from the delivery of the project. Support from relevant sport, government and community organisations will be essential to securing appropriate funding and delivering a successful project.

The final two stages involve detailed design, funding, and project procurement and delivery. Stage 5 focuses on detailed design, approvals and finalising project funding, whilst Stage 6 is project construction, confirming management options and finalising usage agreements with stakeholders.



As part of the development of the strategy the current gaps in regional facility provision have been identified and are at different stages of development. All identified projects have been assessed to determine where they are positioned in the regional facility development lifecycle.

The information below provides the key stages of regional planning and development in further detail and the criteria used to assess projects. Stages have been colour coded to understand projects readiness for the identified projects listed on Page 29.

<p><b>CONFIRMING A REGIONAL PROJECT</b></p>	<p><b>NEW OR EXISTING FACILITIES THAT:</b></p> <ul style="list-style-type: none"> <li>➤ Provide a range of participation outcomes which benefit the community, allow for a range of competitions (local, state and/or national), and have the ability to host medium to large scale events.</li> <li>➤ Cater for a broad catchment across multiple municipal boundaries.</li> <li>➤ Offer flexibility of use by one or more sports / activities.</li> <li>➤ Deliver high quality management and service levels and are maintained to a high level.</li> <li>➤ Consider the defined regional facility standards of local governments and state sporting associations for training and competition.</li> </ul>	<p><b>TRAILS THAT:</b></p> <ul style="list-style-type: none"> <li>➤ Are integrated and connected across municipal boundaries</li> <li>➤ Provide appropriate supporting infrastructure and amenities</li> <li>➤ Provide safe off road alternatives</li> <li>➤ Support both recreation and commuter use</li> </ul>
<p><b>STRATEGIC PLANNING</b></p>	<ul style="list-style-type: none"> <li>➤ Evidence of demand for a regional level facility identified by at least one LGA and supported by other LGAs and included in a corporate plan or strategy.</li> <li>➤ Will the project provide health and wellbeing, as well as social and community benefits to the region?</li> <li>➤ Evidence of demand for a regional level facility from NSOs, SSAs or relevant peak bodies and is consistent with current development guidelines.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Has SRV or other relevant government agencies acknowledged the need for a regional level facility and does the project meet potential funding criteria?</li> <li>➤ Will the project create ongoing job opportunities and deliver economic benefits to the region?</li> <li>➤ Does the project demonstrate best practice and a commitment to ESD and Universal Design?</li> <li>➤ Have the infrastructure, construction and ongoing maintenance responsibilities of the asset been agreed?</li> </ul>

<p><b>PARTICIPATION ASSESSMENT</b></p>	<ul style="list-style-type: none"> <li>➤ Has there been an increase in local and regional participation in the relevant sport or activity over the past five years by one or more LGA?</li> <li>➤ Do current and future sport and recreation participation projections for the region warrant a regional level facility?</li> <li>➤ Will the project provide opportunities for multiuse and offer broad participation outcomes for both sport and the community?</li> </ul>	<ul style="list-style-type: none"> <li>➤ Do population and demographic projections for the region provide a strong participation market and support the development of a regional level facility?</li> <li>➤ Will the project provide a participation pathway from beginner to elite level?</li> </ul>
<p><b>PARTNERSHIP OPPORTUNITIES</b></p>	<ul style="list-style-type: none"> <li>➤ Have local sporting clubs, associations or relevant community groups been consulted and any impacts identified, and have these groups provided in principle support for the project?</li> <li>➤ Has dialogue commenced and in principle support received for the project from relevant SSA and NSO?</li> <li>➤ Are SRV or other relevant state or federal government agencies engaged in the process and given in principle support for a regional level project?</li> </ul>	<ul style="list-style-type: none"> <li>➤ Will the project increase partnership opportunities due to its proposed location, land ownership and community and commercial interests?</li> <li>➤ Have likely future management arrangements been identified and will this provide enhanced stakeholder support for the project ?</li> </ul>
<p><b>DESIGN &amp; FUNDING</b></p>	<ul style="list-style-type: none"> <li>➤ Are the overall financial costs for the project known and has funding for the project been secured?</li> <li>➤ Does the project provide opportunities to seek external funding from a range of sources including government, commercial and the private sector?</li> <li>➤ Is the proposed site for future development available (and supported by in principle agreements or MOUs), and have schematic designs been endorsed by all stakeholders, including SRV?</li> <li>➤ Has the project design been developed using a Universal Design principle based approach?</li> </ul>	<ul style="list-style-type: none"> <li>➤ Has business and management planning with operational / programming and ongoing infrastructure maintenance obligations for the project been completed?</li> <li>➤ Have all project design components been completed and approved by key stakeholders and funding providers and is the project ready for tender?</li> </ul>

## Regional priorities

**Prioritising and developing sustainable, flexible and efficient regional facilities and shared trails that meet the needs of the Melbourne East Region is a key outcome for stakeholders using the regional planning framework.**

The Melbourne East Regional Sport and Recreation Strategy identifies the future sport and recreation needs of communities living in Melbourne’s East. The regional planning framework, developed by the Project Steering Group, was used to help identify the facility development priorities identified on the following page. An overview of these projects was presented to the Eastern Region Group of Councils (CEO level) and have received in principle support to be included in the strategy.

In accordance with the regional planning framework and project endorsement process, projects will be required to undergo a full assessment and be subject to a presentation to the Eastern Region Group of Councils (CEOs and Mayors) before final endorsement can be achieved.

High priority projects required to meet the future sport and recreation needs of Melbourne’s East have been grouped into four broad categories to help guide future planning, development and decision making

1. shared recreation trails
2. indoor sports courts
3. specialised indoor facilities
4. and a destination for mountain biking

Although other key regional sport and recreation facilities, such as aquatic centres and athletics tracks, are not considered high priorities, the renewal and upgrade of these facilities to meet local demand is recognised and will be required in the future.

Exploring opportunities to expand and increase the capacity of existing facilities to meet future regional demand for sport and recreation activities should be considered, and balanced with the need and opportunity for new facility development.



## Summary of high priority facility development projects

Develop additional indoor sports courts to meet the current and future demand for basketball and indoor netball across the region, and to support the existing State Basketball Centre in Knox. Identified locations for the future provision of additional indoor sports courts include Manningham (Mullum Mullum Reserve), and facilities in Boroondara and Yarra Ranges.



Development of a destination for mountain biking in Warburton.



Support the development of a multi use regional gymnastics facility in Monash that caters for a broad range of participants from introductory programs to regional level events and competitions.



Investigate the redevelopment of a regional level baseball / softball facility at Gilbert Park in Knoxfield that includes multiple floodlit diamonds and caters for regional and state level events and competitions.



Upgrade Kilsyth Reserve to provide a regional Australian Rules Football Hub in the east that caters for male and female participation programs, events and competition, and to supports the AFL's athlete development pathway.

**STAGES OF PROJECT READINESS**

- Identified regional project
- Strategic planning
- Participation assessment
- Establishing partnership opportunities
- Detailed design and funding procurement



## Priority regional trail connections

**The region has a widespread and extensive network of on and off-road trails. These trails are heavily used for commuting and recreation purposes and provide considerable social, physical and economic value to the region. The existing regional trail network is well supported by a capillary of connector trails that provide transport opportunities and access into other regional areas.**

The map on the following page identifies the high priority gaps in the regional trail network for Melbourne's East. These projects were identified through consultation with a range of key stakeholders including local councils, Bicycle Network Victoria, Vic Roads, Parks Victoria, Melbourne Water and the Melbourne Planning Authority.

Recommended trail projects were based on information from the Principal Bicycle Network (PBN) data sourced directly from Vic Roads, and the bicycle participation data collected from Bicycle Network Victoria (Super Tuesday and Super Sunday data). A complete list of Vic Roads and Bicycle Network Victoria trail priorities were provided by these organisations and have influenced the development of future trail projects for Melbourne's East.

The recommended trail projects will require further investigation both locally and regionally to establish a final set of trail priorities. As well as prioritising the missing links of regional trails, there will also be an emphasis on renewing existing regional trails to ensure that they meet best practice and are fit for purpose now and in the future. The Project Steering Group will be required to develop a suitable project assessment criteria that considers current and proposed local trail strategies. Local trail priorities identified within each municipality are provided in the Background, Research and Consultation Findings Report.

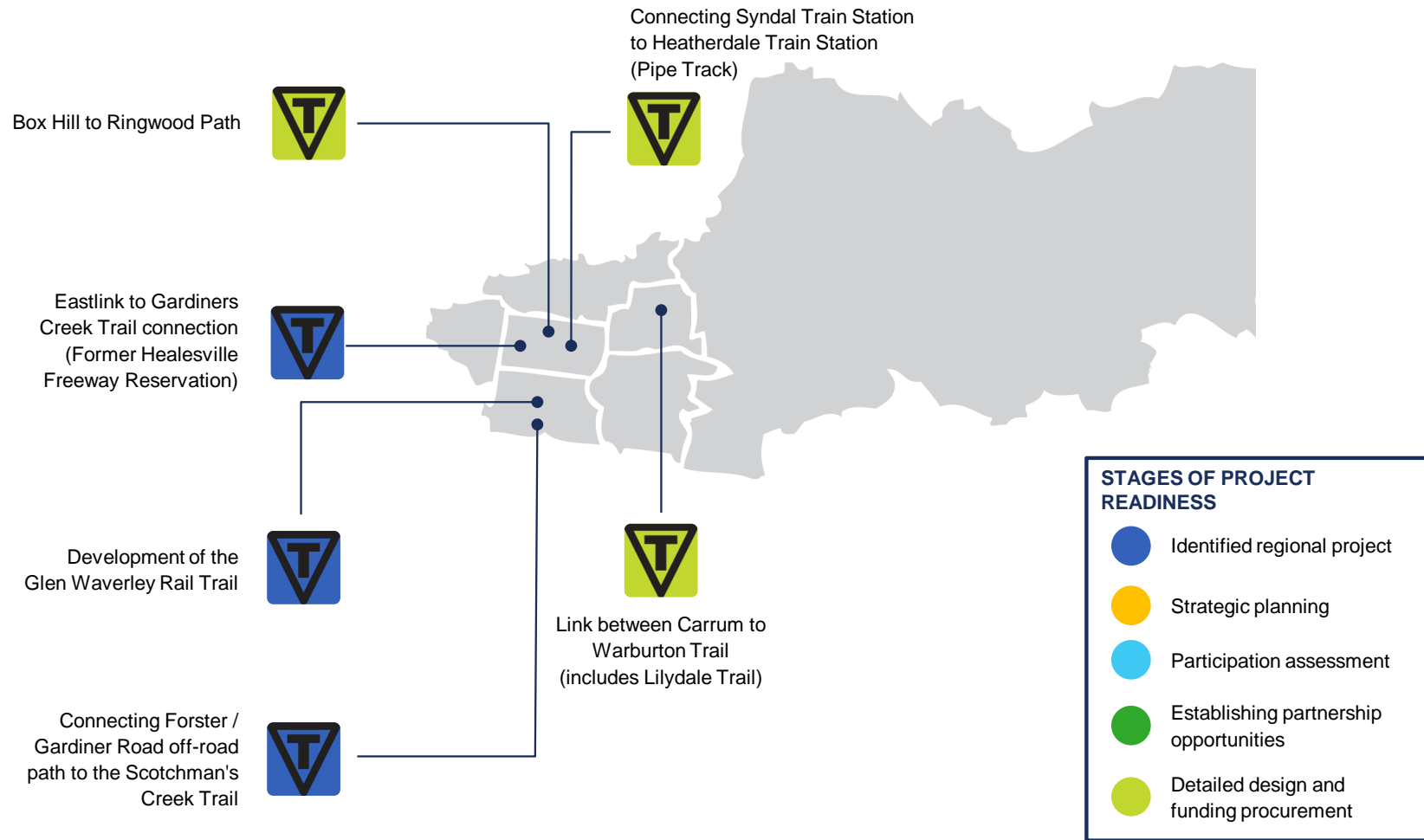
The ongoing improvement and development of the regional trail network in Melbourne's East should be a high priority for stakeholders and decision makers due to the significant benefits they provide to the region.

The usage of trails is rapidly increasing and whilst there are significant benefits from this, it can also lead to safety concerns between cyclists and pedestrians. Therefore more focus is required to proactively facilitate greater respect between cyclists and pedestrians to maximise the level of safety of all users.

A comprehensive map of the existing regional trail network in Melbourne's East is provided in the Background, Research and Consultation Findings Report, as well as Super Tuesday, Super Sunday and Strava participation maps.



### Priority regional trail connections (cont.)



## Facility and shared trail development – potential projects

The following list of regional projects have been identified as important to meeting the future sport and recreation needs of the region. These projects are at different stages of development however all projects will be formally assessed and put through the assessment (criteria) and governance framework before they can be considered for future funding support. It is acknowledged that projects will proceed through the assessment (criteria) and governance framework at different times depending on their level of readiness.

PROJECT NO.	POTENTIAL PROJECTS	TIMEFRAME	STAKEHOLDER RESPONSIBLE		
			INITIATE	DELIVER	SUPPORT
1	Develop a multi use regional level gymnastics facility in Monash that caters for a broad range of participants from introductory programs to regional level events and competitions. A number of satellite gymnastic facilities will also be required across the region to meet current and future demand for the sport.	High	Monash	Monash	SRV, Regional PSG
2	Develop additional indoor multi-use courts to meet the current and future demand for basketball, indoor netball and other highball sports across the region. Projects include the development of indoor multi-use courts at Mullum Mullum Reserve in Manningham, and proposed facilities in Boroondara and Yarra Ranges.	High	Individual Council	Individual Councils	SRV, SSOs, Regional PSG
3	Upgrade Gilbert Park in Knox to a regional level baseball / softball facility that includes multiple floodlit diamonds and caters for regional and state level events and competitions.	Medium	Knox	Knox, SSOs	SRV, Regional PSG
4	Upgrade Kilsyth Reserve to provide a regional Australian Rules Football Hub in the east that caters for male and female participation programs, events and competition, and to support the AFL's athlete development pathway.	Medium	Yarra Ranges	Yarra Ranges, SSO	SRV, Regional PSG
5	Develop a destination for mountain biking in Warburton that meets the recreational and competition needs of mountain bikers.	Medium	Yarra Ranges	Yarra Ranges	SRV, Regional PSG

PROJECT NO.	ACTIONS	TIMEFRAME	STAKEHOLDER RESPONSIBLE		
			INITIATE	DELIVER	SUPPORT
6	<p>Further investigate the needs of recreation trail users through consultation with Bicycle Network Victoria, Vic Roads, Cycling Victoria, Victorian Trails Committee, Bushwalking Victoria, local cycling groups and land owners.</p> <p>Following this additional consultation, update the online trail maps and develop a customised project assessment tool to help confirm priority trail projects for the region that consider individual Council's Walking and Cycling Strategies and Integrated Transport Plans.</p>	Medium	Individual Council	Individual Councils	SRV, RDA
7	<p>Conduct further investigation into the future demand for a purpose built badminton and table tennis facility. Further detailed planning will be required as well as consideration of the findings from the City of Dandenong Table Tennis Strategy.</p>	Low	Regional PSG	Individual LGAs, SSOs	SRV, Regional PSG
8	<p>In partnership with Canoeing Victoria (CV), investigate the demand for a Regional Paddle Sports Centre at Westerfolds Park to provide a venue for slalom training, competition and paddler skill development, and an education and administration hub for the sport.</p>	Low	Manningham	Manningham	SRV, CV, Regional PSG



# MELBOURNE EAST REGIONAL SPORT & RECREATION STRATEGY 2022-2032





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*Image: Knox Regional Sports Park*

# EXECUTIVE SUMMARY



## EXECUTIVE SUMMARY

**The Melbourne East Regional Sport and Recreation Strategy established the region's first coordinated and collaborative approach to regional sport and recreation planning in 2016.**

**While this collaborative approach remains vital for the Melbourne East Region, the trends and issues that shape planning for regional sport and recreation have continued to evolve.**

This review and update of the Melbourne East Regional Sport and Recreation Strategy seeks to build on the foundation provided by the original strategy, while acknowledging the emergence of new trends and issues across the region.

The strategic directions and recommendations within the updated strategy have been shaped through engagement with local government authorities and state sporting associations, as well as the analysis of updated participation data.

The seven local government authorities that comprise the Melbourne East Region continue to grow, with population to increase by 16.6% between 2021 and 2036.

Population growth across the region consists of new residential development and increasing urban density. Major urban development projects such as the North East Link, Suburban Rail Loop, transport connection corridors and employment precincts are providing a more connected and economically prosperous region.

This level of growth and development across the region is placing additional pressure on existing sport and recreation facilities and open space. Careful planning and advocacy for investment into regional infrastructure is required to support communities to lead active and healthy lives.

Trends in community sport and recreation are changing, with a higher focus on flexible and social activity and active recreation, and growing professionalism within talent pathways and regional events. While trends in physical activity are changing towards active recreation at the local level, facilities for organised sport continue to be a focus of this strategy given their regional catchment and ability to host regional, state and national competitions and events.

The unprecedented impact of COVID-19 during 2020 and 2021 created challenges across all aspects of life, with sport and recreation not immune from the affects of the pandemic. Sport and recreation clubs and associations are now rebounding from restricted activity during 2020 and 2021, but ongoing support is required to ensure participation returns to previous levels.

The updated Strategy prioritises a network approach to collaboration within the region, with the establishment of four strategic pillars:

1. A balanced network of regional sport and recreation facilities
2. Knowing and understanding the region
3. A collaborative approach to regional planning, policy development and advocacy, and
4. Shared resources and support for regional sport and recreation

The Melbourne East Regional Sport and Recreation Strategy provides a blueprint for collaboration for the next decade, with governments, peak sporting bodies and communities driving its delivery and success.

Investment in co-located, multipurpose facilities will continue to create efficiencies for project partners, with our regional sport and recreation facility network creating participation and pathway opportunities that cross local government boundaries.

Our collaborative approach with all levels of government and project partners will ensure that duplication is minimised, returns on investment are maximised, and opportunities to share resources are created.

# MELBOURNE EAST REGIONAL SPORT AND RECREATION STRATEGIC PRIORITIES 2022-2032

PILLARS	1 A balanced network of regional sport and recreation facilities	2 Knowing and understanding the region	3 A collaborative approach to regional planning, policy development and advocacy	4 Shared resources and support for regional sport and recreation
STRATEGIC PRIORITIES	<ul style="list-style-type: none"> <li>1.1 Progress the delivery of established regional facility priorities</li> <li>1.2 Address gaps in existing regional facility and open space provision</li> <li>1.3 Plan for emerging and under-represented sports and recreation activities</li> <li>1.4 Create regional facility development opportunities in partnership with schools and other land managers</li> </ul>	<ul style="list-style-type: none"> <li>2.1 Understand and plan for the impact of population growth</li> <li>2.2 Collate and analyse data to understand trends and quantify needs</li> <li>2.3 Consider and plan for the impacts of urban development on the regional sport and recreation facility network</li> </ul>	<ul style="list-style-type: none"> <li>3.1 Drive collaboration via the Melbourne East Regional Sport and Recreation Steering Group</li> <li>3.2 Develop regional strategies to address priorities and shared opportunities</li> <li>3.3 Collaborate on policy development to create policy consistency across the region</li> <li>3.4 Create regional partnerships to plan, advocate and fund priorities</li> </ul>	<ul style="list-style-type: none"> <li>4.1 Establish regional development opportunities for sport and recreation organisations and stakeholders to discuss regional issues and opportunities</li> <li>4.2 Engage State Sporting Associations and other peak sporting bodies at a regional level</li> <li>4.3 Establish a suite of shared resources that improve regional planning and advocacy</li> </ul>

# PROJECT CONTEXT





# INTRODUCTION

Project Context

## The Melbourne East Regional Sport and Recreation Strategy was established in 2016 to guide the regional strategic priorities for the seven local government authorities in Melbourne’s Eastern region.

Since the initial development of the Melbourne East Regional Sport and Recreation Strategy, the factors that influence regional sport and recreation have continued to evolve and priorities for the region have changed over time.

The scope of the strategy has evolved to include a broader focus on collaboration, emerging trends in sport and recreation participation, and sport development needs.

Given the priority of the trails component within the original strategy, planning for trails and shared paths is the now delivered separately via the Eastern Region Trails Strategy and is not included in the scope of the updated Strategy.

The seven local government authorities in the region represent a diverse range of communities and cultures. Stretching from Melbourne’s inner east to the rural communities of the Yarra Ranges, the issues and opportunities facing each council are distinct and multi-faceted.

Although each council faces challenges unique to their communities, they also share a range of collective challenges and seek to collaborate for the benefit of all communities across the region.

The regional facilities and initiatives that reach beyond a single location or council are the priority of this strategy. Regional sport and recreation facilities service large catchments, creating development pathway opportunities for players, coaches, officials and volunteers, event hosting capacity and participation opportunities.

Regional sport and recreation facilities cater for the diverse needs of communities across the Eastern region, creating opportunities to deliver initiatives that remove barriers to participation. Programming, competitions and events that promote the inclusion of all cultures, genders and abilities provide opportunities for our communities to participate together.

Balancing the need for regional facilities with local demands requires careful planning and coordination. The Melbourne East Regional Sport and Recreation Strategy creates the forum for collaboration between councils to ensure that priorities are aligned and there is a shared commitment to regional provision.

The 2016 Melbourne East Regional Sport and Recreation Strategy has influenced the delivery of a range of important regional facility projects and fostered collaboration between councils and regional sport and recreation stakeholders.

This review and update of the Melbourne East Regional Sport and Recreation Strategy aims to continue to advance the collaborative relationships between all stakeholders and update strategic priorities to influence the delivery of regional projects for the next 10 years and beyond.



Image: Waverley Gymnastics Centre at Oakleigh Recreation Centre

## ABOUT THE MELBOURNE EAST REGION

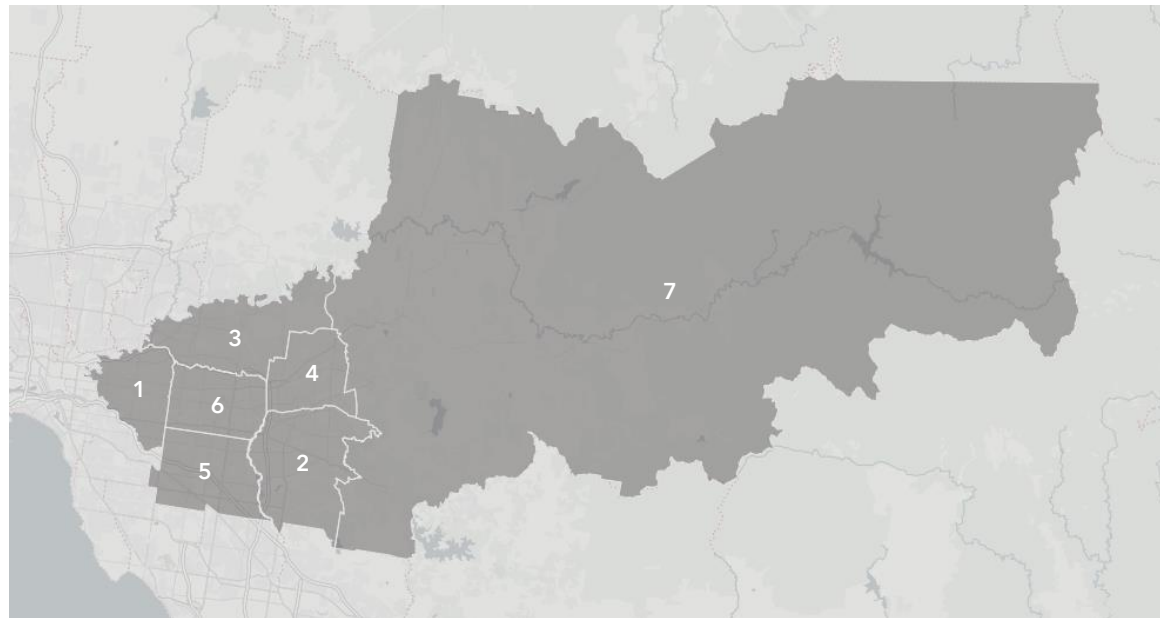
**The Melbourne East Region consists of seven local government authorities, representing a diverse range of communities from the city to the bush.**

The seven local government authorities that comprise the Melbourne East Region are:

1. Boroondara City Council
2. Knox City Council
3. Manningham City Council
4. Maroondah City Council
5. Monash City Council
6. Whitehorse City Council
7. Yarra Ranges Council

The Eastern Region Group of Councils (ERG) is the representative regional body comprising six of the seven municipalities, with the City of Boroondara not formally part of the ERG but included within this Strategy for the purpose of planning for regional sport and recreation needs.

The ERG is the key decision-making and advocacy body alongside local government authorities in the Eastern region and a key driver of this Strategy.



## KEY REGIONAL INFLUENCES

Project Context

The Melbourne East region is influenced by a range of factors that shape our communities and the way we plan for regional sport and recreation needs. While each community has its own diverse range of influences, the following key factors are impacting sport and recreation across the seven local government authorities that comprise the Melbourne East Region.

 <p><b>Population Growth</b></p> <p>Population will grow by 16.6% between 2021 and 2036 to 1.35 million.</p>	 <p><b>Demographic Profile</b></p> <p>Communities are ageing and becoming more diverse. 54% of residents have one or both parents born overseas.</p>	 <p><b>Urban Density</b></p> <p>Increasing urban density is placing pressure on existing sport and recreation facilities and community assets.</p>	 <p><b>COVID-19</b></p> <p>COVID-19 has impacted how we live and play. Participation in organised sport declined during 2020-2021, and sport activity was broadly affected.</p>	 <p><b>Partnerships and Advocacy</b></p> <p>Partnerships between all levels of government and key stakeholder groups to advocate for joint priorities.</p>
 <p><b>Changing Participation Trends</b></p> <p>Participation consists of more informal activities and communities are seeking flexible ways to participate.</p>	 <p><b>Open Space Provision</b></p> <p>Pressure on open space is growing with increasing population. Opportunities for new open space is diminishing.</p>	 <p><b>Budgets and Funding</b></p> <p>Council and land manager facility investment have been impacted by rate-capping and COVID-19 in recent years.</p>	 <p><b>Urban Development</b></p> <p>Major urban development projects such as the North East Link and transport corridors are impacting on existing sport and recreation facilities.</p>	 <p><b>Climate Change</b></p> <p>The impact of climate change will continue to increase, placing pressure on infrastructure and reliance on natural resources.</p>

# POPULATION ANALYSIS

Project Context

**The population of the Melbourne East Region continues to grow, with the total population forecast to increase by 16.6% between 2021 and 2036.**

The strongest proportional population growth is in the 65+ age cohort, forecast to grow by 33.9% between 2021 and 2036. The typical age categories for senior (20-39 years) and masters (40-64 years) sport competition categories are forecast to grow by 12.5% and 16.1% respectively. The lowest growth cohort is the junior age category (5-19 years), which will grow by 8.7% between 2021 and 2036.

Comparatively, the total population of Greater Melbourne is forecast to grow by 29.7% between 2021 and 2036.

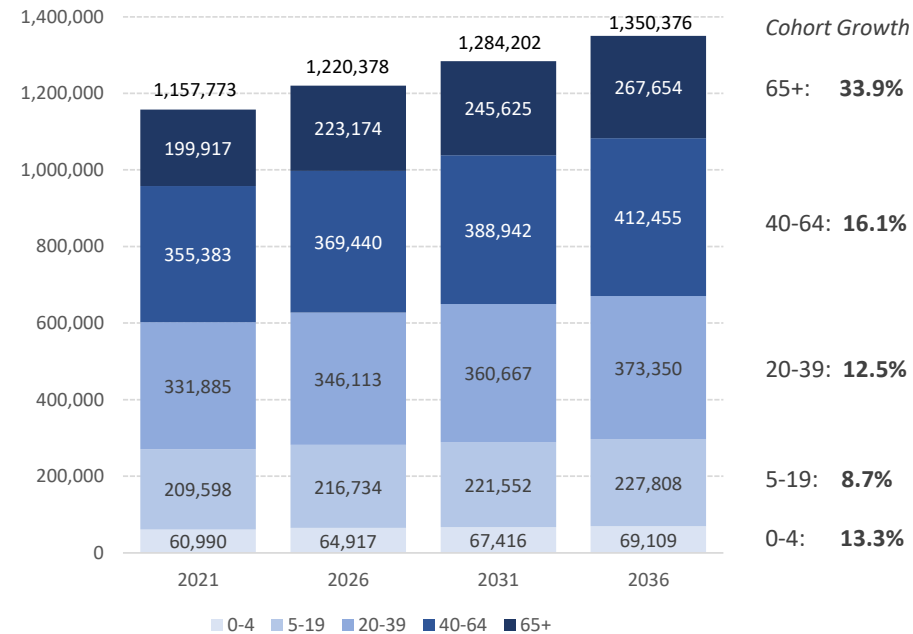
Charts provided on page 11 show the projected population growth and current age profile for each local government authority.

The City of Monash will remain the largest council in region by population through to 2036, growing to a total resident population of just under 250,000 in the next 15 years.

All councils are forecast to achieve steady population growth, with the total population of the region to grow from 1,157,773 in 2021 to 1,350,376 in 2036.

Source: Victoria In Future (2019), Victorian Government

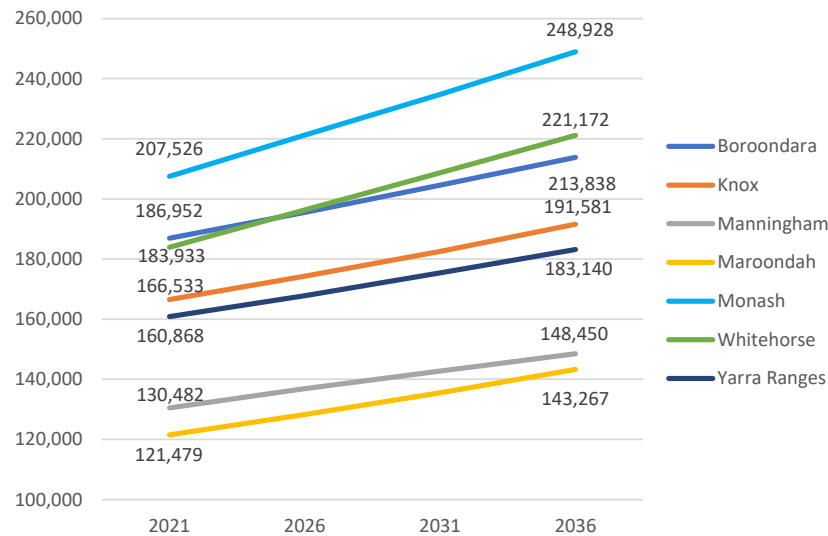
Melbourne East Population Projection 2021-2036



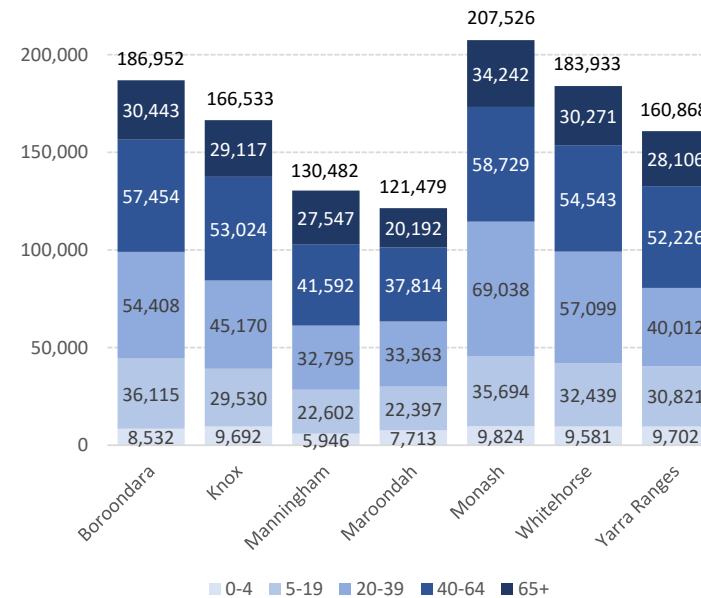
# POPULATION ANALYSIS BY LOCAL GOVERNMENT

Project Context

Population Growth 2021 - 2036



Population Age Profile 2021



Source: Victoria In Future (2019), Victorian Government



# 2016 MELBOURNE REGIONAL SPORT AND RECREATION STRATEGY

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# MELBOURNE EAST REGIONAL SPORT & RECREATION STRATEGY 2016

2016 MERSRS

## The Melbourne East Regional Sport and Recreation Strategy was established in 2016 to guide the collective strategic priorities for the seven local government authorities in the region.

The Strategy was developed in two parts:

**Part A – The Strategy:** Identified the gaps in regional sport and recreation facilities and trail provision, and outlined the vision for the future provision of regional facilities in Melbourne’s East.

**Part B – Regional Planning Framework:** Designed as a resource to support councils and regional stakeholders to prioritise, plan and deliver regional facilities and trails collaboratively and effectively.



Melbourne East Regional Sport and Recreation Strategy 2016-2022

The Strategy identified three priority areas for collaboration and collective action between the seven councils and other stakeholders:

1. Governance and partnerships
2. Knowledge and understanding of the region
3. Sustainable, flexible and efficient facility development

The Strategy developed a series of resources and tools to assist regional stakeholders in future planning and facility development including:

1. Definition of regional sport and recreation facilities
2. Regional governance structure
3. Regional planning framework
4. Stages of regional facility development

These resources and tools are retained as part of the updated Melbourne East Regional Sport & Recreation Strategy.

*The regional governance structure, regional planning framework and stages of regional facility development are provided as appendices.*

*A summary of the progress against recommendations is also provided as an appendix.*

## Regional sport and recreation facilities are defined as having the following characteristics:

- Provide a range of participation outcomes which benefit the community, allow for a range of competitions (local, state and/or national), and have the ability to host medium to large scale events.
- Cater for a broad catchment across multiple municipal boundaries.
- Offer flexibility of use by one or more sports or activities.
- Deliver quality management and service levels that are maintained to a high standard.
- Consider the defined regional facility training and competition standards of the relevant Council or Councils, and State Sporting Associations.
- Able to attract funding and support from regionally focused funding programs

The Eastern Region Trails Strategy was developed as a recommendation of the 2016 MERSRS to guide trail planning and development across Melbourne’s Eastern Region. A summary of the Eastern Region Trails Strategy is provided on page 14.

# EASTERN REGION TRAILS STRATEGY

2016 MERSRS

**An outcome of the 2016 Melbourne East Regional Sport and Recreation Strategy was to undertake further planning and advocacy for trail projects, leading to the development of the Eastern Regional Trails Strategy.**

Trails across the Eastern Metropolitan region are renowned as premier attractions and grant access to many iconic tourism destinations. They include the well-known Anniversary Trail, Main Yarra Trail, EastLink Trail, Heathmont to Belgrave Trail, Nunawading to Syndal Creek Trail and Healesville Freeway Reservation Trail.

The Eastern Regional Trail Strategy outlines a shared vision and plan of action intent on the development and promotion of a world class trails network that is desirable, safe and accessible for a verity of transport, recreation, sport and tourism activities. The Strategy sets a framework for whole of government and stakeholder investment and collaboration to maximise the provision, conditions and potential of trails.

As sustainable transport routes, trails connect locals and visitors alike to jobs, education, tourism, sport and recreation destinations across the region. Several trails are declared Strategic Cycling Corridors. These routes function as the active transport arterials of the Principal Bicycle Network and as such serve a vital role within the state transport system.

Melbourne East Regional Sport and Recreation Strategy 2022-2032

The additional connections provided between places of state and regional importance supports and enables the development of distinctive, affordable, accessible, climate resilient and liveable precincts and neighbourhoods, where people have great opportunities and choices for economic and social participation.

Accommodated alongside waterways and rail corridors, trails are places to experience, interact and connect with people and the natural environment. As social and community facilities, trails make a significant contribution to the physical and mental health of communities. Connected with open space, trails strongly influence the region’s urban character and aesthetics and provide suitable places for exercise, relaxation and connection.

For the Eastern Metropolitan Region to gain the benefits of an extensive network of trails and associated trail-based attractions, continued investment in the planning, construction, marketing and management of a cohesive and interconnected trails network is required. Over the next 10 years, the top priorities for investment are:

- Box Hill Rail Trail extension to link to Hawthorn Station: \$100 million.
- Main Yarra Trail extension to link to Warrandyte: \$3 million.

- Ringwood to Croydon Rail Trail to complete the trail from the CBD (Central Business District) to Warburton (Eastern Rail Trail): \$10 million.
- Waverley Rail Trail form Huntingdale Road to Carmel Avenue: \$1 million.
- Yarra Valley Trail extension to connect Yarra Glen to Healesville (Stage 2): \$15 million.
- Ferny Creek Trail extension to connect Acacia Road to Glenfern Valley Bushland Reserve in Yarra Ranges: \$1 million.

To realise the economic and social potential of trails, a trails marketing plan is an additional high priority project. The Plan is necessary to align and leverage marketing efforts across the region’s tourism, recreation and sport sectors and promote interconnected trail-based products, events services and consumer information.



# STRATEGIC PRIORITIES 2022-2032



## STRATEGIC PRIORITIES 2022-2032

Strategic Priorities 2022-2032

**The Melbourne East Regional Sport and Recreation Strategy has been a successful advocacy platform for regional facility development and growth of investment into sport and recreation.**

**In order to remain relevant, this review of the Strategy has examined the issues and opportunities facing sport and recreation in Melbourne’s Eastern Region and refined the strategic priorities.**

The strategic priorities are driven by the review of trends, planning, issues and opportunities collated from engagement with local government authorities and peak sporting bodies.

Since the development of the Strategy in 2016, population and participation trends have changed, and new priorities and opportunities have emerged. The review of the Strategy incorporates updated data and information from a range of sources.

The review has also provided the opportunity for Councils to reengage with key sport and recreation stakeholders to understand changes to regional priorities.

A number of the State Sporting Associations have developed infrastructure strategies since 2016, providing additional strategic context to regional priorities and direction for their needs.

Councils have also continued to plan and deliver new facilities and facility upgrades across key regional sport and recreation venues.

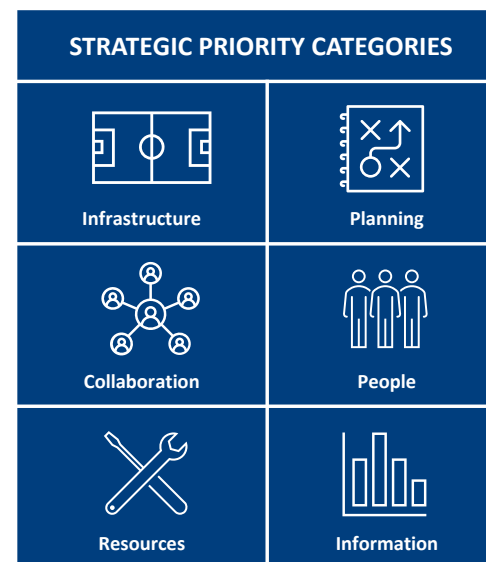
All stakeholders have navigated the COVID-19 pandemic during 2020 and 2021, impacting the way that communities consume sport and recreation, and the ability of Councils to service regional needs and fund projects.

This review ensures that the priorities within the Strategy remain relevant and up-to-date, and set the regional directions for the next ten years and beyond.

Information gathered from key stakeholders is provided as reference in the following sections:

- *Government plans and priorities for the Eastern region (pages 23-36)*
- *Sport and recreation trends and opportunities (pages 37-63)*

Each of the strategic priorities is categorised based on the core outcome that it delivers for the Melbourne East Region:





## STRATEGIC PRIORITIES 2022-2032

Strategic Priorities 2022-2032

**The Regional Sport and Recreation priorities for Melbourne East aim to establish a network approach to planning, regional facility development and stakeholder collaboration.**

There is a clear desire from all stakeholders to work collaboratively to achieve greater outcomes than could be achieved individually.





The ‘network’ approach to facility development, planning and collaboration focuses on creating efficiencies and economies of scale, and embeds relationships between stakeholders within the planning process and joint advocacy.

The priorities within each pillar align with priorities established in the 2016 Strategy, with the aim of progressing the collaborative relationships between councils and regional stakeholders.

PILLARS	1 A balanced network of regional sport and recreation facilities	2 Knowing and understanding the region	3 A collaborative approach to regional planning, policy development and advocacy	4 Shared resources and support for regional sport and recreation
STRATEGIC PRIORITIES	<ul style="list-style-type: none"> <li>1.1 Progress the delivery of established regional facility priorities</li> <li>1.2 Address gaps in existing regional facility and open space provision</li> <li>1.3 Plan for emerging and under-represented sports and recreation activities</li> <li>1.4 Create regional facility development opportunities in partnership with schools and other land managers</li> </ul>	<ul style="list-style-type: none"> <li>2.1 Understand and plan for the impact of population growth</li> <li>2.2 Collate and analyse data to understand trends and quantify needs</li> <li>2.3 Consider and plan for the impacts of urban development on the regional sport and recreation facility network</li> </ul>	<ul style="list-style-type: none"> <li>3.1 Drive collaboration via the Melbourne East Regional Sport and Recreation Steering Group</li> <li>3.2 Develop regional strategies to address priorities and shared opportunities</li> <li>3.3 Collaborate on policy development to create policy consistency across the region</li> <li>3.4 Create regional partnerships to plan, advocate and fund priorities</li> </ul>	<ul style="list-style-type: none"> <li>4.1 Establish regional development opportunities for sport and recreation organisations and stakeholders to discuss regional issues and opportunities</li> <li>4.2 Engage State Sporting Associations and other peak sporting bodies at a regional level</li> <li>4.3 Establish a suite of shared resources that improve regional planning and advocacy</li> </ul>

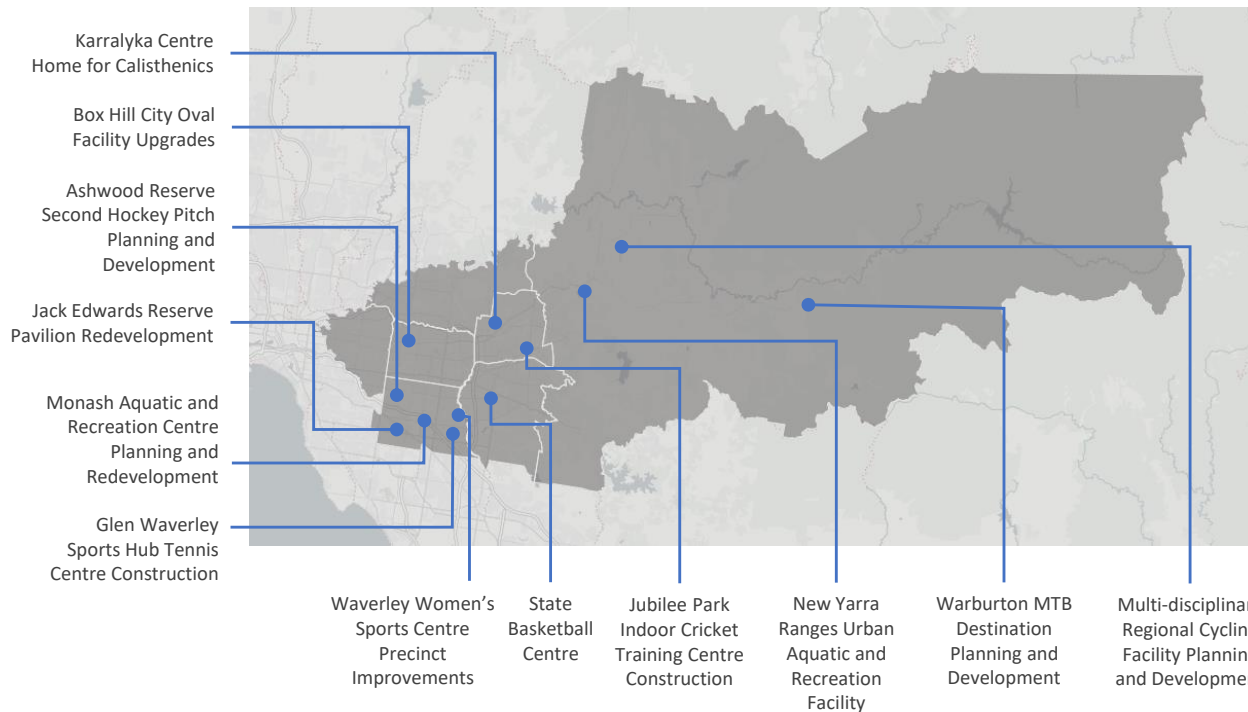
## PILLAR ONE: A BALANCED NETWORK OF REGIONAL SPORT AND RECREATION FACILITIES

Strategic Priorities 2022-2032

STRATEGIC PRIORITIES			RECOMMENDATIONS	PRIORITY	WHO
1	Progress the delivery of established regional facility priorities		Planning and delivery of new regional facilities and regional facility upgrade projects (see page 19)	High	LGAs
			Develop additional indoor sports courts to address capacity and access requirements identified within state facility strategies for basketball, netball and volleyball	Medium	LGAs, SSAs, Schools
2	Address gaps in existing regional facility provision		Consider the establishment of a multi-disciplinary cycling facility within a green-field site in Yarra Ranges Council in the medium-to-long term	Medium	Yarra Ranges, AusCycling
			Work with Bowls Victoria to achieve regional bowls facility objectives for Melbourne East within the Bowls Victoria Strategic Facilities Plan	Medium	LGAs, BV
			Continue to pursue funding to deliver a second hockey pitch at Ashwood Reserve in response to regional demand	Medium	Monash, HV
			Monitor the regional need for additional gymnastics floorspace in addition to the recent development of the Oakleigh Recreation Centre and completion of the Knox Gymnastic Facility	Ongoing	LGAs, GV
			Work with Football Victoria to explore the potential for the establishment of a new regional participation hub	Medium	LGAs, FV
3	Plan for emerging and under-represented sports and recreation activities		Support the move of Calisthenics Victoria to the Karralyka Centre, Ringwood	High	Maroondah, CV
			In conjunction with State Sporting Associations, monitor the growth of badminton and table tennis and provision of private facilities to determine the need for a purpose built regional facility.	Medium	LGAs, BV, TTV
			Establish a collaborative regional approach to planning for active recreation facility development and activation for local communities	High	LGAs
			Establish a plan for the provision of multi-discipline cycling facilities across the region, including BMX tracks, pump tracks and mountain bike facilities in addition to the current planning for trails.	High	LGAs
4	Develop regional facility opportunities in partnership with schools and other land managers		Explore with schools in the delivery of regional/sub-regional level sport and recreation facilities, including indoor stadiums (3-4 courts) and sports fields to address areas of facility provision shortfall	Medium	LGAs, Schools, DET

# PILLAR ONE: A BALANCED NETWORK OF REGIONAL SPORT AND RECREATION FACILITIES

Strategic Priorities 2022-2032



### Other Infrastructure Priorities

- Establishment of a Regional Bowls Facility
- Delivery of additional indoor court space for basketball, netball and volleyball (including partnerships with schools)
- Investigate opportunities for a Regional Football Participation Hub for Melbourne East
- Monitor the growth of badminton and table tennis and identify opportunities for purpose-built facilities
- Additional floorspace for gymnastics based on ongoing assessment of demand
- Support and advocate for the Yarra Ranges Regional Equestrian Park (by third party or private consortium)

## PILLAR TWO: KNOWING AND UNDERSTANDING THE REGION

Strategic Priorities 2022-2032

STRATEGIC PRIORITIES		RECOMMENDATIONS	PRIORITY	WHO	
1	Understand and plan for the impact of population growth		Track changes in population and demographic forecasting biennially to understand the impacts on regional sports provision, including population growth, changes in population density and demographic profile	Ongoing	LGAs
			Integrate planning for green-field sites in areas of population growth to incorporate regional facility needs and opportunities	Ongoing	LGAs
			Partner with land managers to maximise the use of open space for regional sport and recreation needs	Ongoing	LGAs, Land Managers
2	Collate and analyse data to understand trends and quantify needs		Seek participation data from priority State Sporting Associations every two years and continue the collation of participation and facility provision trends at local and regional levels	Medium	LGAs, SSAs
			Continue to expand the analysis of a range of data sources, considering the relevance of data such as Ausplay, Sport Spatial and other data as identified through ongoing monitoring and local government benchmarking	Medium	LGAs
			Provide a shared dashboard platform for the analysis and monitoring of participation trends and other trend information as required	High	LGAs
			Collectively advocate for facility redevelopment and renewal funding and resource needs based on participation and population trends	High	LGAs
3	Consider and plan for the impacts of urban development on the regional sport and recreation facility network		Use the Eastern Metro Land Use Framework to guide macro-level decisions on the impacts of urban development and land use for regional sport and recreation	Ongoing	ERG, LGAs
			Engage in the planning of regional urban development projects to ensure that the impacts on sport and recreation provision are understood and offset both locally and regionally	Ongoing	ERG, LGAs
			Explore opportunities to increase open space provision through planning processes, innovative use of alternative spaces, and opportunities to create new open space reserves for sport and recreation	Ongoing	LGAs
			Implement best practice Environmentally Sustainable Design (ESD) principles for regional sport and recreation facility projects	High	ERG, LGAs

## PILLAR THREE: A COLLABORATIVE APPROACH TO REGIONAL PLANNING, POLICY DEVELOPMENT AND ADVOCACY





Strategic Priorities 2022-2032

STRATEGIC PRIORITIES			RECOMMENDATIONS	PRIORITY	WHO
1	Drive collaboration via the Melbourne East Regional Sport and Recreation Steering Group		Each Council to commit staff capacity and resources to drive collaboration through the Melbourne East Regional Sport and Recreation Steering Group	High	LGAs
			Review the terms of reference of the Steering Group, and apportion resources within the Steering Group from member LGAs and the ERG to achieve agreed outcomes	High	ERG, LGAs
			Invite participation in Steering Group meetings from key stakeholders, including State Government, education institutions and State Sporting Associations	High	ERG, LGAs, SSAs, SRV, DET
2	Develop regional strategies to address priorities and shared opportunities		Identify opportunities to develop sport / activity specific strategies for priority sports and consider jointly funding their delivery	Medium	ERG, LGAs
			Engage State Sporting Associations, peak bodies and land managers in the development of regional facility strategies	Medium	LGAs, SSAs, Land Managers
3	Collaborate on policy development to create policy consistency across the region		Establish a register of shared regional issues via the Melbourne East Regional Sport and Recreation Steering Group and create opportunities for joint strategy and policy development	Medium	ERG, LGAs
			Create opportunities to share policies and procedures, learn from other LGAs and identify opportunities to increase policy consistency across the region	Medium	ERG, LGAs
			Collaborate with leagues and associations to develop a regional approach to flexible scheduling	Medium	LGAs, Leagues
			Implement the Victorian Government Fair Access Policy Roadmap consistently across the region	Ongoing	LGAs, SRV
			Conduct gender impact assessments for all regional facility development proposals and initiatives	Ongoing	LGAs
4	Create regional partnerships to plan, advocate and fund priorities		Establish project partnerships to plan and advocate for shared regional priorities through the ERG	Ongoing	All partners
			Establish and promote partnerships with land managers to create new opportunities for facility development and collaboration, including Dept of Education, Dept Environment, Land, Water and Planning, Parks Victoria, VicRoads, VicTrack and Water Authorities	High	ERG, LGAs, Land Managers
			Consider funding partnerships, where regional facilities provide regional benefits and significant municipal servicing across LGA boundaries	Ongoing	ERG, LGAs, Government



## PILLAR FOUR: SHARED RESOURCES AND SUPPORT FOR REGIONAL SPORT AND RECREATION

Strategic Priorities 2022-2032

STRATEGIC PRIORITIES		RECOMMENDATIONS	PRIORITY	WHO	
1	Establish development opportunities for sport and recreation organisations and stakeholders to discuss regional issues and opportunities		Establish a series of development opportunities for sport and recreation organisations, clubs, associations and other regional stakeholder groups in collaboration with State Sporting Associations and peak bodies and promote regionally.	Medium	SSAs, LGAs, peak bodies
2	Engage State Sporting Associations and other peak sporting bodies at a regional level		Engage State Sporting Associations and other peak bodies to deliver development programs and initiatives within the Melbourne East region and promote the uptake of available resources	Medium	SSAs, LGAs, peak bodies
			Provide an ongoing forum for collaboration with State Sporting Associations and other peak bodies in the planning and advocacy of shared priorities	High	SSAs, LGAs, peak bodies
3	Share resources to improve regional planning and advocacy	 	Local government authorities to contribute to the funding of joint planning and development initiatives annually via the Melbourne East Regional Sport and Recreation Steering Group	High	LGAs
			Explore development of a suite of shared resources and information for clubs, associations and communities relating to issues and policies identified by the Melbourne East Regional Sport and Recreation Steering Group	Medium	LGAs
			Prioritise and advocate for key regional priorities to be endorsed by the ERG, with support and final decision-making provided by local government authorities responsible for the delivery of priority projects	Ongoing	ERG, LGAs
			Create an annual regional sport and recreation outcomes report to promote progress against recommendations and results of collaboration	Ongoing	LGAs
			Explore opportunities for regional procurement processes to create efficiencies and economies of scale for local government purchasing related to sport and recreation.	Medium	ERG, LGAs

# GOVERNMENT PLANS AND PRIORITIES FOR THE EASTERN REGION













# GOVERNMENT PLANS AND PRIORITIES FOR THE EASTERN REGION

Government Plans & Priorities

The local government authorities and key stakeholders within the Eastern Region have continued to undertake their own planning, strategy development and policy development to address localised sport and recreation issues and opportunities. This section outlines planning and strategic direction development by councils, as well as emerging themes and infrastructure priorities within each local government area.

## Common Issues and Planning Themes

 <p><b>Pressure on facility capacity</b></p> <p>Increasing participation and population is placing pressure on existing sport and recreation infrastructure</p>	 <p><b>Growth in female participation</b></p> <p>Female participation is growing, increasing pressure on facility capacity, and scheduling for LGAs, land managers, clubs and associations</p>	 <p><b>Emergence of active recreation</b></p> <p>Increased rates of informal and unstructured recreation is leading to changes in local facility needs and demands</p>	 <p><b>Information and data</b></p> <p>Cases for council and government investment must be supported by sound evidence, data and strategic planning</p>	 <p><b>Asset Management</b></p> <p>Management of parks and built assets to maximise participation, accessibility and sustainability</p>
 <p><b>COVID-19</b></p> <p>Local government is playing a vital role in supporting sport and recreation clubs, associations and organisations to rebound from the impact of COVID-19</p>	 <p><b>Pressure on open space</b></p> <p>Open space provision is under increasing pressure due to population growth, increasing urban density and growing community expectations</p>	 <p><b>Funding and resources</b></p> <p>Council budgets and resources are under pressure from rate-capping, the impacts of COVID-19 and increasing provision standards</p>	 <p><b>Planning for growth and change</b></p> <p>Population growth, urban development, major projects and changing communities are creating new challenges for LGAs and land managers</p>	 <p><b>Climate Change</b></p> <p>The impact of climate change will continue to increase, placing pressure on infrastructure and reliance on natural resources</p>

# STRATEGIC CONTEXT: EASTERN REGION GROUP OF COUNCILS

Government Plans & Priorities

**The Eastern Region Group of Councils (ERG) is a representative region body consisting of six local government authorities in Melbourne’s east.**

The councils included in the ERG are City of Knox, City of Manningham, City of Maroondah, City of Monash, City of Whitehorse and Yarra Ranges Council.

The ERG promotes collaboration between the member councils and key stakeholders on issues of significance to the community. The ERG facilitates integrated planning, shared services and joint advocacy in pursuing outcomes that benefit communities across Melbourne’s east.

For the purpose of the Melbourne East Regional Sport and Recreation Strategy, the City of Boroondara have been invited to participate and contribute to the planning process.

**ERG Strategic Plan 2021 - 2025**

The ERG Strategic Plan outlines the joint strategic priorities for the region focusing on outcomes across five key areas: Community, Environment, Economy, Building and Infrastructure, and Operations.

The review of the Melbourne East Regional Sport and Recreation Strategy is a recommendation of the Strategic Plan, aligning with the Community and Built Infrastructure strategic priorities.

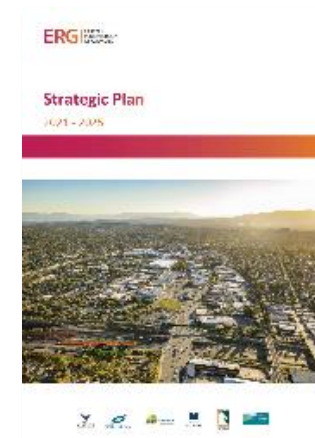
**Eastern Metro Land Use Framework Plan (Draft)**

The draft Land Use Framework for Melbourne East established an integrated approach to the development of the region, ensuring that social, economic and environmental benefits are realised as the region grows.

The local government authorities within the region face diverse issues and possess differing opportunities. The Land Use Framework provides overarching strategic direction to ensure that planning is integrated, while local outcomes remain a priority.

The Land Use Framework outlines a number of priority projects, including the North East Link, suburban rail loop precincts, and the Monash National Employment and Innovation Cluster.

From a sport and recreation perspective, the Land Use Framework acknowledges the importance of planning for major social infrastructure (including recreation facilities) and encouraging the use of public land such as schools and golf courses for open space, recreation and trail connections.



## STRATEGIC CONTEXT: CITY OF BOROONDARA

### Sport and Recreation Strategy (2016)

The Boroondara Sport and Recreation Strategy established six priority areas for action:

1. Health Wellbeing, Social Cohesion – focus on an active, healthy and connected community
2. Diversity & inclusion – create opportunities for people who are traditionally less like to participate
3. Participation – get more people active more often and balance use of facilities for structured and unstructured activities
4. Partnerships – forge effective relationships with government, sporting groups, schools and peak bodies
5. Sustainability – focus on environmental sustainability, financial sustainability and club/volunteer support
6. Infrastructure & safety – maximise outcomes from investment in new and existing infrastructure



Melbourne East Regional Sport and Recreation Strategy 2022-2032

### Open Space Strategy (2013)

9.9% of the City of Boroondara is public open space, with 36 sqm of open space per person at the time of publication.

As population grows within the municipality and private open space decreases, additional open space that serves a range of purposes is required.

### Funding and Development of Community Pavilions – Sport and Recreation (2019)

This policy aims to ensure the responsible development and renewal of community pavilions. The policy principles focus on developing and funding pavilions in partnership with facility users and other levels of government, targeting investment in areas of demand, and aligning with ESD, CPTED and universal design principles.

### Sports Ground Provision Analysis

Council is currently examining the provision of sports grounds across the municipality to understand the level of pressure on existing grounds and future needs.

### Key infrastructure priorities and planning

- Freeway Golf Course redesign (due to NE Link)
- Fritsch Holzer Indoor Stadium (VSBA-led)
- Kew Recreation Centre development (due mid-2023)
- Pavilion renewal program, including accessibility and inclusivity upgrades

### Emerging issues

- Increased female participation has resulted in facility and sports ground capacity issues.
- The majority of existing sports grounds are at capacity, due to increased participation and the landlocked nature of the City of Boroondara.
- Active recreation in parks and reserves continues to increase.
- Increased capacity issues for indoor highball courts and hockey centres due to sports played at these facilities having larger participation catchment areas.
- Dirt jumps and mountain biking on existing and improvised trails is creating maintenance and risk issues at a local level.



## STRATEGIC CONTEXT: CITY OF KNOX

### Open Space Plan 2012-2022

The City of Knox manages more than 700 hectares of open space for informal leisure and active sport activities, equating to just over 6% of the total land area of the municipality.

The Strategy defines four strategic directions for open space, including creating healthy creek corridors, activating community hubs, empowering the community as stewards of open space and engendering a network of sustainable spaces.

### Pavilion Strategy and Modular Program

Council is undertaking a review of outcomes achieved by modular pavilions and has established a broader strategy for pavilion development.

### Facility Development Policies

The City of Knox has established key policies that guide the planning and development of sport and recreation infrastructure, including:

- **Guidelines for Developing Sports Facilities** – Outlines the standards for development of facilities at local, municipal and regional level facilities. The policy notes Gilbert Park, Marie Wallace Bayswater Oval, and Knox Park Athletics Complex as regional facilities.
- **Sporting Club financial contributions towards reserve developments** – Outlines the expected contributions from sporting clubs towards the development of sports facilities. The policy includes a list of exemption, noting that specialised venues and a number regional level facilities are exempt from the policy due to the role they play in providing for the broader community.
- **Community Facility Planning Policy 2021-2024** – Establishes Council's policy framework, planning principles, planning process, and resources and tools relating to the planning, delivery and management of community facilities.

### Key infrastructure priorities and planning

- State Basketball Centre, Knox Regional Sports Park
- Knox Regional Netball Centre redevelopment and expansion
- Wantirna Reserve hockey facility development
- Gilbert Park regional baseball/softball facility upgrades
- Bayswater Oval design and upgrade works
- Knox Athletics Track field facilities upgrades
- Lewis Park Master Plan implementation

### Emerging issues

- The increase in active recreation across the municipality is creating greater demand for access to open space and space for unstructured participation.
- Equity of use of facilities and open space, and the value of open space to the community is increasing.
- Dirt jumps and mountain biking on existing and improvised trails is creating maintenance and risk issues at a local level.
- Opportunities to develop regionally consistent policies and procedures to manage local and municipal issues.

# STRATEGIC CONTEXT: CITY OF MANNINGHAM

Government Plans & Priorities

### Active For Life Recreation Strategy (2019 Review)

The City of Manningham developed the *Active For Life Recreation Strategy 2010-2025* in 2010, with a review of completed in 2019.

The priorities of the Strategy were refined to four key areas between 2019-2025:

1. Provide flexible, multi-use and durable spaces for recreation to meet the needs of a growing community
2. Collaborate with key partners and organisations
3. Foster an environment of inclusion
4. Build capacity for our community

The Strategy includes recommendations relating to review of indoor sporting needs and development requirements, with a focus on the development of master plans for Donvale Indoor Sports Centre and Manningham Templestowe Leisure Centre.

### Open Space Strategy (2014)

18% of the City of Manningham was classified as open space at the time of publication of the Strategy, with over 2,000 hectares of open space. It is acknowledged that sixty percent of the open space land is Crown land and managed by Parks Victoria.

The Strategy identifies population growth and residential development, changing lifestyle patterns and expectations, climate change, community health and wellbeing, biodiversity being the key emerging issues for open space.

The primary goals of the Strategy are to 1) value, expand and enhance the open space network, 2) make the most of existing open spaces, and 3) attract more people, more often to open space.



### Key infrastructure priorities and planning

- Aquarena Outdoor Master Plan
- Donvale Indoor Sports Centre Master Plan
- Manningham Templestowe Leisure Centre Master Plan
- North East Link Sports Developments

### Emerging issues

- Informal dirt jumps are emerging as an issue for Council. Construction of informal jumps by residents indicates growing demand.
- Increased active recreation in parks and reserves, particularly during 2020 and 2021 under COVID-19 restrictions.
- Assessment of the aquatic sport needs within the region required to limit duplication for regional swimming, diving and water sports.
- Direction required on regional lawn bowls facility provision within State Lawn Bowls Facility Plan.
- Access to current participation and demand data is vital for planning and decision-making.
- Female participation and associated impact on facility capacity.

# STRATEGIC CONTEXT: CITY OF MAROONDAH

Government Plans & Priorities

### Physical Activity Strategy 2015-2020

The Physical Activity Strategy aims to encourage Maroondah residents to be more active, more often. The Strategy acknowledges that physical activity levels are deficient across the municipality, impacting health and wellbeing outcomes.

The four Council priorities established in the Strategy are:

1. Active Travel – Encourage use of active transport and build active transport friendly environments
2. Activating Open Space – Drive participation in open space that is safe, comfortable, vibrant and walkable
3. The Future of Sport – Adapt to shifting motivations and trends in sport participation
4. Schools and Workplaces – Engage communities in physical activity through their schools and workplaces



Melbourne East Regional Sport and Recreation Strategy 2022-2032

### Equally Active Strategy 2019

The Equally Active Strategy aims to increase the physical activity levels of women and girls, acknowledging their specific barriers to participation. The Strategy seeks to drive outcomes in the four key areas of gender equality in sport, women of CALD backgrounds, young women and women with care responsibilities.

#### Open Space Strategy

11% of the City of Maroondah is comprised of open space, equating to 650 hectares and 430 reserves. The Strategy identified emerging trends impacting open space provision including the balance between sport and passive recreation, promotion of physical activity, climate change and fostering partnerships to enhance open space.

#### Golf Strategy 2020-2030

The Golf Strategy examined the performance of Council’s two public golf courses – Dorset Golf Course and Ringwood Golf Course. The Strategy acknowledged the declining financial performance of the courses and need to evolve the golf offering to engage the community and improve sustainability.

The priority actions from the Strategy centre around enhancing facilities, marketing, engagement and pricing, diversifying opportunities and increasing the inclusion of under-represented groups.

#### Key infrastructure priorities and planning

- Construction of the indoor cricket training centre at Jubilee Park, Ringwood
- Relocation of Calisthenics Victoria administration and operations to the Karralyka Centre
- Extreme Sports in Public Places Strategy
- Maroondah Tennis Strategy

#### Emerging issues

- Increasing female participation has created facility capacity issues. The strong growth in female participation numbers for sports such as AFL and cricket has started to plateau, with retention being the next challenge for local clubs and associations.
- Active recreation in local parks and reserves is continuing to increase.
- Opportunities for volunteers training and skill development is required. There is potential for overlap between LGAs and sports – a collaborative approach may optimise use of resources.
- Access to current participation and demand data is vital for planning and decision-making.
- The potential for a home for Calisthenics in Maroondah is being considered.

## STRATEGIC CONTEXT: CITY OF MONASH

### Active Monash Plans and Strategies

Active Monash incorporates a series of frameworks and initiatives that aim to deliver on the vision and aspirations of Monash City Council, including:

- Sports Club Framework
- Fees and Charges Policy
- Capital Works Priorities Framework
- Active Reserves Facility Hierarchy
- Monash Tennis Plan
- Monash Football (Soccer) Plan
- Community Sport, Premier League and Elite Sport Framework
- Active Communities Framework

These strategies and plans provide strategic and operational guidance to ensure that Monash City Council delivers on the goals of Active Monash and ultimately improves the health of the residents.

### Monash Open Space Strategy (2018)

The Open Space Strategy outlines the priorities for the development of open space across the City of Monash, with a focus on improving access, quality, quantity, diversity, sustainability, and environmental value across the network.

While the City of Monash generally has a sufficient amount of open space (2.7 hectares per 1,000 residents), the distribution of open space across the network is not equal, with open space precincts ranging from 0.5 hectares (Notting Hill) to 4.2 hectares (Ashwood/Burwood) per 1,000 residents.

### Active Recreation Opportunities Strategy (2021)

The Active Recreation Opportunities Strategy seeks to create more opportunities for unstructured and informal physical activity across the City.

The Strategy focuses on the delivery active recreation infrastructure, with a network of active recreation nodes and facilities planned for development and activation across the City.



### Key infrastructure priorities and planning

- Waverley Women’s Sports Centre Precinct Plan implementation
- Glen Waverley Sports Hub (Regional Tennis Centre)
- Ashwood Reserve second hockey pitch
- Jack Edwards Reserve pavilion and grandstand design
- Monash Aquatic Facilities Development Plan

### Emerging issues

- Increasing active recreation participation by residents. Monash City Council has recently developed the Active Recreation Opportunities Strategy to determine future priorities.
- Opportunities for collaborative funding between Councils should continue to be explored.
- Provision for activities such as badminton and table tennis should be explored.

# STRATEGIC CONTEXT: CITY OF WHITEHORSE

Government Plans & Priorities

## Indoor Sports Facility Feasibility Study

The Indoor Sports Facility Feasibility Study establishes the priorities for planning and development to meet indoor facility needs across the municipality.

Recommendations include the exploration of opportunities for a multi-use facility including table tennis in Box Hill, concept design development for Sportlink and master plan development for East Burwood Reserve.

The Study also establishes criteria for the assessment of development proposals at existing indoor facilities including Aqualink, Sportlink, Slater Reserve Stadium, Nunawading Basketball Centre, and Nunawading Gymnastic and Sports Club.

## Open Space Strategy

Open space in the City of Whitehorse comprises 10.7% of the municipality, equating to 690 hectares across 335 open space reserves. 81.7% of the open space in the City consists of 71 reserves that are larger than 3 hectares (57 municipal, 24 regional).

The principles established by the Strategy relate to open space that is accessible, diverse, equitable, connected, adaptable, sustainable, social, recreational and cultural.

Melbourne East Regional Sport and Recreation Strategy 2022-2032

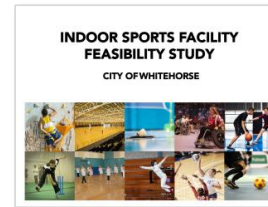
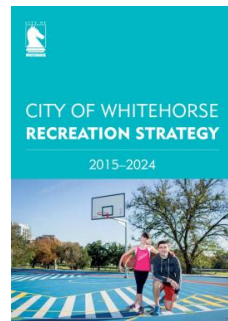
## Recreation Strategy 2015-2024

The Recreation Strategy establishes the priorities for the City of Whitehorse to guide the planning of recreation services and facilities.

Regarding regional facilities, the Strategy identifies the need to work in partnership with neighbouring councils to plan and implement regional infrastructure that caters to broad population catchments.

## Draft Strategic Partnerships Framework 2021

The Strategic Partnerships Framework has been developed to assist Council in considering suitable indoor sports facility projects and partnerships, particularly in relation to the delivery of the Indoor Sports Feasibility Study.



## Key infrastructure priorities and planning

- Aqualink Nunawading Feasibility Study
- Box Hill City Oval pavilion redevelopment
- East Burwood Reserve Master Plan, including Nunawading Basketball Centre
- Morack Golf Course redevelopment planning
- Sportlink facility redevelopment planning
- Terrara Park Pavilion redevelopment

## Emerging issues

- Facility capacity is becoming an issue for sport within Whitehorse City Council.
- Lack of organised sport at reserves provided increased access to residents during COVID-19 restrictions. Management of resident and club expectations relating to sports ground/facility access required.
- Council rate capping will impact the capital investment into facilities at local and regional levels, including co-investment into facilities with regional partners.
- Demand for indoor sports such as gymnastics and table tennis requires consideration within Whitehorse and across the regional network.
- Partnership opportunities with schools should be considered at a regional level.



# STRATEGIC CONTEXT: YARRA RANGES COUNCIL

Government Plans & Priorities

## Recreation and Open Space Plan 2013-2023

The Recreation and Open Space Plan establishes Council’s strategic framework, policy setting, and implementation plan for sport, recreation an open space.

The Plan consolidates strategic documents relating to aquatic facilities, sport and recreation infrastructure, and participation opportunities to provide Council with a holistic strategic direction.

The implementation plan includes recommendations for the planning and delivery of regionally significant facilities.



Melbourne East Regional Sport and Recreation Strategy 2022-2032

## Warburton MTB Destination

The development of a regionally significant mountain bike facility at Warburton is a key priority for Yarra Ranges Council. The planning for this project is being undertaken separately to the Melbourne East Regional Sport and Recreation Strategy.

## Accelerated Community Infrastructure Program

Yarra Ranges Council established the Accelerated Community Infrastructure Program to outline Council’s priorities across a range of local, municipal and regional projects. Yarra Ranges Council is growing in population and visitation, with this program aiming to fill the widening gap between Council revenue and infrastructure and asset requirements.

The Program outlines key regional projects including aquatic facility development, partnership with schools to develop stadiums, cycling trails and facilities, and other local sport facility developments.

## Key infrastructure priorities and planning

- Warburton Mountain Bike Destination
- Consideration of the Yarra Ranges Urban Aquatic and Recreation business case with possible progress to implementation.
- Support and advocate for the Yarra Ranges Regional Equestrian Park proposed by a third party (or private consortium).
- Consideration of a regional sports precinct to cater for a number of sports including multiple cycling disciplines.

## Emerging issues

- Planning for population growth requires the future development of facilities that cater for aquatics, leisure, sport and recreation in new communities.
- Active recreation is increasing in importance for the community. Regionally consistent planning and policy would assist in aligning Councils across the region.
- Partnership opportunities with schools to provide for indoor stadium needs. Potential to expand 1-2 court stadiums to 3-4 courts to meet community demand.
- Council is receiving requests from ‘hard to locate’ sports such as motocross and shooting.
- Growth in female participation and the associated impact on facility capacity.
- Growing demand for bike infrastructure including mountain bike trails, pump tracks and dirt jumps.

## STRATEGIC CONTEXT: GREATER MELBOURNE OPEN SPACE

Government Plans & Priorities

### Open Space Strategy for Metropolitan Melbourne 2021

The Open Space Strategy for Metropolitan Melbourne 2021 establishes the strategic framework for the protection and development of open space across Melbourne to create a network of accessible parks and spaces.

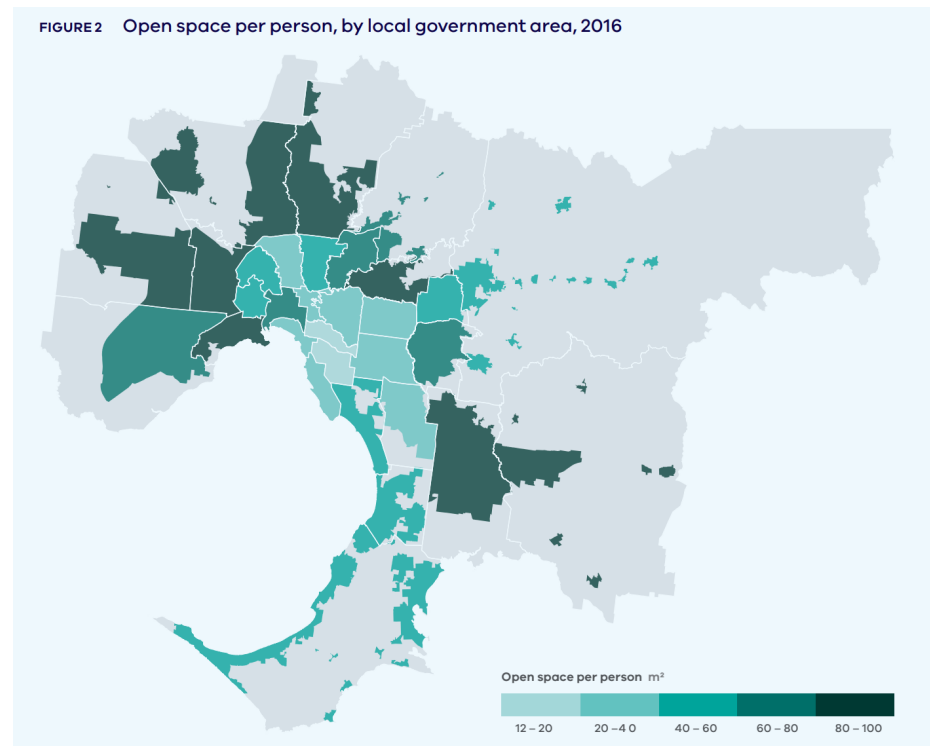
While individual local government authorities deliver localised planning for open space development, this strategy sets city-wide direction that assist in collaboration between authorities and levels of government.

The four primary goals of the strategy relate to improved community health and wellbeing, healthier biodiversity, enhanced climate change resilience, and maximized economic and social benefits.

The strategy highlights a range of actions relevant to the Melbourne East region, including the Warburton Mountain Bike Destination project, Wattle Park upgrades, use of school grounds for community use, and the Metro Parks Public Acquisition Overlay Program.

The development of the 30-year investment opportunities framework as an action of the strategy provides an opportunity for collaboration between Melbourne East local government authorities, DELWP and other land managers on regional priorities.

FIGURE 2 Open space per person, by local government area, 2016



## STRATEGIC CONTEXT: STATE GOVERNMENT

### Active Victoria 2022-2026

Active Victoria 2022-2026 establishes a strategic framework for sport and active recreation in Victoria, guiding the Victorian Government’s objectives and priorities for the sector.

The Active Victoria vision is “to build a thriving, inclusive and connected sport and active recreation sector that benefits all Victorians”.

The framework outlines three key objectives:

1. **Connecting communities:** All Victorians have access to high-quality environments and appropriate participation opportunities
2. **Building value:** The sport and active recreation workforce create positive experiences for people
3. **Enduring legacy:** A connected system that generates long-term benefits for the sector and Victoria

The Melbourne East Regional Sport and Recreation Strategy delivers outcomes across all objectives within Active Victoria 2022-2026.

The Strategy is particularly aligned with *Key Direction 3* outlined within the *Infrastructure* outcome of the *Connected Communities* objective:

**Key Direction:** Improve community sport and active recreation infrastructure coordination to better meet demand, with a focus on areas and populations who need it most:

- Develop a shared understanding of Victoria’s community sport and active recreation infrastructure priorities to support coordinated local, regional, and state-wide approaches to planning and investment
- Work across agencies to embed sport and active recreation needs in Victorian land-use planning, infrastructure, and service delivery to create more active communities



## STRATEGIC CONTEXT: STATE GOVERNMENT

### Fair Access Policy Roadmap (2022)

The Fair Access Policy Roadmap outlines the Victorian Government’s commitment to progressing gender equitable access to community sport and recreation infrastructure.

The Roadmap establishes six fair access principles to provide guidance and support to local governments and public land managers:

1. Community sports infrastructure and environments are genuinely welcoming, safe, and inclusive.
2. Women and girls can fully participate in all aspects of community sport and active recreation, including as a player, coach, administrator, official, volunteer and spectator.
3. Women and girls will have equitable access to and use of community sport infrastructure:
  - a. of the highest quality available and most convenient,
  - b. at the best and most popular competition and training times and locations,
  - c. to support existing and new participation opportunities, and a variety of sports.
4. Women and girls should be equitably represented in leadership and governance roles.

5. Encourage and support all user groups who access and use community sport infrastructure to understand, adopt and implement gender equitable access and use practices.
6. Prioritise access, use and support to all user groups who demonstrate an ongoing commitment to gender equitable access and use of allocated community sport infrastructure.

The Fair Access Policy Roadmap will be implemented in a phased approach to support government and sport and recreation stakeholders to plan for change:

- Phase 1: Education (August 2022 – 2023)
- Phase 2: Readiness (2023 – 30 June 2024)
- Phase 3: Progress (1 July 2024 onwards)

The Fair Access Policy Roadmap is supported by a series of key resources for local governments and sport and recreation organisations, including the Fair Access Policy Template and the Fair Access Action Plan Template.



### Fair Access Policy Roadmap

Supporting gender equitable access to and use of community sports infrastructure in Victoria



## STRATEGIC CONTEXT: STATE GOVERNMENT

### Safe and Strong: Victorian Gender Equity Strategy

The Victorian Gender Equality Strategy establishes the vision for all Victorians to live in a safe and equal society.

The Strategy outlines a series of reforms for governments to deliver and identifies sport and recreation as a key setting to deliver change.

The Strategy identifies that:

- Sport is a powerful vehicle for change
- Sport is critical to female empowerment and good health
- Gender gaps persist in sport and recreation

A key early action from the Victorian Gender Equity Strategy is to “work with local government and State Sporting Associations to promote equitable treatment of men and women in the provision of and access to infrastructure and facilities”.

Female participation is growing across Melbourne East and further support from government and sport will enable this growth to continue into the future.

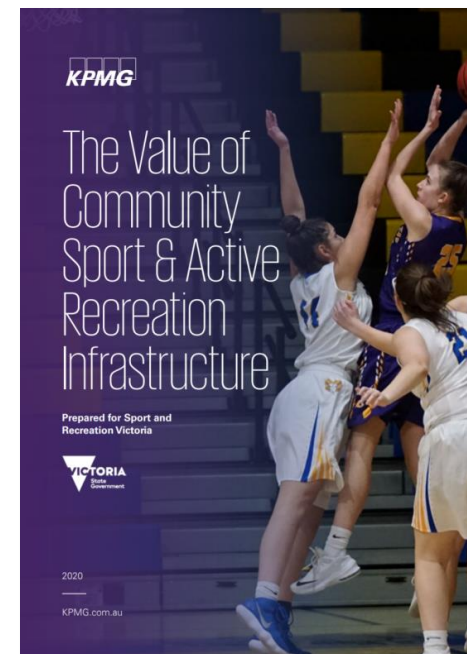
### Value of Sport and Active Recreation Infrastructure

Sport and Recreation Victoria engaged KPMG to articulate the value that community sport and active recreation infrastructure adds to the state of Victoria.

The report focuses on the economic, health and social benefits sport and active recreation infrastructure delivers in communities across Victoria and builds on a similar piece of work delivered by KPMG for Sport Australia at a national level.

Key national findings:

- Community sport and active recreation infrastructure delivers \$2.1 billion economic impact, \$2.3 billion health benefit and \$2.6 million social benefit to Victoria annually
- Economic impact is driven by increased economic activity (\$2.078 billion) and in event-related tourism expenditure (\$14 million)
- Health benefits accrued include reduce risk of chronic disease (\$1.184 billion), improved mental health (\$848 million), increased productivity (\$270 million), reduced risk of falls (\$33 million) and reduced risk of drowning (\$1 million)
- Social benefits include human capital uplift (\$1.441 billion), volunteering (\$596 million) and green space (\$579 million)





# SPORT AND RECREATION TRENDS AND OPPORTUNITIES

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# SPORT AND RECREATION TRENDS AND OPPORTUNITIES

Sport & Recreation Trends

### Understanding the participation trends and infrastructure planning of State Sporting Associations is vital for the Melbourne East region to assess strategic priorities.

To gain insights into the priorities of each priority sport, meetings were undertaken with representatives from each of the following peak sporting bodies:

- AFL Victoria
- Badminton Victoria
- Baseball Victoria
- Basketball Victoria
- Bowls Victoria
- Calisthenics Victoria
- Cricket Victoria
- AusCycling
- Football Victoria
- Gymnastics Victoria
- Hockey Victoria
- Netball Victoria
- NRL Victoria
- Rugby Victoria
- Swimming Victoria
- Tennis Victoria
- Volleyball Victoria

As part of the Strategy review, participant data has been sought from a range of state sports associations (or equivalent) for the last three consecutive years or seasons (across 2019, 2020, 2021 and 2022).

It is important to acknowledge the impact that COVID-19 had on participation during 2020 and 2021. As participation numbers were significantly affected and the impacts were not felt equally by all sports, this context needs to be acknowledged when analysing participation trends.

Notes regarding participation data analysis:

- Participation in competitions and programs that are not affiliated with State Sporting Associations are generally not represented in the data analysis.
- COVID-19 restrictions impacted most sports, with decreased participation numbers during 2020 and 2021. Indoor sports generally experienced the most significant impacts from COVID-19 restrictions.
- A number of state sports associations (or their national equivalent) have either recently migrated to new membership/participation data platforms or are in the process of migration.
- Where possible, duplicate participant records have been removed where a single participant has played across multiple clubs or grades.

In addition to the participation data, strategic context and regional needs provided by each sport, an overview of the collated Ausplay data for the seven councils in the Melbourne East region and table of previous participation data has been included as a reference.











Image: Waverley Netball Centre, Jells Park

## KEY ISSUES AND OPPORTUNITIES FOR REGIONAL SPORT

Sport & Recreation Trends

The seventeen State Sporting Associations and peak sporting bodies that were engaged during the review of the Melbourne East Regional Sport and Recreation Strategy identified a range of issues and opportunities facing the growth and development of their respective sports. Many of the themes highlighted mirrored those identified by council and government stakeholders, creating opportunities for collaboration to create solutions.

### Common Issues and Opportunities Across Sports

 <p><b>Pressure on facility capacity</b></p> <p>Growth of participation in sport is creating the need for increased facility capacity and upgrades to existing infrastructure.</p>	 <p><b>Growth in female participation</b></p> <p>Female participation growth is a priority for the majority of sports, creating the need for more infrastructure. Increasing female participation has created capacity issues at some venues.</p>	 <p><b>Talent pathway and event venues</b></p> <p>Regional venues play a vital role in developing talent and hosting events. Gaps in regional provision limit pathways and event delivery. Roles of LGAs and SSAs require clarification.</p>	 <p><b>Planning for growth</b></p> <p>Planning for the facility and servicing needs of growing communities is vital for the sustainability of sport.</p>
 <p><b>COVID-19</b></p> <p>COVID-19 restrictions impacted the ability of sports to operate. Sports require support to rebound from reduced participation and operation.</p>	 <p><b>Changing Participation Trends</b></p> <p>Increased demand for flexible, social and informal participation at community level. Increased professionalism within the talent pathway.</p>	 <p><b>Funding and resources</b></p> <p>Funding and resources for programming and facility projects are being stretched. Collaboration with LGAs and government is vital to understand capacity to support future priorities.</p>	 <p><b>Information and data</b></p> <p>Building cases for facility development on strong evidence is crucial to ensuring returns on stakeholder investment are maximised.</p>

## ACTIVE RECREATION

**Active recreation continues to emerge as a popular form of activity, with Ausplay data indicating that the forms of physical activity with the highest participation rates are non-competitive activities such walking, running, cycling and swimming (see pages 59-62).**

Active recreation is generally defined as unorganised or non-competitive physical activity undertaken during leisure time. Active recreation activities generally have a high level of flexibility and low level of structure, creating activities that are highly accessible with few barriers to participation.

While active recreation activities have high participation rates in comparison to organised sport, active recreation participation is generally drawn from a local catchment rather than a regional level. Local parks, reserves and facilities generally provide the convenience and accessibility that participants are seeking from active recreation.

The primary exceptions are regional trail networks and mountain-biking facilities, which cater for multiple municipalities and can draw users from beyond the region. Regional trail and mountain-bike-specific strategies (see page 14) have been established to guide advocacy for these regionally significant projects.

Melbourne East Regional Sport and Recreation Strategy 2022-2032

Given the localised nature of active recreation participation, the planning, development and activation of active recreation facilities is generally delivered locally rather than regionally across multiple municipalities.

Planning for regional-level open space parks and reserves may be undertaken collaboratively, but is generally led by the by the relevant local government authority or land manager.

On this basis, the Melbourne East Regional Sport and Recreation Strategy focuses primarily on regional level facilities for organised sport due their broader geographic catchment and ability to host regionally significant events and competitions.

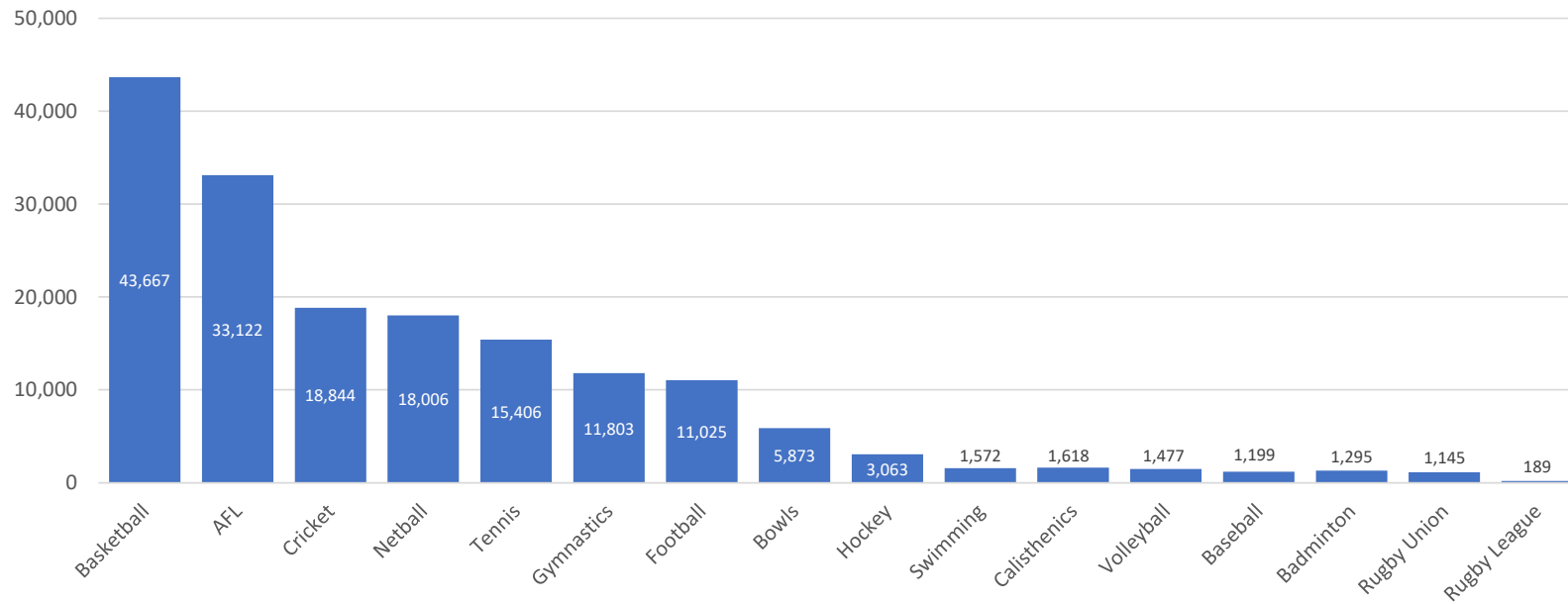
The seven local government authorities within the Melbourne East region should continue to examine opportunities to collaborate where an active recreation facility project or initiative may have benefits across multiple municipalities and draw participation from across the region..



## SPORT PARTICIPATION 2021

The Sport Participation 2021 analysis consists of resident participant data provided by State Sporting Associations. Participation that is not associated with affiliated competitions and programs is not included within the analysis. Analysis of each sport by Local Government Authority is provided as an appendix.

Sport & Recreation Trends





# AUSTRALIAN RULES FOOTBALL

Sport & Recreation Trends

**Australian Rules Football is one of the highest participation sports in the Melbourne East Region, with growth across male and female cohorts.**

Australian Rules Football is generally well provisioned from a facility perspective, although facility capacity is coming under pressure due to the significant growth of female football.

### State & Melbourne East AFL Facilities Development Strategies

AFL Victoria have developed both State level (2017) and Melbourne East Regional (2019) Facilities Development Strategies, providing clear strategic direction for the Australia football needs in the region.

The State-level strategy includes the development of administration centres/regional hubs and provide venues that support talent pathways and competitions.

The Strategy also focuses on the quality and carrying capacity of facilities, planning for new facilities in growth areas, catering for diversity (particularly growth in female participation) and enhancing relationships with local government.

The Melbourne East Football Facilities Strategy identified a range of priorities specific to Melbourne East, focused on increasing the facility capacity and responding to regional needs.

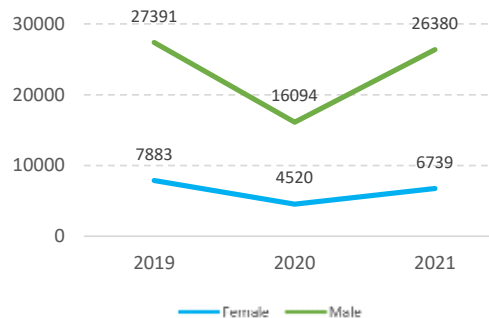
Melbourne East Regional Sport and Recreation Strategy 2022-2032

Priority two within the Melbourne East Football Facilities Strategy establishes the key state level, regional and talent pathway venues as priorities for investment.

Box Hill City Oval is identified as the state level investment priority, with a \$5 million improvement program planned for the venue. Other facility priorities to the value of over \$154 million are outlined within the Strategy.

### Participation

Australian Rules Football Participation was impacted by COVID-19, but rebounded in 2021 to similar levels as 2019. Notably, female participation makes up approximately 20% of total participation (based on 2021).



### Key Regional Facilities

- Box Hill City Oval – Box Hill Hawks
- Kilsyth Centre of Excellence – Eastern Ranges

### Regional Needs

- The existing regional venues service AFL regional facility needs, but further upgrades and development is required.
- Investment in Box Hill City Oval is a key regional priority, with an approximate \$19 million improvement program planned for the site.
- Increasing facility capacity to cater for growth and meeting the facility needs of women and girls.

# BADMINTON

**Badminton is ideally seeking the establishment of purpose-built facilities to cater for regional participation and development needs in Melbourne East.**

Badminton has traditionally shared court space with other sports in multi-purpose facilities, but the absence of a purpose-built facility limits talent pathways and development in the region.

### Badminton Victoria Strategic Plan

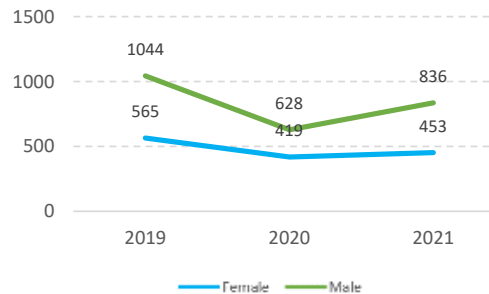
The Badminton Victoria Strategic Plan 2021-2025 provides high level direction for growing the sport and supporting its members.

The plan focuses on engagement of participants and volunteers, supporting the talent pathway, ensure sustainability, inclusion and events.

### Participation

Like many indoor sports, badminton participation has been affected by COVID-19 restrictions. Participation in badminton is likely to continue to rely on access to multi-purpose courts, but purpose built facilities should be considered should the number of participants grow in the medium-to-long term.

Participation in badminton is highest in the City of Manningham, comprising approximately 35% of participants (based on 2021). Monash, Whitehorse and Boroondara also have relatively strong participation in badminton (note: Monash demand is primarily met by private centres)



### Key Regional Facilities

- Sportlink, Vermont South
- Kilsyth Sports Centre
- Maroondah Nets, Heathmont
- Doncaster Badminton Centre
- Melbourne Unique Badminton Centre
- Glen Waverley Badminton Centre

### Regional Needs

- The opportunity to develop a badminton-specific facility that caters to regional needs is a priority for Badminton Victoria. Badminton often shares court space with other sports and is a lower priority due to the demands of larger sports. Participation rates in badminton should be monitored in key locations such as Manningham, Whitehorse, Monash and Boroondara to determine the need for a stand-alone regional centre in the medium-to-long term.

# BASEBALL

Sport & Recreation Trends

### Baseball is currently serviced by two sub-regional level facilities in Gilbert Park and Napier Park.

While Baseball needs to continue to evolve its venues, the primary purpose of facility upgrades will be focused on increasing participation opportunities and flexibility.

The majority of the talent pathway is delivered from the State Baseball Centre in Altona, with baseball competitions and programs focused on local participation rather than regional development opportunities.

Baseball Victoria also indicated that they were seeking to reform competition and participation structures, and that the development of regional facilities and initiatives would be a longer-term goal.

### Baseball Victoria Strategic Plan 2016-2019

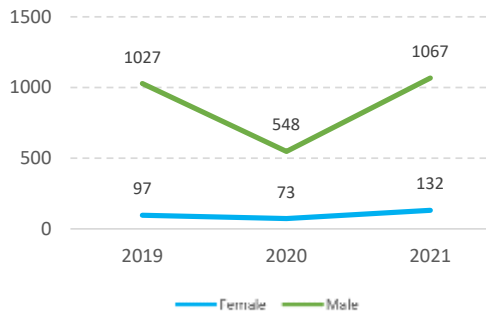
The Baseball Victoria Strategic Plan is due for renewal, with the existing plan running through until 2019. While the Strategic Plan notes the need to improve facilities, it is primarily focused on growing participation, supporting the talent pathway, increasing sustainability and strong governance.

Baseball Victoria indicated that they were currently developing a new strategic plan when engaged in late 2021.

### Participation

Participation in baseball has held relatively steady in 2019 and 2021, with the dip in participation during 2020 due to COVID-19 restrictions.

The participation base of baseball in Melbourne East is largely male-centric with approximately 12% of participation in baseball comprised of women and girls (based on 2021).



### Key Regional Facilities

- Gilbert Park, Knoxfield
- Napier Park, Glen Waverley

### Regional Needs

- The existing sub-regional level facilities at Gilbert Park and Napier Park serve the current needs of baseball.
- The installation of sportslighting at Napier Park would increase capacity to provide additional participation and talent development opportunities.

# BASKETBALL

Sport & Recreation Trends

## Basketball is one of the strongest participation sports in Melbourne East, with high participation at all levels.

The establishment of the State Basketball Centre at Knox Regional Sports Park is the key basketball facility project in the region, but further consideration of court capacity and partnerships with schools should be considered.

### Basketball Victoria Facility Master Plan 2017

The Basketball Victoria Facility Master Plan identified the key requirements for basketball within the region, with the development of the State Basketball Centre at the Knox Regional Sports Park providing a central priority for the region.

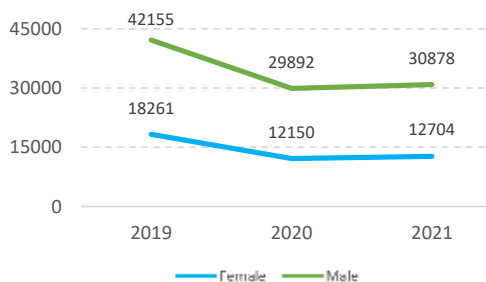
The 2017 Master Plan recommendations included (a number of which have been completed):

- Boroondara: An additional two courts are required by 2021 to cater for growth. A high number of school courts are used decreasing the capacity per court.
- Knox: Existing provision caters for demand, with the development of the State Basketball Centre to provide further capacity.
- Manningham: Bulleen Stadium requires an additional 4-5 courts, with another four courts required in the Doncaster area by 2025.

- Maroondah: An additional two courts are required by 2021 to meet needs for basketball.
- Monash: Additional courts were recently developed at Oakleigh Recreation Centre, although Monash still requires a further two courts by 2021.
- Whitehorse: An additional two courts are needed at Nunawading Stadium, as well as an additional 2-3 courts in the Box Hill / Burwood East area.
- Yarra Ranges: Development of facilities at Upwey High School and Melba College to create additional capacity to meet short-to-medium term needs.

### Participation

Basketball is the highest participation sport in Melbourne East, although participation was impacted during 2020/21.



### Key Regional Facilities

- State Basketball Centre – Knox Regional Sports Park
- Boroondara Sports Complex, Balwyn North
- Mullum Mullum Stadium, Donvale
- Nunawading Basketball Centre, East Burwood
- Kilsyth Sports Centre
- Oakleigh Recreation Centre
- Maroondah Rings, Ringwood
- Waverley Basketball Centre, Chadstone
- Monash University Stadium, Clayton

### Regional Needs

- Delivery of the State Basketball Centre
- Potential to partner with schools and education institutions to develop regional / sub-regional level stadiums (3-4 courts)
- Fritsch Holzer Indoor Stadium two-court stadium feasibility and design implementation

# BOWLS

**While participation in bowls continues to hold steady in Melbourne East, the establishment of a regional facility capable of hosting events and high-level competitions is a priority for Bowls Victoria.**

The upgrade of an existing facility to incorporate a minimum of one covered green is a key priority for bowls in Melbourne East.

### Bowls Victoria Strategic Facilities Plan 2020-2030

The Bowls Victoria Strategic Facilities Plan identifies the need for regional lawn bowls facilities, with a core requirement of having two or more greens (with at least one undercover green) and facilities to cater for major events such as state/national championships.

The Melbourne East region consists of parts of the Eastern Ranges, Yarra and Sandbelt bowls regions, with no regional level bowls facilities provided within the seven Melbourne East LGAs.

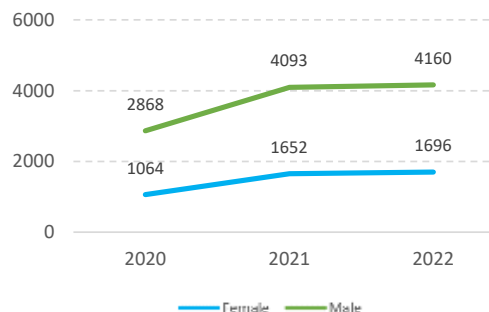
Regional level bowls facilities within these three bowls regions are provided at Darebin City Bowls Club (now non-operational), Brighton Bowls Club and Dandenong Bowls Club, with an undercover green to be established at Berwick Bowls Club in the near future.

Through consultation, Bowls Victoria noted the potential for a “major” level bowls facility within the region to be elevated to regional status, with consideration given to the location of existing regional level facilities to the north, west, south and south-east (future development).

### Participation

Participation in bowls skews significantly towards older age cohorts with approximately 10-15% of participants each year below the age of 50.

*Note: 1,480 participants had no gender listed in 2021. The proportion of gender split in 2022 was assigned to the 1,480 participants with no gender from 2021.*



### Key Regional Facilities

- No facilities currently meet Bowls Victoria regional facility criteria

### Regional Needs

- Establishment of an agreed regional bowls venue, incorporating a minimum of one covered green and associated supporting infrastructure to facilitate regional and state level competitions and events.



# CALISTHENICS

Sport & Recreation Trends

**Calisthenics is seeking to create a home for the sport, with the state administration and performance facility to be based in the Melbourne East region.**

Calisthenics Victoria has been seeking to partner with Maroondah City Council to move its state-level operations to the Karralyka Centre in Ringwood.

### Calisthenics Victoria Strategic Plan 2019-2022

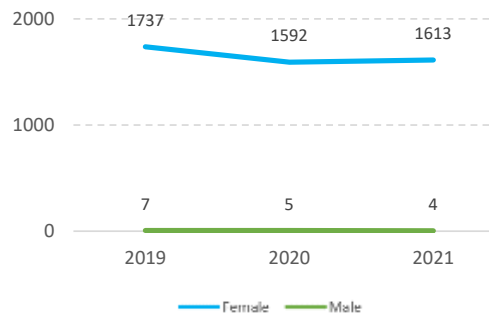
The Calisthenics Victoria Strategic Plan 2019-2022 establishes four key pillars for delivery, with the ‘creation of a home for calisthenics’ the first pillar of the strategy.

The creation of a home for calisthenics is particularly relevant for the Melbourne East region, as the proposed new home of calisthenics is the Karralyka Centre in Ringwood.

Calisthenics Victoria will centre its administration and operations from the Karralyka Centre, and will use studio and performance space for programs, competitions and events.

### Participation

Participation in calisthenics is almost entirely comprised on women and girls, as well as skewing highly towards younger participants, with approximately three-quarters of participants 19 years-old or younger.



### Key Regional Facilities

- Karralyka Centre, Ringwood (proposed)

### Regional Needs

- The creation of a home for calisthenics at the Karralyka Centre is the key regional (and state level) facility need for the sport.

# CRICKET

**The Victorian Cricket Infrastructure Strategy establishes clear priorities for the development of Cricket and Community Centres across Greater Melbourne, with Jubilee Park (Ringwood) fulfilling this role for Melbourne East.**

The recent announcement of funding for the development of an indoor training facility at Jubilee Park will complete the required facilities to service the regional facility needs for Melbourne East.

### Victorian Cricket Infrastructure Strategy

The Victorian Cricket Infrastructure Strategy 2018-2028 was developed based on the results of the statewide cricket facility audit and consultation with LGAs and stakeholders.

The Melbourne East region consist of the Inner South East Metro, Inner East Metro and Outer East Metro cricket regions.

The key recommendation relating to regional level facilities for cricket is the delivery and activation of a regional level Cricket and Community Centre within the Outer East Metro region (Maroondah, Knox, Yarra Ranges).

This recommendation has been partially delivered at Jubilee Park, Ringwood (City of Maroondah), with the further development of an indoor training facility recently announced.

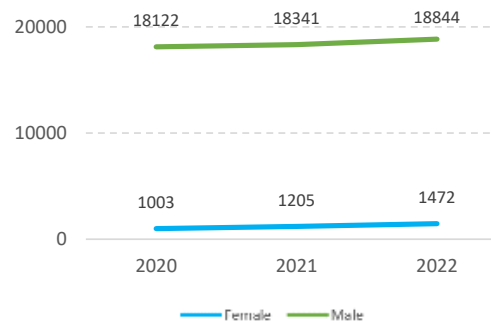
The Cricket and Community Centres act as regional hubs for cricket programs, talent pathways and regional content, with the Centre at Jubilee Park servicing the Melbourne East region.

Jubilee Park is one of four confirmed metropolitan Cricket and Community Centres, in addition to the State Cricket and Community Centre at Junction Oval, St Kilda.

### Participation

Cricket participation has held stable over the last three seasons, with relatively limited impacts during the COVID-19 restrictions in comparison to other sports.

Cricket participation remains highly male-centric, although female participation has grown by 47% between 2020 and 2022.



### Key Regional Facilities

- Jubilee Park Cricket Centre, Ringwood
- Central Reserve, Glen Waverley

### Regional Needs

- Delivery of the indoor training facility at Jubilee Park (Ringwood) to complete the Cricket and Community Centre.

## CYCLING

### While cycling is one of the highest participation recreation activities, engagement in competitive cycling remains comparatively low.

The opportunity to establish a regional cycling facility that provides multi-disciplinary participation and development opportunities should be a key priority for Melbourne East.

### Cycling Victoria State Facilities Strategy 2016-2026

The Cycling Victoria State Facilities Strategy outlines facility recommendations across the range of cycling disciplines, with the aim of improving the provision of facilities for cycling across the board.

While the Strategy identifies the need for a number of road, track, BMX, MTB and cyclo-cross facilities across the metropolitan area, there are limited recommendations specific to the Melbourne East region.

Recommendations relevant to the Melbourne East region include:

- Support the Warburton Mountain Bike Trail development
- Development of partnerships with sporting and community clubs to provide club rooms for cycling clubs, *including Hawthorn*

It should be noted that cycling has undergone significant governance reform since the establishment of this strategy, with AusCycling now replacing the former state and individual discipline peak bodies.

AusCycling are currently undertaking a facility auditing and planning process to identify future priorities for across the various cycling disciplines which may impact their regional priorities for Melbourne East.

### Participation

Club participation data was not available for cycling at the time of developing the strategy, but an estimated recreational cycling participation figure for Melbourne East for 2021 of 157,333 was provided by AusCycling based on participation survey data collated from the Kinetica Aura platform.

### Key Regional Facilities

- Warburton Mountain Bike Destination (proposed and under development)
- Lysterfield Mountain Bike Facility
- Silvan Reserve Mountain Bike Facility

### Regional Needs

- Potential for the establishment of a multi-disciplinary cycling facility, incorporating components such as a criterium track, velodrome, pump track and/or BMX track at a green-field site in Yarra Ranges Council.
- Renewal of mountain bike trails at the Lysterfield State Mountain Bike Facility to cater for increasing participation demand and talent pathways.
- Policy direction and needs analysis relating to informal tracks and dirt jumps.

# FOOTBALL

Sport & Recreation Trends

**Football has a strong presence in the region, with strong participation and two NPL clubs providing talent development opportunities.**

Football Victoria has identified facility capacity as their key issue for Melbourne East, with the development of multi-pitch participation hub being a key priority to begin to address this limitation.

### Football Victoria Facilities Strategy to 2026

The Football Victoria Facilities Strategy to 2026 (2016) outlines the need for increased quality and quantity of football facilities to cater for the growth in football by 2026.

Based on the current participation rate of 1.1% and preferred provision ratio for football, the Melbourne East region was estimated as requiring an additional 40 full size pitches by 2026.

In addition to the need for additional playing field provision, the Strategy provides region-specific recommendations for consideration, including:

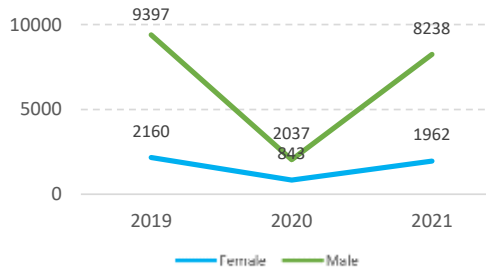
- Develop two artificial pitches in Whitehorse and Boroondara
- Consider facility development at Knox Regional Football Centre to establish as a key regional facility

- Consider facility development at Bulleen Park (*note: football is moving from Bulleen Park as part of the North-East Link Project*)

At the time of publishing this document, Football Victoria have indicated that the release of an updated State Facility Strategy is imminent, with a focus on the establishment of regional hubs to impact the requirement for increased pitch provision.

### Participation

Similar to most high participation sports, football was impacted by COVID-19 in 2020, but bounced back in 2021 to levels slightly below the pre-pandemic rate of 2019. Football participation remains predominantly male, although approximately 19% of participants are women and girls (based on 2021). *Note: 825 participant records did not have a gender provided in 2021 and are not shown below.*



### Key Regional Facilities

- Knox Regional Sports Park, Wantirna South
- Jack Edwards Reserve, Oakleigh
- Wembley Park, Box Hill South
- Pettys Reserve, Templestowe
- Esther Park, Mooroolbark
- Dorset Reserve, Croydon

### Regional Needs

- The establishment of a regional participation hub with the aim of creating additional capacity in the region is a key focus for Football Victoria.
- Continue to provide support to existing NPL clubs and the role they play in the football talent pathway.

# GYMNASTICS

**Gymnastics plays an important role in motor-skill development of children and young people, and well as providing opportunities for competitive participation.**

Gymnastics is provided by a mix of private and public facilities, with Gymnastics Victoria seeking to create more gymnastics floorspace in public facilities.

### Gymnastics State Facilities Strategy 2021 - 2030

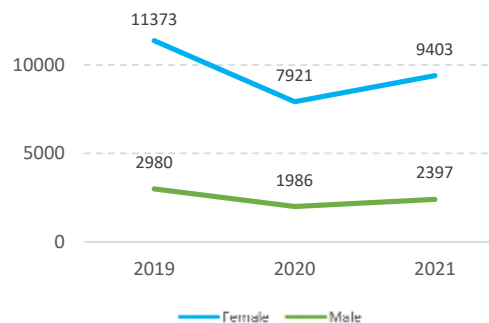
The Gymnastics State Facilities Strategy outlines the priorities for gymnastics provision across Victoria, with a focus on the additional floor space needed in each LGA. The additional floorspace required is calculated based on the projected population increase for 0-14 years olds and the Gymnastics Victoria participation target of 10% of the 0-14 year-old population (current participation in Melbourne East is 7.3%).

Based on this assessment, Gymnastics Victoria is aiming to increase participation from 14,809 to 20,673 by between 2021 and 2030, requiring an increase in gymnastics floorspace from 26,878 square metres to 35,440 square metres.

Based on the recommended floorspace for a regional level gymnastics facility (1,200 – 1,600 square metres floorspace), the equivalent of an additional five regional level facilities will be required in the Melbourne East region.

### Participation

Participation in gymnastics is primarily comprised of children, with the majority of participants under 10 years of age. Gymnastics has higher participation rates in girls, but male participation numbers are healthy, making up approximately 20% of total participation (based on 2021).



### Key Regional Facilities

- Oakleigh Recreation Centre
- Donvale Indoor Sports Centre
- Aqualink, Nunawading
- Aquahub, Croydon
- Knox Gymnastics Facility,

### Regional Needs

- The development of the Oakleigh Recreation Centre and inclusion of gymnastics within the centre was a primary recommendation of the 2016 Melbourne East Regional Sport and Recreation Strategy.
- Based on the Gymnastics Victoria State Facility Strategy, a significant amount of additional floorspace (8,562 m2) is required to cater for existing and future demand. Floorspace needs for gymnastics should be monitored, with consideration given to filling gaps in provision to meet demand in the medium term.



# HOCKEY

Sport & Recreation Trends

**While hockey participation in Melbourne East is supported by network of club venues, the creation of twin-pitch regional venue remains a priority for Hockey Victoria.**

Expanding an existing venue to incorporate a second pitch would increase the ability of the region to host competitions and events, as well as improving flexibility for scheduling of training and talent programs.

### Hockey Victoria Strategic Facilities Master Plan 2015

The Hockey Victoria Strategic Facilities Master Plan identified a series of recommendations to service the growth of Hockey across Victoria.

A key priority relating to facility provision is the adoption of a provision ratio benchmark of one club facility for every 100,000 residents, with a pitch to player ratio of one full-size synthetic hockey pitch for every 300 players.

Specifically relating to Melbourne East includes the development of one additional pitch in either the East or North-East Metropolitan Zone (support the proposed new pitch at Auburn High School and the development of a second pitch at Elgar Park).

Further planning has been undertaken in the Melbourne Outer East regional hockey feasibility study.

Melbourne East Regional Sport and Recreation Strategy 2022-2032

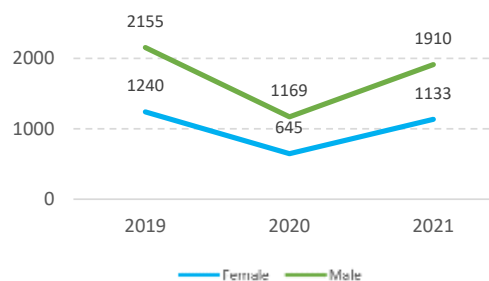
### Melbourne Outer East Hockey Feasibility Study

Further planning was undertaken for the development of facilities in the Outer East (Monash, Knox, Maroondah and Yarra Ranges).

The priorities for the Outer East include the development of a second pitch at Ashwood Reserve, development of a pitch at Wantirna Reserve, support the development of a pitch at Heathmont Secondary College, develop facilities at Yarra Valley Grammar, investigate opportunities for facilities at Yarra Hills Secondary College, and investigate opportunities for new sites within Knox and the Lilydale/Coldstream area.

### Participation

Participation in hockey was impacted by COVID-19 during 2020, but has recovered in 2021 and is expected to continue to grow in the next 2-3 years.



### Key Regional Facilities

- Ashwood Reserve (subject to second pitch development)
- Hawthorn – Malvern Hockey Centre

### Regional Needs

- The installation of a second pitch at Ashwood Reserve to create a regional venue for Melbourne East.
- Construction of a synthetic hockey pitch at Wantirna Reserve (new home for Knox Hockey Club)
- Consideration of the need for additional hockey provision in the outer east as population continue to grow.

# NETBALL

Sport & Recreation Trends

## Melbourne East has a range of netball facilities that meet the regional requirements designated by Netball Victoria.

Increasing the capacity of facilities to host regional events and competitions, and improving the compliance of courts are key priorities for the Melbourne East Region.

## Netball Victoria Statewide Facilities Strategy (2016)

The Netball Victoria Statewide Facilities Strategy outlines planning and recommendations for indoor and outdoor netball facility needs across Victoria.

The Strategy highlights the Eastern region as having the highest total members (19,597), and membership rates (1.8% of population) based on 2015 data.

The Eastern Region also has the lowest population per court (3,970), lowest population per indoor court (9,798) and second lowest population per outdoor court (6,675) of the five netball regions in Greater Melbourne.

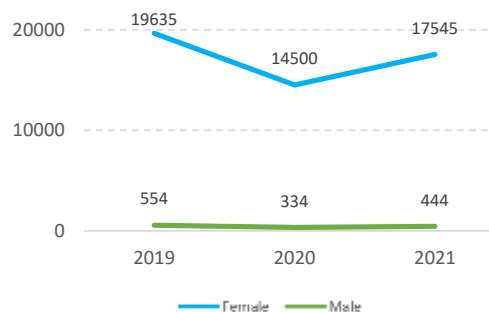
The Strategy outlines the region as having a total of 76 netball facilities, with eight deemed as being regional venues (8+ courts) (Oakleigh Recreation Centre developed since publication). Of the regional venues, four have 8-11 courts and four have 12+ courts.

At an Eastern Region level, the region was determined to have a surplus of 50 dedicated outdoor courts, deficit of 35 outdoor multi-lined courts and deficit of 18 indoor courts.

The deficits in court numbers were not found to be even across the region, with Monash, Boroondara and Whitehorse all having significant deficits across indoor and outdoor court numbers, while Knox and Yarra Ranges had relatively high numbers of surplus indoor and outdoor

## Participation

Netball participation is comprised almost entirely of women and girls, and represents the highest female participation activity in the region.



## Key Regional Facilities

- Waverley Netball Centre & Waverley Women’s Sports Centre, Jells Park, Wheelers Hill
- Knox Regional Netball Centre, Ferntree Gully
- Kilsyth Sports Centre, Pinks Reserve, Kilsyth
- Maroondah Nets, Heathmont
- Oakleigh Recreation Centre
- Sportlink, Vermont South
- Manningham Templestowe Leisure Centre
- Boroondara Netball Centre, Macleay Park
- Ashwood College, Ashwood

## Regional Needs

- An ongoing need for additional access to indoor courts should be considered in future indoor stadium planning and development.
- The region has a number of facilities that meet the regional classification for netball, as well as an overall surplus of courts, but opportunities to increase provision for netball in areas of significant deficit (including Monash, Boroondara and Whitehorse) at a local level should be monitored.

# RUGBY LEAGUE

Sport & Recreation Trends

## Rugby League participation in Melbourne East is relatively limited, with only two clubs operating from the region.

While the number of venues providing opportunities for rugby leagues participation ultimately limits broader uptake of the sport, NRL Victoria confirmed that existing provision is meeting current demand in the region.

NRL Victoria are focused on growing participation in key population growth areas Melbourne’s west, north and south-east. These communities generally have a higher proportion of residents that traditionally participate in rugby league.

### Strategic Direction

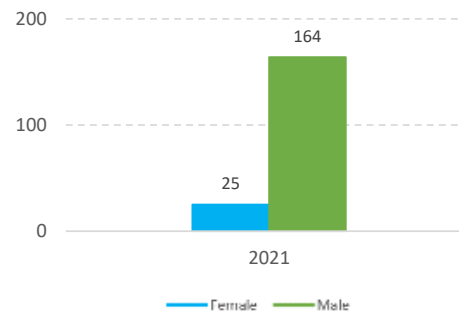
While NRL Victoria does not have an endorsed state facility strategy, they are currently focused on the development of the State Rugby League Facility at Seabrook Reserve, Broadmeadows and growing capacity in growth areas.

Facility development requirements for the Melbourne East region are localised to the periodic upgrade and renewal of existing facilities.

### Participation

Participation in Rugby League within the region is relatively low, with only two clubs and a total of 189 participants across the region.

Participation information was only provided for 2021 by NRL Victoria.



### Key Regional Facilities

There are no regional rugby league venues in the Melbourne East region. Two local venues are used for rugby league (Colchester Reserve, Boronia and Fregon Reserve, Clayton).

### Regional Needs

- There are no regional facility needs for rugby league

# RUGBY UNION

Sport & Recreation Trends

## Rugby union has two priority venues in Melbourne East that serve regional purposes in Ashwood Reserve and RHL Sparks Reserve.

While RHL Sparks Reserve plays an important role in hosting finals, Ashwood Reserve provides an opportunity for Melbourne East to host elite content such as Melbourne Rebels practice games and development programs.

## Victorian Rugby Facilities Development Plan 2017

The Victorian Rugby Facilities Development Plan outlines the strategic priorities for facility development, including the development of a suite of regional level facilities across metropolitan and regional areas.

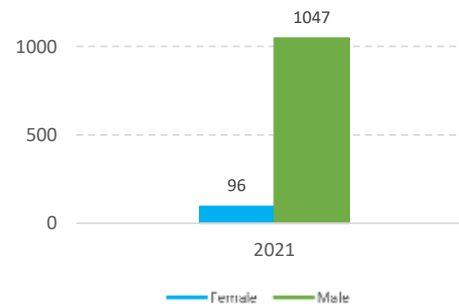
The Plan identifies RHL Sparks Reserve (Whitehorse) and Ashwood Reserve (Monash) as the recommended regional hub venues for the Melbourne East Region.

The Plan identified a total of five public venues used for rugby union within the Melbourne East region, providing a total of nine playing fields.

Rugby Victoria are also currently focused on the development of the Victorian Rugby Centre of Excellence at Latrobe University, Bundoora.

## Participation

Participation in rugby union is healthy in the Melbourne East Region, with 1,143 participants in 2021 (data provided for 2021 only). Participation in rugby union is largely male-centric, with 8% of participants being female.



## Key Regional Facilities

- Holmesglen Reserve, Ashwood
- RHL Sparks Reserve, Box Hill

## Regional Needs

- Upgrades to the off-field facilities at Ashwood Reserve and RHL Sparks Reserve to service regional needs and support use by all ages, genders and abilities.
- Consider providing gym and strength training facilities at Ashwood and/or RHL Sparks Reserve to service talent pathway development programs.

# SWIMMING

Sport & Recreation Trends

**Swimming remains a popular activity for residents of Melbourne East, both recreationally and as part of club training and competition.**

Competitive club swimming was impacted by COVID-19, with numbers decreasing in both 2020 and 2021, but there is an expectation that numbers will rebound following the removal of restricted use of indoor pools.

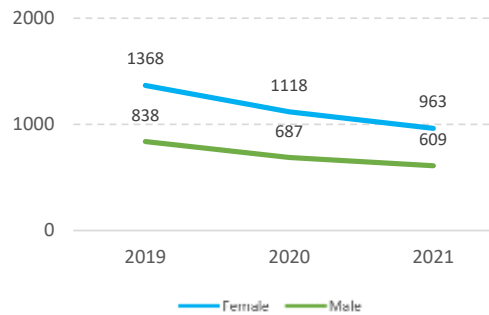
**Swimming Victoria do not have a current facility strategy to guide their facility development needs, but are engaged in aquatic facility planning with Councils.**

Councils in the Melbourne East region have completed a significant amount of planning for relating to aquatics needs. The needs of swimming clubs should be considered in future aquatics facility planning to ensure that clubs will have adequate access to lanes at priority training and event times.

## Participation

Participation in swimming within clubs and competitions decreased in both 2020 and 2021, with the impact of COVID-19 restrictions within aquatic facilities the most significant factor.

Swimming Victoria competition structure is focused on local and state level activities.



## Key Regional Facilities

- Knox Leisureworks
- Aquanation, Ringwood
- Aqualink, Box Hill
- Aquarena, Templestowe Lower
- Aquahub, Croydon
- Kilsyth Centenary Swimming Centre
- Monbulk Aquatic Centre
- Monash Aquatic and Recreation Centre
- Oakleigh Recreation Centre
- Yarra Centre, Yarra Junction

## Regional Needs

- The structure of swimming competition does not require a designated regional facility, with aquatic facilities across the region providing adequate lanes for club requirements.
- Although the provision of lane is sufficient for club needs, swimming clubs require access to lanes at priority training times at affordable rates to support participation growth and club viability.
- New aquatic facility in Lilydale to cater for population growth in Yarra Ranges Council.

# TENNIS

**The relocation of the regional tennis centre from the City of Boroondara to the City of Monash is a key regional priority brought about by the construction of the North-East Link.**

The new 18-court regional tennis centre will be located at the Glen Waverley Sports Hub, creating both local and regional participation opportunities.

The move of the tennis centre out of Boroondara creates a gap in local tennis provision, reducing access to tennis for Boroondara and Manningham residents. While the Boroondara Tennis Centre will close in 2022, new centre at Glen Waverley will take approximately 1-2 years to deliver.

### Tennis Victoria Facilities Framework 2024

The Facilities Framework outlines how Tennis will work with stakeholders (including councils and clubs) to develop facilities that respond to community needs, are sustainable and grow participation.

The four strategic imperatives established in the framework are: 1) Grow venue capacity, 2) build management capability, 3) invest and advocate, and 4) share resources and research

The facility framework does not outline facility-specific priorities for delivery, but does outline a range of targets in its commitment to servicing facility partnerships.

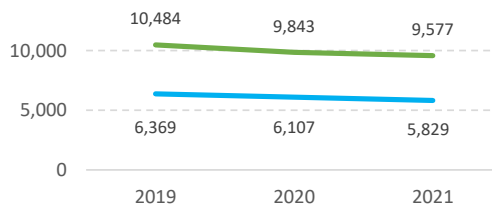
Melbourne East Regional Sport and Recreation Strategy 2022-2032

### Tennis Governance Review

In 2021/22 Boroondara, Knox, Manningham, Maroondah, Whitehorse and Yarra Ranges all partnered in a review of the governance of community tennis clubs. The review entailed comprehensive interviews with 18 clubs across the Eastern Region to gather a snapshot of governance methods, approaches, and capabilities applicable to the tennis club setting. The purpose for the review was for Council’s to better recognise and understand the circumstances that could arise relative to Council owned and club managed tennis club facilities and to help guide future site management decisions.

### Participation

Participation in tennis remained relatively stable between 2019 and 2021, with total participant numbers declining by 1,447 during this period (8.6% decrease).



### Key Regional Facilities

- Glen Waverley Sports Hub (18 courts) (to be moved from Boroondara Tennis Centre)
- Nottinghill Pinewood Tennis Club (12 courts)

### Regional Needs

- Construction of the regional tennis facility at the Glen Waverley Sports Hub.
- Consideration of options to create additional court capacity within Boroondara and Manningham to offset the loss of the regional tennis facility.
- Development of a regional approach to address sustainability and governance issues in local tennis clubs



Image: Glen Waverley Tennis Centre Concept Design



# VOLLEYBALL

Sport & Recreation Trends

**Volleyball traditionally shares facilities with other indoor sports such as basketball and netball. In order to grow the sport and support development, gaining access to court space is a priority.**

Volleyball is often the ‘smaller’ sport sharing use of multi-purpose facilities, which can create challenges around access to courts and priority scheduling.

### State Volleyball Facilities Strategy (2018)

The State Facilities Strategy establishes three key strategic directions for facility development in Victoria: 1) partner in new indoor sports facilities development, 2) broaden the participation base, and 3) adopt a regional approach.

The development of a regional approach (strategy three) identifies the development of regional hubs as the primary action, with Croydon Aquahub and Oakleigh Recreation Centre identified as the regional hubs for the Metropolitan Eastern Region.

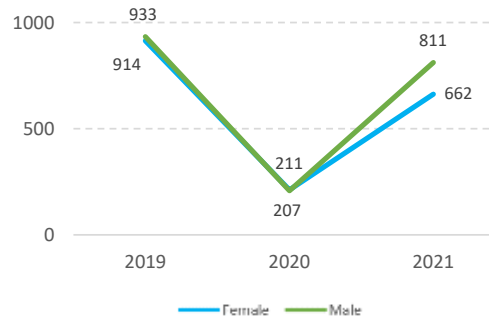
Partnering in new facility development within the strategy is generally focused on growth areas and areas of low facility supply. The strategy calls out the development of the State Basketball Centre (under development) and Oakleigh Recreation Centre as the key opportunities to meet demand for additional courts.

### Participation

Participation in volleyball took a significant decline during 2020, with almost all competition shut down while under COVID-19 restrictions.

Participation bounced back to over 1,400 participants in 2021. Volleyball Victoria is confident that they will gain back lost participants during future seasons.

Note participation does not include competitions that are not affiliated with Volleyball Victoria.



### Key Regional Facilities

- Oakleigh Recreation Centre
- Maroondah Nets, Heathmont

### Regional Needs

- Volleyball is currently serviced by multi-purpose indoor stadiums, with the addition of the Oakleigh Recreation Centre creating additional capacity.
- Planning for additional indoor multipurpose courts should allow for volleyball use and future growth.

# AUSPLAY ANALYSIS: MELBOURNE EAST

Sport & Recreation Trends

Sport Australia has conducted the AusPlay participation survey annually since 2015, collating data about the sport and recreation participation trends across Australia.

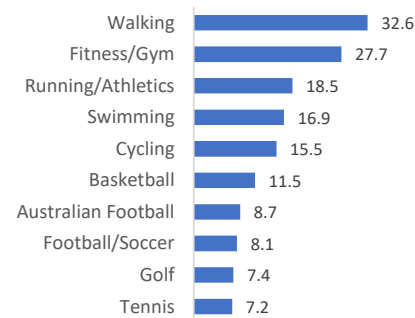
The collated data for all AusPlay surveys completed since 2015 is available for analysis via online dashboards, providing valuable insights into the community participation.

The responses are collated into a total dataset across the 2015-2021 collection period and not as a year-on-year comparison, so analysis of trends over time is not available at lower than state levels. On this basis, participation rates are indicative and represent general participation trends.

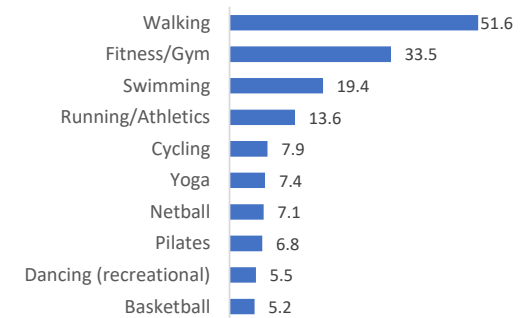
The threshold for participation in an activity is whether the survey respondent has participated in that activity at least once in the previous 12 months.

LGA	Surveys: Child	Surveys: Adult
Boroondara	179	947
Knox	135	709
Manningham	83	530
Maroondah	81	496
Monash	149	810
Whitehorse	143	837
Yarra Ranges	126	785
<b>TOTAL</b>	<b>896</b>	<b>5,114</b>

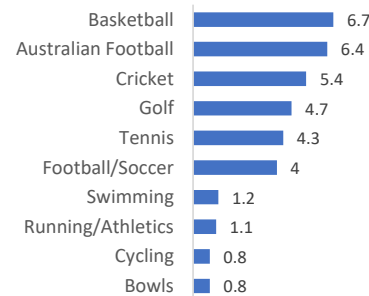
Top Participation Activities: Male (%)



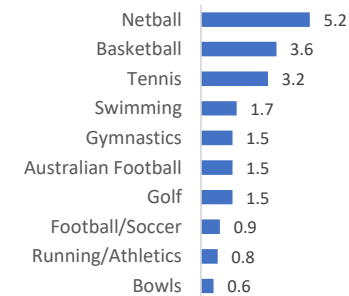
Top Participation Activities: Female (%)



Top Sport Club Participation: Male (%)



Top Sport Club Participation: Female (%)



## AUSPLAY ANALYSIS : MELBOURNE EAST

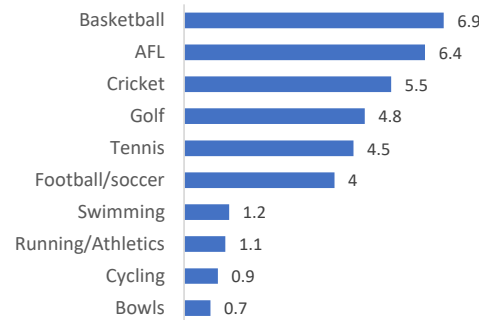
Sport & Recreation Trends

The analysis of AusPlay data for participation in formal club sport shows clear trends relating to participation differences between male / female and junior (0-14 years) / senior (15+ years) cohorts.

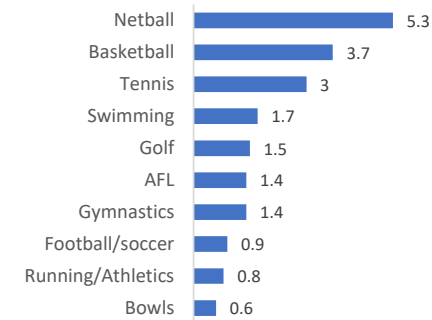
**Key trends:**

- Basketball is highly popular across all cohorts, as the most popular for male and junior cohorts, second most popular for the female cohort and third most popular for the adult cohort.
- Sports with historically high participation that factor across all cohorts include basketball, AFL, tennis, swimming, football, running/athletics.
- Key differences between male and female participation include netball as the highest participation sport for women and girls, as well as the inclusion of gymnastics in the top 10 activities for female participants. Cricket is the clear difference for male participants, coming in as the third highest participation activity for males but not featuring in the top 10 for females.
- The primary differences between the junior and senior cohorts is the inclusion of lower intensity sports of golf and bowls as preferences for senior participants, whereas the junior cohort also includes gymnastics within the top 10 club activities.

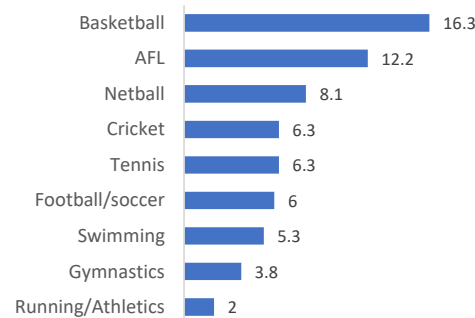
**Top Sport Club Participation (%): Male**



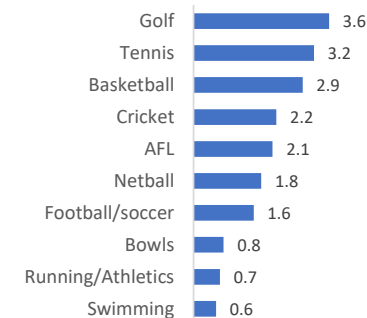
**Top Sport Club Participation (%): Female**



**Top Sport Club Participation (%): Junior**



**Top Sport Club Participation (%): Senior**



## AUSPLAY ANALYSIS: VICTORIA 2016/17 – 2020/21

To provide further context to the AusPlay analysis for Melbourne East (pages 59 and 60), participation rates for the for Victoria are provided between 2016/17 and 2020/21 to establishment benchmark participation trends over time.

As per the analysis undertaken for the Melbourne East Region, active recreation activities generally have higher reported participation rates in comparison to organised sporting activities.

Participation rates for active recreation activities have generally increased over the 5-year period, while most organised sporting activities generally have stable participation rates with annual variances and fluctuations.

Active recreation activities are participated in across a range of settings, including parks, reserves, trails, footpaths, roads, commercial facilities and other spaces, providing greater access and flexibility to participate at the local level.

Participation rates for the top organised activities for children and adult participation at a sports club or association venue are provided on page 62. it should be noted that the Victorian annual summaries and collated data for local government authorities for participation by children differ in structure.

Participation in organised sporting activities in the Melbourne East region and Victoria are generally comparable, although it should be noted that annual variances in reported participation rates across the 5-year period at the state level cannot be examined in the collated 2016/17-2020/21 dataset at a regional level.

*AusPlay 2016/17-2020/21: Adult participation rates in Victoria*

Sport/Activity	2016/17	2017/18	2018/19	2019/20	2020/21
Walking (Recreational)	45.9%	45.0%	45.0%	47.4%	51.3%
Fitness/Gym	33.6%	35.3%	37.5%	38.4%	37.4%
Athletics (inc. running)	15.9%	15.5%	16.4%	18.5%	25.2%
Swimming	14.4%	14.0%	14.5%	14.9%	14.8%
Cycling	12.8%	12.4%	13.2%	14.4%	18.0%
Bush walking	5.4%	5.2%	5.1%	7.5%	8.7%
Golf	5.3%	5.5%	5.2%	5.0%	5.9%
Tennis	5.2%	4.6%	4.6%	4.9%	6.3%
Basketball	5.2%	4.5%	5.9%	5.8%	6.0%
Football/soccer	5.2%	3.7%	4.5%	4.6%	4.6%
Pilates	4.4%	3.9%	4.1%	5.1%	5.0%
Yoga	4.3%	5.4%	5.4%	7.1%	7.3%
Australian football	4.2%	3.9%	4.7%	4.0%	4.5%
Cricket	3.6%	3.0%	3.2%	3.2%	3.6%
Netball	3.4%	2.9%	3.0%	2.6%	3.2%

## AUSPLAY ANALYSIS: VICTORIA 2016/17 – 2020/21

*AusPlay 2016/17-2020/21: Organised participation rates by children in Victoria*

Sport/Activity	2016/17	2017/18	2018/19	2019/20	2020/21
Swimming	38.9%	34.1%	42.0%	33.3%	30.6%
Australian football	15.6%	15.8%	16.0%	12.8%	11.1%
Basketball	12.1%	12.4%	11.8%	13.7%	13.3%
Cricket	9.0%	6.3%	6.5%	5.8%	5.1%
Dancing (recreational)	8.5%	8.6%	11.3%	10.4%	7.1%
Netball	8.4%	7.4%	5.9%	6.0%	6.2%
Football/soccer	8.3%	8.4%	11.2%	9.3%	7.6%
Tennis	7.9%	7.3%	8.1%	5.6%	7.5%
Gymnastics	7.8%	8.5%	11.9%	11.4%	9.1%
Athletics (inc. running)	3.9%	4.7%	-	5.1%	-
Karate	-	-	4.2%	-	4.3%

*AusPlay 2016/17-2020/21: Adult participation rates at a sports club or venue in Victoria*

Sport/Activity	2016/17	2017/18	2018/19	2019/20	2020/21
Golf	4.1%	3.8%	3.9%	3.1%	3.7%
Basketball	2.8%	2.5%	3.0%	2.5%	1.7%
Tennis	2.8%	3.0%	2.6%	2.6%	3.2%
Australian football	2.7%	2.6%	3.2%	2.7%	2.5%
Cricket	2.3%	1.8%	2.0%	1.5%	2.3%
Netball	2.2%	1.9%	2.2%	2.0%	1.9%
Football/soccer	1.9%	1.7%	2.1%	1.9%	1.5%
Athletics (inc. running)	0.7%	0.4%	0.7%	0.5%	0.7%
Bowls	0.7%	0.9%	1.3%	1.2%	1.0%
Hockey	0.6%	0.8%	0.5%	0.4%	0.6%
Swimming	0.5%	0.5%	0.3%	0.3%	0.4%
Cycling	0.4%	0.7%	0.5%	0.6%	0.3%

## SPORT PARTICIPATION: 2015 - 2021

Participation was collated as part of the development of the Melbourne East Regional Sport and Recreation Strategy in 2016. A participation data update was completed in 2019, with data for further seasons incorporated into the data model.

A series of participation analysis dashboards were produced to allow for ongoing analysis by the seven Melbourne East LGAs.

*Note: Participant data for 2019-2021 has been analysed based on participant resident location. Data analysed using this method has been indicated in italics.*

Sport	2015	2016	2017	2018	2019*	2020*	2021*
AFL	23,981	24,285	33,858	36,507	35,326	20,615	33,122
Athletics	966	1,041	1,018	1,081	1,080	-	-
Badminton	-	1,269	1,477	1,566	1,613	1,049	1,295
Baseball	-	-	-	221	1,304	621	1,189
Basketball	-	-	-	-	60,436	42,082	43,667
Bowls	-	5,522	5,104	5,163	5,061	3,941	5,757
Calisthenics	-	-	1,872	1,898	1,744	1,598	1,618
Cricket	-	-	-	-	-	18,341	18,844
Cycling	-	-	-	-	894	-	-
Football	-	-	10,183	10,164	11,559	3,880	11,025
Gymnastics	10,796	13,567	14,889	15,749	14,353	9,907	11,803
Hockey	-	-	-	-	3,396	1,822	3,063
Netball	23,529	27,013	30,031	31,220	20,201	14,845	18,006
Rugby League	143	113	100	136	191	-	186
Rugby Union	-	-	790	852	724	-	1,145
Softball	-	629	621	619	-	-	-
Swimming	-	1,788	1,830	2,260	2,209	1,806	1,572
Tennis	-	-	-	18,903	16,853	15,950	15,406
Volleyball	1,307	1,224	40	1,013	1,852	418	1,477



# APPENDICES



## APPENDICES

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1. Progress on 2016 strategic recommendations
2. Melbourne East Regional Sport and Recreation Strategy 2016
  - A. Governance Structure
  - B. Melbourne East Regional Planning Framework
  - C. Stages of Regional Facility Development
3. Sport participation 2021 by LGA

## APPENDIX 1: PROGRESS ON 2016 STRATEGIC RECOMMENDATIONS

Recommendation	Status	Comments
<b>Governance and Partnerships</b>		
1.1 Eastern Region Councils to endorse the strategy and planning framework to ensure a collaborative approach to future regional planning.	Complete	All Eastern Region Councils endorsed the Strategy
1.2 Councils recognise the need for improved collaboration and allocate appropriate resources to ensure a commitment to ongoing participation in regional planning processes and working groups to support regional project planning and delivery.	Complete	Regular meetings have been held to progress the Strategy and to share and collaborate on planning and projects. Regional planning projects that have recently been undertaken relate to projects for hockey, AFL, tennis and assessing demand for outdoor sporting facilities.
1.3 Review the Terms of Reference for the Melbourne East Region Project Steering Group to ensure it continues to operate effectively and provides leadership in the development of regional level sport and recreation projects.	Ongoing	Draft Terms of Reference have been developed. Recommended for review by the Steering Group as an action within this Strategy.
1.4 Ensure the Melbourne East Region Group of Councils includes sport and recreation as a key strategic pillar and that it acts as the governing body to support and endorse regional project proposals. Individual Councils will be the final decision-making authority for projects within their municipality	Complete	Sport and recreation has continued to be a key strategic pillar within the Eastern Region Group of Councils (ERG), supporting this review of the Strategy.
1.5 Strengthen relationships with the Department of Education and Training to enable opportunities for community access to existing and future sport and recreation facilities on Department of Education and Training land.	Ongoing	There has been limited success with this action. Improving partnerships and collaboration with the Department of Education and Training remains an action within this Strategy.
1.6 Establish partnerships with key organisations including Parks Victoria, Melbourne Water, Vic Roads, Bicycle Network Victoria, the Victorian Trails Committee, Bushwalking Victoria and Cycling Victoria to identify high priority recommendations for the development of the regional shared trail network.	Ongoing	As an outcome of the 2016 Strategy, a Regional Trails Strategy was developed. The Strategy was developed in collaboration with key stakeholders and includes partnership opportunities.

## APPENDIX 1: PROGRESS ON 2016 STRATEGIC RECOMMENDATIONS

Recommendation	Status	Comments
<b>Governance and Partnerships (Continued)</b>		
1.7	Ongoing	Improve collaboration and the sharing of participation and facility information with State Sporting Associations to ensure sport development priorities and needs are considered in all future regional projects. There have been a range of examples of collaboration and information sharing, with a key example being the development of the Jubilee Park Indoor Cricket Training Centre.
1.8	Ongoing	Through the active operation of the Melbourne East Region Project Steering Group, ensure ongoing collaboration across all seven Councils on future regional opportunities for sport and recreation. Integrate and share regional mapping information to ensure facilities are well planned into the future. As per 1.7 there have been numerous examples of Councils collaborating on future regional opportunities for sport and recreation via the ongoing operation of the Melbourne East Region Project Steering Group.
1.9	Ongoing	Continue to partner with Regional Development Australia (East Region) on the implementation of this strategy and advocate for federal and state government funding support to deliver regional projects. The RDA are a key partner with the eastern councils and have been briefed on regional sport and recreation priorities.
<b>Knowing and Understanding the Region</b>		
2.1	Ongoing	All participating Councils to allocate appropriate levels of co-funding to service the below initiatives, including the proposed regional sports forum and SSA data collection. All Councils set aside funding to enable the updating of SSA data and support other initiatives. It was determined not to proceed with a regional sports forum.
2.2	Ongoing	Commit to quarterly meetings of the Melbourne East Region Project Steering Group to enable Councils to discuss regional issues impacting the future provision of sport and recreation facilities. Review and develop regional priorities using the agreed project assessment processes and regional planning framework. Quarterly meetings of the Group have been scheduled over the past 5 years. The project assessment processes and regional planning framework has not been used to develop regional priorities. The ERG have endorsed prioritisation criteria.
2.3	Ongoing	Through enhanced relationships with State Sporting Associations, develop a process of surveying and collecting participation and facility data for the region to monitor demand and analyse participation trends every three years. Maintaining current participation information will support future regional funding applications. Participation and facility data for the region has been collected every three years.

## APPENDIX 1: PROGRESS ON 2016 STRATEGIC RECOMMENDATIONS

Recommendation	Status	Comments
<b>Knowing and Understanding the Region (Continued)</b>		
2.4	Ongoing	As an outcome of the 2016 Strategy, a Regional Trails Strategy was developed which included engagement with Vic Roads and Bicycle Network Victoria on the prioritisation of on and off-road trail projects in Melbourne's East, and participate in Bicycle Network Victoria annual Super Tuesday and Super Sunday data collection to maintain current recreation trail usage data across the region.
2.5	Ongoing	Participation data available from SSAs and Ausplay has been incorporated into planning for regional sport and recreation priorities.
2.6	Complete	Sport participation data has been collected and the mapping program updated. Further work has been identified and included as an action within this Strategy.
2.7	Incomplete	The Steering Group decided not to proceed with this action.
2.8	Ongoing	Steve Kozlowski (Maroondah City Council CEO) provides updates on regional sport and recreation priorities to the RDA Melbourne. Steve is the current chair and has been leading RDA committees since 2015.

## APPENDIX 1: PROGRESS ON 2016 STRATEGIC RECOMMENDATIONS

Recommendation	Status	Comments	
<b>Facility and Trail Development</b>			
3.1	Develop a multi use regional level gymnastics facility in Monash that caters for a broad range of participants from introductory programs to regional level events and competitions. A number of satellite gymnastic facilities will also be required across the region to meet current and future demand for the sport.	Complete	<p>A multi-use regional level gymnastics facility has been built (opened early 2021) at the Oakleigh Recreation Centre in Monash. The Waverley Gymnastics Centre now has over 2,000 members and offers a range of programs including Junior Gymnastics (2-5 year old's), Educational Gymnastics (5-16 year old's), Competitive Gymnastics, and Holiday Programs.</p> <p>Waverley Gymnastics also operates out of satellite facilities at Glen Waverley (Wesley College), and Toorak (St Catherine's School).</p> <p>In addition, Development Victoria are also constructing a Regional Gymnastics facility at the State Basketball Centre in Wantirna.</p>
3.2	Develop additional indoor sports courts to meet the current and future demand for basketball and indoor netball across the region. The development of indoor sports courts at Mullum Mullum Reserve in Manningham should be supported, and proposed facilities in Boroondara and Yarra Ranges assessed using the regional framework.	Complete	<p>Manningham Council completed the Mullum Mullum Stadium development in 2018. The stadium provides 5 multiline courts along with social meeting points, multipurpose rooms and offices.</p> <p>In addition, 12 additional courts are under construction at the State Basketball Centre in Knox.</p>
3.3	Upgrade Gilbert Park in Knox to a regional level baseball / softball facility that includes multiple floodlit diamonds and caters for regional and state level events and competitions.	Complete	Knox is currently delivering a new modular pavilion, fencing and lighting improvements at Gilbert Park.
3.4	Upgrade Kilsyth Reserve to provide a regional Australian Rules Football Hub in the east that caters for male and female participation programs, events and competition, and to support the AFL's athlete development pathway.	Complete	Kilsyth Reserve has been developed to provide a regional Australian Rules Football Hub and is currently providing pathway and development opportunities for the Eastern Region.



## APPENDIX 1: PROGRESS ON 2016 STRATEGIC RECOMMENDATIONS

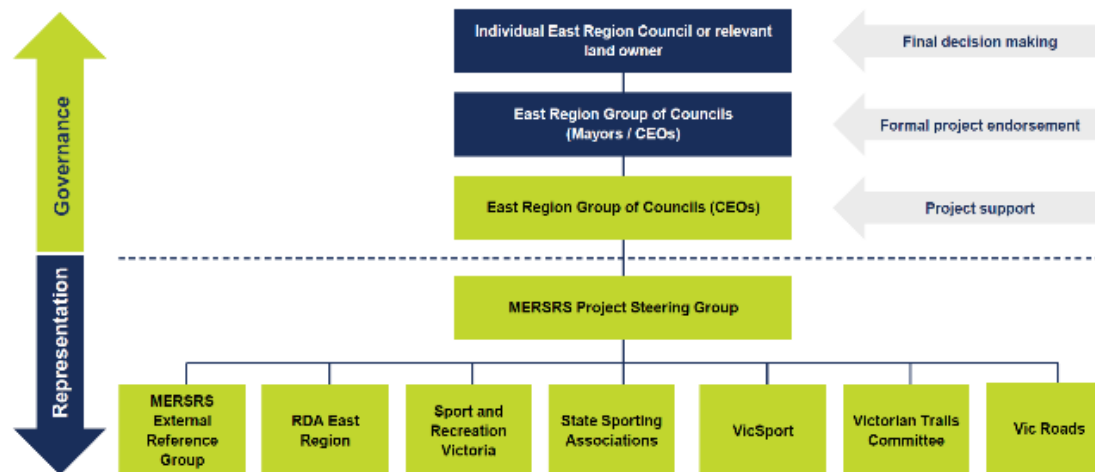
Recommendation	Status	Comments	
<b>Facility and Trail Development (Continued)</b>			
3.5	Develop a destination for mountain biking in Warburton that meets the recreational and competition needs of mountain bikers.	Ongoing	Planning has progressed for the development of the Warburton Mountain Bike Destination, with the Environmental Effects Statement (EES) currently being considered by the Victorian Government.
3.6	Further investigate the needs of recreation trail users through consultation with Bicycle Network Victoria, Vic Roads, Cycling Victoria, Victorian Trails Committee, Bushwalking Victoria, local cycling groups and land-owners. Following this additional consultation, update the online trail maps and develop a customised project assessment tool to help confirm priority trail projects for the region that consider individual Council's Walking and Cycling Strategies and Integrated Transport Plans.	Ongoing	As an outcome of the 2016 Strategy, a Regional Trails Strategy was developed.
3.7	Conduct further investigation into the future demand for a purpose-built badminton and table tennis facility. Further detailed planning will be required as well as consideration of the findings from the City of Dandenong Table Tennis Strategy.	Ongoing	A new priority within the new Strategy has been developed. "In conjunction with State Sporting Associations, monitor the growth of badminton and table tennis to determine the need for a purpose-built regional facility in the medium-to-long term.
3.8	In partnership with Canoeing Victoria (CV), investigate the demand for a Regional Paddle Sports Centre at Westerfolds Park to provide a venue for slalom training, competition and paddler skill development, and an education and administration hub for the sport.	Complete	The Westerfolds Paddle Sports Centre Feasibility Plan was completed in 2018. Since the completion of the plan, a number of actions have been implemented including the provision of spectator seating, a judge's viewing area and a new river access point under the Fitzsimons Lane bridge.

## APPENDIX 2: GOVERNANCE

The governance model proposed in the 2016 Melbourne East Regional Sport and Recreation Strategy utilises the collaborative endorsement process for priorities of the Eastern Regional Group of Councils, while recognising the final decision-making authority of individual councils in the delivery of projects.

The Eastern Region Group of Councils' role as the regional advocacy body plays a pivotal role in the endorsement and allocation of resources for regional sport and recreation priorities.

*Proposed Governance Structure and Key Stakeholder Framework (2016)*



## APPENDIX 2: MELBOURNE EAST REGIONAL PLANNING FRAMEWORK

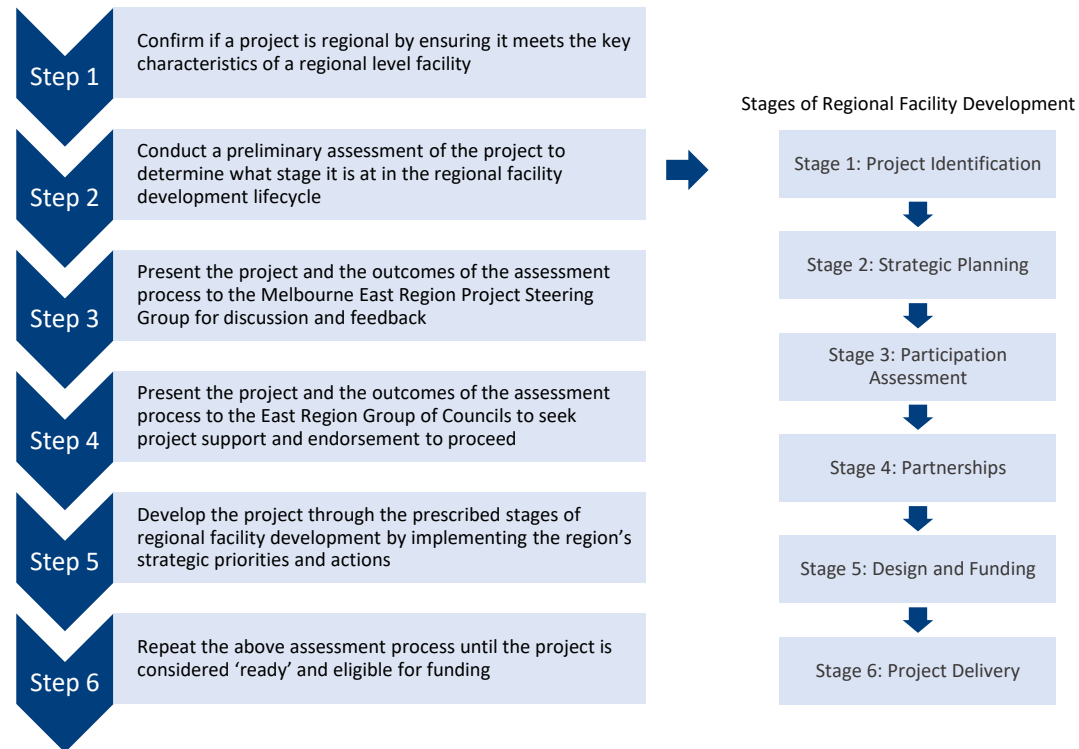
Appendices

**In addition to defining regional facilities, the 2016 Strategy established a regional planning framework to drive the strategic priorities of the Melbourne East region.**

The planning framework acknowledges that the Melbourne East Region has its own unique characteristics, needs, pressures and opportunities.

The planning framework aims to create a shared approach and understanding of the assessment process for projects to be deemed as regional priorities.

Step two of the framework consists of a preliminary assessment of a project relative to the regional facility development stages.



## APPENDIX 2: STAGES OF REGIONAL FACILITY DEVELOPMENT

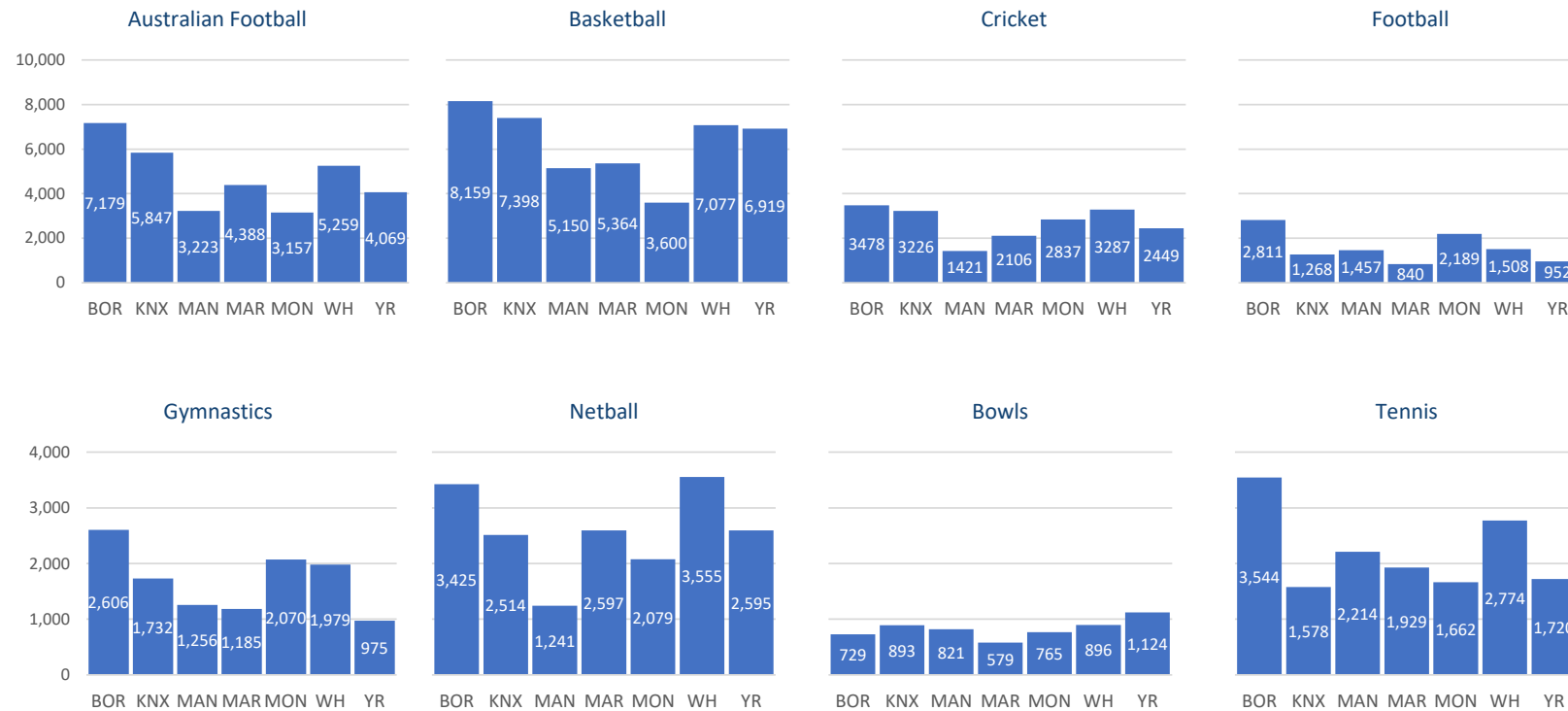
Appendices

STAGE 1: CONFIRMING A REGIONAL PROJECT	STAGE 2: STRATEGIC PLANNING	STAGE 3: PARTICIPATION ASSESSMENT	STAGE 4: PARTNERSHIP OPPORTUNITIES	STAGE 5: DESIGN & FUNDING
<p>NEW OR EXISTING FACILITIES THAT:</p> <ul style="list-style-type: none"> <li>• Provide a range of participation outcomes which benefit the community, allow for a range of competitions (local, state and/or national), and have the ability to host medium to large scale events.</li> <li>• Cater for a broad catchment across multiple municipal boundaries.</li> <li>• Offer flexibility of use by one or more sports / activities.</li> <li>• Deliver high quality management and service levels and are maintained to a high level.</li> <li>• Consider the defined regional facility standards of local governments and state sporting associations for training and competition.</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of demand for a regional level facility identified by at least one LGA and supported by other LGAs and included in a corporate plan or strategy.</li> <li>• Will the project provide health and wellbeing, as well as social and community benefits to the region?</li> <li>• Evidence of demand for a regional level facility from NSOs, SSAs or relevant peak bodies and is consistent with current development guidelines.</li> <li>• Has SRV or other relevant government agencies acknowledged the need for a regional level facility and does the project meet potential funding criteria?</li> <li>• Will the project create ongoing job opportunities and deliver economic benefits to the region?</li> <li>• Does the project demonstrate best practice and a commitment to ESD and Universal Design?</li> <li>• Have the infrastructure, construction and ongoing maintenance responsibilities of the asset been agreed?</li> </ul>	<ul style="list-style-type: none"> <li>• Has there been an increase in local and regional participation in the relevant sport or activity over the past five years by one or more LGA?</li> <li>• Do current and future sport and recreation participation projections for the region warrant a regional level facility?</li> <li>• Will the project provide opportunities for multiuse and offer broad participation outcomes for both sport and the community?</li> <li>• Do population and demographic projections for the region provide a strong participation market and support the development of a regional level facility?</li> <li>• Will the project provide a participation pathway from beginner to elite level?</li> </ul>	<ul style="list-style-type: none"> <li>• Have local sporting clubs, associations or relevant community groups been consulted and any impacts identified, and have these groups provided in principle support for the project?</li> <li>• Has dialogue commenced and in principle support received for the project from relevant SSA and NSO?</li> <li>• Are SRV or other relevant state or federal government agencies engaged in the process and given in principle support for a regional level project?</li> <li>• Will the project increase partnership opportunities due to its proposed location, land ownership and community and commercial interests?</li> <li>• Have likely future management arrangements been identified and will this provide enhanced stakeholder support for the project ?</li> </ul>	<ul style="list-style-type: none"> <li>• Are the overall financial costs for the project known and has funding for the project been secured?</li> <li>• Does the project provide opportunities to seek external funding from a range of sources including government, commercial and the private sector?</li> <li>• Is the proposed site for future development available (and supported by in principle agreements or MOUs), and have schematic designs been endorsed by all stakeholders, including SRV?</li> <li>• Has business and management planning with operational / programming and ongoing infrastructure maintenance obligations for the project been completed?</li> <li>• Have all project design components been completed and approved by key stakeholders and funding providers and is the project ready for tender?</li> </ul>

# APPENDIX 3: SPORT PARTICIPATION 2021 BY LGA

*Note: Participation data provided by SSAs is based on registered participants by resident location and may not incorporate all participation within each local government area*

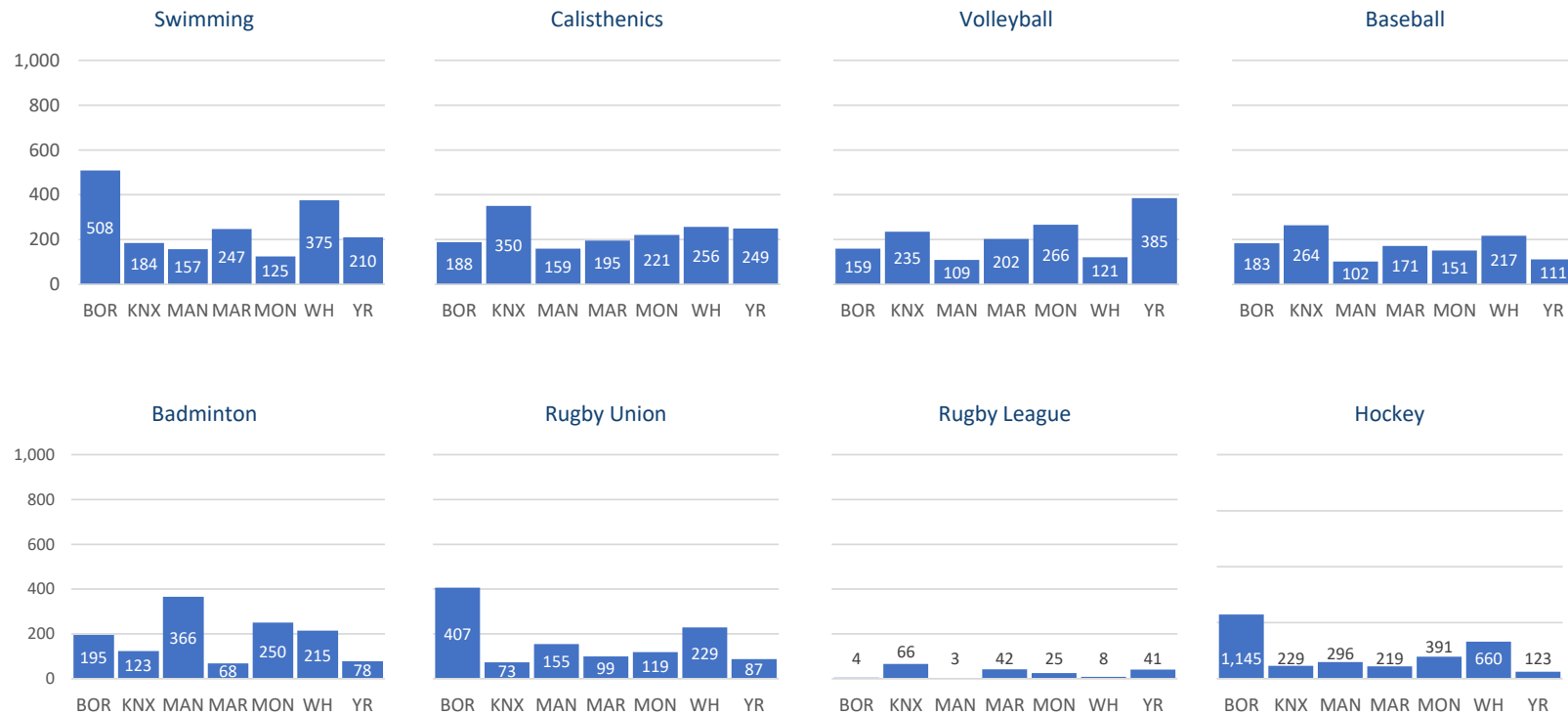
Appendices



# APPENDIX 3: SPORT PARTICIPATION 2021 BY LGA

*Note: Participation data provided by SSAs is based on registered participants by resident location and may not incorporate all participation within each local government area*

Appendices







Prepared by *insideEDGE* Sport & Leisure Planning for the Eastern Region Group of Councils and associated local government authorities

**12 CITY SERVICES**

Nil

## 13 EXPERIENCE AND CAPABILITY

### 13.1 Manningham Quarterly Report, Quarter 1 (July - September), 2022

File Number: IN22/689  
Responsible Director: Director Experience and Capability  
Attachments: 1 Manningham Quarterly Report - Quarter 1 (July - September) 2022/23 [↓](#)

#### EXECUTIVE SUMMARY

*The Manningham Quarterly Report provides an overview of key reporting requirements. Detailing performance in key areas including finance, capital works, progress of 2021-2025 Council Plan, governance, expenses and community engagement for the quarter covering 1 July – 30 September 2022.*

#### 1. RECOMMENDATION

**That Council note the Manningham Quarterly Report for Quarter 1 (July - September) 2022/23.**

#### 2. BACKGROUND

2.1 The Manningham Quarterly Report meets the requirements of the Local Government Act and Council policies for areas including finance, capital works and governance as well as progress of the 2021- 2025 Council Plan.

#### 3. DISCUSSION

A summary is as follows as at 30 September 2022:

##### 3.1 Capital Works

3.1.1 The adopted 2022/23 capital budget of \$65.2 million (m) included an allowance of \$2.5m for FOGO which has been reclassified as operational expenditure. A reduction in the final carry forward figure and a small adjustment to expected income has resulted in an updated capital budget forecast of \$62m. This is still a significant increase over previous years.

3.1.2 Total capital expenditure was \$4.8m which equates to 8% of the total budget. 7 projects have been delayed or deferred, 2 projects have been completed, 137 projects are on track and 26 projects have yet to commence.

3.1.3 The 8% of budget spent is typical for this time of year, but with 7 projects being delayed or deferred and a further two projects identified as being at risk, efforts are already underway to mitigate against a potential underspend. \$1.9m in transfers have been processed, and 7 supplementary projects have been either approved or are in the process of being approved.

3.1.4 Details are in Section 1 of the Report

### 3.2 **Budget and Financial Performance**

3.2.1 Operating Surplus was \$767 thousand (k) or 0.9% favourable compared to the year-to-date (YTD) adopted budget.

3.2.2 Cash and cash investments balance is \$94.03m

3.2.3 Details are in Section 2 of the Report.

### 3.3 **2021-2025 Council Plan Performance**

3.3.1 All major initiatives are on track.

3.3.2 Details are in Section 3 of the Report.

### 3.4 **Chief Executive and Councillor Expenses**

3.4.1 Councillors are all within allowance

3.4.2 Details are in Section 4 and 5 of the Report.

### 3.5 **Well Governed Performance**

3.5.1 **Statutory Planning:** improvements can be seen in 3 of the 4 indicators.

3.5.2 **Decision Making:** 96.9% decisions were made open to the public, with 94% Councillor attendance at Council Meetings

3.5.3 Details are in Section 6 of the Report.

### 3.6 **Community Engagement Performance**

3.6.1 Key consultations for the quarter included the Main Yarra Trail, Community Local Law and the Active Manningham program. Community feedback is being considered and will be presented to Council separately.

3.6.2 Details are in Section 7 of the Report.

### 3.7 **Chief Executive Key Performance Indicators (KPIs)**

3.7.1 At the 12 month mark, there are 9 complete KPIs, with the remaining on track for completion in 2022/23.

3.7.2 Details are in Section 8 of the Report

**4. COUNCIL PLAN / STRATEGY**

4.1 The quarterly includes process covering all themes and goals of the Council Plan.

**5. DECLARATIONS OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any general or material conflict of interest in this matter.

Quarter 1  
1 July to 30 September 2022

# Manningham Quarterly Report

*Key information on our performance and governance*



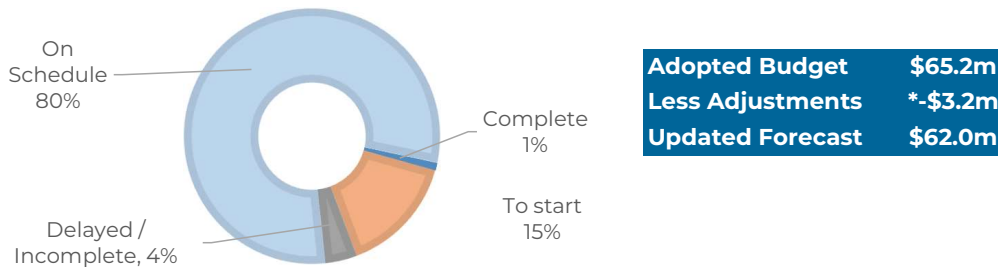
Warrandyte's newest community park and playspace *wonguim wilam*





# 1. Capital Works

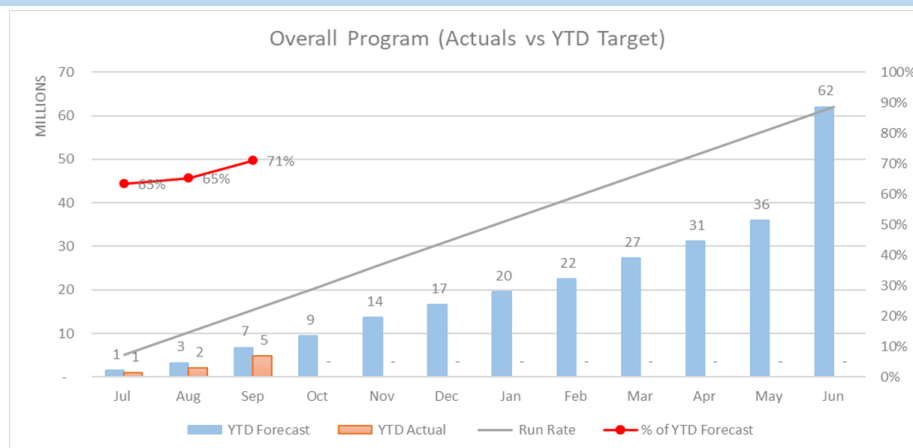
## Capital Works Projects



<b>Adopted Budget</b>	<b>\$65.2m</b>
<b>Less Adjustments</b>	<b>*-\$3.2m</b>
<b>Updated Forecast</b>	<b>\$62.0m</b>

Program Complete	Projects Complete	Value of Capital Works	Capital Income & Grants
------------------	-------------------	------------------------	-------------------------

**8%**                      **1%**                      **\$4.8m**                      **\$5.0m**



### Capital Spotlight

- The adopted 2022/23 capital budget of \$65.2million (m) included an allowance of \$2.5m for FOGO (Food Organics & Garden Organics) which has been reclassified as operational expenditure. A reduction in the final carry forward figure and a small adjustment to expected income has resulted in an updated capital budget forecast of \$62m. This is still a significant increase over previous years.
- Total capital expenditure as at the end of September 2022 was \$4.8m which equates to 8% of the total budget. 7 projects have been delayed or deferred, 2 projects have been completed, 137 projects are on track and 26 projects have yet to commence.
- The 8% of budget spent is typical for this time of year, but with 7 projects being delayed or deferred and a further two projects identified as being at risk, efforts are already underway to mitigate against a potential underspend. \$1.9m in transfers have been processed, and 7 supplementary projects have been either approved or are in the process of being approved.

## 2. Financial Status

### Income Statement

Account Group	YTD Current Budget \$'000	YTD Actuals \$'000	YTD Variance \$'000	YTD Variance %	Annual Adopted Budget \$'000	Annual Forecast \$'000
<b>1. Income</b>						
Rates - General	116,259	116,263	4	0.0%	117,381	117,420
Statutory Charges, Fees & Fines	963	665	(299)	(31.0%)	3,726	3,228
User Charges	2,342	1,905	(438)	(18.7%)	10,073	9,756
Interest Received	162	333	171	105.1%	650	1,100
Grants & Subsidies	2,339	2,503	164	7.0%	11,375	11,500
Capital Grants & Contributions	60	985	925	1546.7%	6,624	6,653
Other Income	1,707	787	(920)	(53.9%)	8,014	8,107
Infrastructure, Plant and Equipment	23		(23)	(100.0%)	91	91
<b>Total 1. Income</b>	<b>123,855</b>	<b>123,440</b>	<b>(415)</b>	<b>(0.3%)</b>	<b>157,934</b>	<b>157,855</b>
<b>2. Expenditure</b>						
Employee Costs	14,999	14,279	720	4.8%	57,869	57,869
Materials & Contracts	7,546	6,538	1,008	13.4%	30,696	31,816
Interest	11	2	9	79.6%	45	45
Utilities	597	498	99	16.6%	2,304	2,313
Other	8,290	8,875	(585)	(7.1%)	17,775	18,965
Depreciation	7,315	7,385	(70)	(1.0%)	29,261	29,294
<b>Total 2. Expenditure</b>	<b>38,758</b>	<b>37,577</b>	<b>1,181</b>	<b>3.0%</b>	<b>137,952</b>	<b>140,302</b>
<b>Operating Surplus / (Deficit)</b>	<b>85,097</b>	<b>85,864</b>	<b>767</b>	<b>0.9%</b>	<b>19,982</b>	<b>17,554</b>

### Executive Summary

At the end of September, Council's Operating Surplus was \$767 thousand (k) or 0.9% favourable compared to the year-to-date (YTD) adopted budget.

The key favourable variances include:

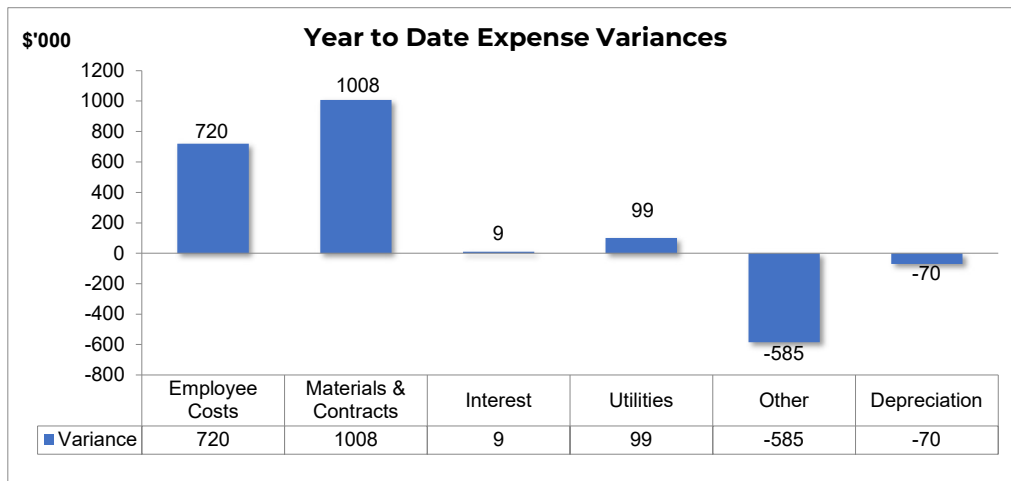
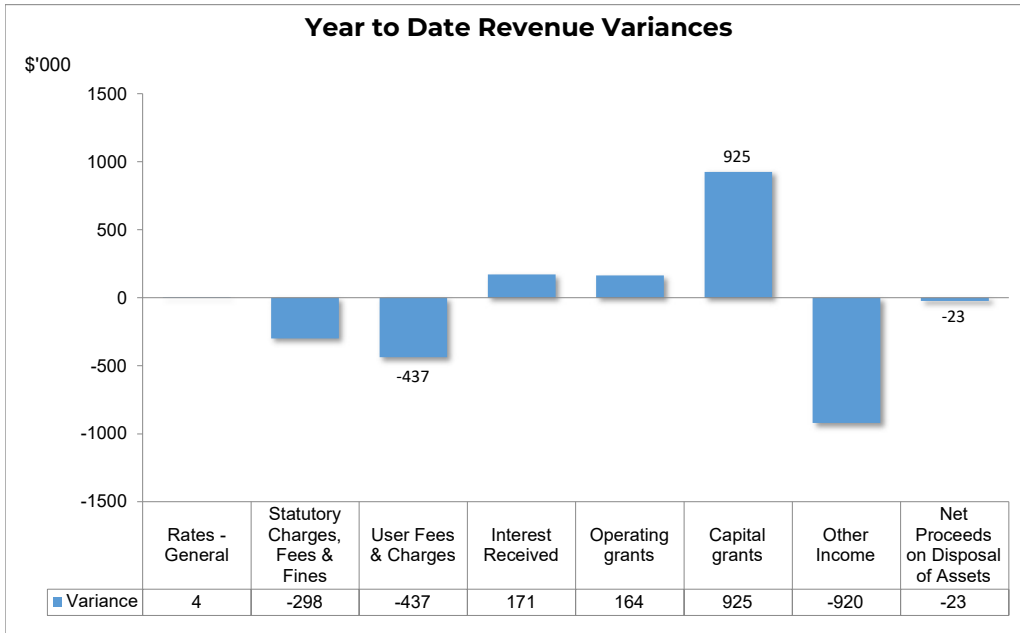
- \$925k favourable Capital Grants income due to unbudgeted receipt of Local Roads and Community Infrastructure Program (Phase 2) monies from the Department of Infrastructure & Transport for road sealing projects.
- \$1.01m favourable Materials & Contracts due to the timing of expenditure for City Amenity, City Infrastructure, City Projects and City Assets - mainly in the Contractors account.
- \$720k favourable Employee Costs due to a large number of vacancies.
- \$164k favourable Grants & Subsidies income primarily due to the timing of Department of Health payments to Aged & Disability Services, a small increase in the Grants Commission payment amount for 2022/23 and early receipt of Emergency Resource Program payments.
- \$171k favourable Interest Received due to increasing term deposit interest rates.

These are partly offset by:

- \$920k unfavourable *Other Income* from timing variances in receipt of Developers (Open Space) Contributions.
- \$585k unfavourable Other Expenses mainly due to higher than budgeted software licence costs, corporate insurance premium, and also postage costs relating to Waste educational activities. The timing relating to the Strategic Property Portfolio, technology implementation and Library expenses partly offset this unfavourable variance.
- \$299k unfavourable Statutory Charges, Fees & Fines mainly due to parking infringements (\$197k)(City Compliance) and permits income (\$84k) (Statutory Planning).
- \$438k unfavourable Fees & User Charges primarily due to lower than anticipated activities in Community Venues & Functions \$68k, City Compliance \$31k and City Amenity - Aquarena contract income \$185k.

## 2. Financial Status

### Year to Date Income and Expenditure Variances by Category



# 2. Financial Status

## Cash and Investments

Council's cash and cash investments balance as at September 2022 is \$94.03 million

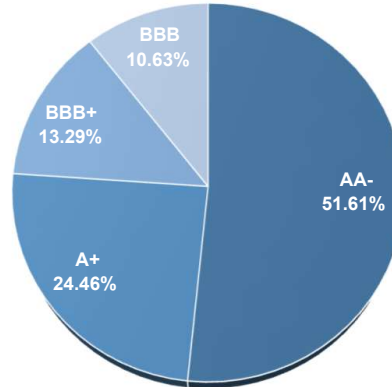
## Summary of Council's Investments

Average Weighted interest rate	2.32%
Average monthly interest \$	111,087
Maximum interest rate earned	4.05%

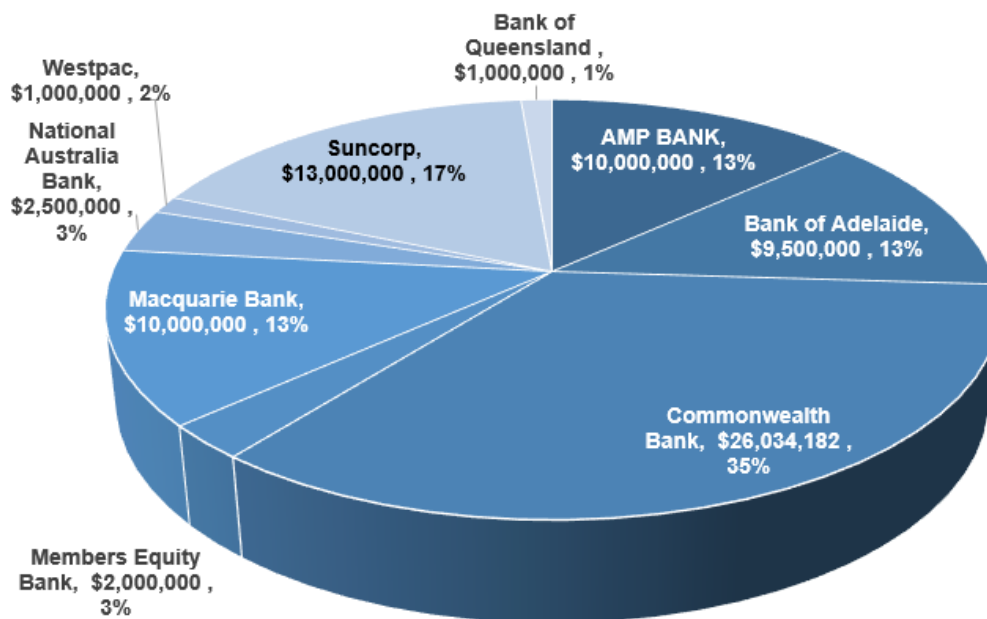
Standard & Poor (S&P) is a universal credit rating. There are 17 ratings only using four different letters A-D. This is achieved by doubling or tripling letters—the more the better. Ratings can also include a plus sign (which is better than standalone letters) or a minus sign (which is worse than standalone letters).

The best is "AAA." This rating means it is highly likely that the borrower will repay its debt. The worst is "D," which means the issuer has already defaulted.

**Investments by Risk (S & P Long Term Credit Rating)**



**Investment summary**



## 2. Financial Status

	September 2022 (\$)	June 2022 (\$)	Movement (\$)
<b>ASSETS</b>			
<b>Current Assets</b>			
Trade and Other Receivables	106,648,317	15,924,167	90,724,150
Accrued Income	1,381,697	692,721	688,976
Cash and Cash Equivalents	9,534,188	12,622,907	(3,088,719)
Other Financial Assets	84,500,000	80,679,367	3,820,633
Prepayments	190,458	1,461,554	(1,271,096)
	<b>202,254,660</b>	<b>111,380,716</b>	<b>90,873,944</b>
<b>Non-Current Assets</b>			
Investments in associates	2,865,159	2,865,159	0
Sundry Debtors - Non Current	582,529	590,227	(7,698)
Infrastructure, Property, Plant & Equipment	2,451,312,387	2,454,017,279	(2,704,892)
	<b>2,454,760,075</b>	<b>2,457,472,665</b>	<b>(2,712,590)</b>
<b>TOTAL ASSETS</b>	<b>2,657,014,735</b>	<b>2,568,853,381</b>	<b>88,161,354</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade and Other Payables	27,521,341	24,684,395	(2,836,946)
Provisions	13,768,007	14,427,560	659,553
Trust Funds and Deposits	13,843,037	13,722,789	(120,248)
	<b>55,132,385</b>	<b>52,834,744</b>	<b>(2,297,641)</b>
<b>Non-Current Liabilities</b>			
Provisions - Non Current	3,305,477	3,305,477	0
	<b>3,305,477</b>	<b>3,305,477</b>	<b>0</b>
<b>TOTAL LIABILITIES</b>	<b>58,437,862</b>	<b>56,140,222</b>	<b>(2,297,640)</b>
<b>NET ASSETS</b>	<b>2,598,576,874</b>	<b>2,512,713,158</b>	<b>85,863,715</b>
<b>EQUITY</b>			
Accumulated Surplus	822,328,506	790,207,403	32,121,103
Reserves	1,690,384,653	1,690,384,653	(0)
Suspense	0	0	0
Current Retained Earnings	85,863,715	32,121,101	53,742,614
<b>TOTAL EQUITY</b>	<b>2,598,576,874</b>	<b>2,512,713,158</b>	<b>85,863,716</b>

### Reason for Year to date variances

#### Current Assets

Current assets include cash and cash equivalents (cash held in bank accounts and term deposits or other highly liquid investments with terms of three months or less), other financial assets (term deposits with terms between three and twelve months) and monies owed to Council by ratepayers and others.

As at 30 September 2022, total current assets (trade and other receivables) have increased compared to 30 June 2022 due to the 2022/23 annual rates and charges being raised during July 2022.

#### Non Current Assets

Property, infrastructure, plant & equipment and intangible assets represents 99.9 per cent of Council's non-current assets. As at 30 September 2022, the total non-current assets are in line with the 30 June 2022 figure.

#### Current Liabilities

As at 30 September 2022, the total current liabilities have increased compared to 30 June 2022 primarily due to the timing of payments to be made to creditors (trade and other payables).

#### Non Current Liabilities

As at 30 September 2022, the total non current liabilities are in line with the 30 June 2022 figure.

#### Equity (Accumulated Surplus and Reserves)

Equity includes Accumulated Surplus and Reserves. Reserves include Asset Revaluation reserves and other cash reserves which Council wishes to separately identify as being set aside to meet a specific purpose in the future and to which there is no existing liability. This component includes Reserves such as the Open Space Reserve and the Doncaster Hill.

## 2. Financial Status

### Open Space Reserve and Doncaster Hill Development Contributions Plan (DCP) - Reserve Summary

\$'000s	Opening Balance at 1 July 2022	YTD Actual Income at 30 Sept 2022	Forecast Expenditure for 2022/23	Projected Reserve Balance (accounting for Forecast expenditure)
Open Space Reserve	\$13,159	\$673	\$6,199	\$7,633
Doncaster Hill DCP Reserve	\$1,103	\$0	\$0	\$1,103

The **Open Space (resort and recreation) Reserve** was established to control contributions received from developers that will, upon completion of developments be utilised to acquire and create open space, and develop recreation and other facilities for residents in the respective development areas.

The **Doncaster Hill activity centre DCP Reserve** was established to control contributions levied on developers under the Doncaster Hill Development Contributions Plan Overlay (DCPO) and funds will be utilised to develop social and community infrastructure in accordance with the conditions contained in the DCPO.

### 2022/23 Open Space Reserve Contributions Summary

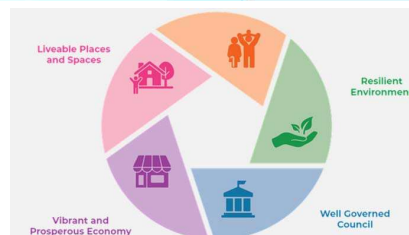
Property	Amount
14 Elvie Street, DONCASTER EAST, 3109	\$128,000
12 Montgomery Street, DONCASTER EAST, 3109	\$126,400
1/8 Anderson Street, TEMPLESTOWE, VIC, 3016	\$112,000
11 Balmoral Avenue, TEMPLESTOWE LR, VIC, 3107	\$100,000
108 Manningham Road, BULLEEN, VIC, 3105	\$80,000
29 Lawanna Drive, TEMPLESTOWE, VIC, 3106	\$65,000
24 Studley Street, DONCASTER, 3108	\$62,000
<b>Total Year to Date</b>	<b>\$673,400</b>



# Council Plan 2021-2025

Our Council Plan 2021-2025 has five themes:

- Healthy Community
- Liveable Places and Spaces
- Resilient Environment
- Vibrant and Prosperous Economy
- Well Governed Council



We developed goals for each theme in consultation with our local community, partners, Councillors and staff. We progress the Council Plan goals through actions and major initiatives each year

Major Initiatives are significant pieces of work, usually over the four years of the Council Plan. There are 19 major initiatives and initiatives to progress our 2021-25 Council Plan goals. You can find the full details of previous quarters and year's progress in our Manningham Annual Report at [www.manningham.vic.gov.au](http://www.manningham.vic.gov.au).

**Action we have taken to progress the goals of our Council Plan** **Progress**

## Healthy Community

Goals:

- Healthy, Safe and Resilient
- Inclusive and Connected

**1. We will undertake evidence-based planning for equitable, inclusive and accessible services and infrastructure improvements for prominent issues including:**

- i. Commence gender equality impact assessments on Council policies, services and**
- Action**
- In line with our commitment to gender equality and fulfill requirements of the Victorian Gender Equality Act 2020, a Gender Impact Assessment was undertaken on the draft Climate Emergency Action Plan with two workshops with diverse participation of 14 community and community organisations representatives.

**ii. improve the range of accessible supports and services available to young people within Manningham, exploring a youth hub, advocating for improved mental health resources and working collaboratively with youth agencies.**

- Action**
- We have worked to improve youth mental health services our advocacy and collaboration with others through:
- #manninghamneedsaheadspace campaign and activities at Warrandyte market, Westfield and The Pines.
  - regular meetings with EACH Manningham Youth Services and presentation of annual report to Council
  - discussion with Council regarding alternative venues for a Youth Hub
  - site investigation for Headspace services
  - youth employment expo held at Council's Function Centre.

**iii. Developing a collaborative forum to engage with businesses, community leaders, community groups and residents from culturally diverse backgrounds.**

- Action**
- We have held forums to further relationships and outcomes for the Manningham community, including youth employment and a CALD mental health forum with mental health providers

**iv. Investigate extended use of community facilities, including libraries through a new Community Infrastructure Plan.**

- Action**
- We have extended use of our Doncaster and The Pines Libraries. Doncaster Library is now open until 8pm on Mondays, Tuesdays and Fridays. The Pines Library is now open on Sundays 1-4pm.
  - We sent a letter of advocacy to the Municipal Association of Victoria on extended library hours to reduce from gambling and other anti-social behaviour (Libraries After Dark program)
  - Our draft 20-year Community Infrastructure Plan to guide and maximise the use of our community facilities is being readied for community comment next quarter.
  - We have awarded a tender for The Pines Library and Community Hub. Stakeholder consultation started.

### 3. Council Plan 2021-2025

Action we have taken to progress the goals of our Council Plan Progress


**2. Work to connect service providers, community groups, local organisations and networks to improve and profile community outcomes through forums and connections**

- Action**
- We have held a *Strength Through Connection* event on food in multicultural communities with the library
  - We met with each of the Neighborhood Houses to enhance programming. International student event held at Heide Gallery to increase awareness of local services and build local connections
  - We worked closely with the Wurundjeri Woi-wurrung Corporation in areas of land and cultural
  - Following the success of the LGBTIQ+ Parenting Seminar, Manningham Youth Services (EACH) delivered support group for LGBTIQ+ families.

**3. We will support and educate to connect inclusive and healthy communities (inclusive of our First Nations and culturally diverse communities) through:**

- i. Environmental and waste program
- ii. Implementing the Reconciliation Action Plan (RAP) to enhance recognition of First Nation Peoples
- iii. Resources and information that link our community to understanding of and responses to family violence

- Action**
- We have permanently added our new *Acknowledgement of Country* to our Council meeting rooms
  - We held our July National Tree Day (the first in three years after the Covid-19 hiatus)
  - We ran two community planting events at Ruffey Lake Park and in Warrandyte's Pound Bend (with the Middle Yarra Landcare Network) which were attended by hundreds of people
  - Our new Reconciliation Action Plan has been approved by the Wurundjeri Woi-wurrung Corporation and is being prepared for endorsement by Reconciliation Australia
  - We held *Plastic Free July*, community gardening days, nature walks and other sustainable living events and seminars with over 500 participants and attendees
  - We promote local environmental education programs in our monthly 'Environment Events – What' On' email newsletter to over 1300 subscribers.



**Liveable Places and Spaces**

**Goals:**

- Inviting places and spaces
- Enhanced parks, open space, and streetscapes
- Well connected, safe and accessible travel
- Well utilised and maintained community infrastructure

**4. Strengthen our principles to guide responsible planning for new developments by:**

- iv. Adoption of key strategic documents including Liveable City Strategy 2040, the Environmental Strategy and review of the Manningham Planning Scheme by June 2022, and
- v. investigate enhanced planning controls to enhance the protection of our environment.

- Action**
- The draft Environment Strategy is in final stages and is aligned with the recently adopted draft Climate Action Plan
  - Our Liveable City Strategy 2040 was adopted, following consideration of 360 community submissions
  - We progressed the review of the Manningham Planning Scheme, undertaking consultation with the community, Councillors and other stakeholders for recommendations to a number of actions to enhance the Planning Scheme. Subject to Council's endorsement, it will be submitted to the Minister for Planning.

**5. Provide ways for people to connect by:**

- i. Prioritise grant funding to support community inclusion and connections to respond to community needs
- ii. deliver actions in our Transport Action Plan and Bus Network Review 2017 including contributing to the planning of the Suburban Rail Loop (SRL), Doncaster Busway, Bus Rapid Transits, bus network and service improvements and enhancing our walking and cycling network.

- Action**
- We are advocating for bus reform within Manningham including a bus review and new services
  - Following our submission to the *Suburban Rail Loop (Stage 1) Environmental Effects Statement*, the process is now complete, with the Minister for Planning assessment released
  - We continue to advocate for the mirroring of the Stage 1 & 2 alignment with a bus service
  - Advocated for walking and cycling improvements through the Eastern Transport Coalition.

### 3. Council Plan 2021-2025

Action we have taken to progress the goals of our Council Plan	Progress
<p><b>6. investigate use of our facilities and identify opportunities to develop or repurpose facilities and the use of Council land for multi-use purposes to meet changing community needs through:</b></p> <ul style="list-style-type: none"> <li>i. Finalising the Community Infrastructure Plan and commence implementing the 20-year Action Plan.</li> <li>ii. Strengthening utilisation and performance of stadiums in conjunction with stadium managers, and</li> <li>iii. Improving community access to sport and recreation facilities and spaces for broad community use and benefit.</li> </ul>	<p>●</p> <p>●</p>
<p><b>Action</b></p> <ul style="list-style-type: none"> <li>▪ Our tender process started for the future of contracted services for leisure facilities</li> <li>▪ We delivered recreation initiatives for the local community including <i>This Girl Can</i> events</li> <li>▪ We continue to liaise with sports clubs on continuous and community activation improvements</li> <li>▪ Our Expressions of Interest for our Recreation and Sport Advisory Committee progressed</li> <li>▪ We engaged on our Active Manningham Program on Your Say Manningham for recreation opportunities.</li> </ul>	
<p><b>7. We will continue to advocate, influence and respond to the North East Link Project (NELP) authority for improved mitigation measures and environmental outcomes, particularly around urban design outcomes and to reduce to reduce construction impact of the project on the community.</b></p>	<p>●</p>
<p><b>Action</b></p> <ul style="list-style-type: none"> <li>▪ <i>The Spark consortium was awarded by the North East Link Authority. The tunnelling work is part of Primary Package.</i></li> <li>▪ We work with NELP / SPARK daily, to review ongoing design plans, construction compound plans</li> <li>▪ The NEL central tunnel package works have commenced.</li> <li>▪ The Early Works package is almost complete with final rectification works being undertaken, the new Bulleen Park and Ride facility is being constructed</li> </ul>	
<p><b>8. We will continue to work to maintain to a high standard our roads, footpaths and drains (as scheduled) including Melbourne Hill Road Drainage Upgrade.</b></p>	<p>●</p>
<p><b>Action</b></p> <ul style="list-style-type: none"> <li>▪ Integrated Water Management Strategy Implementation Plan endorsed which will guide review of our management of water and respond to emerging challenges including population growth, climate change and increasing flood and drought risk</li> <li>▪ Other major drainage works are continuing with Melbourne Hill Road area nearing completion.</li> </ul>	
<p><b>9. We will deliver the Road Improvement Program (as scheduled) including Jumping Creek Road, Tuckers Road, Knees Road and Templestowe Village connecting roads</b></p>	<p>●</p>
<p><b>Action</b></p> <ul style="list-style-type: none"> <li>▪ Delivery of Tuckers Road upgrade is continuing with completion expected late this year.</li> <li>▪ Other major drainage and roads projects are continuing with design of Jumping Creek Road and Melbourne Hill Road area (drainage) nearing completion.</li> </ul>	
<p><b>10. We will deliver the Parks and Recreation Facilities Upgrades (as scheduled) including Petty's Reserve Sporting Development (Stage 2), Rieschiecks Reserve Pavilion Redevelopment and Deep Creek Reserve</b></p>	<p>●</p>
<p><b>Action</b></p> <p>We delivered upgrades to our parks and recreation facilities, including progressing the Petty's Reserve Sporting Development (Stage 2), Rieschiecks Reserve Pavilion Redevelopment, and Deep Creek Reserve.</p>	
<p><b>11. We will deliver the Parks Improvement Program including Ruffey Lake Park Landscape Masterplan New Open space on Hepburn Road, Victoria Street place space upgrade, Wonguim Wilam (stage play space 2 upgrade)</b></p>	<p>●</p>
<p><b>Action</b></p> <ul style="list-style-type: none"> <li>▪ Upgrades to path network in Reserves including Ruffey Lake Park and Landscape Reserve</li> <li>▪ Work progressing on the Ruffey Lake Park Landscape Masterplan implementation including the development of new signage, Disc Golf course upgrade, third exercise station and tree planting.</li> <li>▪ The new Open space on Hepburn is in the final detailed design stages prior to tender later this year. The Victoria Street place space upgrade concept design is out for community consultation in October.</li> <li>▪ wonguim wilam (stage play space 2 upgrade) is now open to the public and there was an official opening celebration on Sunday 18 September for the completion of the masterplan.</li> </ul>	

### 3. Council Plan 2021-2025

Action we have taken to progress the goals of our Council Plan

Progress



#### Resilient Environment

##### Goals:

- Protect and enhance our environment and biodiversity
- Reduce our environmental impact and adapt to climate

#### 12. We will deliver the Environmental Strategy and strengthen principles to protect the environment, biodiversity and wildlife by

- i. Advocating to government and business on environmental issues
- ii. Improving management practices of bushland maintenance, pest animal and environmental weed control and monitoring, evaluating and improvement mechanisms
- iii. Exploring biodiversity improvement or environmental community engagement programs for local public areas in collaboration with the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation, Melbourne Water and Parks Victoria
- iv. Exploring protection measures in the new Community Local Law, and
- v. Improving the sustainability of Council's environmental practices

Action

- We completed robust internal and external consultation to inform the Manningham Planning Scheme review
- We reviewed and updated our Bushland management strategy, and new contract for bushland management awarded
- Our Environment Strategy is waiting adoption of Climate Emergency Action Plan, which is scheduled for November/December Council meeting
- Our Community Local Law was open for consultation and we are preparing to consider feedback
- We are promoting use of our electric pool vehicles and electric vehicle chargers to drive change, reduce our emissions and create a greener future in Manningham.



#### Vibrant and Prosperous Economy

##### Goals:

- Grow our local business, tourism and economy

#### 15. Support local business through:

- i. Demonstrating leadership to increase procurement with Social Enterprises, Aboriginal Enterprises and Australian Disability Enterprises (collectively known as Social Benefit Suppliers) and local businesses.
- ii. Capacity building and support through the Business Development Program.
- iii. Exploring local opportunities to support local businesses to collaborate via a hub or co-working space
- iv. Implementing the recommendations in the Doncaster Hill Strategy and Economic Development Strategy to encourage and support tourism and employment opportunities

Action

- We have been working with Eastern Innovation Business Centre and Flexible Working Australia to take part in a regional Boosting Co-working program. We were successful in obtaining \$3,000 grant to support co-working, and local business can access a \$100 voucher to use at local co-working location
- We held initial discussions with the Manningham Uniting Church on a co-working space and a range of benchmarking has been done to inform next steps
- With the State Government funded Business Concierge program coming to a close in June 2022, recruitment for a full time position commenced
- We continued to support local business, engaging directly with traders on a range of issues including business permits and business development programs. In response to previous feedback, the focus for 2022 continues to be marketing and Search Engine Optimisation (SEO) support.
- Business mentoring and the development programs continue to be delivered as required.

Quarter 1  
1 July - 30 September 2022

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[www.manningham.vic.gov.au](http://www.manningham.vic.gov.au)

### 3. Council Plan 2021-2025

Action we have taken to progress the goals of our Council Plan

Progress



#### Well Governed Council

#### Goals:

- A financially sustainable Council that manages resources effectively and efficiently
- A Council that values our customers and community in all that we do change

#### 16. Explore different ways to improve community satisfaction with our communications on local community issues, services and activities



Action

- We released an *improving the way we communicate* survey to shape the future of Council communications and ensure customers receive the information they need at the right time and via their preferred format. Results are being analysed to inform future planning.
- We promoted key advocacy priorities for the Manningham community in the lead up to the State election
- We conducted extensive research into current and emerging community engagement techniques so that we keep up to date with the most effective approaches to reach people and gather feedback on local issues, services and activities

#### 17. Explore ways to enhance performance reporting across social, environment and economic outcomes against community need.



Action

- We are looking at opportunities to include partners, customers and community voices in the progress and outcomes of projects
- Improved our website and ways to include stronger links to the Council Plan themes, our performance and updating the community on progress and outcomes.

#### 18. Improve our customer experience to better understand and meet their specific needs



Action

- Improvements were made to the rate notice information available on our website resulting in reduction in calls to our customer services team.
- Live chat usage continues to grow with 1806 interactions with customers this quarter.
- The transfer of Snap Send Solve requests to our Customer Relationship Management (CRM) system was successfully automated in May, with 778 requests being received via this new process.
- Planning for future automations with CRM is occurring, including email correspondence with our customers.

#### 19. Ensure our long term financial sustainability by preparing our Budget and 10-year Financial Plan incorporating key strategies to Council by 30 June 2022



Action

- Early planning has commenced as part of the budgeting and planning cycle for 2023/24
- Please refer to section 2 of this report for details

#### 20. We will maximise public value through the systematic planning and review of Council's services and effective, early and broad engagement on projects



Action

- Our early planning has commenced for the 23/24 Budget cycle, including community engagement
- We completed one service review this quarter, and progressed another three reviews
- Our commitment to early community engagement continues with projects including Tunstall Square Pop Up Park, DISC Master Plan, and the Active Manningham Program.

#### 21. We will take a proactive and motivated approach to be an open and transparent Council



Action

- Developed our Annual Report with a transparent approach to planning, resources and accountability.

## 4. Chief Executive expenses

The Chief Executive Officer (CEO) incurs expenses while carrying out the role. Expense categories related specifically to the CEO role are travel, conferences and seminars and miscellaneous. Gifts declared are also included in this report although not an expense to Council. The CEO is required to be transparent in the use of Council resources as per the Employee Code of Conduct.

	Travel	Food and beverage	Conferences and seminars	Gifts declared	Misc.	Total Qtr	Total Year
Andrew Day	\$256.56	\$37.00	\$0.00	\$0.00	\$0.00	\$293.56	\$293.56

**Notes:**

*All costs are GST exclusive*

**Expense categories**

**Travel**

Costs associated with assisting the CEO in meeting transport costs incurred whilst attending meetings, functions and conferences. This includes taxi services, uber services, car parking fees, airfares, accommodation costs etc.

**Food and Beverage**

Costs associated with food or beverages that directly relate to the CEO role within a professional context.

**Conferences and seminars**

Costs associated with registration fees from attendance by the CEO at conferences, functions and seminars. Meetings such as these are normally held by local government related organisations, professional bodies and institutions, educational institutions and private sector providers on areas and events which impact on the role of the CEO and the City in general. This category also includes memberships and subscriptions to bodies and organisations whose activities are relevant to role of the CEO.

**Gifts declared**

Any gifts that exceed the token gift threshold (\$50.00) that the CEO is required to declare as per the Token Gift Policy.

**Miscellaneous**

Any other costs associated with the CEO role not covered by the categories above.



## 5. Councillor Expenses

An allocation of \$10,473 for each Councillor and \$11,896 for the Mayor is budgeted each financial year to reimburse Councillors for expenses incurred while carrying out their official roles.

Significant demands are placed on Councillors in carrying out their civic and statutory roles attending community meetings and events, capacity building and advocacy meetings in pursuit of the best outcomes for the municipality. The Mayor has a slightly higher allowance as they are required to carry out additional civic and ceremonial duties.

The Council Expenses Policy guides the reimbursement of Councillor expenses. This budget is all inclusive and covers conferences and training, travel, child minding and information and communications technology expenses. As part of Council's commitment to remaining accountable and transparent, these expenses will be presented to the community each quarter.

Categories include: Travel (including accommodation, cab charges), Car Mileage, Childcare, Information and Communication Technology, Conferences and Training (including professional development, workshops), General Office Expenses (including meeting incidentals), Formal Attendances (including community events and functions), Memberships and Other (publications).

Councillor	Travel	Car Mileage	Childcare	Information Communication Technology	Conferences & Training	General Office Expenses	Formal Attendances	Memberships	Other	Total Qtr	Year to Date	Allowance (Financial Year)
Cr A Chen		\$221					\$38	\$90		\$349	\$349	\$10,473
Cr A Conlon				\$75			\$51			\$125	\$125	\$10,473
Cr D Diamante (Deputy Mayor)					\$60			\$90		\$150	\$150	\$10,473
Cr G Gough							\$205			\$205	\$205	\$10,473
Cr M Kleinert (Mayor)	\$154			\$121		\$107	\$433	\$90	\$93	\$998	\$998	\$11,896
Cr C Lange								\$90		\$90	\$90	\$10,473
Cr T Lightbody	\$309									\$309	\$309	\$10,473
Cr L Mayne				\$158	\$4,988			\$90		\$5,236	\$5,236	\$10,473
Cr S Mayne		\$112								\$112	\$112	\$10,473

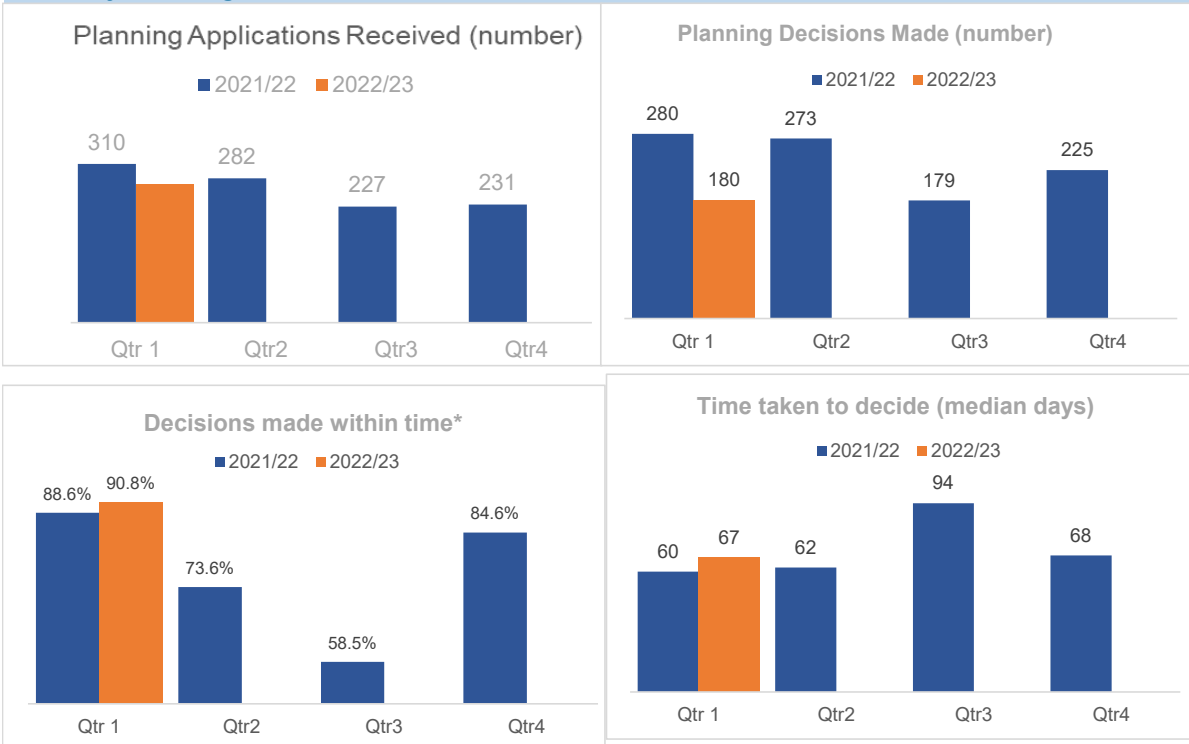
### Notes for the Quarter

\*Cr L Mayne attend Australian Institute of Company Directors which is amortised over two financial year periods.

# 6. Well Governed

The indicators below are focus areas from the Local Government Performance Reporting Framework. The full set of data is available on the Know Your Council website

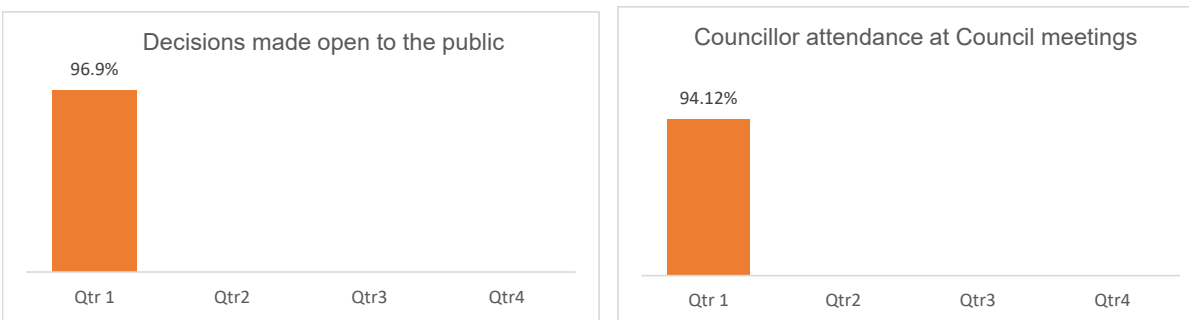
## Statutory Planning



Decisions made within time have continued to increase from 84.6% in the previous quarter to 90.8% for this quarter. In comparison to the 2021/22 quarterly result the percentage is marginally higher. The Number of Planning Applications Received have also continued to increase from the previous quarter from 231 applications to 271, whilst only marginally lower than the 2021/22 quarterly result.

\*The Planning and Environment Act 1987 defines 60 statutory days as the time permitted for Councils to determine a planning application. The 60 statutory days includes weekends, public holidays and commences when the application is lodged.

## Council's Decision Making



- 96.9% decisions or resolutions were made open to the public, with 1 out of 33 resolutions being confidential as they related to contractual matters.
- There was 94% attendance by Councillors at Council meetings this quarter

# 7. Community Engagement

## Live engagement projects for the period:



### Main Yarra Trail extension

We're creating a seamless connection from the CBD to Warrandyte. The shared trail will benefit both pedestrians and cyclists by joining the Main Yarra, Mullum Mullum and the Eastlink Trails.



### Community Local Law

We are updating our Community Local Law. The Law is made by each local government area relating to health and safety issues in the community.



### Active Manningham

Help us develop the 2023-2025 Active Manningham program. Through Active Manningham, we provide our community with opportunities to participate in different sports and recreation.



### Plastics Free July

Plastic Free July is helping people worldwide to be part of the solution to plastic pollution. We hosted five pop-up events at our local activity centres to chat with residents about reducing waste and to give out samples of reusable and recyclable products.

## Some of what you told us for what is proposed:

### Main Yarra Trail

"Council should switch streetlights to energy-efficient LEDs; Provide incentives to recycle and repurpose building materials; We need safe bike lanes for easy and direct commuting"

**90% high agreement**

### Climate Emergency Action Plan

"Action on climate change makes financial sense and this should be highlighted to the general public. Also moving to renewables creates jobs";

"The surface condition of local roads is appalling. Repair and upgrade them with recycled materials consistent with waste reduction targets";

"Plant more trees".

## Progress on recent engagements:

- **Climate Emergency Action Plan:** we have used the online platform *Polis* to boost resident's interest and influence over our Climate Emergency Action Plan.
- **Macedon Square upgrade:** we organised two reconnect sessions (facilitated by MosaicLab) to hear the concerns from the Macedon Square local community and build trust on plans to upgrade the Square. This process will lead to a co-design approach to the new plan.

## Spotlight: Using Polis to collect and gather information on what is important to you

### Climate emergency action plan Manningham Council

Council has endorsed a Draft Climate Emergency Action Plan to meet the climate mitigation targets adopted in late 2021.

Manningham's climate mitigation targets are:

- net zero emissions by 2028 for Council operations
- net zero emissions by 2035 for the Manningham community

We are now seeking your comments and new ideas on the draft actions to achieve net zero emissions.

How does this work?

You will see comments about the Climate Emergency Action Plan and other community ideas on how to reach our targets.

You will have three options: agree with the comment, disagree with the comment, or, if unsure, pass on the comment.

**Polis is a real-time system for gathering, analyzing and understanding what large groups of people think in their own words.** Polis allows us to consider and analyse community interest in views. Both Council and community can submit ideas and the community vote on these ideas.

Polis will make it easier for us to understand where there is consensus on the topic within the Manningham community.

*We are committed to making it easy to participate in Council's decision making*

Register to have your say on upcoming projects at [yoursay.manningham.vic.gov.au](https://yoursay.manningham.vic.gov.au)

## 8. CEO Key Performance Indicators

Agreed by Council as key focus areas for our Chief Executive, Andrew Day to achieve by September 2022.

● on track
 ● monitor
 ● complete

A Council approved Streetscape Management Plan and Nature Strip Policy by 30 June 2022.	●
Emissions targets are set by 30 December 2021 and progress reported back to Council at least annually. <i>Targets adopted by Council in November 2021.</i>	●
FOGO implemented to the Manningham community in 2022/23.	●
90% of the Council Plan Major Initiatives and Initiatives are on track at the end of the financial year.	●
90% completion of annual capital works program implemented <i>83% of capital works program and 88% of capital works projects were completed</i>	●
Service Management Framework is resourced and implemented.	●
Workforce Plan completed by 31 December 2021 and implementation of annual actions as in the Plan. <i>Workforce Plan complete, actions have now been assigned.</i>	●
Asset plan to be presented to Council and adopted by 30 June 2022 and actions from 2022/23 to be implemented as per the action plan.	●
Finalise the Community Infrastructure Plan by 30 June 2022 and implement the Action Plan.	●
Completion of the Gender Equity Action Plan (GEAP) in line with legislative requirements and implementation of annual actions.	●
Improved consultation and engagement satisfaction results, from the previous year, in the Community Satisfaction Survey (or equivalent). <i>This survey is managed by the Victorian Government. For 2022, the same result as 2021 was achieved.</i>	●
Implement a program of Community Engagement training for officers.	●
Delivery of the milestones and timelines as agreed in the advocacy plan for 2021/22 and 2022/23.	●



**Manningham Council**

📍 Manningham Council, 699 Doncaster Road, Doncaster, 3108

☎ 9840 9333

✉ [manningham@manningham.vic.gov.au](mailto:manningham@manningham.vic.gov.au)

🌐 [manningham.vic.gov.au](http://manningham.vic.gov.au)

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## 14 CHIEF EXECUTIVE OFFICER

### 14.1 Informal Meetings of Councillors

File Number:	IN22/706
Responsible Director:	Chief Executive Officer
Attachments:	<ol style="list-style-type: none"><li>1 Manningham Disability Advisory Committee - 12 October 2022 <a href="#">↓</a></li><li>2 Multicultural Communities Advisory - 13 October 2022 <a href="#">↓</a></li><li>3 Strategic Briefing Session -18 October 2022 <a href="#">↓</a></li><li>4 Gender Equality and LGBTQIA+ Advisory Committee - 26 October 2022 <a href="#">↓</a></li><li>5 Strategic Briefing Session - 8 November 2022 <a href="#">↓</a></li><li>6 Councillors and CEO Only Time - 8 November 2022 <a href="#">↓</a></li></ol>

#### EXECUTIVE SUMMARY

*Chapter 6, sub rule 1 of Manningham's Governance Rules requires a record of each meeting that constitutes an Informal Meeting of Councillors to be reported to Council and those records to be incorporated into the minutes of the Council Meeting.*

#### RECOMMENDATION

**That Council note the Informal Meetings of Councillors for the following meetings:**

- **Manningham Disability Advisory Committee – 12 October 2022**
- **Multicultural Communities Advisory – 13 October 2022**
- **Strategic Briefing Session – 18 October 2022**
- **Gender Equality and LGBTQIA+ Advisory Committee – 26 October 2022**
- **Strategic Briefing Session – 8 November 2022**
- **Councillor and CEO Only Time – 8 November 2022**

#### 1. BACKGROUND

- 1.1 Section 60 of the *Local Government Act 2020*, requires a Council to develop, adopt and keep in force Governance Rules (the Rules).
- 1.2 Chapter 6, sub rule 1 of Manningham's Governance Rules requires the Chief Executive Officer to ensure a summary of matters discussed at an informal meeting is tabled at the next convenient Council meeting and recorded in the minutes of that meeting.
- 1.3 An Informal Meeting of Councillors is a meeting that:
  - is a scheduled or planned meeting of all Councillors (irrespective of how many Councillors attend) with the Chief Executive Officer for the purpose of discussing the business of Council or briefing Councillors; or



- is a scheduled or planned meeting of all Councillors (irrespective of how many Councillors attend) with the Executive Management Team for the purpose of discussing the business of Council or briefing Councillors; or
- is a scheduled or planned advisory committee meeting attended by at least one Councillor and one member of Council staff; and
- is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting.

## **2. DISCUSSION / ISSUE**

Summaries of the following informal meetings are attached to this report:

- Manningham Disability Advisory Committee – 12 October 2022
- Multicultural Communities Advisory – 13 October 2022
- Strategic Briefing Session – 18 October 2022
- Gender Equality and LGBTQIA+ Advisory Committee – 26 October 2022
- Strategic Briefing Session – 8 November 2022
- Councillor and CEO Only Time – 8 November 2022

## **3. DECLARATIONS OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any general or material conflict of interest in this matter.

# Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS	
<b>Meeting Name:</b>	Manningham Disability Advisory Committee
<b>Date:</b>	Wednesday, 12 October 2022
	<b>Time Opened:</b> 6:00pm
	<b>Time Closed:</b> 8:00pm
<b>Location:</b>	Council Chambers
<b>Councillors Present:</b>	Cr Michelle Kleinert (Mayor)
<b>Officers Present:</b>	Katrine Gabb
<b>Apologies:</b>	Nil
<b>Items discussed:</b>	<ol style="list-style-type: none"> <li>1. Inclusive Connections IDPWD event               <ul style="list-style-type: none"> <li>- Advocacy mainstream inclusion including the inclusive community activities survey</li> <li>- International Day of People with Disability activities</li> </ul> </li> <li>2. Active Manning Program</li> <li>3. Public Arts Strategy</li> <li>4. Other business               <ul style="list-style-type: none"> <li>- group updates</li> <li>- mental wellbeing and multicultural communities event</li> <li>- monkeypox information</li> <li>- community local law engagement</li> <li>- Disability Act 2006 review</li> <li>- Royal Commission info session online</li> </ul> </li> </ol>
CONFLICT OF INTEREST DISCLOSURES	
<b>Were there any conflict of interest disclosures by Councillors?</b>	No

# Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS	
<b>Meeting Name:</b>	Multicultural Communities Advisory
<b>Date:</b>	Thursday, 13 October 2022
	<b>Time Opened:</b> 6:00pm
	<b>Time Closed:</b> 8:00pm
<b>Location:</b>	Koonung Room and Online
<b>Councillors Present:</b>	Cr Carli Lange, Cr Andrew Conlon, Cr Stephen Mayne
<b>Officers Present:</b>	Katrine Gabb, Vanessa Bove, Linda Kenworthy, Emily Sweeney, Clare Hockey
<b>Apologies:</b>	Nil
<b>Items discussed:</b>	<ol style="list-style-type: none"> <li>1. Active Manningham Program</li> <li>2. FOGO</li> <li>3. Arts Strategy</li> <li>4. Translations at Manningham City Council</li> <li>5. Welcoming Cities Standards</li> <li>6. Other Business <ul style="list-style-type: none"> <li>- Iranian Communities Leaders Request</li> <li>Mental Wellbeing and Multicultural Communities Event on 17 October</li> <li>-Monkeypox Information</li> <li>-Community Local Law Engagement</li> </ul> </li> </ol>
CONFLICT OF INTEREST DISCLOSURES	
<b>Were there any conflict of interest disclosures by Councillors?</b>	No

# Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
<b>Meeting Name:</b>	Strategic Briefing Session				
<b>Date:</b>	Tuesday, 18 October 2022				
	<table border="1"> <tr> <td><b>Time Opened:</b></td> <td>6:37pm</td> </tr> <tr> <td><b>Time Closed:</b></td> <td>10:24pm</td> </tr> </table>	<b>Time Opened:</b>	6:37pm	<b>Time Closed:</b>	10:24pm
<b>Time Opened:</b>	6:37pm				
<b>Time Closed:</b>	10:24pm				
<b>Location:</b>	Council Chambers				
<b>Councillors Present:</b>	Cr Michelle Kleinert (Mayor), Cr Deirdre Diamante (Deputy Mayor), Cr Anna Chen, Cr Carli Lange, Cr Tomas Lightbody and Cr Stephen Mayne, Cr Laura Mayne, Cr Geoff Gough, Cr Andrew Conlon				
<b>Officers Present:</b>	<p><b>Executive Officers Present</b></p> <p>Andrew Day, Chief Executive Officer  Helen Napier, Acting Director City Services  Kerryn Paterson, Director Experience and Capability  Lee Robson, Acting Director City Planning and Community  Andrew McMaster, Chief Legal and Governance Officer  Jon Gorst, Chief Financial Officer</p> <p><b>Other Officers in Attendance</b></p> <p>Carrie Bruce, Senior Governance Lead  Keri Kennealy, Manager Aged and Disability Services  Mark Gladman, Senior Facilities Officer  Heather Callahan, Coordinator Recreation  Krishen Soobrayen, Manager City Projects  Tina Beltramin, Coordinator Positive Ageing</p>				
<b>Apologies:</b>	Nil				
<b>Items discussed:</b>	<ol style="list-style-type: none"> <li>1. Community Transport (Confidential)</li> <li>2. Aquarena Outdoor Master Plan</li> <li>3. Donvale Indoor Sport Centre Master Plan Update</li> <li>4. 10-Year Capital Program Overview</li> <li>5. MannaCare Update (Confidential)</li> <li>6. Kevin Heinze Grow Community Gardens 39-41 Wetherby Road, Doncaster - Seeking Council approval of Development Plan</li> </ol>				
CONFLICT OF INTEREST DISCLOSURES					
<b>Were there any conflict of interest disclosures by Councillors?</b>	No				

# Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS	
<b>Meeting Name:</b>	Gender Equality and LGBTQIA+ Advisory Committee
<b>Date:</b>	Wednesday, 26 October 2022
	<b>Time Opened:</b> 6:00pm
	<b>Time Closed:</b> 8:00pm
<b>Location:</b>	Koonung Room
<b>Councillors Present:</b>	Cr Stephen Mayne, Cr Diamante, Cr Lightbody, Cr Laura Mayne, Cr Lightbody
<b>Officers Present:</b>	Catherine Simcox, Felicity Raper
<b>Apologies:</b>	Nil
<b>Items discussed:</b>	<ol style="list-style-type: none"> <li>1. Active Manningham Program</li> <li>2. FOGO (Food Organics Garden Organics)</li> <li>3. Arts Strategy</li> <li>4. Significant Dates in Councils Calendar <ul style="list-style-type: none"> <li>- International Womens Day 2023 theme</li> </ul> </li> <li>5. Violence Against Women – 16 days of Activism</li> <li>6. Monkeypox Information</li> <li>7. Other Business <ul style="list-style-type: none"> <li>- Community Local Law engagement</li> </ul> </li> </ol>
CONFLICT OF INTEREST DISCLOSURES	
<b>Were there any conflict of interest disclosures by Councillors?</b>	No

# Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
<b>Meeting Name:</b>	Strategic Briefing Session				
<b>Date:</b>	Tuesday, 8 November 2022				
	<table border="1"> <tr> <td><b>Time Opened:</b></td> <td>6:35pm</td> </tr> <tr> <td><b>Time Closed:</b></td> <td>9:37pm</td> </tr> </table>	<b>Time Opened:</b>	6:35pm	<b>Time Closed:</b>	9:37pm
<b>Time Opened:</b>	6:35pm				
<b>Time Closed:</b>	9:37pm				
<b>Location:</b>	Council Chambers				
<b>Councillors Present:</b>	Cr Deirdre Diamante (Mayor), Cr Tomas Lightbody (Deputy Mayor), Cr Anna Chen, Cr Carli Lange, Cr Michelle Kleinert, Cr Stephen Mayne, Cr Laura Mayne, Cr Geoff Gough, Cr Andrew Conlon				
<b>Officers Present:</b>	<p><b>Executive Officers Present</b></p> <p>Andrew Day, Chief Executive Officer            Rachelle Quattrocchi, Director City Services            Kerryn Paterson, Director Experience and Capability            Niall Sheehy, Acting Director City Planning and Community            Andrew McMaster, Chief Legal and Governance Officer            Jon Gorst, Chief Financial Officer</p> <p><b>Other Officers in Attendance</b></p> <p>Carrie Bruce, Senior Governance Lead            Helen Napier, Manager City Amenity            Robert Morton, Recreation Planner            Heather Callahan, Coordinator Recreation            Clayton Simpson, Coordinator Environment            Ines Carvalho, Sustainability Officer            Nigel Philpot, Environmental Education Officer            Jude Whelan, Manager Engaged Communities            Krishen Soobrayen, Manager City Projects            Kasra Bahrami, Project Engineering Specialist</p>				
<b>Apologies:</b>	Nil				
<b>Items discussed:</b>	<ol style="list-style-type: none"> <li>1. Melbourne East Regional Sport and Recreation Strategy</li> <li>2. Climate Emergency Action Plan and Environment Programs</li> <li>3. Major Projects Update (Banksia Bridge, Jumping Creek Road, Templestowe Route &amp; Tram-Merlin)</li> <li>4. Manningham Quarterly Report, Quarter 1 (July - September), 2022</li> <li>5. Sunset of the Open Space , Heritage and Liveability Innovation Technology Advisory Committees</li> </ol>				
CONFLICT OF INTEREST DISCLOSURES					
<b>Were there any conflict of interest disclosures by Councillors?</b>	No				



# Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
<b>Meeting Name:</b>	Councillor and CEO Only Time				
<b>Date:</b>	Tuesday, 8 November 2022				
	<table border="1"> <tr> <td><b>Time Opened:</b></td> <td>5:30pm</td> </tr> <tr> <td><b>Time Closed:</b></td> <td>6:30pm</td> </tr> </table>	<b>Time Opened:</b>	5:30pm	<b>Time Closed:</b>	6:30pm
<b>Time Opened:</b>	5:30pm				
<b>Time Closed:</b>	6:30pm				
<b>Location:</b>	Koonung Room				
<b>Councillors Present:</b>	Mayor Cr Diamante Deputy Mayor- Cr Lightbody Cr Chen Cr Cr Conlon Cr Gough Cr Lange Cr Lightbody Cr L.Mayne Cr S.Mayne				
<b>Officers Present:</b>	Andrew Day - CEO				
<b>Apologies:</b>	Nil				
<b>Items discussed:</b>	<ul style="list-style-type: none"> <li>• Committee Representatives</li> <li>• Councillor meeting dates/arrangements</li> <li>• Property matter</li> <li>• Key Christmas dates</li> </ul>				
CONFLICT OF INTEREST DISCLOSURES					
<b>Were there any conflict of interest disclosures by Councillors?</b>	No				

**15 CITY PLANNING & COMMUNITY**

Nil

**16 URGENT BUSINESS****17 COUNCILLOR REPORTS AND QUESTION TIME****18 CONFIDENTIAL REPORTS****18.1 Community Transport Update**

This report contains confidential information as defined in the *Local Government Act 2020*. The relevant grounds applying are S3(1)f and g(ii) of the Act concerning personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs and private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.