

Quarter 2

1 October to 31 December 2022

# Manningham Quarterly Report

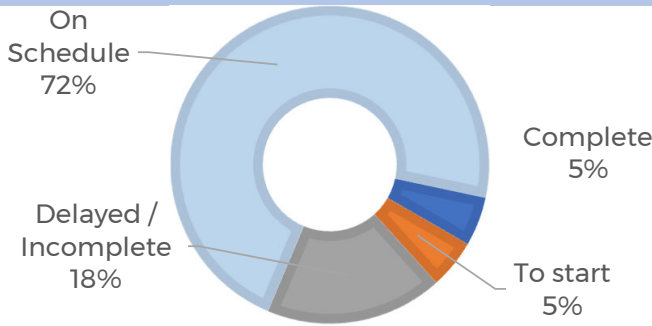
*Key information on our performance and governance*



Volunteers at Doncaster Hill community garden  
MC Square Community Centre, 10th anniversary

# 1. Capital Works

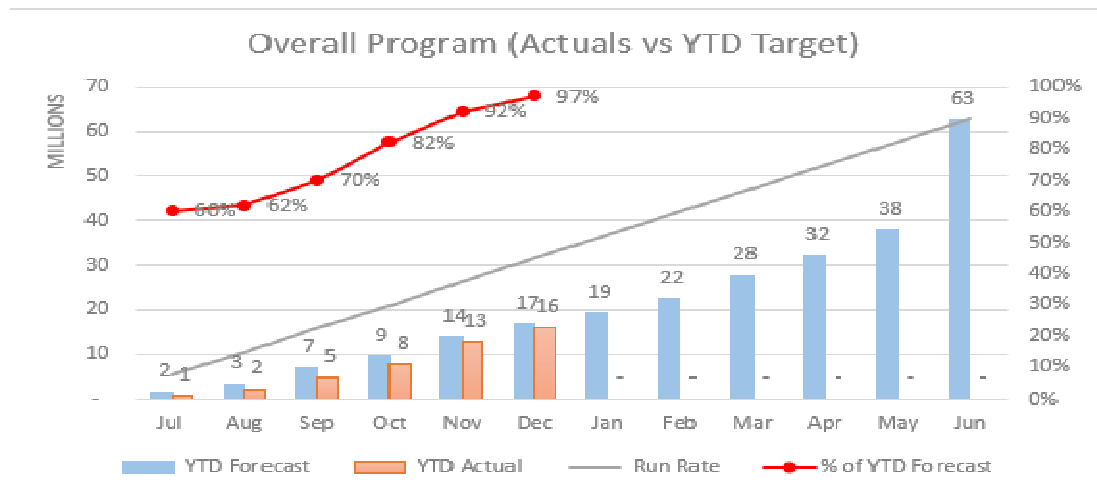
## Project Overview



<b>Adopted Budget</b>	<b>\$65.2m</b>
<i>Less Carry Forward Adjustments</i>	<i>*-\$0.7m</i>
<b>Final Approved Budget</b>	<b>\$64.5m</b>
<i>less FOGO*</i>	<i>*-\$2.5m</i>
<b>Updated Forecast</b>	<b>\$62.0m</b>

\* FOGO is Food Organic, Green Organic

Program Complete	Projects Complete	Value of Capital Works	Capital Income & Grants
<b>25%</b>	<b>5%</b>	<b>\$16.1m</b>	<b>\$6.1m</b>



## Capital Spotlight

- \$16.1m (million) has been spent on capital projects, which is 25% of the overall adopted capital works program budget of \$64.5m. The current forecasted spend for the financial year is \$55m, which is significantly more than in any previous 12-month period, but still less than the 90% of budget KPI.
- 33 of 183 (or 18%) of current year projects have been identified as being at risk of not being completed by the end of the financial year.
- To achieve the best possible outcome for delivery and manage the forecasted under-expenditure, we have been actively fast-tracking future years projects. \$5.5m worth of projects have been brought forward although it is acknowledged that they may not all be viable to be delivered within the financial year.
- Project delivery is significantly being impeded by the current market conditions affecting design and consultancy works including:
  - sourcing contractors from the market with a number of projects having to be re-tendered.
  - securing material to undertake the works and long times for materials. For example, the current industry wait time for drainage pipes is 6 months.
  - contractors having significant longer construction programs than previous years due to labour shortages.
  - limited pool of available contractors with long lead times before they can start projects.
  - significant delays in consultancy work and external approvals due to labour shortages.



# 2. Financial Status

## Year to Date (YTD) 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	116,632	116,656	23	0.0%	117,381	117,420
Statutory Charges, Fees & Fines	1,906	1,581	(325)	(17.1%)	3,726	3,013
User Charges	4,895	3,963	(932)	(19.0%)	10,073	9,328
Interest Received	325	1,023	698	214.7%	650	1,900
Grants & Subsidies	4,637	5,411	774	16.7%	11,375	11,814
Capital Grants & Contributions	457	1,584	1,127	246.5%	6,624	5,521
Other Income	3,421	1,635	(1,786)	(52.2%)	8,014	8,354
Net gain/(loss) on disposal of Property, Infrastructure, Plant and Equipment	45	136	90	199.4%	91	91
<b>Total 1. Income</b>	<b>132,319</b>	<b>131,988</b>	<b>(331)</b>	<b>(0.3%)</b>	<b>157,934</b>	<b>157,440</b>
<b>2. Expenditure</b>						
Employee Costs	29,643	28,080	1,562	5.3%	57,869	57,869
Materials & Contracts	15,019	14,203	816	5.4%	30,696	31,436
Interest	23	4	18	80.7%	45	45
Utilities	1,163	863	299	25.8%	2,304	2,217
Other	11,711	12,560	-849	-7.2%	17,775	19,568
Depreciation	14,630	14,786	-156	-1.1%	29,261	29,294
<b>Total 2. Expenditure</b>	<b>72,188</b>	<b>70,497</b>	<b>1,691</b>	<b>2.3%</b>	<b>137,952</b>	<b>140,428</b>
<b>Operating Surplus / (Deficit)</b>	<b>60,131</b>	<b>61,491</b>	<b>1,360</b>	<b>2.3%</b>	<b>19,982</b>	<b>17,012</b>

## Executive Summary

At the end of December 2022, Council's Operating Surplus was \$1.36m or 2.3% favourable compared to the year-to-date (YTD) Adopted Budget. The key favourable variances include:

- \$1.56m favourable Employee Costs due to a large number of vacancies.
- \$1.13m favourable Capital Grants income primarily due to unbudgeted \$819k receipt of Local Roads and Community Infrastructure Program (Phase 2) monies from the Department of Infrastructure & Transport for road sealing projects. Various capital projects have also received unbudgeted monies.
- \$816k favourable Materials & Contracts due to the timing of expenditure for City Amenity, City Infrastructure and City Projects - mainly in the Contractors account. Economic & Community Wellbeing is also favourable in the Youth program.
- \$774k favourable Operating Grants income due to the timing of School Crossing supervision funding, a small increase in the Grants Commission payment for 2022/23 and early receipt of Emergency Resource Program payments.
- \$698k favourable Interest Received due to increasing term deposit interest rates.
- \$299k favourable Utilities due to timing of electricity and water costs.

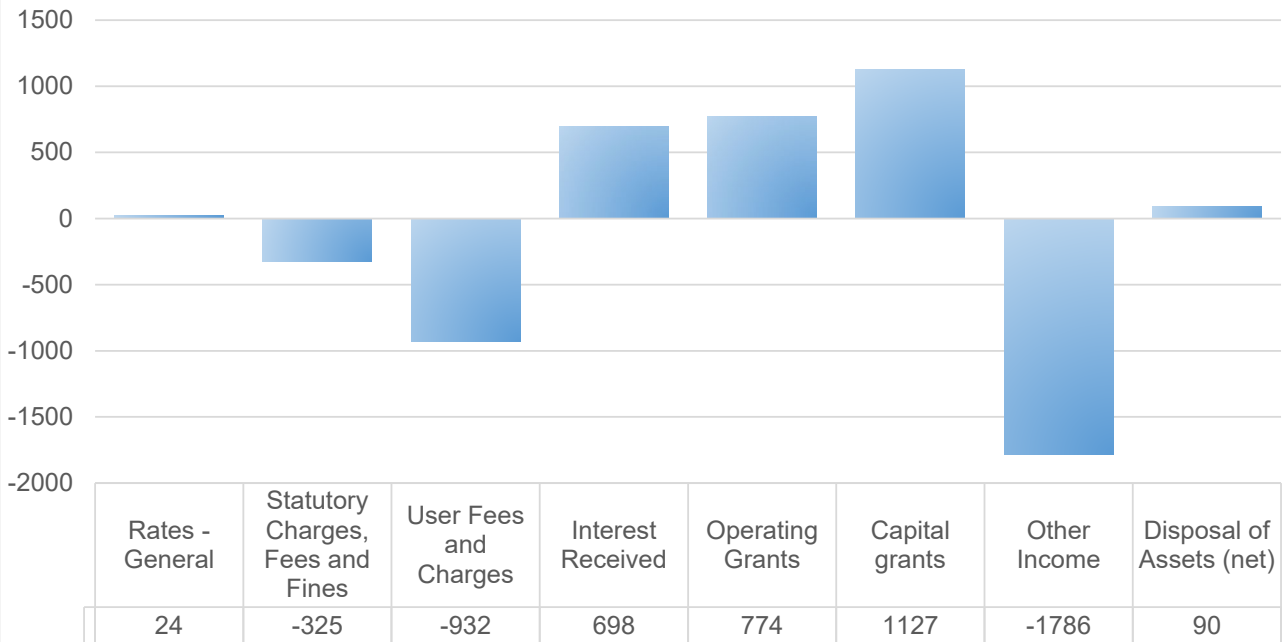
These are partly offset by:

- \$1.79m unfavourable Other Income from timing variances in receipt of Developers (Open Space) Contributions.
- \$932k unfavourable Fees & User Charges primarily due to lower than anticipated activities in Community Venues & Functions \$293k, Aquarena contract income \$369k, Traffic & Development \$86k and Utility recoveries \$58k.
- \$849k unfavourable Other Expenses mainly due to software licence costs being \$950k greater than budgeted, \$183k unbudgeted legal expenses for historical matters, \$89k greater than budgeted corporate insurance premium, and postage costs relating to Waste educational activities. The timing of consultancy costs relating to the Strategic Property Portfolio, Tech One and Library related expenses partly offset this unfavourable variance.
- \$325k unfavourable Statutory Charges, Fees & Fines mainly due to parking infringements & infringement court lodgement fees (\$302k - City Compliance).

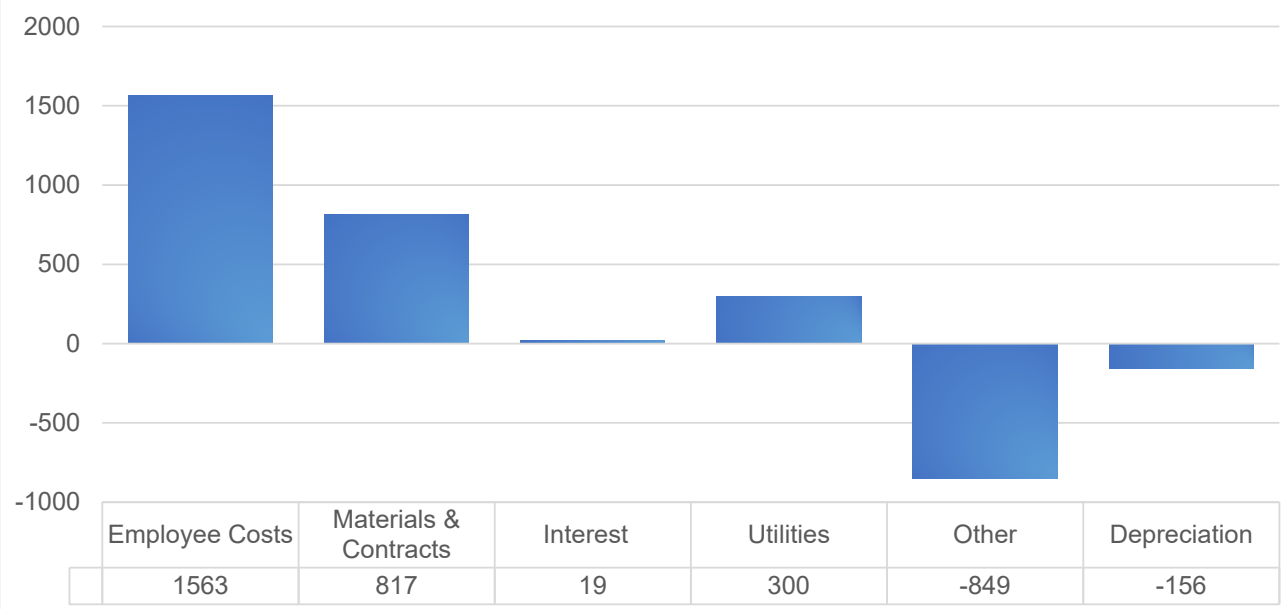
# 2. Financial Status

## Year to Date Income and Expenditure Variances by Category

YTD Income Variances ('000)



YTD Income Expenses ('000)



# 2. Financial Status

## Cash and Investments

Council's cash and cash investments balance as at the end of December 2022 is \$93.41 million

## Summary of Council Investments

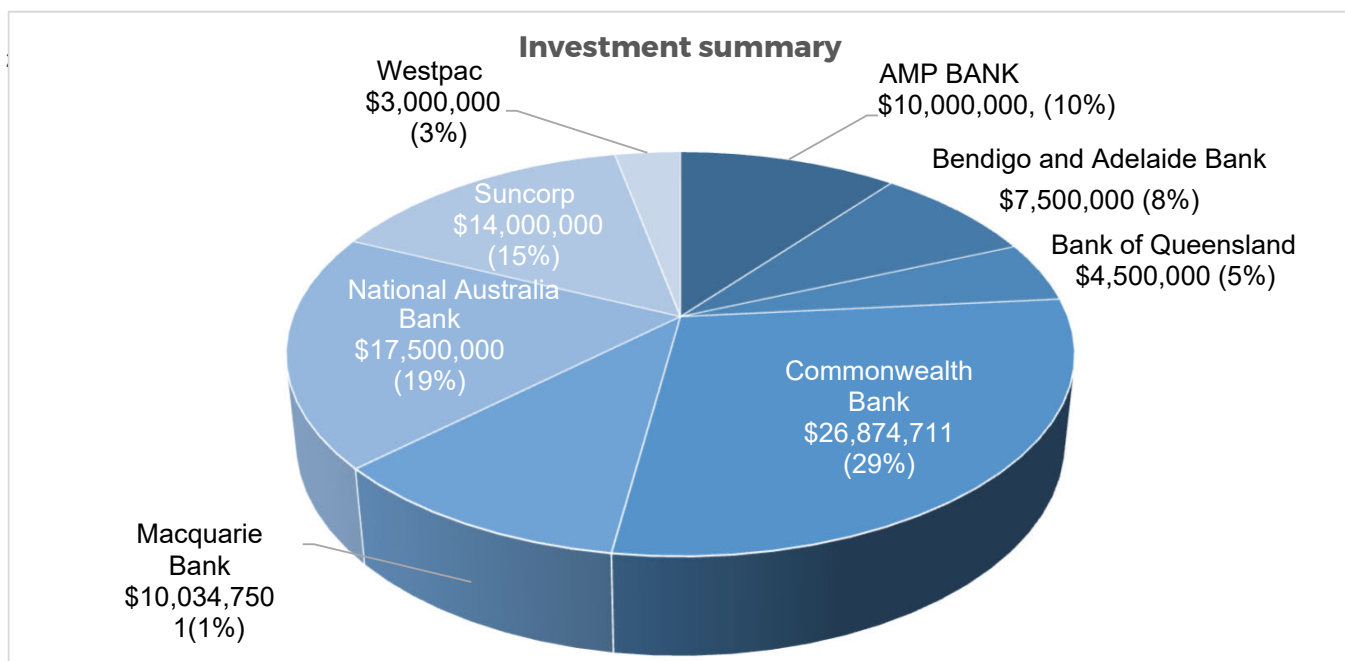
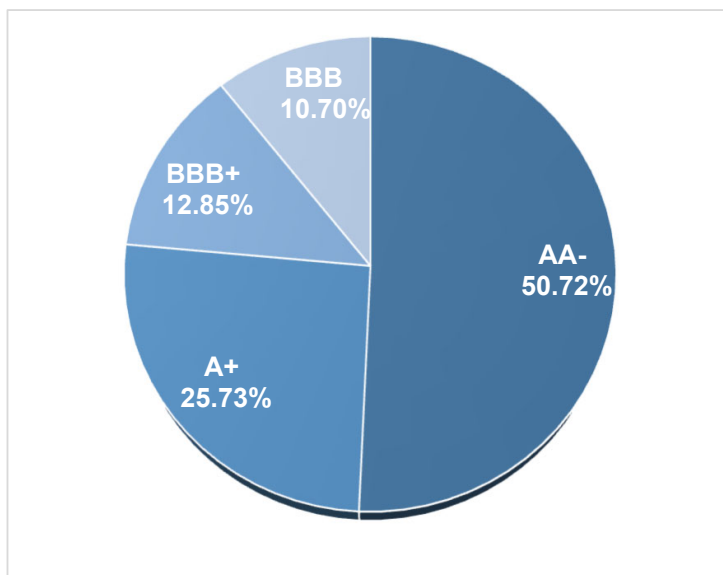
Average Weighted interest rate	3.40%
Average monthly interest \$	170,470
Maximum interest rate earned	4.55%

## Investments by Risk (S & P Long Term Credit Rating)

### What is the S & P Risk Rating?

The Standard & Poor (S&P) is a universal credit rating. There are 17 ratings, using 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.



# 2. Financial Status

## Balance Sheet

	December 2022 (\$)	June 2022 (\$)	Movement (\$)
<b>Assets</b>			
<b>Current Assets</b>			
Trade and Other Receivables	75,056,748	15,924,167	59,132,581
Accrued Income	958,820	692,721	266,099
Cash and Cash Equivalents	14,409,461	12,622,907	1,786,554
Other Financial Assets	79,000,000	80,679,367	(1,679,367)
Prepayments	267,391	1,461,554	(1,194,163)
	169,692,420	111,380,716	58,311,704
<b>Non-Current Assets</b>			
Investments in associates	2,865,159	2,865,159	0
Sundry Debtors - Non Current	624,125	590,227	33,898
Infrastructure, Property, Plant & Equipment	2,455,212,979	2,454,017,279	1,195,700
	2,458,702,263	2,457,472,665	1,229,599
<b>Total Assets</b>	<b>2,628,394,683</b>	<b>2,568,853,381</b>	<b>59,541,303</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Trade and Other Payables	23,047,352	24,684,395	1,637,043
Provisions	13,950,927	14,427,560	476,633
Trust Funds and Deposits	13,887,108	13,722,789	(164,319)
	50,885,387	52,834,744	1,949,357
<b>Non-Current Liabilities</b>			
Provisions - Non Current	3,305,477	3,305,477	-
	3,305,477	3,305,477	-
<b>Total Liabilities</b>	<b>54,190,864</b>	<b>56,140,222</b>	<b>1,949,357</b>
<b>Net Assets</b>	<b>2,574,203,819</b>	<b>2,512,713,158</b>	<b>61,490,661</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	61,490,659	32,121,101	29,369,558
<b>Total Equity</b>	<b>2,574,203,819</b>	<b>2,512,713,158</b>	<b>61,490,661</b>

## Reason for YTD variances (as at 31 December 2022)

**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. Total current assets (trade and other receivables) 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% of Council's non-current assets. Total non-current assets have slightly decreased compared to the 30 June 2022 figure mainly due to year to date depreciation/amortisation expenditure partly offset by an increase in work in progress.

**Current Liabilities** have decreased compared to 30 June 2022 primarily due to the timing of payments to be made to creditors (trade and other payables).

**Non Current Liabilities** are in line with the 30 June 2022 figure.

**Equity (Accumulated Surplus and 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 Development Contributions Plan Reserve. These amounts are transferred to or from the accumulated surplus of Council and are separately disclosed. The increase in Equity compared to 30 June 2022 is essentially related to the Year to Date Surplus

# 2. Financial Status

## Cash Reserves

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 used to develop social and community infrastructure in accordance with the conditions contained in the DCPO.

\$'000	Opening Balance at 1 July 2022	YTD Actual Income	Forecast Expenditure 2022/23	Projected Reserve Balance
Open Space Reserve	\$13,159	\$1,419	\$6,199	\$8,379
Doncaster Hill DCP Reserve	\$1,103	\$0	\$0	\$1,103

## 2022/23 Open Space Reserve Contributions Summary

Property	Amount
777 Doncaster Road Doncaster VIC 3108	\$320,000
14 Elvie Street, Doncaster East, VIC, 3109	\$128,000
12 Montgomery Street, Doncaster East VIC 3109	\$126,400
26 Oxford Street Nunuwading Vic 3131	\$122,500
121 Beverley Street, DONCASTER EAST VIC 3109	\$120,000
1/8 Anderson Street TEMPLESTOWE VIC 3106	\$112,000
5 Saxon Street, DONCASTER VIC 3108	\$108,000
11 Balmoral Avenue TEMPLESTOWE LOWER VIC 3107	\$100,000
108 Manningham Road, BULLEEN VIC 3105	\$80,000
24 Sunhill Road, TEMPLESTOWE LOWER VIC 3107	\$67,500
29 Lawanna Drive, TEMPLESTOWE VIC 3106	\$65,000
24 Studley Street, DONCASTER VIC 3108	\$62,000
817 Doncaster Road, DONCASTER VIC 3108	\$7,500
<b>Total Year to Date</b>	<b>\$1,418,900</b>

# 3. Council Plan 2021-2025

Our progress on our Council Plan 2021-2025 is detailed over the next pages with a traffic light: on track (green), monitor (yellow) and off track (red).

The Plan has five themes, with goals for each theme developed in consultation with our local community, business and partners.

We progress these goals through actions and major initiatives each year. Major Initiatives are significant pieces of work, usually delivered across the four years of the Plan. Our reports are 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 programs

**Action**

- In line with our commitment to gender equality and fulfill requirements of the Victorian Gender Equality Act (2020), we are undertaking assessments on policies, services and programs as they are reviewed.

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 continued our work to improve youth mental health services through support given for Access Health.
- A tender for a headspace service in Box Hill has opened, which is due to be announced in February 2023.

iii. Developing a collaborative forum to engage with businesses, community leaders, community groups and residents from culturally diverse backgrounds

**Action**

- We held an event to announce the 2022 Civic Award winners including citizen and young citizen, sports volunteer and volunteer of the year and the Community Achievement Award.
- A *Strength Through Connection* event held with the Multicultural Network to explore Mental Wellbeing.

iv. Investigate extended use of community facilities including libraries, through a new Community Infrastructure Plan.

**Action**

- Successfully extended opening hours of Doncaster and The Pines Libraries.
- Our draft 20-year Plan to guide use of our community facilities is being readied for community consultation.
- Outcomes of The Pines Library and Community Hub Feasibility are being finalised for internal review.
- The Warrandyte Library afterhours access project in underway.

2. Work to connect service providers, community groups, local organisations and networks to improve and profile community outcomes through forums and connections

**Action**

- We held an *Inclusive Connections - International Day of People with Disability* expo involving over 40 local service providers and a speakers panel covering a range of topics from fashion to accessing NDIS services.
- We appointed 16 community members to our new Recreation and Sports Advisory Committee to share their experiences and expertise on sport and recreation outcomes and our Active for Life Recreation Strategy.

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 prepared extensive community support to start Food Organics Garden Organics (FOGO) in July.
- Our *Reconciliation Action Plan 2023-2025* received conditional approval from Reconciliation Australia.
- We took part in the Victorian *Walk Against Family Violence* and 16 Days of Activism activities.
- We supported the *Yaluk Langa (River's Edge) Ceremonial tree scarring* at the Heide Gallery.
- We participated in the finalisation of the Yarra Strategic Plan - Burndap Birrarung burndap umarkoo developed in partnership with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation.
- The opening of Wonguim Willam involved the traditional owners in design, signage and the welcome.



# 3. Council Plan 2021-2025

Action we have taken to progress the goals of our Council Plan

Progress



## 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:

- Adoption of key strategic documents including Liveable City Strategy 2040, the Environmental Strategy and review of the Manningham Planning Scheme 2022 - 2026, and
- investigate enhanced planning controls to enhance the protection of our environment.

Action

- We adopted our Liveable City Strategy 2040, considering 360 community submissions.
- We endorsed the *Manningham Planning Scheme Review* on 13 December 2022 and submitted it to the Minister for Planning. We are now implementing the recommendations.
- The draft Environment Strategy is being considered following the recently adopted Climate Action Plan.

### 5. Provide ways for people to connect by:

- Prioritise grant funding to support community inclusion and connections to respond to community needs
- 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 finalised the review of our *Community Grant Policy 2021-2025* to further strengthen benefit to the Manningham community in alignment with our 2021-2025 Council Plan.
- We added a new Neighbourhood Houses Grant Program for 2023-2025 within our funding suite to better support Neighbourhood Houses to meet community need.
- Our *Small Grant* program completed its third round for 2022, resulting in 18 community organisations receiving a total of \$32,547.65 to support community strengthening initiatives.
- We launched an 18-month carshare trial with carsharing service *GoGet* to provide the community with more sustainable and affordable transport options.
- We continued discussions with the Department of Transport and others to advocate for bus reform for Manningham, through a bus review and new services.

### 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:

- Finalising the Community Infrastructure Plan and commence implementing the 20-year Action Plan.
- Strengthening utilisation and performance of stadiums in conjunction with stadium managers, and
- Improving community access to sport and recreation facilities and spaces for broad community use and benefit.

Action

- We commenced a tender for the management of our indoor facilities. The efficient and multi-use of these indoor facilities will be a key outcome of the tender process.
- Our new *Sports Facility Development Plan* guides review of current facilities and how they can be improved, while identifying opportunities for new facilities. This includes consideration of how current land is used and whether this land can be repurposed to address emerging sport trends.

### 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.

Action

We are working daily with NELP and Spark on the North East Project stages including:

- commencement of the Central tunnel package works where we are reviewing ongoing design plans, construction compound plans.
- Early Works package which is almost complete with final rectification works being undertaken at the new Bulleen Park and Ride facility is being constructed with completion due March 2023.
- Southern Package alliance which has been engaged.

## 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.

- Action**
- The tender evaluation for Melbourne Hill Road drainage (stage 2) road reserve works is complete. The planning permit for tree removal is in progress, with construction expected to commence in June 2023. Detailed design and land acquisition for works within drainage easements is also in progress.
  - We are constructing footpaths including Atkinson Street in Templestowe, Blackburn Road in Doncaster East. The new Yarra Trail section connecting Beasley's Nursery with Alexander Road is ready to start.
  - Our commitment to sealing all local unsealed roads continues with major culvert upgrades on Rainbow Valley Road, Park Orchards in preparation for sealing works, and Gatters Road, Wonga Park ready to start.
  - Significant drainage upgrades have also taken place in Brymton Avenue, Euston Avenue and Park Road in Park Orchards. In addition, major upgrade works have commenced in Everard Drive in Warrandyte.

## 9. We will deliver the Road Improvement Program (as scheduled) including Jumping Creek Road, Tuckers Road, Knees Road and Templestowe Village connecting roads

- Action**
- Our Program Works are progressing well with Tuckers Road (stages 1 and 2) nearing completion.
  - The Jumping Creek Road design is complete with regulatory approval process underway and additional community information session held.
  - Templestowe Route early works have been completed and design is nearing completion.

## 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

- Action**
- We delivered upgrades to our facilities, including progressing the Petty's Reserve Sporting Development (Stage 2), Rieschiecks Reserve Pavilion Redevelopment, and Deep Creek Reserve.

## 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 and the Wonguim Wilam playspace upgrade (stage 2).



- Action**
- Work has been 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.
  - The new open space on Hepburn is scheduled to go out to tender in early 2023.
  - The Victoria Street place space upgrade concept design has completed community consultation and detailed design is underway.
  - Wonguim wilam playspace upgrade (stage 2) is now open to the public. The First Nations artwork is underway and will be installed in 2023.



## 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

- Significant improvements made in bushland maintenance, with a new contractor and position created to help work in the bushland area. We have started a new quarterly newsletter, a *friends of 100 Acres* group and new management plans for Mathews Property and Tullamore Bushland areas.
- Our Environment Strategy will consider the new Climate Emergency Action Plan which was adopted in December and commits to working with residents, businesses, and visitors to achieve net zero emissions for Council operations by 2028 and for the community by 2035.
- Once adopted the new Community Local Law will provide a more contemporary document that will improve Council's ability to respond to issues, increase performance based regulations whilst reducing administrative burden for the community and officers. The Community Local Law also responds to changes in government legislation and removes unnecessary duplication.
- We are working on recommendation 8 of the endorsed Manningham Planning Scheme Review 2022 - 2026 to review the controls that protect Pine and Cypress Trees.



## Vibrant and Prosperous Economy

### Goals:

- Grow our local business, tourism and economy

### 13. 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 are continuing to support local business, engaging directly with traders on a range of issues including business permits.
- We continue to deliver our business mentoring and business development programs as required.
- We continue to provide on-going support recovery to our business community. On 10 November our Mayor launched our new Find Your Local campaign at the 2022 Manningham Business Excellence Awards.
- Research and benchmarking have been completed for the feasibility of a business hub and co-working space. Funding has been secured to undertake the next round of research into site specific locations and an evaluation of different delivery models.



Manningham Business Breakfast

### 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

#### 14. Explore different ways to improve community satisfaction with our communications on local community issues, services and activities

- Action
- Easy English is a key driver for the information and layout of our Manningham website. While we have done significant work on this, it is ongoing, and we have started to identify and consult with our Advisory Group on which key documents to translate into Easy English.

#### 15. Explore ways to enhance performance reporting across social, environment and economic outcome against community need.

- Action
- We have started a review of our strategic framework which guides how we develop our strategic documents, including how we report strategy outcomes to the community.
  - We are also in updating the strategy and policy page on the Manningham website to better allow the community to see the links between our strategic commitments, progress and community outcomes.

#### 16. Improve our customer experience to better understand and meet their specific needs

- Action
- Improvements to our Customer Experience and Customer Relationship System (CRM):
    - We have seen a 31% increase of customers using our recently automated Snap Send Solve process with 1211 cases created. Live chat interactions with customers were down 35% compared to last quarter.
    - real time integration between our Customer Relationship Management, TreePlotter and Field Service systems were successfully deployed, removing a manual process and allowing our Parks Team to respond quicker to tree related cases. Our Customer Service team are now able to provide detailed responses more quickly to customers on the progress of their tree related request.
    - contractors are now able to access case details such as mapping/location details via the Contractor Portal. This has enabled contractors to respond and resolve cases more efficiently.

#### 17. 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 work to understand budget priorities for 2023/24 includes online community engagement from November to January on *Your Say Manningham* and a budgeting session with Councillors.

#### 18. We will maximise public value through the systematic planning and review of Council's services and effective, early and broad engagement on projects

- Action
- Service plans have been updated for all our services in preparation for the Annual Budget 2023/24.
  - Three service reviews are currently in progress.
  - Our commitment to early community engagement on projects continued with the draft Climate Emergency Action Plan and the Annual Budget 2023/24.

#### 19. We will take a proactive and motivated approach to be an open and transparent Council

- Action
- We undertook significant work to build understanding of the importance of transparency and accountability particularly as it relates to decision making. The education has focused on the importance of declaring and reporting conflicts of interest to ensure community confidence in decision making.



# 4. 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 are 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) and Other (publications).

Councillor	Travel	Car Mileage	Child-care	Information Communication Technology	Conference & Training	General Office Expense	Formal Attendance	Member -ship	Other	Total Qtr	Year to Date
Cr A Chen	\$46	\$376	\$0	\$0	\$0	\$0	\$46	\$0	\$0	\$468	\$817
Cr A Conlon	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$125
Cr D Diamante (Mayor)	\$0	\$0	\$0	\$0	\$0	\$0	\$413	\$0	\$0	\$413	\$563
Cr G Gough	\$128	\$743	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$871	\$1,076
Cr M Kleinert	\$544	\$0	\$0	\$185	\$0	\$58	\$138	\$0	\$0	\$925	\$1,922
Cr C Lange	\$0	\$803	\$0	\$0	\$0	\$0	\$52	\$0	\$0	\$854	\$944
Cr T Lightbody (Dep Mayor)	\$0	\$317	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$317	\$626
Cr L Mayne	\$20	\$0	\$0	\$320	\$0	\$0	\$0	\$0	\$0	\$340	\$5,576
Cr S Mayne	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$112

## Notes for the Quarter

- \$77 adjustment for Councillor (Cr) L Mayne to the figure reported last quarter
- Allowances have been adjusted to reflect that Cr Deirdre Diamante was elected Mayor and Cr Tomas Lightbody as Deputy Mayor on 3 November 2022.
- Councillor year end event \$2,344.20

# 5. 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	\$257	\$37	\$0	\$0	\$0	\$294	\$294

## Notes

### 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.

#### Gifts Declared

Any gifts that exceed the token gift threshold (\$50) 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.

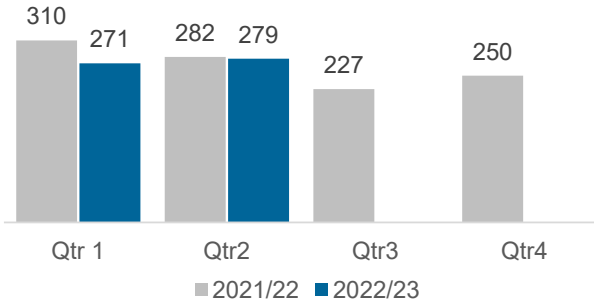
# 6. Governance

We monitor our service performance to make sure we maximise our public value and make improvements where needed. A portion of our performance indicators are in the local government performance reporting framework. The areas below are of particular interest, the full suite is on Know Your Council.

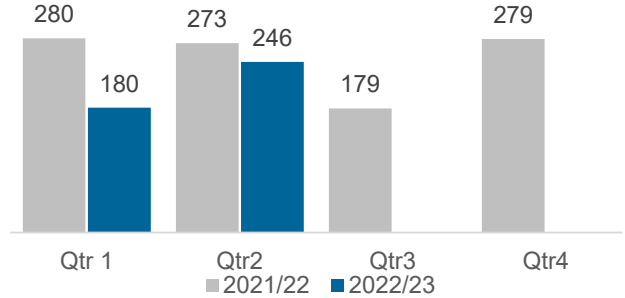
## Statutory Planning

Statutory planning services include the assessment of planning permit applications for new development proposals and changes to land use activities under the Planning and Environment Act 1987.

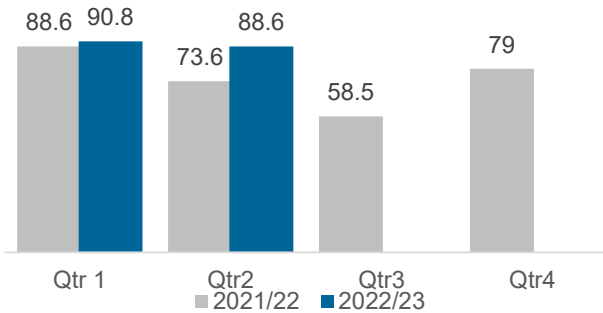
Planning applications received



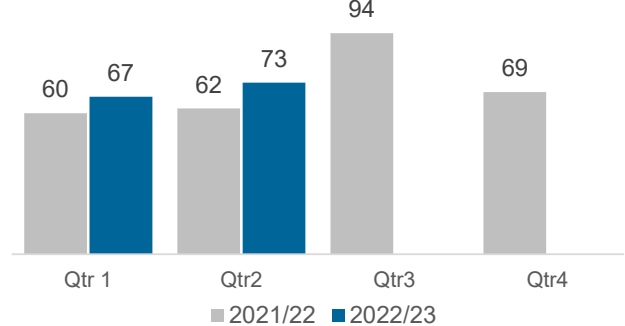
Planning decisions made



Decisions made within time (%)



Time taken to decide (median days)

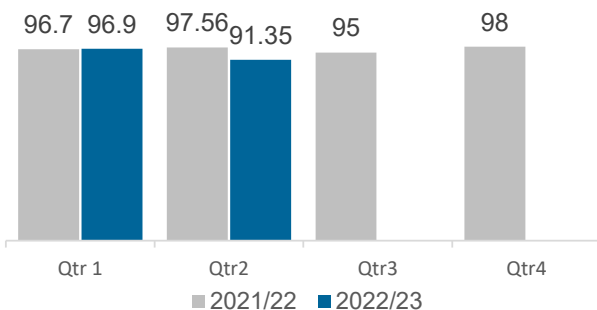


Decisions made within time has stabilised with 88.6% of all applications decided within time. There has also been an increase in the number of applications received and the number of planning decisions made from the previous quarter.

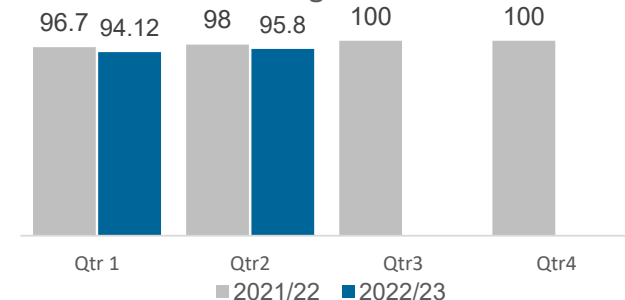
## Council decision making

Manningham Council is committed to being open and transparent and

Decisions made open to the public



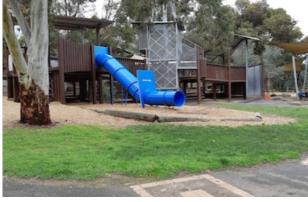
Councillor attendance at Council meetings



The decisions made closed to the public included property and contractual matters

# 7. Community Engagement

## Engagement Projects



### Victoria Street Playspace

We're looking to create a major play destinations with experiences for all ages to enjoy creative and imaginative play.



### 2023/24 Budget

We're committed to spending your rates wisely and providing community services, infrastructure and programs that suit your needs.



### Skatepark at Swanston Reserve

In 2023, we'll be upgrading the Bulleen skatepark at Swanston Reserve as part of the Swanston Reserve Masterplan.



### Active Manningham Program 2023-25

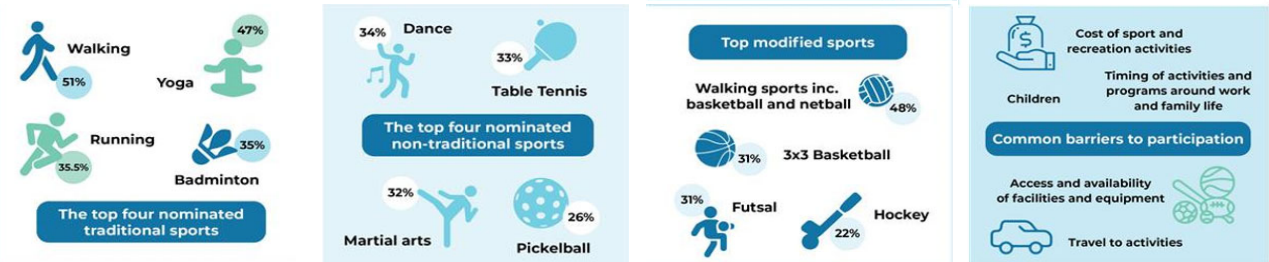
Which sport and recreation activities you wish to try to improve health and wellbeing in the community

## What you told us

### Active Manningham Program 2023-2025

The *Active Manningham Program* provides opportunities for our community to participate in different sport and recreation activities for free, or at a discounted cost.

We asked the community on *Your Say Manningham* what sports and activities the Program should focus on over the next three years. The results from 110 responses are:



## Progress on recent engagement

### Macedon Square Safety and Streetscape Upgrade

We are continuing to talk with our community about the proposed upgrade of Macedon Square. After feedback from our traders and community, the current concept plan for Macedon Square was taken off the table and we held a Macedon Square Community Engagement workshop on 6 December 2022. The workshop included 12 traders, eight community members, two property owners and six Manningham council representatives.

The outcome of the activity was an agreed upon way to move forward and to start designing a new concept plan alongside the community starting in March 2023. This is an ongoing project and Manningham Council is committed to continue working with the community.

### Budget 2023/24

Our Council service priorities survey for the 2023/24 budget is now closed and 202 people shared their views and preferences on what needs to be prioritised in our budget.

A strong preference for parks, reserves and other open spaces as well as the maintenance and cleaning of public spaces was shown by participants.

### Climate Emergency Action Plan

We used the online platform *Polis* to boost resident's interest and influence over our Climate Emergency Action Plan. 211 people voted and a total of 8,062 votes were cast for this poll.



# 8. Chief Executive KPIs

In September each year, Key Performance Indicators (KPIs) are developed in collaboration with our Councillors as key pieces of work that require our Chief Executive's particular attention in the pursuit of improved community outcomes and organisation excellence. Progress on indicators to improve community outcomes is presented below.

**Performance:** On Track ● Off Track ● Monitor ●

## Community

- 1 Provide quarterly reports to Council on the implementation of the Community Infrastructure Plan ●
- 2 Develop community assets 'access and utilisation report' and present to Council by 30 September 2023 ●
- 3 Implementation of strategies to improve retention and encourage diversity, including employment opportunities targeting youth (such as graduate programs). ●

## Environment

- 4 Climate Action Plan adopted and Year 1 actions commenced by September 2023 ●
- 5 Progress flood mapping reforms with committee convened and timelines for mapping established by 1 July 2023. ●
- 6 Develop a 10-year prioritised list of drainage projects which will consider available flood mapping for presentation to Council by 30 September 2023. ●

## Places and Spaces

- 7 Active transport strategy presented to Council by 1 July 2023 ●
- 8 90% completion of Capital Works Program ●
- 9 Provide quarterly progress reports to Council on the implementation of the Asset Plan ●
- 10 Immediate Liveable City Strategy actions are categorised into a 5-year implementation plan and presented to Council by 30 June 2023. 90% of high priority actions to be delivered during this timeframe. ●
- 11 Provide quarterly reports to Council on the Road Management Plan (including maintenance scheduling) ●
- 12 Implement a new Community Bus Service model by 1 July 2023 ●

## Economy

- 13 Economic Development Strategy presented to Council by 1 July 2023. Progress plans for business hub and co-working space options. If feasible, complete preliminary design phase by 30 September ●

## Well Governed Council

- 14 Preparation of preliminary designs for at least one of the key Strategic Property Portfolio sites and present a process and options for property portfolio transactions by 1 July 2023 ●
- 15 Council's State election advocacy agenda is promoted with a report to SBS on outcomes by 30 March ●
- 16 90% of the Council Plan Major Initiatives and Initiatives are on track at the end of the financial year ●
- 17 Prepare and present an Annual Budget to Council in alignment with Council's 10 year Financial Plan. Meet the organisation financial budget target as set out in the annual budgets for 2022/23. ●
- 18 Provide an annual report to Councillors on service review areas and outcomes ●
- 19 Improved collaborative processes and reporting in place to reduce response and resolution times for service requests and community enquiries / community feedback on service handling satisfaction ●
- 20 Annual reporting of employee diversity (gender/young people/older workers/culture) to Council ●

## Manningham Council

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Interpreter service **9840 9355**

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